

HEMINGFORD ABBOTS PARISH COUNCIL

Minutes of the Parish Council Meeting

Held on Monday 23rd January 2023 at 7.00pm

at the Hemingford Abbots Village Hall



Present:

Parish Councillors: Marcus Whewell (Chair), Zoe Ryall, Phillip Cooke, Peter Keen, Glenda Perrott.

HDC Councillors: Brett Mickelburgh

Parish Clerk: Maxine Blewett

Members of the Public: 3

| 2022-2023. MINUTES | |
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| 140 | <p>Public Participation</p> <p>A representative from PROVE gave the Council a detailed update on their recent activities to oppose the change of use planning application for Hemingford Park. Reminding the Council that Hemingford Park is a Grade II star listed building PROVE requested that every effort, from all concerned parties, should be for the protection of the building and surrounding areas. HDC Cllr BM suggested the application would normally be called to DMC but PROVE's representative said the planning appeal inspectorate's deadline was fast approaching and it was unlikely the case would come to DMC before this date.</p> <p>Cllr BM informed the council that one option for the Inspectorate is hold the hearing at Pathfinder House and that in this case, HAPC may have an opportunity to present evidence. Alternatively, the inspector could call for written evidence only. He recommended that preparing a timeline showing the facts and complexity of the retrospective planning application (where things have been missed out and what has been added since) would be beneficial. Cllr BM is to check on whether HAPC can present at the appeal.</p> |
| 141 | <p>County/ District Councillors' Reports</p> <p>To receive and accept reports.</p> <p>A written report was received from HDC.</p> |
| 142 | <p>To receive apologies for absence.</p> <p>Apologies received and accepted from HDC Cllrs Sarah Conboy and Debbie Mickelburgh and CCC Councillor Doug Dew.</p> |
| 143 | <p>Councillors' Declarations of Interest</p> <p>Cllr Glenda Perrott declared an interest in Planning Application 22/02477/HHFUL Sycamores, Manor Lane, Hemingford Abbots, Huntingdon PE28 9AJ.</p> |
| 144 | <p>Footpath Warden Report</p> <p>Cllr MW was delighted to introduce Anne-Marie Farmer, HAPC's new Footpath Warden. AMF gave a comprehensive report setting out her detailed proposals to improve Hemingford Abbot's footpaths. AMF also mentioned that she and other villagers did a regular litter-pick to keep the village tidy and mentioned that there is a lot of rubbish left along Rideaway, but it is a busy area to safely litter-pick. Cllr PC asked if the HAPC could help in any way and a suggestion was made that at HAPC's next meeting consideration could be given to provide litter-pickers with protective clothing, bags and litter-picking equipment.</p> |
| 145 a) | <p>Planning Applications (Appendix 1)</p> <p>NEW</p> <p>22/02477/HHFUL Sycamores, Manor Lane, Hemingford Abbots, Huntingdon PE28 9AJ.</p> <p>Cllr GP left the meeting at 8 pm</p> <p>Erection of a single story rear extension. Extension agreed until 24/1/23.</p> <p>HAPC RESOLVED NEITHER FOR NOR AGAINST THIS APPLICATION.</p> <p>Cllr GP re-joined the meeting at 8.05 pm.</p> <p>22/02510/FUL Melior Spas Cambridge Road Hemingford Abbots Huntingdon PE28 9HQ.</p> <p>Part retrospective change of use from restaurant site (Class E) to vehicle repair garage (Class B2) and installation of external shutters.</p> <p>HAPC RESOLVED NEITHER FOR NOR AGAINST the application, however HAPC would like to make an observation that the aesthetics on and around the building are unsightly and HAPC would like to see the site kept clean and tidy to prevent potential health and safety issues arising.</p> <p>The site would also benefit from adding screening of some kind to improve its appearance.</p> <p>22/02452/LBC Hemingford Park Hall Hemingford Park Common Lane Hemingford Abbots Huntingdon PE28 9AS. Construction of a two storey pool house and spa with basement parking (retrospective).</p> |

The Chair closed the meeting at 8.15 pm to discuss and ask further questions from PROVE and Cllr BM. Meeting re-opened the meeting at 8.30 pm.

HAPC RECOMMEND REFUSAL for the application. A detailed response will be written and circulated to all Councillors for final comments and approval before being sent to HDC by close of business on 24/1/23. The reasons why HAPC recommend refusal are summarised below:

- a) The original application submitted in 2014 clearly stated that there would be no new or altered vehicle access to or from the public highway'. An access road has been built [without planning permission and outside the 'red' line for approved development] directly across the front of the grade II starred listed property.
- b) Had the 2014 and 2021 planning applications been correctly completed, all of the relevant bodies could have voiced their opinions and concerns.
- c) Of significant importance, the new road has been built over historic Ridge and Furrow, the location of which was clearly documented in the 2008 Hemingford's Conservation Area Character Assessment (page 15).
- d) At the time of the 2014 application, English Heritage were formally consulted, however none of the documents that were submitted disclosed a new thoroughfare.
- e) The construction of the new road has done significant damage to both the historic listed building and the adjacent Ridge and Furrow,
- f) The approval by HDC in 2014 of the initial application for the pool and spa facilities was for private use only. Various buildings have been converted on the site and are used for use as holiday lets. The applicant has advertised that occupiers of the holiday lets can use the pool and spa. HAPC do not believe that planning permission for the use of buildings as holiday lets for commercial purposes has ever been granted.

22/02454/NMA Hemingford Park Common Lane Hemingford Abbots. Application Received Wed 30 Nov 2022 Proposal: Non-material amendment for 1400578FUL to vary the floor plans and elevations in respect of the pool house.

HAPC respectfully request that HDC reconsider its decision to treat this application as a NON-MATERIAL AMENDMENT. A detailed response will be written and circulated to all Councillors for final comments and approval before being sent to HDC by close of business on 24/1/23. The reasons why HAPC recommend this application should be treated as a **MATERIAL AMENDMENT** are summarised below:

- a) Since the original application in 2014 a number of important changes have been made to the specification and location of the pool house and spa.
- b) According to the applicant's cover letter (para 3.1.2), the building has been located 5.3 metres further North than was initially approved.
- c) A relatively narrow, circular stairway to the roof terrace has been erected and poses a number of potential health and safety concerns for users of the planned outdoor leisure and entertainment under planning application **21/01768/FUL** (see below).
- d) Many nearby residents have already lodged their concerns regarding potential loss of amenity from noise and light emanating from the building. A private 'wedding test event' in 2021 resulted in householders being obliged to abandon their own private outdoor spaces and relocate themselves in their homes to avoid the excessive disturbance.
- e) The spa facility and the unapproved new road have been and may in the future be used by paying clients, potentially in tandem with the rental of several holiday cottages, without the necessary planning permissions having been granted.
- f) A new, unapproved road has been built across the front of the grade II starred listed property over historic Ridge and Furrow, causing harm to the building, and which sits outside the 'red' line for the development.

23/00028/TRCA Melrose High Street Hemingford Abbots Huntingdon PE28 9A. Proposal: HT1 - English Oak - Reduce by approximately 1.5m in height and spread in all directions (N,S,E,W) to result in a well-balanced crown approximately Height 8.5m Spread 6m. 30% Thinning T2 - Dogwood - H 6m S 4m - Pollard to 2.0m T3 - Bramley Apple - Reduce by approximately 1.5m in height and 1.0m -1.5m spread in all directions (N,S,E,W) to result in a well-balanced crown approximately Height 5.0m Spread 5.0m. 30% Thinning T4 - Field Maple - H 6m S 4m - Pollard to 2.0m T5 - Walnut - H 10m S 10m - Fell and Remove T6 - Field Maple - H 7m S 7m - Re- Pollard to 2.5m T7 - Goat Willow - H 5m S 4m - Re- Pollard to 2.0m T8 - Paperbark Birch - H 12 S 6 - Remove one small lower limb. HAPC has not been consulted on this application.

Hemingford Abbots Parish Council were not asked to comment on the above TRCA, however HAPC would like to query why there is no evidence or justification for the removal of the large Walnut tree.

b)

NOTED AS WITHDRAWN

22/01763/LBC Whitehall 24 - 26 Common Lane Hemingford Abbots Huntingdon PE28 9AN. Proposal Replacement of existing fence with new early Georgian iron railings.

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| c) | <p><u>NOTED AS APPROVED</u> 22/02377/TRCA Manorside, Quiet Waters Caravan Park, Hemingford Abbots Proposal: 3 x Hornbeam - Reduce crowns to previous pollard points at 4m. 1 x Cherry - reduce crown by 1.5m to lessen end weight on decayed trunk. Date approved: 29th December 2022. 15/80183/COND Hemingford Park Common Lane Hemingford Abbots Huntingdon PE28 9AS. Condition information for 1400578FUL and 1400579LBC. Finally disposed of. 28/12/22. 22/80357/COND Little Oak 1 Abbots Close Hemingford Abbots Huntingdon PE28 9AP. Discharge of condition 6 (replacement planting) of 21/02853/HHFUL. Validated: Sun 13 Nov 2022. 22/02300/HHFUL Clover House High Street Hemingford Abbots Huntingdon PE28 9AA. First floor extension to existing dwelling, 22/02234/HHFUL Whitehall 24 - 26 Common Lane Hemingford Abbots Huntingdon PE28 9AN. Replacement of existing fence with new early Georgian iron railings. 22/01817/HHFUL Jennifer Cottage High Street Hemingford Abbots Huntingdon PE28 9AA. Demolition of modern rear extension and erection of single storey pitched roof rear extension and flat roof link to existing cottage, 22/01818/LBC Jennifer Cottage High Street Hemingford Abbots Huntingdon PE28 9AA. Demolition of modern rear extension and erection of single storey pitched roof rear extension and flat roof link to existing cottage 22/02197/TRCA 2 Braefield Hemingford Abbots Huntingdon PE28 9EZ. Proposal: T1 Leylandii: fell to ground level.</p> |
| d) | <p><u>NOTED AS REFUSED</u> 22/02240/OUT 5 Common Lane Hemingford Abbots Huntingdon PE28 9AN. Demolish all existing buildings and erection of 6 new dwellings with garages and constructing a new access road and pedestrian sidewalk.</p> |
| e) | <p><u>APPEAL CONSULTATION</u> HDC Appeal Ref: 22/00039/NONDET Planning Inspectorate Ref: APP/H0520/W/22/3305062 21/01768/FUL Hemingford Park Common Lane Hemingford Abbots. Proposed Development 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. Cllr MW proposed HAPC respond to the change of use application before the deadline of 10th February 2023. It was RESOLVED that Cllr MW will prepare and circulate HAPC's response to all Councillors for any further comments or amendments before its submission to the Planning Inspectorate.</p> |
| 146 | <p><u>Minutes of the previous meeting</u> To agree and approve the draft minutes from the PC Meeting held on the 28th of November 2022 (Appendix 2). RESOLVED to approve the minutes of the PC Meeting held on the 28th of November 2022.</p> |
| 147 | <p><u>Feedback from attendance at other Parish Council Meetings</u> RESOLVED that all Cllrs are to attend at least one other village PC Meeting per year to explore how they operate and to forge good relationships. Clerk to send Councillors dates of meetings in the nearby villages.</p> |
| 148 | <p><u>Open Evening 8th March 2023</u> It was suggested that the meeting be held between 7 and 9pm during which drinks and snacks will be available. The four topics HAPC agreed should be covered during the evening are: Hemingford Park, Mick George Limited, Village Streetlights and outcomes from feedback at last year's Open Evening. Cllr PC will circulate a flyer to Cllrs for their feedback as soon as possible. Cllr PC will confirm when the flyers will be ready to hand-deliver. Clerk to speak to Cllr PC about creating a contact form for the event.</p> |
| 149 | <p><u>Hemingford Hub's request to place a 'Man-Shed' on Hemingford Abbots Playing Field.</u> RESOLVED that HAPC will consider this when all the information that was requested has been received.</p> |
| 150 | <p><u>Administration:</u></p> <p>a) Noted: HAPC has written to HDC request that planning applications are responded to within 21 days.</p> <p>b) Cllr MW thanked Cllr PC for his support in coming to an agreement with HGPC on the final payment to HGPC with respect to the HDC Sports Programme.</p> <p>c) Cllr MW thanked Cllr ZR for updating the Parish Council website to include a new header 'Important Parish Matters' which will help direct visitors to the key projects affecting the parish.</p> <p>d) Following his meeting with CCC Cllr Doug Dew, regarding outstanding village issues, Cllr MW reported there was frustration across the county due to lack of people and systems resources. Cllr DD recommended contacting S. Alexander for updates. Cllr DD also advised that the approved LHI application for the 20mph zone in Hemingford Grey could not be changed to link up with Hemingford Abbots. However, Cllr DD mentioned that a new LHI process is being developed which should simplify future applications.</p> <p>e) Noted: Weather permitting, Wicksteed will repair the wet pour in the Playing Field during the w/c 23/1/23. Since the meeting Wicksteed apologised as the work could not be progressed due to the frosty weather.</p> <p>f) Noted: A letter was sent to a parishioner explaining HAPC's position on their request for a streetlight at the Bailey Bridge end of Meadow Lane. Noted.</p> <p>g) RESOLVED to hold the Annual Meeting of the Parish Council on May 29th, 2023 (this falls on a Bank Holiday).</p> |

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| 151 | To receive reports on the progress being made on the priority items from the 2021 open evening. Noted: That all updates are now updated on the Action Plan. |
| 152 | Review and update the Action Plan (All). Councillors were requested to send in their updates to Cllr ZR who will then update the action plan. |
| 153 | Consider any plans for King Charles III Coronation - May 2023 that may require notifying Highways Events. RESOLVED that the Parish Council will be open to approaches from local groups considering planning a Coronation Event and will consider providing appropriate support. |
| 154 | Finance a) RESOLVED to approve the January payment of bills and standing orders (see Table 1 below). b) RESOLVED to accept and approve Q3's Bank reconciliation. Cllr PK recommended that HAPC moves £25k from the current account to the savings account to gain more interest. The Clerk was asked to find out if this can be done before the next PC meeting or whether this must be included on the next meeting's agenda. c) Noted: HAPC's Community Infrastructure Levy Return (CIL Return) for 2021/22 has been completed. d) Noted: HAPC requested a Precept of £28,600 from HDC for the fiscal year 2023/24. |
| 155 | Streetlights a) Noted: HAPC has appointed Utility Aid (broker) and a new electricity supplier contract has been set up with YU Energy. The new energy contract will start next year from the 01/10/2023, fixed for 3 years. The annual cost for energy is £2,826.24 (may not be evenly split over 12 months). b) Noted: Southern Electric (SSE) has confirmed that HAPC is in credit by £122.62 at the end of December 2022. c) RESOLVED for HAPC to accept K&M's renewal of a 3 year servicing contract for the annual fee of £404.80. The Clerk was asked to contact K&M to obtain details of the streetlight service dates and to ask if HAPC will receive a report after the service has been completed. |
| 156 | Councillor Recruitment Feedback and next steps (All). Nothing to report. Clerk to post Cllr vacancy advertisements on the noticeboards and website. |
| 157 | Councillor Training Noted: Since the last meeting Cllr PC has attended his New Councillor Training. |
| 158 | Correspondence Received NOTED; Emails 13/12/22 Invitation from Community Led Housing (MW to attend). 12/12/22 - HAG email update: Heidelberg materials announced they are to acquire Mick George Group. 8/12/22 Highways Events: Who to notify on plans to re-route traffic for events to celebrate King Charles III Coronation in May 2023. |
| 159 | Matters for future consideration Litter-Picking equipment and clothing to support village volunteers Transfer of HAPC funds from the current account to the savings account (if necessary). |
| 160 | Closure of the Meeting The meeting closed at 9.15 pm. |
| 161 | Date of the next Meetings: HAPC Full Parish Council Meeting, Monday February 27th, 2023 at 7 pm at the Village Hall, High Street, Hemingford Abbots. |

Table 1 - Approved Payments and Standing Orders for January 2023

| | | | Net | VAT | Total |
|---------|--|--|----------|---------|----------|
| BACS | 4000 Clerk's wages | Wages 30 hours @ £15.02 (5 weeks) | | | |
| BACS | 4060 Working from home allowance | Working from home allowance | | | |
| BACS | 4315 NetNerd renewal of domain licence | Reimburse Zoe Ryall (paid for one year's licence to 17/1/24) | £ 56.98 | £ 11.40 | £ 68.38 |
| | | Hemingford Abbots Parish Council - approved for payment | | | |
| | | Payment method - BACS | | | |
| | | Dated..... | £ 523.58 | £ 11.40 | £ 534.98 |
| S/ORDER | 4250 Electricity Supply | Signed..... | £ 48.30 | £ 2.42 | £ 50.72 |
| | | Signed..... | £ 571.88 | £ 13.82 | £ 585.70 |