



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 7.00 pm on MONDAY 28 March 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 are encouraged to wear a suitable face covering unless exempt.

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
23 March 2022

| AGENDA | |
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| 155. | Public Participation: To hear any comments or observations on any item on the agenda. To hear any other issues raised. Limited to 3 minutes per speaker, maximum 20 minutes, at the Chair's discretion. |
| 156. | To receive reports from County and District Councillors. |
| 157. | To receive Apologies for absence |
| 158. | Councillors' Declaration of Interests |
| 159. | Planning (Appendix 1) |
| | To Consider planning applications, decision notices and tree work applications received |
| 159.1 | 21/02882/LBC 3 Barnfield, Hemingford Abbots. Proposal: Windows to be replaced with vertical opening windows (no horizontal fan light). Which would be in keeping with the period property. Front door to be replaced with a centralised version of existing door and windows. Metal patio sliding doors to be replaced with wooden French doors. Respond by 28/3/22. |
| 159.2 | 22/00600/TREE Cedar Cottage 1A Abbots Close Hemingford Abbots. Proposal: T1 Atlas Cedar: tree was badly damaged in recent high winds and has lost much of the upper crown. Proposed work is to fell to ground level. Respond by 1/4/22. |
| 160. | To approve the minutes of the meeting held on 28th February 2022 (Appendix 2) |
| 161. | Action List & Matters arising from the previous meetings: |
| 161.1 | Engagement with nearby Parish Councils on the HDC Active Lifestyles programme – Written report attached from Cllr Phillip Cooke. |
| 161.2 | Noticeboards for the Playing field – update (BF). |
| 161.3 | Environment Agency/Astro Turf Site – update (MW) |
| 161.4 | Replacement Village Gate on New Road – to report: The Hemingford Grey village gates are in storage at Cllr ZR's property. The Clerk is awaiting quotes for the cost and fitting of two new posts and the reclaimed gate. |
| 161.5 | U-Bolt replacement on the Standing Swing – To report: B E Welding Ltd have replaced the U bolt on the standing swing. |
| 161.6 | Streetlight Assessment: Update (PK). |
| 161.7 | Removal of the Bund at the old Shell Garage –To report: The new owner of the site expressed his thanks to HAPC for placing a concrete bund at the entrance to the site to prevent fly-tipping. The owner has confirmed that he will take ownership and full responsibility for the Bund. |
| 161.8 | Speeding in the village – update (MW) |

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| 161.9 | Wheelie-Bin Stickers – To report: HAPC has purchased fifty (50) 20 mph stickers for free issue to parishioners on request from the Parish Clerk. |
| 161.10 | Tree and Footpath Warden Vacancies – To report: the job descriptions were uploaded to the Parish Council Website after the last PC meeting. |
| 161.11 | Meadow Lane Visit (Cllr Doug Dew) – Postponed as the new Highways Officer (HO) is unavailable until the end of April. Cllr DD advised that the HO may be assigned to another area. |
| 162. | Follow Up from the Open Evening - To review Councillor feedback and agree on the next steps. |
| 163. | To consider approving and adopting the LGA Model Code of Conduct and Guidance for Councillors to take effect from May 2022 (Appendix 3 - Model Code & 4 - Guidance) |
| 164. | Review and confirmation of Council Administration (Appendix 5) i) Standing Orders ii) Training Statement of Intent iii) Grievance Procedure iv) Complaints Procedure v) Freedom of Information Schedule vi) Freedom of Information Availability Schedule vii) Grants Policy |
| 165. | Proposal: That the date of the Annual Parish Meeting and Annual Parish Council Meeting be moved from Monday 23 rd May to Wednesday 18 th May 2022. |
| 166. | Proposal: To plant a replacement tree in Royal Oak Lane. This tree would be planted as part of the 2022 Platinum Jubilee project. |
| 167. | Proposal: For the Clerk to study towards the CiLCA qualification with CAPALC and the subsequent submission of the Portfolio to SLCC. Fee for the CAPALC training is £400, after agreement of the bursary the cost to HAPC IS £200. The SILCA Portfolio is currently £410 but will not be due for payment until 2022/23. |
| 168. | Financial Matters |
| 168.1 | Local Government Pay Claim 2021/22 -SLCC - To accept the Local Government pay award of 1.75% agreed by the GMB and UNISON effective from 1 April 2021 and approve the back-dated gross payment to the Clerk totaling £93.28 (April 2021 to February 22). |
| 168.2 | Proposal: To receive the March financial report and approve the payment of bills (Appendix 6) |
| 168.3 | Proposal: To accept the monthly bank reconciliation (Appendix 7) |
| 168.4 | Proposal: That Cllr PK is registered as a new signatory with Unity Trust Bank, to view and authorise payments. |
| 168.5 | An application for a grant of £625.00 has been received from the Peace Memorial Playing Field - HAPC to consider and decide on supporting the grant, which would be due for payment in 2022/23 financial year (Appendix 8). |
| 169. | Jubilee Celebrations |
| 169.1 | Update on the plans for Hemingford Abbots Jubilee Celebrations Queen's (Appendix 9) |
| 169.2 | Proposal: That HAPC, as Managing Administrative Trustees of the Playing Field gives its approval to the Playing Field being used for Hemingford Abbots Jubilee Celebrations and confirms the terms and conditions of use. |
| 170. | Use of Car Parking at the Village Hall – Discuss the availability, safety, and arrangements for optimising the use of the Village Hall car park. |
| 171. | Village Maintenance and Repairs |
| 171.1 | Proposal: That [once both gates are in situ] they are painted white. |
| 171.2 | Proposal: To replace the broken mirror at the junction of New Road / High Street. |
| 171.3 | Reports on any issues (All) |
| 172. | Correspondence Received |
| 172.1 | Email from Cambridge Search and Rescue (Appendix 10). |
| 172.2 | Email from Anglian Water (Appendix 11). |
| 172.3 | Email from Richard Whelan, Principal Officer – Flood and Water / Flood Risk & Biodiversity Team CCC (Appendix 12). |
| 172.4 | Email from CAPALC (Appendix 13). |
| 172.5 | Email from Huntingdonshire PPS - Parish & Town Council Survey on playing pitch and outdoor sports areas, responses by 29/4/22 (Appendix 14). |
| 173. | Discuss and agree HAPC's protocol for 'Operation London Bridge'. |
| 174. | Matters arising |
| 175. | Closure of the Meeting |
| 176. | Date of next Meeting – Monday April 25th 2022. |