

Hardwick Parish Council
Minutes of the Meeting held on Wednesday 16 April 2025 at 7.00 pm
Held at The Cabin at St Mary's, Hardwick

Present: Councillors: A Gill (Chairman), B Coxall, P Joslin and S Rose.

In attendance: 1 member of the public and Mrs A Griffiths (Minutes Secretary, LGS Services).

Open public session including reports from the County and District Councillors

A resident raised the ongoing delays in receiving the S106 funds for Capstone Fields from SCDC. He had been investigating the current status of the Deed of Variation, which was required to allow the money to be used for the pedestrian islands, and had learned from a contact that the document had only been sent to a signatory on 10 March and had yet to be signed. He queried why the process was taking so long and urged that the matter be pursued by the Clerk and that progress be recorded in the minutes for every meeting until the funds were received. The Chairman explained that the Highways Working Group had been liaising with CCC and had reported back diligently to every meeting, and that the Clerk and other members had also been pressing for information from SCDC and CCC. The resident requested that the Clerk formally raise the matter with Hill, establish the whereabouts of the document and when it would be signed, and maintain the pressure until the Deed of Variation had been signed and returned to SCDC.

1. To receive apologies for absence

Apologies had been received from Cllr Armisen. Cllrs Awoyinka, Giddings and Phillips were not present.

2. Declarations of interest

2.1 To receive declarations of interests from Cllrs on items on the agenda and details of dispensations held

Cllr Gill declared a non-pecuniary interest in item 8.2 as a Trustee, Guarantor and Director member of the Hardwick Community Centre Charity.

Cllr Rose declared a non-pecuniary interest in item 8.2 as a Trustee, Guarantor and Director member of the Hardwick Community Centre Charity, and in item 6.1.1 as the applicant was a neighbour and friend.

2.2 To receive written requests for dispensation and grant any as appropriate for items on this agenda

None received.

3. To approve the minutes of the previous meeting on 19 March

RESOLVED that “(£89254 net)” be deleted from item 2, line 5. (Prop SR, 2nd AG, unanimous)

RESOLVED that the minutes of the meeting on 19 March 2025 be approved and signed by the Chairman as a true record, after the above amendment. (Prop PJ, 2nd BC, carried with 3 in favour and 2 abstentions)

4. Matters arising or deferred from the last or previous meetings for discussion/decision

4.1 (5.2) Outstanding S106 funding Capstone Fields Pedestrian Islands Bus Shelter to consider the response from CCC to the Parish Council's letter regarding the increased cost

RESOLVED to note the response of CCC that the project could proceed without the surfacing, which would reduce the costs. Cllr Joslin reported that CCC intended to deduct approximately £12,000 from the costs, but a formal revised quotation from CCC's contractor was still awaited, which she would forward when received.

RESOLVED to instruct the Clerk to resolve the situation so that we get the money and find out where the Deed of Variation document is and who is yet to sign it. (Prop PJ, 2nd SR, unanimous)

4.2 (5.3) Outstanding S106 funding for street lighting improvements to receive an update report from Cllr Rose

Cllr Rose outlined his efforts to expedite the receipt of the £15,000 S106 funding for street light improvements.

RESOLVED, given that a response had not been received, that Cllr Rose should pursue this matter with the CEO of SCDC, as the Parish Council has paid for a project to improve the lighting for the village. (Prop AG, 2nd PJ, unanimous)

- 4.3 (5.4) Street light in Main Street – update and to consider quotations for stickers
RESOLVED to note that the street light in Main Street had been added to the schedule for the street light maintenance contract.
RESOLVED having considered two quotations for stickers identifying and giving fault reporting information for the Parish Council owned street lights, to accept the quotation from Sign Works for ten stickers at £18.00 plus VAT per sticker.
RESOLVED that when the stickers have been applied to the posts, a location plan will be provided to the maintenance contractors and publicised in Hardwick Happenings and on Facebook.
- 4.4 (5.5) Grenadier Walk play improvements – to consider recommendations if received
RESOLVED, noting that a third quotation was still awaited, to defer this item to the next meeting.
RESOLVED to note that the Clerk had written to four addresses adjoining the leaning wall to request that it be repaired. The wall was not the Parish Council's.
- 4.5 (5.6) To consider options and costs for website/web hosting
RESOLVED, noting that the current arrangements required payment by individual credit card for renewal, to consider alternative providers.
RESOLVED that Cllr Rose should investigate the links to the websites provided and bring a report and recommendation to the next meeting. (Prop AG, 2nd SR, unanimous)
- 4.6 (8.2) Community Centre update – to consider report on meeting and revised plans/costs if received
RESOLVED to receive Cllr Rose's verbal report that the Architect and Quantity Surveyor and engineers were working together to provide plans for a Community Centre which would come within the budget of £1.4M, which it was hoped would be available for the next meeting.
- 4.7 (8.2) Community Centre appointment of Services Consultant – to consider quotations and recommendation received
RESOLVED, having received three fee proposals, to appoint Jonathan Gray Associates as Services Consultant as recommended by the Architect and also being the cheapest quotation, to assist with the provision of mechanical and engineering services for the new Community Centre. (Prop SR, 2nd AG, unanimous)
- 4.8 (8.4) Possible projects to be funded from S106 contributions for off-site sports areas and offsite play areas including MUGA refurbishment:
On a proposition by the Chairman, the following two items were taken together:
- 4.8.1 To consider report on meeting with Hardwick Football Club and proposal that the Parish Council agrees in principle to provide officials' changing rooms to be paid for from S106 off-site sports funds and requests that Cllr Rose provides further information as to how this can best be achieved
- 4.8.2 Proposal that the Parish Council uses the S106 contributions for play and sport combined for a project such as that proposed by Play Innovations on a MUGA refurbishment and officials' changing rooms in addition to a possible improvement to Grenadier Walk play area with budgets of £185,000, £60,000 and £10,000 respectively. The balance over and above S16 can come from the interest accruing or general reserves or a combination thereof
RESOLVED to receive Cllr Rose's report that an initial design for the MUGA had been produced by a company called Play Innovation.
Having spoken to James Fisher of SCDC, Cllr Rose had been advised that there were no objections to the Parish Council combining the S106 funding for play areas

and sports, as the proposal for the refurbishment of the MUGA covered both play and sports.

Cllr Rose had also spoken to Hardwick Football Club to ask what they would like to see in the MUGA. They had no objections to the design, but officials' changing rooms were needed.

The combined totals of S106 money for sport and play amounted to some £245,000. A discussion took place about the potential costs of the changing rooms and the play improvements. The proposed amounts represented indicative budgets, as there was some flexibility available, for example with different options available for the size and location of the changing rooms, and funding from other sources available to put towards Grenadier Walk. The costs would be looked at by the Cost Consultant.

RESOLVED that the Parish Council should make budget provision of £185,000, £60,000 and £10,000 respectively for MUGA refurbishment, Officials' changing rooms, and the improvements to the Grenadier Walk play area. (Prop SR, 2nd AG, unanimous)

RESOLVED that Cllr Rose should ask the current architect and cost consultant whether they could make a proposal to work with the Parish Council on the above projects. (Prop SR, 2nd PJ, unanimous)

RESOLVED that the village be consulted on what the MUGA refurbishment should include, and that Cllr Rose should organise the consultation along with Alan West.

4.9 (10) Proposal for engagement with residents at Pippins Cafe

RESOLVED, given that Cllr Giddings was not present, to defer this item to the next meeting.

5. **Finance, risk assessment and procedural matters**

5.1 To consider any quotes for urgent work required because of risk and the Clerk's use of delegated powers

RESOLVED to accept a quotation from Oakes and Watson Tree Surgery for £780.00 plus VAT to remove three dead trees from the woodland at Sudeley Grove. (Prop PJ, 2nd BC, unanimous)

5.2 To receive play areas and skate park inspection reports and consider if any work is required

RESOLVED to note Cllr Armisen's report of a rivet at the skate park which needed to be tightened. RESOLVED to await the imminent RoSPA report.

5.2.1 To consider a resident's concerns regarding the climbing frame at Egremont Road play area

Following concerns from a resident after a child had fallen from the climbing frame, the Chairman had taken a look and noted that there did not appear to be anything wrong with the equipment, and there were no parts missing, and whilst there were gaps in the structure, the climbing frame was not designed for small children.

RESOLVED to ask RoSPA what would be the best way to deal with this matter.

5.3 To receive the financial report and approve the payment of bills

RESOLVED that the payments as listed below in the finance report should be paid, plus Cllr Gill (Web hosting reimbursement) £177.21, Jakub Dabrowski (Domain renewal) £43.16 and two Zoho (Emails) total £316.80.

RESOLVED to renew membership with CAPALC **with an affiliation fee of £783.23, to include the Data Protection Officer option.** (Prop SR, 2nd PJ, unanimous)

Salaries	£736.85
RH Landscapes (Grass cutting)	£882.00
Suffolk County Council (Street lighting energy)	£276.87
LGS Services (Admin support)	£1465.73

Credits, including bank interest and pavilion rent, and receipt of the S106 biodiversity payment (originally listed in error as "Precept" in the finance report), were noted.

RESOLVED to make a transfer of £40,000 to the instant access deposit account. ^(Prop SR, 2nd AG, unanimous)

RESOLVED to open a new 91 day notice savings account with Cambridge and Counties Bank and transfer £250,000 to it from the Unity Trust Bank account. ^(Prop SR, 2nd AG, unanimous)

5.4 To consider pitch maintenance at Hardwick Recreation Ground and quotation received

RESOLVED to accept the quotation from Mr Groundsman for £10,000 to maintain the pitches, carrying out the same scope of work as before, for the 2025 and 2026 seasons. ^(Prop AG, 2nd PJ, unanimous)

6. To consider any planning applications and decision notices and tree works applications

6.1 Planning applications and appeals

6.1.1 25/00959/HFUL – 1 Sadlers Close – Change of use of garage into habitable space and removal of existing garage door and installation of double glazed timber windows
Cllr Rose, having previously declared an interest in this item, **sat back from the meeting and did not take part in the discussion.**

RESOLVED to support the application. ^(Prop AG, 2nd PJ, carried with 3 in favour and 1 abstention)

Cllr Rose re-joined the meeting.

6.1.2 24/03354/CONDA – 347 St Neots Road – Submission of details required by Conditions 3 (Ecological enhancement), 4 (Light design strategy for biodiversity), 5 (Energy statement), 6 (Surface water drainage), 7 (Foul water drainage), 8 (Hard and soft landscape), 9 (Tree protection methodology), 10 (Self-build and custom building Housing Act), 11 (Secure cycle park), 12 (Private water drainage), 13 (Material) and 16 (Water efficiency) of planning permission 24/03354/FUL.
Noted.

6.2 To note any planning responses made between meetings using delegated powers
None.

6.3 SCDC decision and appeal notices and correspondence

6.3.1 25/00373/HFUL – 25 Cambridge Road – Dropped kerb – Permission granted by SCDC.

6.3.2 25/00382/HFUL – 1 Ellison Lane – Conversion of existing integral garage into habitable accommodation - Permission granted by SCDC.

6.3.3 25/00077/CONDA – Land west of 283 St Neots Road – Submission of details required by conditions 3 (Arboricultural method statement and tree protection strategy), 4 (External materials and fine detailing), 5 (Biodiversity enhancement), 6 (Energy statement) and 7 (Water efficiency specification) of planning permission 25/00077/S73 – Permission granted by SCDC.

6.3.4 25/00558/FUL – 323 St Neots Road – Demolition of dwelling and outbuilding, erection of 1 No. dwelling with detached garage/home office – Permission granted by SCDC.

6.3.0.5 RESOLVED to note SCDC's confirmation that the double stacked shipping containers had now been removed from the site in St Neots Road.

6.4 Tree works applications

6.4.1 25/0320/TTCA – 90 Main Street

RESOLVED that the Parish Council has no objections.

7. Members' reports and items for information only

7.1 New Housing Developments and Planning Obligations

The Chairman reported that Greater Cambridge Planning had found that they had now exceeded the 5% Land Availability Assessment requirement for the next five years.

7.2 Community Centre update

Taken earlier.

7.3 Highways Working Group report

RESOLVED to note Cllr Joslin’s previously circulated written report covering Greenways, Speed Watch/MVAS, Street lighting, Pedestrian islands, C2C Busway, outstanding bus shelter funding and the fact that that Bourn Airfield had been sold by Vistry to Homes England, Cala Homes and two investment companies.

The Cambourne to Cambridge Busway enquiry was now to be held in September, at South Cambridgeshire Hall.

8. **To consider any correspondence/communications received requiring formal noting by or a decision of the Council**

8.1 SCDC – Report on the Public Open Space areas to be adopted by the Parish Council

RESOLVED to note the report.

An issue had been raised regarding watering bags and canes attached to trees. SCDC will not issue a certificate until all issues have been resolved. The developers will have to maintain the trees for one year after the certificate is issued, before the Parish Council takes over.

RESOLVED to note that the play equipment had now been installed at Meridian Fields.

8.2 Resident request that vegetation around the village pump be cleared and request for permission to plant bulbs on the village green

RESOLVED to ask RH Landscapes to clear the brambles and vegetation around the village pump. (Prop AG, 2nd PJ, unanimous)

RESOLVED to ask the resident where on the Village Green they wish to plant bulbs, and to defer this item to the next meeting.

8.3 Resident question to the Parish Council on S106 for S/3064/16/OL - “Why did the PC not pursue the DoV and transfer of funds and who took the responsibility for dealing with it”

Taken earlier.

9. **Closure of meeting and items for the next agenda**

The next meeting is scheduled for Wednesday 21 May 2025.

The Annual Parish Meeting will take place on Wednesday 14 May 2025.

There being no other business, the meeting was closed by the Chairman at 9.46 pm.

SignedChairmandate