



# HEMINGFORD ABBOTS PARISH COUNCIL

## Minutes of the Parish Council Meeting

Held on Monday 22 November 2021 at 7.30 pm at the  
Hemington Abbots Village Hall

**Present:**

**Parish Councillors:** Marcus Whewell (Chair), Zoe Ryall (Vice Chair), Bridget Flanagan, John Peters, Bob Penney, Peter Keen, Phillip Cooke.

**District Councillors:**

Sarah Wilson

**Clerk:** Maxine Blewett

**Members of the Public: 1**

MINUTES	
96.	<b>To receive Apologies for absence</b> Apologies received from CCC Cllr. Doug Dew. Cllr Phillip Cooke advised that he needed to leave the meeting at 9.15 pm.
97.	<b>Reports from County Councillor and District Councillors</b> HDC's Cllr. Sarah Wilson's round-up report is attached to these minutes. The report includes flooding and emergency response; HDC's Covid Response and Winter Support and repainting the protective markings on the level crossings. Cllr. SW advised that the Flood Strategy will be issued once it has been approved by Committee. If HAPC and other parishes are considering setting up an independent Flood Group it should be noted that the Parishes must take on the full responsibility for flood management. Cllr. BF mentioned flooding on the roads had been reported on the website on a number of occasions and nothing had been done to address the issue. Cllr. SW encouraged the Parish Council and members of the public to continue to report the flooding on the roads and that she, and other Cllrs. including County Cllrs. will follow up with the departments concerned. Cllr. SW advised that from a legal perspective it is not necessary for HDC to consult with HAPC on all tree-works. Cllr. MW said that HAPC would like to be notified of all tree-works, if this can be done.
98.	<b>Councillors' Declaration of Interests</b> Cllr. BP declared an interest in planning application 100.1 and that he would leave the meeting before the discussion. He returned to the meeting immediately after the PC had made its decision.
99.	<b>Public Participation Session</b> Iain Muspratt, representing the Hemingtons Action Group, expressed his thanks to HAPC for continuing to write to the Environment Agency regarding the Astro-Turf site. He has written to S. Cox [at CCC] asking him to comment on Mick George Limited's intention to build a new access road. Catering at the American Golf venue will start in the Spring. The meeting of the HAG Board was postponed until 12/12/21.
100.	<b>To Consider planning applications, decision notices and tree work applications received (Appendix 1)</b>
100.1	<b>21/01768/FUL</b> , Change of use to allow for a mixed use as private residence (Class C3a), a wedding and corporate events venue (sui generis use) with ancillary guest accommodation and parking. Hemington Park Common Lane Hemington Abbots. HAPC <b>strongly recommends refusal of this application</b> . The change of use to a wedding /events venue will significantly increase the noise and traffic flow in and around the village, and detrimentally impact on residents and businesses within the parish. HAPC will write to HDC to confirm its decision with details of its concerns.
100.2	<b>21/02442/TREE</b> , T1 Beech: Remove 2 x low looping branches along rear fenceline, reduce 3m laterally away from rear of house up to 6m high. Work will increase light levels in house and garden and maintain

	<p>tree at a suitable size for its location without altering the overall size and shape of the tree or affecting its amenity value. Cedar Cottage 1A Abbots Close Hemingford Abbots.</p> <p><b>HAPC are neither for nor against this application.</b></p>
100.3	<p><b>21/02250/TRCA - FOR INFORMATION ONLY</b> - T1, T2, AND T3: Variegated Holly Trees: Remove to allow more space and light for more mature trees. T4 and T5: Laurels: Remove as far too large for size of garden. Replace with beech tree. T6 and T7: Ash Trees: Remove as severe decay at trunk and base. Allow more space for sycamore. T8: Maple Tree: Crown to height of 6-7 metres. 3 Common Lane Hemingford Abbots Huntingdon PE28 9AN.</p> <p><b>HAPC regret the loss of trees, which will change the nature of the garden as the woodland area is lost.</b></p>
101.	<p><b>Welcome to New Residents</b></p> <p>Cllrs. to discuss and decide whether to design and print an HAPC 'welcome to your new home' card for new residents to Hemingford Abbots (for example, the address of the new website and Cllrs' contact details could appear on the back cover, and a welcome message from the Parish Council printed on the inside). (All). <b>It was RESOLVED</b> that HAPC will design a 'welcome card' that will be issued to all new residents of Hemingford Abbots. Cllr PC to design the card for the next PC meeting in January.</p>
102.	<p><b>To approve the minutes of the meeting held on 25<sup>th</sup> October 2021</b></p> <p>It was <b>RESOLVED</b> to approve and sign the meeting minutes from the Parish Council meeting on the 25<sup>th</sup> of October.</p>
103.	<p><b>Action List &amp; Matters arising from the previous meetings:</b></p>
103.1	<p><b>Website</b> - Cllr ZR reported that the new website is up and running and the address is: <a href="http://www.hemingfordabbots.org.uk">www.hemingfordabbots.org.uk</a>. ZR to arrange for the old website to be hidden. Cllr. MW thanked Cllr. ZR for her hard work in getting the new site up and running. Cllr MW asked all Cllrs to update the website address on their email signatures.</p>
103.2	<p><b>LHI</b> - Cllr. MW has written to Highways again asking for a date when the correctly sized speed-signs will be in situ. Cllr. MW also met with Cllr. Doug Dew and asked for his help in bringing this to a speedy conclusion.</p>
103.3	<p><b>Noticeboards for the Playing field</b> - Cllr BF provided an update on the design, cost and proposed location of the Heritage and Noticeboards. It was <b>RESOLVED to approve Phase 1</b> - the purchase of one large Heritage Board (OVW panel 1035 x 855mm) costing £914.00 plus VAT and 2 Small signs (no dogs allowed and key contact information) for the Playing Field. The artwork for the boards will cost circa £1,525.00. Graphics for the 2 small signs and installation costs will be circa £305.00 plus VAT. <b>Phase 2</b>, the placing of another Heritage Board on Meadow Lane will be considered when information on the amount of land and use of the land is known, and an approach has been made to the owner of the land upon which the Heritage Board might be placed.</p>
103.4	<p><b>Environment Agency/Astro Turf Site</b> - Cllr. MW reported that Dr. A. Willetts of Gunner Cooke Solicitors (GC) has issued another letter to the Environment Agency requesting clarification on the AstroTurf being classed as both 'waste' and 'not waste' on different occasions. HAPC are now registered clients of GC. The work GC has carried out on behalf of HAPC has been on a pro-bono basis.</p>
103.5	<p><b>Budget/Precept Meeting</b> - Cllrs. JP, PK and BP held a meeting to discuss and propose the budget forecast for the next three years and the Precept for 2022-23. The recommendations are detailed in 104. Finance.</p>
103.6	<p><b>Overhanging Trees/Hedges</b> - Cllr. MW reported on HAPC's approach to homeowners with overhanging or overgrown hedges that were affecting the public highway. Individually, Cllrs MW, PC and BP approached a couple of homeowners each to ask that they trim back the overgrown trees/hedges.</p>
103.7	<p><b>Meeting with CCC Cllr D. Dew</b> - Cllr. MW and the Clerk met with Cllr. Doug Dew to discuss the following outstanding issues. 1. Delays to the drain jetting has now been escalated by Cllr. DD; however, he hasn't received notification from the contractor that the work will be brought forward (work is scheduled for early 2022). Cllr DD apologised for CCC's delay in placing the order to repair the safety barriers that HAPC had reported over 9 months ago. The work is on 12-week schedule. 3. LHI sign replacement to the correct size, CCC has a new Operations Director and Cllr DD agreed to chase matters up with her.</p>
103.8	<p><b>Open Evening follow-up leaflet</b> - Cllr. MW reported that the second leaflet was ready to go to the printers. Since the meeting MW has circulated the leaflet and this will now be printed and then distributed as soon as possible.</p>
103.9	<p><b>Replacement Village Gate on New Road</b> - Noted that the Clerk will ask HGPC's handyman to remove and store the replacement gate at the same time he fits new ones in Hemingford Grey. Clerk to arrange the fitting once the HG Handyman has removed the gate.</p>
103.10	<p><b>Wicksteed Inspection of the Playing Field/Equipment</b> - HAPC <b>RESOLVED</b> to accept Wicksteed's full report and to the repair of the worn shackles. Clerk to arrange repairs in the New Year.</p>
103.11	<p><b>Landscape and Townscape SPD: Consultation 2021</b> - Cllr. BF is working on HAPC's response.</p>

103.12	<b>Plant a Tree for the Jubilee initiative article for the Parish Magazine</b> – Cllr BF is to draft an article for the Parish Magazine to explain how and when to report a new tree being planted in celebration of the Queen’s Jubilee.
103.13	<b>Hemingford Abbots Village Fete</b> – Cllr MW reported A. Burton had confirmed his acceptance of HAPC’s conditions for a Village Fete to be held on the Playing Field in 2022. Cllr MW to meet AB again and discuss, <b>Cllr. SW left the meeting at 9.00 pm</b>
104.	<b>Financial Matters</b>
104.1	To receive the November financial report and approve the payment of bills ( <b>Appendix 3 below</b> ). HAPC <b>RESOLVED to approve</b> all payments
104.2	<b>Budget (setting of the 3-year forecast) &amp; Precept for 2022-2023</b> – It was <b>RESOLVED to approve</b> HAPC’s <b>2022/23 Budget as £26,000</b> . Clerk to request the Precept of <b>£26,000</b> . It was <b>RESOLVED to agree</b> to the forecast for 23/24 and 24/25, subject to any revisions being made in relation to the amount HAPC needs to hold in reserves for the replacement and maintenance of the streetlights. Cllrs. PK and JP to prepare a brief for the Clerk to arrange a survey on all the streetlights to inform on their condition and lifespan. <b>Cllr PC left the meeting at 9.15 pm</b>
105.	<b>Village Maintenance and Repairs</b>
105.1	Reports on any new issues (all). Cllr. BP advised that the Meadow Lane gate needed a replacement tie and rubbers and that he will repair the gate.
105.2	Community Gritting Scheme – HAPC <b>RESOLVED</b> against establishing a CGS.
106.	<b>Correspondence Received</b>
106.1	Climate Change Webinar. Cllr MW reported he was unable to access the link due to technical issues.
106.2	Community Flood Action Programme - Floodmobile event on 13th November. Cllr MW reported this event was primarily aimed at homeowners and in particular how they can take measures to combat flooding in their homes. A ‘Property Flood Resilience’ booklet was given to the Clerk.
106.3	CIL Return for the year 2020-2021 – Clerk and Cllr JP to meet to complete the form before the deadline 31/12/21. <b>Matters Arising:</b> <i>Job Descriptions for a Tree and Warden and a Footpath Warden</i> – Cllr MW confirmed draft job descriptions will be circulated to Cllrs in the next couple of weeks for their comment, before being advertised on the website and noticeboards. <i>Tourism in the Great Ouse Valley</i> - Cllr. BF informed HAPC that this event was taking place in Godmanchester on Saturday 27 November between 10.30 and 1 pm.
107.	<b>Closure of the Meeting</b> The meeting closed at 9.35 pm
108.	<b>Date of next Meeting</b> Monday January 24 <sup>th</sup> 2022

Signed.....Marcus Whewell (Chair) Date.....

Payments to be approved & paid:			November 2021 Payments			
			Net	VAT	Total	
BACS	4000	Wages	Wages 35.5 hours @ £13.78	£ 391.39	£ -	£ 391.39
BACS	4020	HMRC PAYE	PAYE	£ 97.80		£ 97.80
BACS	4220	Grounds Maintenance Service 11, 26 Oct. Grass Cuts and Grass Strim 26.10	Bradgate Ground Maintenance Ltd	£ 121.00	£ 24.20	£ 145.20
BACS	4060	August 202	Working from home allowance	£ 8.00	£	£ 8.00
BACS	4315	Software contract final year	Rialtas Business Solutions Ltd.	£ 124.00	£ 24.80	£ 148.80
BACS	4315	TAG Release for website	Refund Johnny Brown	£ 12.00		£ 12.00
BACS	4105	Cllrs BP and PK Planning	CAPALC	£ 100.00		£ 100.00
BACS	4055	Black Ink Toner for Printer	Cartridge Save Ltd.	£ 44.09	£ 8.82	£ 52.91
BACS	4305	Setting up of new website, transfer of data and first year's website hosting	Town and Parish Council Websites	£ 1,284.00		£ 1,284.00
BACS	4215	Annual Playground Inspection (accompanied)	Wicksteed Leisure Ltd.	£ 86.00	£ 17.20	£ 103.20
BACS	4105	Councillor Training PK	CAPALC	£ 75.00		£ 75.00
	4275	Hemingford Abbots Parish Magazine	Donation	£ 100.00		£ 100.00
				<b>£ 2,443.28</b>	<b>£ 75.02</b>	<b>£ 2,518.30</b>

## **District Councillor Report November 2021**

### **Flooding and emergency response**

This last year as shown how something that should be simple to address is hugely complicated, and deeply frustrating. Last Christmas as the surface and river water floods took place the focus was on keeping people safe and then helping to protect properties. Sadly, some residents are still not back in their homes, and many have found the whole experience to be deeply traumatic. As local councillors we, like you, painfully discovered that no one 'official' body would be coming to our aid unless it was a blue light response because there is a 'risk to life.' Last year communities demonstrated their resilience as neighbours helped each other with brooms, buckets, and pumps where they had them, and the volunteer four-by-four teams choose to appear on our doorsteps offering help to fill and move sandbags that they personally sourced.

In the aftermath we, as District Councillors, asked for meetings to put right the issues that arose from block ditches, culverts and the like. The District Council convened these. We discovered that no one public or private body covered everything that was needed, despite the County Council being the lead flood authority. The County Council should have established who owned what – which watercourses were maintained by which body or who owned the land to the mid-point of the ditch / channel (riparian rights) and needed to do the works. Where works are needed owners are contacted by CCC and where the owners decline to do the works there are enforcement processes - none of which is quick, or cheap. And if you are the unaware or unprepared owner it can come as nasty and expensive surprise. Add to this the complications of sewers, drains and culverts and that County Council Highways, District Environmental health, the Environment Agency, Network Rail and the local water companies must play their parts. Where there are other complications like railway owned land or roads it can be more complicated again as it's not just works to do, there are closures to manage. Even volunteers taking it upon themselves to clear ditches they don't own poses issues with their own safety being key, not to mention tricky issues such as trespass and liability.

The nightmare navigation has gone on behind the scenes since then with district and parish / town councillors working through the issues and chasing those who can take actions for updates. Some works have been completed but its deeply disappointing not all the identified works have been completed by those who can do them. Rest assured, we continue to push for every identified action to be completed and signed off. One good thing that has been done at our request is that you can now report any public flooding issues (blocked ditches, culverts, and road drains) on the County Council's website, and they will sort out who needs to take action so you, and we, don't have to!

<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults>

We all desperately hope that none of us see a repeat of last year's floods but with our climate changing, we are being told this could be more a common occurrence. That does not mean the rain will necessarily fall in the same location and so all of us need to think what we would do if the unthinkable happened. We also now know that the perceived wisdom is that sandbags have little use and stopping water coming in requires more robust solutions – blocking air vents, installing flood doors and the like – we've been told some types of sandbags might help direct modest amounts of water away but little more. All of this came as news to those of us who had never experienced this situation before. And we also now know that those who could be affected by river flooding should make sure they are on the Environment Agency's Alert System and have a plan should they need to leave their property <https://www.gov.uk/sign-up-for-flood-warnings>.

The District Council website have pulled all the information you need into a single page on their website: <https://www.huntingdonshire.gov.uk/environmental-issues/flooding/> Please take a look and make sure you share this information with neighbours who may not read this article or have access to the internet.

### **HDC Covid Response and Winter Support**

At the time of writing this update we know that Public Health Cambridgeshire are worried about a spike in covid transmission rates and are in the process of issuing more guidance. They will be promoting vaccination uptake amongst young people and those who are eligible for boosters. In the meantime, we know that some of the infrastructure used at the start of the pandemic is being asked to help, whether it's around helping people to access vaccination centres, access food support or take up other needed support including winter fuel help. You can find Covid updates as they emerge on the District Council's website: <https://www.huntingdonshire.gov.uk/council-democracy/coronavirus-service-update/>

### **Good News on getting the protective markings by the level crossing repainted**

It feels like we've been trying to get this work done forever, but we have secured agreement from County Council Highways. The works are much needed and hopefully will help keep everyone safe. We have been asked if other Highways works can be done and continue to report these through the County Council's Report IT tool <https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/roadworks-and-faults> . If you spot an issue do please report it and keep reporting it as it helps officers to address issues where they can. A flavour of casework this month across the ward  
We continue to respond to casework requests– anything you bring to our attention. This month has included County Council related issues around roads, gullies, and footpaths.

If you have any issues, you think we should know about or could help with then please get in touch.

Sarah Wilson [Sarah.wilson@huntingdonshire.gov.uk](mailto:Sarah.wilson@huntingdonshire.gov.uk) 01480 412747

Mike Grice [Mike.grice@huntingdonshire.gov.uk](mailto:Mike.grice@huntingdonshire.gov.uk) 01480 383213

Sarah Conboy [sarah.conboy@huntingdonshire.gov.uk](mailto:sarah.conboy@huntingdonshire.gov.uk) 01480 414900