



# NOTICE OF THE HEMINGFORD ABBOTS PARISH COUNCIL MEETING

**I hereby give notice that a meeting of the  
HEMINGFORD ABBOTS PARISH COUNCIL will be held  
at 7.30 pm on MONDAY 24 January 2022  
in the  
Hemingford Abbots Village Hall**

**The Public and Press and County and District Councillors are invited to be present, and Members of the Parish are welcome to attend and may speak under the Open Public Session and make representations to the Council on items on the agenda during this section of the meeting. The order of business may be varied at the Chairman's discretion.**

*Everyone attending the meeting should wear a suitable face covering unless exempt and is encouraged to take a lateral flow test before attending the meeting.*

**All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below**

*Maxine Blewett*

Clerk to the Council  
18 January 2022

<b>AGENDA</b>	
<b>Comments and observations on agenda items from members of the public and reports from County and District Councillors</b>	
<b>122.</b>	<b>To receive Apologies for absence</b>
<b>123.</b>	<b>Councillors' Declaration of Interests</b>
<b>124.</b>	<b>Planning To Consider planning applications, decision notices and tree work applications received (Appendix 1)</b>
124.1	<b>21/80389/COND Alternative Reference PP-10477901.</b> Conditional information for 21/00447/FUL: C3 (Landscaping Scheme) and C4 (Protective hedge fencing). Hemingford Abbots Golf Centre Cambridge Road Hemingford Abbots Huntingdon PE28 9HQ. Application Received Tue 14 Dec 2021. Status In progress. HAPC has not been asked to comment.
124.2	<b>21/02871/HHFUL Alternative Reference PP-10505328.</b> Single storey rear extension, replace porch, convert garage to an annex, construct a detached garage/outbuilding including permeable driveway and changes to access. Kyrenia Royal Oak Lane Hemingford Abbots Huntingdon PE28 9AF. Application Received Thu 23 Dec 2021 Validated 17/1/22 Status in progress. Respond by 31/1/22.
<b>125.</b>	<b>To approve the minutes of the meeting held on 4<sup>th</sup> and 17<sup>th</sup> January 2022 (Appendix 2 &amp; 3)</b>
<b>126.</b>	<b><u>Action List &amp; Matters arising from the previous meetings:</u></b>
126.1	<b>Welcome Card to New Residents</b> – Update PC
126.2	<b>Prepare a brief for the Clerk to arrange a survey on all the streetlights to inform on their condition and lifespan</b> – Update (JP and PK)
126.3	<b>To report: The LHI project has been completed</b>
126.4	<b>Noticeboards for the Playing field</b> – update (BF).
126.5	<b>Environment Agency/Astro Turf Site</b> – update (MW)
126.6	<b>H&amp;W and HG Parish Council Meetings attended</b> – update (MW)
126.7	<b>Replacement Village Gate on New Road</b> – to report: Awaiting HGPC to release the village gate.

126.8	<b>Wicksteed Inspection recommendations for repair work</b> – to report: Clerk awaiting instructions from PC on 3 suppliers of parts (shackles).
126.9	<b>Landscape and Townscape SPD: Consultation 2021</b> – to report: BF prepared the response and the Clerk submitted HAPC's response to HDC within timescales.
126.10	<b>Plant a Tree for the Jubilee initiative article for the Parish Magazine</b> – update (BF).
126.11	<b>Hemingford Abbots Village Fete</b> – to report: The organiser of the Village Fete informed the Parish Council that he will not be proceeding with his plans as these may impact on HA's Jubilee Celebrations.
<b>127.</b>	<b>Review and decide on proposals to revise the PC's public participation process</b>
<b>128.</b>	<b>Discuss and agree on whether to purchase children's gifts for The Queen's Jubilee</b>
<b>129.</b>	<b>Financial Matters</b>
129.1	To receive the January financial report and approve the payment of bills ( <b>Appendix 4</b> )
129.2	To accept the quarterly bank reconciliation ( <b>Appendices 5, 5a, 5b and 5c</b> )
129.3	Review and report on the Budget Statement (JP/Clerk) ( <b>Appendix 6</b> )
129.4	Budget & Precept 22/23 - Confirm the budget notes/rationale and any changes needing to be made to the budget allocation (Light Sinking Fund and any other areas) (PK/JP)
129.5	To report: A VAT reclaim was submitted to HMRC in January for the sum of £608.98
129.6	To ratify the PC's decision made at the Extraordinary Meeting on the 4 <sup>th</sup> January 2022 to accept the December payments.
<b>130.</b>	<b>Discuss and agree on three Job Descriptions</b> (Personnel Committee Chair, Tree Warden and Footpath Warden) ( <b>Appendix 7</b> )
<b>131.</b>	<b>Village Maintenance and Repairs</b>
131.1	Reports on any new issues (all)
131.2	To report – CCC contractors are repairing the broken safety barriers
131.3	To report – CCC contractors have jetted the drains in and around Royal Oak Lane
<b>132.</b>	<b>Correspondence Received</b>
132.1	<b>Emails from two parishioners</b> regarding issues on Meadow Lane in respect of parking, wooden posts and streetlights.
132.2	<b>Email from Richard Whelan</b> on the Cambridgeshire Flood Risk Management Strategy Consultation inviting HAPC to complete a survey. The consultation is officially due to end on 23rd January, but comments can be submitted by email to Flood.andWater@cambridgeshire.gov.uk up to 28th January 2022.
132.3	<b>Email from HDC on the May elections:</b> <b>Some Key Dates are set out below.</b> A full timetable will be supplied. •Notice of Election will be published on Monday, 28 March 2022. Notices will be supplied to the PC for display in our parish •Deadline for submission of nomination forms to the Council Offices is 4pm on Tuesday, 5 April 2022. Nomination forms will be supplied to HAPC via email •Polling day is 7am – 10pm on Thursday, 5 May 2022.
<b>133.</b>	<b>Matters arising</b>
<b>134.</b>	<b>Closure of the Meeting</b>
<b>135.</b>	<b>Date of next Meeting</b> Monday February 28 <sup>th</sup> 2022

Maxine Blewett

Clerk to the Council

18 January 2022