

HEMINGFORD ABBOTS PARISH COUNCIL

Minutes of the Parish Council Meeting

Held on Monday 27th March 2023 at 7.00pm

at the Hemingford Abbots Village Hall



Present:

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

HDC Councillors: Sarah Conboy

Parish Clerk: Maxine Blewett

Members of the Public: 5

2023	MINUTES
190	<p><u>Public Participation</u></p> <p>Cllr MW requested item 191 be brought forward to the start of the meeting and he introduced Mr Shaun Reinson for co-option to HAPC. SR provided the council with a brief biography. Cllr MW proposed SR be co-opted as Councillor and it was RESOLVED to co-opt Mr. Reinson. Mr. Reinson signed his Declaration of Acceptance and Register of Member's Interests as witnessed by the Parish Clerk. Cllr Reinson joined the PC meeting.</p> <p>Jo Wills (Chair) and two other representatives from HAFF 2023 Steering Group were introduced to the Parish Council. The Flower Festival has been held every 2 years for the past 60 years, except for a gap of 4 years due to Covid-19. This year the FF SG are trialling coaches dropping off passengers in front of the Village Hall, to meet the needs of more elderly visitors to access toilets and refreshments immediately, rather than having to walk from Rideaway Drive to the Village Hall. The drop-offs would be between 10am and 11.15am. After this time, the coach drop-off will be at Rideaway Drive. To enable the safe and smooth running of the FF the HAFF Steering Group wish to make a request for the Playing Field to be available for the duration of the FF weekend (June 24th and 25th) for some residents to park their cars. This will be for those households that do not have off-street parking and who live at the entrance to Rideaway Drive (where coaches will be turning and picking up of coach passengers), Royal Oak Lane, and the High Street from Manor Lane junction to Common Lane.</p>
191	<p><u>To consider Co-option to fill 2 Vacancies on the Parish Council</u></p> <p>See decision above (item moved up to the beginning of the meeting).</p> <p>Proposal to consider and decide on the co-option of Mr. Shaun Reinson as an HAPC Councillor. HAPC now have 1 vacancy for Parish Councillor.</p>
192	<p><u>County/ District Councillors' Reports</u></p> <p>To receive and accept reports.</p> <p>Cllr Sarah Conboy, Executive Leader of the District Council gave her report covering the Council's priorities over the coming months. A key piece of work on developing a new Place Strategy, which sets out a shared vision for the future of Huntingdonshire for the next 30 years, has been co-developed with partners, organisations and Huntingdonshire residents following an extensive period of engagement across the district over the last year. (This has since been approved at a full HDC Council Meeting on the 29/3/23). The strategy explains Huntingdonshire's aspirations and ambitions, and maps out plans for place, people, economy, and the environment. It will also guide future strategy and policy developments as well as investment decisions made by the council and its partners to enable better outcomes for residents, communities, and businesses. As of 27/3/23, the call for sites for the local (development) plan has gone live. This is a big strategic piece of work involving housing/development and land for energy and environmental use). This involves HDC making a call for land and landowners can offer up their land for development. Legislation has changed and now allows land for use for wind farms/energy and not just land for developing business and housing. The process takes many months to review and determine suitability, and decisions must work with emerging policies. <u>Designated sites included in the local plan means these areas automatically have planning permission.</u> The process is just starting and more information can be found on the HDC website. <u>There is a statutory 6 week period for Parish Councils to comment.</u></p> <p>DEFRA are introducing new rules within the next 18 months. Food waste must be collected separately and on a weekly basis. HDC may need to change their fleet to accommodate the change. Garden waste collection</p>

	will be charged for and there will be consultations with people on looking at alternative ways to manage this, e.g. composting more.
193	To receive apologies for absence. Apologies received and accepted from Cllr Peter Keen.
194	<u>Councillors' Declarations of Interest</u> -To receive declarations of interest from Councillors on items on the agenda Cllr Shaun Reinson declared an interest in 195 (a) .
	<u>Cllr MW requested that item 205 be advanced up the agenda for discussion.</u> In principle HAPC want to be supportive of the FF SG's request. A major concern is regarding the safety of the play area. If the conditions below can be met and a full report provided by Monday 17 th April, then HAPC and HAPF at their April meetings will be minded to approve the request: <ul style="list-style-type: none"> • Limiting the vehicle numbers and, as far as possible, local owners only (no more than 25 cars) • Safe siting of the parking and a clear segregation of the play and picnic areas • An appropriate risk assessment to be completed • Minimising car movements between 10am and 6pm (preferably none) • Marshalling of any vehicle movements during daylight hours • Confirming the insurance situation <p>Meeting closed at 7.50 pm for Cllr GP to ask a question of the FF SG) Meeting re-opened 7.55 pm</p>
195	<u>Planning Applications – Noted and Actioned</u>
a)	<u>NEW</u> <u>Cllr SR left the meeting.</u> 23/00112/HHFUL Haysel Cottage, Manor Lane, Hemingford Abbots. Two storey side extension and addition of front dormer, plus solar panels to the rear elevation, Response to HDC by 5/4/23. <u>RESOLVED</u> neither for nor against this application. <u>Cllr SR re-joined the meeting.</u> 23/00403/TRCA Riverside House 32 Common Lane Hemingford Abbots Huntingdon PE28 9AN. T1 - Willow - Reduce height by approximately 8-10 metres to alleviate wind load. Large amounts of decay are evident. T2 - Willow - Pollard to approximately 1-2 metres. Tree has lost one of the 3 large limbs due large cavity at base of tree. T3 - Oak - Reduce main leaders by approximately 2-3 metres. T4 - Willow by river - Remove large broken limb. For information only – HAPC has not been asked to comment. 23/00381/TRCA Springfields Cottage Watts Lane Hemingford Abbots Huntingdon PE28 9AD. T1 Ash Tree to remove and grind out stump. For information only – HAPC has not been asked to comment.
b)	23/00357/TRCA Pumping Station Rideaway Drive Hemingford Abbots. Cutting back lime tree 1.5m away from building/roof lime aerial and fell dead unidentifiable tree. For information only – HAPC has not been asked to comment. <u>Noted as APPROVED</u> 22/01810/TRCA The Hermitage Rideaway Hemingford Abbots Huntingdon PE28 9AG. 1 - T3 - Mature Birch - Fell T4 - Mature Elm - Fell T5 - Willow - Fell T6 - Conifer - Fell 22/01774/TRCA 1 Braefield Hemingford Abbots Huntingdon PE28 9EZ. T1 Atlas Cedar: Fell to ground T2 Birch: crown lift to 5m to clear garage roof. 22/01512/TREE Pumping Station Rideaway Drive Hemingford Abbots. Elm tree - the team will use pole saws to cut the branches around the building back 1.5m and to a height of 5m. The work will be carried out from ground level. The overgrowth and is at risk of damaging the building. Also while on site a dead tree was found to have fallen into the site and damaged the fence line and is also now a trip hazard. 22/00837/TRCA 3 High Street Hemingford Abbots Huntingdon PE28 9AH. T1 London Plane - Crown lift to 6m over the road and 5m over the parking bays. 22/00586/TRCA 48 Common Lane Hemingford Abbots Huntingdon PE28 9AN. T1 Magnolia: reduce by 2m and maintain at suitable size. G1 2 x Silver Birch: fell to ground level previously poorly pruned, now heavily decayed in upper crowns. T2 Silver Birch: reduce longest sections of upper crown by 2m. 22/02256/HHFUL 3 Barnfield Hemingford Abbots Huntingdon PE28 9AX. Single glazed windows to be replaced with vertical opening, double glazed wooden 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 & windows. (timber & double glazed). Metal patio sliding doors to be replaced with wooden french doors.
c)	22/01995/TRCA 64 Common Lane Hemingford Abbots Huntingdon PE28 9AW. T1 Holly: fell to ground level 22/00599/TRCA 37 Common Lane Hemingford Abbots Huntingdon PE28 9AW. T1 Ash: reduce crown by 2.5m. <u>WITHDRAWN</u> 21/01768/FUL Hemingford Park Common Lane Hemingford Abbots. 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. This item was discussed and concerns were raised over HDC's Enforcement decisions over the last 2 years following multiple reports of potential planning breaches. It was agreed that Cllr MW would draft a letter to

	the Team Leader of Planning Enforcement raising HAPC's concerns. The letter will be circulated for comment and approval before being sent.
196	Minutes of the previous meeting To agree and approve the draft minutes from the PC Meeting held on the 27 th of February 2023 (Appendix 1). RESOLVED to approve the meeting minutes of 27 th February 2023.
197	Open Evening 8th March 2023 a) <u>Review of feedback and suggestions from the attendees.</u> It was agreed for Cllr PK to respond to questions on the streetlights, Cllr ZR on road safety and Cllr PC on environmental/footpaths/gates at the next PC meeting. b) <u>Reflect on the event's organisation and delivery and note any areas for improvement.</u> Noted that at the next Open Evening we are to: - Record the names of people asking questions so we are able to acknowledge their requests directly. - Consider some form of amplification as some people didn't hear everything. - Provide more soft drinks as these were very popular.
198	Review and update the Action Plan (All). Updated and recorded by Cllr ZR.
199	HDC Sports Programme 2023 Proposal to support the sports programme in 2023. Cllr PC gave his report. RESOLVED that HAPC are happy to support the programme but cannot provide administration this year due to other priorities emerging from the Open Evening. Cllr PC to report back to HGPC and explore alternative options.
200	Consider having a HAPC stand/stall at the 2023 Flower Festival to communicate the PC's activities and achievements, and also to act as a recruitment opportunity for a new Councillor. Cllr ZR suggested that it may be more appropriate to do this at the Coronation event when there will be more local residents. Cllr MW supports the proposal and is willing to try different approaches providing all parties concerned are in favour of HAPC having a stand. Cllr PC thinks this it may be too late to plan for the Coronation event but he will look into costs/timescales for the design and creation of an HAPC banner.
201	Finance a) RESOLVED to receive and approve the payment of March's salary, bills and standing orders. b) RESOLVED to approve the monthly bank reconciliation. c) Noted: That an internal bank transfer of £25,000 was made from the current account to the savings account on the 6/3/23. e) Noted: That £20,000 has been moved from General Reserves into the Light Sinking Fund. f) RESOLVED to approve the updates to the Inventory of Land and Assets effective from 1/4/23.
202	Website Consider how the website might be improved (navigation/sections/hyperlinks). <u>Calendar</u> - It was discussed and agreed that the calendar should be more accessible/visible (action for Cllr ZR). <u>People</u> It was agreed that the Clerk add HDC and CCC Councillors to the website and also details for Anne-Marie Farmer (Footpath Warden) and Iain Muspratt (River Warden). <u>Useful Contacts</u> Hyperlinks to report issues (flooding/highways etc.) are showing on the website under Parish Council/Report it . For ease of navigation It was suggested that a separate tab be created (action for Cllr ZR). <u>Feedback</u> It was suggestion that HAPC ask a small number of residents to review the website. Cllrs MW and PC to consider who to approach.
203	Administration: a) Noted: Sid Barnett has been booked to trim the hedgerow around the playing field. b) Noted: Dave Cook has been asked to carry out repairs/installation of new fencing to the Regatta Field/Kissing Gate. c) Noted: Andy Webb has been asked to provide a quote to install a new wooden chicane barrier near to Beecher's House on the High Street. d) Policy and Procedure Review i) RESOLVED to accept the updates carried out by Cllrs MW, ZR and the Clerk following a review of policies and procedures. ii) Noted: That all other policies and procedures remain unchanged except for the Financial Regulations and Standing Orders which will be reviewed in April. Cllr MW asked that all councillors read these two important documents before the meeting.
204	Councillor Training Noted: Cllr MW has attended the CAPALC online Planning training.
205	Flower Festival Parking This item was fully discussed and recorded earlier in the agenda after item 194.
206	Correspondence Received Noted that Emails have been received:

	<p>19/3/23 Mr. N. Payne regarding ideas to support village projects, in particular a 'Goodwill Fund' to fund projects that are deemed to be advantageous for the community.</p> <p>2/3/23 Mr. P Smith regarding a problem with parking of builders' vehicles on Common Lane, causing delays but more importantly damage to the verges and the surface of the roadway, which is breaking up.</p> <p>2/3/23 Middle Level Commissioners: Further information about action being taken on unregistered/abandoned boats on the Middle Level waterways. More information can be found at www.middlelevel.gov.uk.</p> <p>2/3/23 Mr. J. Djanogly requesting the views of Hemingford Abbots Parish Council with regard to the Hemingford Park planning application. (HAPC responded to Mr. Djanogly on the 15/3/23). <i>Since this email was received an invitation to attend Mr Djanogly's surgery has been received and the Clerk has confirmed that Cllrs MW and ZR will attend the meeting at the end of April.</i></p> <p>13/3/23 Stamatia Christianou, Senior Flood Risk Officer - Community Flood Action Programme Flood Risk Team CCC You can report flooding on the council's website following this link: https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/report-a-flood.</p>
207	Matters for future consideration None.
208	Closure of the Meeting The meeting closed at 9.10 pm.
209	Date of the next Meetings: HAPC Full Parish Council Meeting, 7 pm Monday April 24, 2023, in the Village Hall, High Street, Hemingford Abbots. The Annual Parish Meeting is on the 19 April 2023 at 7 PM (Village Hall) and the Annual Parish Council Meeting is scheduled for the 29 May 2023.

201a Finance

March Payments

Payments to be approved & paid:			MARCH 2023 PAYMENTS		
			Net	VAT	Total
BACS ✓	4000 Clerk's wages				
	4020 HMRC				
BACS ✓	4060 Working from home allowance	Working from home allowance	£ 16.00		£ 16.00
BACS ✓	4100 Insurance Renewal 2023-2034	Gallagher Ltd.	£ 1,214.05		£ 1,214.05
BACS ✓	4215 Repair to the Wetpour in the Playing Field	Wicksteed Leisure Ltd.	£ 332.00	£ 66.40	£ 398.40
BACS ✓	4070 Subscription	Great Ouse Valley Trust	£ 30.00		£ 30.00
BACS ✓	4065 Village Hall Hire Jan to Mar 2023	Hemingford Abbots Village Hall	£ 99.00		£ 99.00
BACS ✓	4065 Village Hall Hire July to Nov 2022	Hemingford Abbots Village Hall	£ 72.00		£ 72.00
BACS ✓	4105 Training on Planning for Cllr MW	CAPALC	£ 50.00		£ 50.00
BACS ✓	4105 Councillor Training for Cllr PC	CAPALC	£ 75.00		£ 75.00
BACS ✓	4055 Office supplies (paper/ink/shredder)	Viking Limited	£ 177.91	£ 35.58	£ 213.49
BACS ✓	4105 Councillor Training for Cllr GP	CAPALC	£ 75.00		£ 75.00
BACS ✓	4075 Open Evening Food	Refund Cllr Glenda Perrott	£ 75.48		£ 75.48
BACS ✓	4075 Open Evening Drinks	Refund Cllr Marcus Whewell	£ 97.83		£ 97.83
BACS ✓	4300 Hedge trimming Royal Oak Lane	Sid Barnett	£ 100.00	£ 20.00	£ 120.00
BACS ✓	4300 Kissing Gate structural repairs	Dave Cook	£ 320.00		£ 320.00
BACS ✓	4305 Information Lecturn for Playing Field	Create Signs Ltd (making/production/fitting)	£ 1,230.00	£ 246.00	£ 1,476.00
			£ 4,535.03	£ 367.98	£ 4,903.01
S/ORDER	4250 Electricity Supply	SSE	£ 48.30	£ 2.42	£ 50.72
		Hemingford Abbots Parish Council - approved for payment	£ 4,583.33	£ 370.40	£ 4,953.73

Signed.....Date.....

Chairman Marcus Whewell