

# HEMINGFORD ABBOTS PARISH COUNCIL

## Meeting of the Parish Council to be held on Wednesday 27<sup>th</sup> June 2018 at 7:30pm at the Hemingford Abbots Village Hall

### DRAFT MINUTES

MEMBERS: 5

QUORUM: 3

**Present:**

**Councillors:**

Bridget Flanagan  
Chris Nicol,  
John Peters  
Marcus Whewell

**Clerk:**

Carole Pollock

**District & County Councillors:** District Councillor David Underwood  
County Councillor Ian Bates

**Members of the public:** 8 members of the public

**21 To receive and approve Apologies for Absence**

Apologies were received and approved from Councillor Alun Jones

**22 Councillors' Declaration of Disclosable Pecuniary and Other Interests:**

None declared

**23 Public Participation Session:**

No Parishioner made any representation.

**24 County & District Councillors' Update:**

County Councillor Ian Bates personally thanked the Clerk for her service to the Parish Council and the community over the last 6 years. He suggested that when the CCC financial support for the local bus runs out at the end of the next financial year, parishes might wish to find funds to provide community transport. He reported that the County Council are preparing for next year's budget – and are mindful that there is an increase in the number of children and adults requiring social care, and that costs for social service care continue to rise.

District Councillor David Underwood introduced himself as one of the 3 new District Councillors representing Godmanchester, Hemingford Abbots and the Offords. He said that one Councillor will endeavour to attend each Parish Council meeting. He gave an update on HDC Ventures and progress on the Local Plan to 2036.

**25 Minutes of the previous meeting**

The Minutes of the meeting held on the 9<sup>th</sup> May 2018 were approved as a correct record and signed.

**26 Matters Arising from the previous meeting.**

The Minutes Action Plan was reviewed

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27 **For Information Only:** no matters were brought to the meeting

### 28 Planning

#### a Outstanding Matters:

No new matters to report. District Councillor David Underwood was asked to query the lack of progress over the fence at The Meads, Royal Oak Lane which has been unresolved by the HDC Enforcement Officer for over 18 months.

#### b Applications determined by HDC

#### c Applications awaiting determination by HDC

- i **Land Between Houghton Grange and The How, Houghton Road, Houghton 1301056OUT** - Hybrid application. Outline permission for 224 dwellings and retail unit (details of access and layout included) and full permission for roads, pathways, Public Open Space, associated landscaping, lighting and drainage.  
**HAPC:** Refusal
  - ii **The Old Pavilion, Common Lane – 17/00254/FUL** – Partial demolition of the Old Pavilion and provision of a new extension and the construction of a new single family house with associated access and soft and hard landscaping.  
**HAPC:** Approval
  - iii **The Old Pavilion, Common Lane – 17/00255/LBC** – Partial demolition of the Old Pavilion and provision of a new extension and the construction of a new single family house with associated access and soft and hard landscaping  
**HAPC:** Approval
  - iv **Land West of Royal Oak Corner, Royal Oak Lane – 17/00917/FUL** – Erection of a 5-bed one and a half storey dwelling.  
**HAPC:** Approval
  - v **The Meads, Royal Oak Lane – 16/01674/HHFUL** – Retrospective application for the erection of a garden fence.  
**HAPC:** Refusal
  - vi **Barn, Royal Oak Corner, High Street - 17/01906/FUL** – Proposed formation of a 4-bed dwelling (involving conversion and extension of two existing buildings)  
**HAPC:** Approval
  - vii **Littlebury Farm, Moats Way – 17/02535/HHFUL** –Outbuilding for storage and workshop.  
**HAPC:** Refusal
- d **New Applications**
- i **5 Common Lane - 18/01009/OUT** – Outline proposal for the development of 8 houses. RESOLVED to recommend refusal as this is 'tandem development' and thus contrary to the Policy H35 of the Huntingdonshire District Council's Local Plan, 1995.
  - ii **Littlebury Farm, Moats Way - 18/01018/FUL** – Agricultural Barn/Store  
RESOLVED to recommend refusal due to insufficient information in the application regarding the need for and the use of the building, and concern over its large size and scale relative to the existing buildings on the site.
  - iii & iv **The Forge, High Street - 18/01132/HHFUL &LBC** – Proposed demolition of existing 20<sup>th</sup> Century garage with residential annexe and erection of new garage containing residential annexe.  
RESOLVED to make no observations for or against

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### vi. **EIA Screening Opinion**

#### **Land south of Sewage Treatment Works, Cow Lane, Godmanchester –**

Proposed commercial glasshouse and packing facility.

This item has now been received as a full Planning Application and will be discussed at an extraordinary meeting to be called within the next 2 weeks.

### 29 **Parish Councillor Vacancies**

One member of the public had indicated his willingness to join the Parish Council as a co-opted member and was in attendance at the meeting. He was asked to make a formal written submission to be considered by the Council at its next meeting.

### 30 **Setting of the dates, times and places of Ordinary Meetings of the Council for the year 2018/19**

It was RESOLVED that the monthly meeting day be changed, from September 2018, from the last Wednesday to the last Tuesday of each month so as to prevent clashes with the District Council meetings and thus enable attendance of District Councillors at the Parish Council meeting. Cllr Chris Nicol will investigate available room hire in the Village Hall.

### 31 **Joint Parishes Bus Service Task Group**

A report from the Joint Parishes Bus Service Task Group was discussed. Cllr Chris Nicol will request clarification of the budget figures as quoted for 'provision of £300,000 to be made in the draft budget.....'

### 32 **Local Highway Improvement Scheme 2019/20**

RESOLVED to make an application in this Scheme for a stretch of yellow lines so as to prevent parking in front of the Disabled Parking site for the Village Hall and the entrance to the Village Hall car park. The Village Hall committee have asked the Parish Council for help in this matter which has caused problems for many years. Cllr Chris Nicol, the Council's representative on the Village Hall committee will liaise with the Village Hall committee, and make them aware of a potential 10% funding liability under the Local Highway Improvement Scheme.

### 33 **Village Maintenance and Repairs**

i Options were considered for the renovation or replacement of the two village signs.

RESOLVED that replacement of the two signs is beyond the current budget. But as the High Street sign requires maintenance work, to request a new quote for its painting and minor repairs.

ii No further areas of maintenance and repairs needed to be carried out in the village.

### 34 **Highway Faults, Repairs and Issues**

There were no new matters raised.

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### 35 Financial Matters

- a** **RESOLVED** that the following accounts be approved and paid:
- |            |                  |   |          |
|------------|------------------|---|----------|
| <b>i</b>   | Clerk's salary   | For June 2018 plus agreed holiday/statutory holiday pay | £ 539.00 |
| <b>ii</b>  | Clerk's expenses | June 2018 Office Expenses                               | £ 26.00  |
| <b>iii</b> | HAVH             | Hall Hire   | £ 90.00  |
| <b>iv</b>  | CAPALC           | Membership  | £ 241.04 |
| <b>v</b>   | HDC              | Electoral Services                                      | £ 105.00 |
- b** To note income received
- |           |      |                |            |
|-----------|------|----------------|------------|
| <b>i</b>  | HMRC | VAT Refund     | £ 2,501.85 |
| <b>ii</b> | HDC  | Textile Credit | £ 16.50    |
- c** To review and amend list of bank signatories;  
RESOLVED that Councillors Chris Nicol and Marcus Whewell become signatories to the accounts and that due arrangements are made with the Unity Trust Bank.
- d** To consider the following grant applications from:  
Hemingford Grey Playgroup.  
RESOLVED that this application will be determined at the next meeting when all Councillors are fully briefed on the application details.

### 36 Correspondence

The following correspondence was noted as received

- a** Email: HPMF Agenda and Minutes
- b** Email: CCC Bulletins, News Releases & Briefings
- c** Email: CCC – Hunts Forum Newsletters, Bulletins
- d** Email: CAPALC/NALC Newsletters/Bulletins/Corrections
- e** Email: CPRE Newsletters
- f** Email: A14 Cambridge-Huntingdon Updates

One application has been received for the position of Parish Clerk. Cllr Chris Nicol, head of the Personnel Committee, will contact the applicant to arrange an interview as soon as possible.

### 37 Publications Received

None received

### 38 Matters for Future Consideration

Carole Pollock was thanked for her time - 6 years - as Clerk to the Council, and presented with a personal gift of flowers and a card.

**Meeting closed at 20:45 pm**

