



# 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 25 April 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 is 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

20 April 2022

<b>AGENDA</b>	
<b>2022-23</b>	
<b>1</b>	<b>Public Participation</b> 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.
<b>2</b>	<b>To receive reports from County and District Councillors</b>
<b>3</b>	<b>To receive Apologies for absence</b>
<b>4</b>	<b>Councillors' Declaration of Interests</b>
<b>5</b>	<b>Planning (Appendix 1)</b>
<b>5.1</b>	<b>To Consider planning applications, decision notices and tree work applications received</b> <b>22/00837/TRCA</b> 3 High Street, Hemingford Abbots PE28 9AH. T1 London Plane – Crown lift to 6m over the road and 5m over the parking bays. Received and validated 8/4/22. <b>Pending. For information only. HAPC has not been asked to comment.</b>
<b>5.2</b>	<b>22/00727/TRCA</b> 3 Common Lane, Hemingford Abbots PE28 9AN. T1 T2 Conifer – Reduce height by 15ft to 20 ft to allow more light to smaller and younger trees. T3 Walnut – Remove (fell) very close to another tall Conifer so there are dead branches on the Conifer and close to younger trees. Received 24/3/22 Validated 4/4/22. <b>Pending. For information only. HAPC has not been asked to comment.</b>
<b>5.3</b>	<b>21/80302/COND</b> Adjacent 10 Chapmans, Hemingford Abbots. Conditional Information on C18 and 19 Affordable Housing. <b>For information only.</b>
<b>5.4</b>	<b>22/00600/TREE</b> (PP-111106520) Cedar Cottage 1A Abbots Close Hemingford Abbots Huntingdon PE28 9AP. 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
<b>5.5</b>	<b>22/00326/TRCA</b> 74 Common Lane, Hemingford Abbots PE28 9AW. T1 Ash: Fell diseased tree to ground level. <b>Approved.</b>
<b>5.6</b>	<b>22/00308/TRCA</b> 44 Common Lane, Hemingford Abbots PE28 9AN. T1 Hornbeam: reduce 2m laterally over neighbouring garage to clear roof by 1.5 - 2m,G1 Holly: reduce 2m laterally over neighbouring garden T2 Oak: crown lift to 5m over garden,T3 Leylandii: fell to ground level <b>Approved.</b>
<b>6</b>	<b>To approve the minutes of the meeting held on 28<sup>th</sup> March 2022 (Appendix 2)</b>
<b>7</b>	<b>Matters arising from the previous meetings</b>
7.1	<b>Update and decision on the HDC Active Lifestyles programme – (PC) (Appendix 3 – email from HGPC)</b>
7.2	<b>Noticeboards for the Playing field</b> – To report: The information boards have been fitted at each entrance. Awaiting an update on the Heritage Board.
7.3	<b>Environment Agency/Astro Turf Site</b> – update (MW)

7.4	<b>Replacement Village Gate on New Road</b> – update (MW)
7.5	<b>Streetlight Assessment - update</b> (PK/MW)
7.6	<b>Speeding in the village</b> – update (MW)
7.7	<b>Tree and Footpath Warden Vacancies</b> – Update (MW)
7.8	<b>Meadow Lane Visit (Cllr Doug Dew)</b> – To consider next steps following Cllr D. Dew’s email regarding rocks on verges; he advised that a meeting was unnecessary as rocks on verges were covered in the Authorities Highway Operational Standards (HOS) and any allegation of an encroachment/obstruction onto/on a highway will be notified to the landowner requesting appropriate action is taken to remove the encroachment. <u>Regarding other issues on Meadow Lane</u> , Steve Alexander advised: <ul style="list-style-type: none"> <li>•Replacing damaged wooden posts (that CCC placed on the verges to prevent parking on verges) – CCC need the number of posts that need to be replaced.</li> <li>•Advice about whether another streetlight is necessary (near the Bailey Bridge) – not in CCC’s remit</li> <li>•Dangerous parking/difficulty for cars doing 3-point turns – Contact Local Projects team</li> </ul>
7.9	<b>Consider and approve</b> the Project Team’s report & recommendations following a review of the Council’s Policies and Procedures: <b>Standing Orders; Training Statement of Intent; Complaints Procedure; Capability/Disciplinary and Grievance Procedure; Equality, Diversity and Inclusion Policy; Freedom of Information Schedule; Freedom of Information Availability Schedule and Grants Policy. (Appendix 4)</b>
7.10	<b>Public Liability Insurance</b> – To consider establishing a Jubilee Committee (Standing Order 4 (a to d) to conduct all actions required by HAPC’s Insurer to ensure that the Jubilee event is covered under the PC’s Public Liability insurance. <b>(Appendix 5)</b>
7.11	<b>Planting of an Oak Tree on Royal Oak Lane</b> – To report: the resident has confirmed that an Oak tree will be planted in the growing season.
<b>8</b>	<b>Financial Matters</b>
8.1	<b>To resolve renewal and payment</b> of HAPC’s Insurance Policy premium £1116.11.
8.2	<b>To resolve renewal and payment</b> of HAPC’s membership with CAPALC £351.19 (inc. DPO membership).
8.3	<b>To consider the financial position</b> of the council and approve the quarterly Bank Reconciliation as of 31st March 2022 <b>(Appendix 6)</b> .
8.4	<b>To agree and sign</b> the 2021-2022 AGAR Annual Return Section 1 (Annual Governance Statement) <b>(Appendix 7) AND</b> agree 13/6/22 to 22/7/22 as the dates of the period for the Exercise of Public Rights.
8.5	<b>To agree and sign</b> the 2021-2022 AGAR Annual Return Section 2 (Accounting Statements). <b>(Appendix 8)</b> .
8.6	<b>To approve and sign</b> the Unity Trust Bank papers to add Cllr PK as an authorised signatory.
8.7	<b>To receive and approve</b> payments. <b>(See table below)</b> .
8.8	<b>To resolve to write-off</b> an outstanding encashment of a cheque to HMRC for £88.90 (from 2019/20) and add as income to 2022/23 fiscal year accounting spreadsheet.
<b>9</b>	<b>Consider</b> adopting the County’s recommended protocol for ‘Operation London Bridge’ <b>(Appendix 10)</b> .
<b>10</b>	<b>Elections: To report:</b> There were five validly nominated and unopposed candidates and all will take office on 9 May, the day the current councillors retire. <b>This leaves two vacancies.</b> HAPC can co-opt at any point during the next term without publishing a Notice of Vacancy. The councillors taking office on 9/5/22 are: Marcus Whewell, Zoe Ryall, Peter Keen, Phillip Cooke and Glenda Perrot.
<b>11</b>	<b>Village Maintenance and Repairs</b>
11.1	To receive reports on any issues (All)
<b>12</b>	<b>Correspondence Received</b>
12.1	Email received from A. Jones advising HAPC that he intends to pass on the responsibility for monitoring the MVAS to HAPC and he will assist with in the handover. The MVAS on the High Street is not providing correct data. The speed limit on Rideaway has been changed to 30 mph.
12.2	Email received from S. Henderson requesting that a poster be displayed on the website and Facebook to help with Crowd Funding the Jubilee Celebrations.
<b>13</b>	<b>Matters for future consideration</b>
<b>14</b>	<b>Closure of the Meeting</b>
<b>15</b>	<b>Next Meetings</b> <b>The Annual Parish Meeting – Wednesday 18<sup>th</sup> May 2022 at 7 pm</b> <b>The Annual Parish Council Meeting – Wednesday 18<sup>th</sup> May 2022 at 7.30 pm</b>

