Hardwick Parish Council
Minutes of the Meeting held on Wednesday 19 November 2025 at 7.00 pm
Held at The Cabin at St Mary's, Hardwick

Present: Councillors: A Gill (Chairman), J Armisen, O Awoyinka, B Coxall, I Giddings and S Rose.

In attendance: 12 members of the public, County Cllr C Morris and Mrs A Griffiths (Minutes Secretary, LGS Services).

Open public session including reports from the County and District Councillors

Cllr Awoyinka arrived during this item at 7.03 pm.

Residents spoke to their correspondence regarding the new Community Centre and asked questions about the consultation process, the provision of a cafe and its operation, and the desirability of an operational plan. Further consultation was requested.

In response it was explained that it was always intended that the Community Centre would have a cafe area to be run by a management company; the School had confirmed that the Community Room would remain available for use by the Council until the Community Centre was completed; and that whoever would be running the Centre would be drawing up a business plan as one of their first tasks, but it was necessary to have a building first. Submitting the plans for planning permission would enable residents to comment while avoiding delays. The outline for consultations and public engagement given at the last meeting was reiterated.

Other residents indicated their support for the project and the new opportunities for daytime use, provision of local facilities which would promote social cohesion and activities for residents, especially new residents and the elderly.

The Chairman thanked the residents for their input and assured the meeting that everything brought to the Working Group had been looked at carefully to see if the suggestions could be incorporated into the designs. He thanked the Working Group on behalf of the Parish Council for all the hard work it had carried out on the project.

1. To receive apologies for absence
Apologies were received from Cllr Joslin (private engagement).

2. Declarations of interest

2.1 To receive declarations of interests from Cllrs on items on the agenda and details of dispensations held
Cllr Rose declared non-pecuniary interests in item 4.6 as an Honorary Life Member of Hardwick Football Club and in item 7.2 as a Trustee, Guarantor and Director member of the Hardwick Community Centre Charity.
Cllr Gill declared a non-pecuniary interest in item 7.2 as a Trustee, Guarantor and Director member of the Hardwick Community Centre Charity.

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
RESOLVED that the minutes of the meeting on 15 October 2025 be approved and signed by the Chairman as a true record, after an amendment under item 2.1 to change "Rose" to "Gill" in line 3. (Prop BC, 2nd IG, unanimous)

On a proposition by the Chairman, the order of business was varied.

7.2 Community Centre update including consideration of plans and draft planning submission
Having considered the correspondence from the Community Centre Working Group and the two proposals therein, and noting approval of the plans and submission of

the application did not preclude engagement with the public, since the two could take place simultaneously as there would be a statutory consultation when residents would still have the opportunity to make suggestions:-

RESOLVED to approve the draft plans and and instruct the architect to submit this, either in its present form or with minor changes, to South Cambridgeshire District Council. (Prop AG, 2nd IG, carried with 5 in favour and 1 abstention)

RESOLVED that the Parish Council would not be running the Community Centre but that the management of the new Community Centre would be carried out by a not for profit management company on a self-funding basis. (Prop AG, 2nd BC, carried with 5 in favour and 1 abstention)

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

4.1 (4.3) Alternative options to zip ties on play equipment – to consider recommendation

RESOLVED that the Chairman should purchase one pack of bird guards at a cost of up to £40.00 as a trial, for use on one side of the swing at first in order to compare the results. (Prop AG, 2nd JA, carried with 5 in favour and 1 abstention)

4.2 (4.4) Biodiversity funds received – to consider options for spending (standing item)

RESOLVED, given that some of the dead trees in the Spinney were currently being removed, that the cost should be taken from the Biodiversity funds received.

4.3 (4.5) St Neots Road street lights ownership query – update

RESOLVED to note the email from Hill to Cllr Joslin stating that they are in contact with CCC regarding the adoption and maintenance of the street lights. It was noted that Hill were speaking to CCC, not SCDC as erroneously stated in the Highways Working Group report. The Parish Council have ownership and responsibility for, in total, 11 street lights in the village.

4.4 (5.3) Defibrillator invoice – to authorise payment of invoices by direct debit

RESOLVED that the Direct Debit Mandate in favour of Defibrillator Machines be signed by Cllrs Gill and Rose for the payments to be collected by Direct Debit, and that the surcharge would be removed. (Prop SR, 2nd AG, unanimous)

4.5 (7.4) Capstone Fields bus shelter – update and to note response from CCC

RESOLVED, having noted correspondence from CCC that a S278 agreement would not be required, and considered the recommended design suggested by Tam Parry, to purchase an Arun bus shelter without solar lighting, to be located in St Neots Road on the grass verge to the right of the bus stop as proposed by CCC. (Prop AG, 2nd IG, unanimous)

4.6 (8.1) Request by cricket clubs to use the recreation ground and to consider any terms - update and report on meeting

RESOLVED Cllr Rose having reported that the Football Club had confirmed their willingness for the Cricket Club to play on the Recreation Ground that Cllr Giddings should organize a meeting with the Cricket Clubs to discuss the use of the Recreation Ground further. Cllr Rose is also willing to attend.

RESOLVED that the first year's use would be free of charge while they prepared the pitch, after which the same hire fees would apply as for the Football Club.

4.7 (20.8.25) To consider quotation for notice board at Capstone Fields

RESOLVED, given that Hill had now given their approval for the notice board to be installed inside the entrance to Capstone Fields, subject to the contractor carrying out a scan for services in the area beforehand, to order the recycled plastic notice board with posts from Greenbarnes for £1,014.00 plus VAT, and to accept the quotation from the Handyman Contractor to carry out the scan and install the board for the sum of £185.00. (Prop OA, 2nd JA, unanimous)

4.8 (4.2) MVAS data management – to consider obligations

RESOLVED to note that CCC had previously said that there was no obligation to download data and that the Memorandum of Understanding with CCC signed by

members in 2019 for the MVAS unit bought under the LHI scheme did not contain any obligation for data collection.

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 note that following a price increase by Glasdon, the Clerk used delegated powers to accept the increased price of the bench to £671.42 plus VAT, plus the concrete in anchor kit (thick base) of £55.95 plus VAT.

The Clerk had also issued an order number to Cllr Armisen for repairs to the fence at the Egremont Road play area.

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

RESOLVED to receive Cllr Gill's report for Worcester Avenue.

Cllr Armisen undertook to email his reports.

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. (Prop IG, 2nd BC, unanimous)

Salaries	£736.85
SCDC (Bin emptying Meridian Fields)	£100.80
LGS Services (Admin support)	£1571.24
Oakes and Watson (Tree works)	£144.00
Mr Groundsman (Rec Ground pitch works)	£1320.00
Arbtec (Community Centre Biodiversity NG2)	£766.80
Arbtec (Community Centre Biodiversity NG1)	£1126.80
Arbtec (Community Centre Ecological appraisal)	£1486.80
Cabin at St Mary's (Room hire)	£21.00
Glasdon (Bench Cambridge Road)	£872.84
RH Landscapes (Grass cutting)	£912.00

Credits including bank interest, S106 funds for the Capstone Fields Transport contribution (pedestrian islands and Millers Way) £56,818.35, S106 funds for the Capstone Fields bus shelter £9458.92, and a VAT refund, were noted.

RESOLVED to note that bank interest of £3,705.51 had been credited to the Cambridge and Counties 95 day account since it was opened and there was no need to make a transfer.

5.3.1 To consider whether the Sovereign play area installation at Grenadier Walk has been completed to the Parish Council's satisfaction so the invoice can be paid

RESOLVED, having noted the correspondence with Sovereign regarding the laying of the turf on a concrete base, given Cllr Gill's report that he had been unable to get into the site to check the work as requested by the contractors due to the security fence still being in place, and that he would return tomorrow to try to make the inspection, that the invoice for £5,215.42 to Sovereign Play for the balance of the works be placed on hold for the time being, until Cllr Gill had checked the work.

5.4 To appoint two members to authorise payments at the bank

RESOLVED that Cllrs Rose and Gill should authorise the payments at the bank.

5.5 To set the date of the budget meeting

RESOLVED that the budget meeting should take place on Wednesday 14 January 2026 at the Cabin. (Prop SR, 2nd AG, unanimous)

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

6.1 Planning applications and appeals

APPROVED

6.1.1 25/03960/S73 – Newton House, 147 St Neots Road – S73 to vary condition 2 (approved drawings) of ref: 24/02099/FUL (redevelopment to form 2 No. 1 bedroom, 5 No. 2 bedroom and with associated car parking, cycle storage and bin storage (amendment to 21/01345/FUL) to show first and second floor balconies have been replaced with juliet balconies – 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 25/03395/HFUL – 305 St Neots Road – Single storey rear extension and front porch with minor alterations – Permission granted by SCDC.

6.3.2 25/03350/CL2PD – 63 Howells Way – Certificate of lawfulness under S192 for a proposed single storey and rear extension – Certificate granted.

6.3.3 25/03203/HFUL – 11 St Neots Road – Single storey side and rear extension, side porch, first floor extension to existing bungalow to create a two storey dwelling including increase in roof ridge height above existing, insulation and external render, alterations to doors and fenestration and addition of roof lights – Permission granted by SCDC

6.4 Tree works applications

6.4.1 25/1135/TTPO – 15 Ashmead Drive
RESOLVED that the Parish Council has no objections.

6.4.2 25/1206/TTPO – 15 Ashmead Drive
RESOLVED that the Parish Council has no objections.

7. Members' reports and items for information only

7.1 New Housing Developments and Planning Obligations
Nothing further had been heard from Pigeon Developments.
The Local Plan was now out and will be consulted upon. More homes were planned to the north of Cambourne near the station, but there was nothing affecting Hardwick.

7.2 Community Centre update
Taken earlier.

7.3 Highways Working Group report
The written report was noted.
The East West Rail consultation result was published today. It was intended to move the station at Cambourne and a mined tunnel would run under the A428 at Bourn and under Highfields Caldecote. There would be a green bridge over Toft Road.
The invoice for the pedestrian islands had not yet been received from CCC.

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

8.1 CCC application for disabled persons' parking bay in Limes Road
Noted.

8.2 Cambridge Water & Anglian Water – consultation on proposed new reservoir in Cambridgeshire Fens (deadline 10 December)
Noted.

8.3 SCDC Street Trading Policy consultation (Deadline 24 November)
Noted.

9. Closure of meeting and items for the next agenda
An update on the new website will be an agenda item for the next meeting.
The next meeting is scheduled for Wednesday 10 December 2025.

There being no other business, the meeting was closed by the Chairman at 8.56 pm.

Signed ……..Chairman ……date

APPROVED