

HEMINGFORD ABBOTS PARISH COUNCIL

Notice of the Meeting of the Parish Council

Time: 7 pm Date: Monday 24th July 2023.

Venue: Hemingford Abbots Village Hall, High St, Hemingford Abbots, PE28 9AH.

To All Members of the Council

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. Any member not able to attend should send their apologies in before the meeting.

Members: 6 Vacancy: 1 Quorum: 3

The meeting is open to members of the public (including the press), but it is not a public meeting.

Maxine Blewett Mrs Maxine Blewett – Parish Clerk 19th of July 2023.



2023-2024		Agenda
60	Public Participation	Open Forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda. -To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting. -At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chair.
61	County/ District Councillors' Reports	To receive and accept reports.
62	Apologies and Vacancies	To receive any apologies for absence
63	Councillors' Declarations of Interest	-To receive declarations of interest from Councillors on items on the agenda - For declarations of interest received, Councillors to inform the Chair if they wish to speak on the matter during public participation and/or at the agenda item prior to discussion. -To receive written requests for dispensations for disclosable pecuniary interests (if any) -To grant any requests for dispensation as appropriate.
64	Planning Applications	
	NEW	
a)	23/01193/HHFUL 48 Common Lane, Hemingford Abbots Huntingdon. Proposal: Construction of carport and storage structure. Respond to HDC by 26/7/23.	
b)	23/01248/TRCA Park Lodge, Rideaway, Hemingford Abbots Huntingdon PE28 9AG. Proposal: T1 Oak tree - fell. HAPC has not been asked to comment.	
c)	23/01205/TRCA 6 Common Lane, Hemingford Abbots Huntingdon PE28 9AN. 2. Horse Chestnut - remove ivy and suckers to 2m. T3, Lime - crown lift over road and entrance to Rectory to 4m. T5. Elm - dead - fell. T7. Holm Oak - Shorten selective limbs to counter excessive spread by up to 3m. T13. Elm - dead - fell. T14. English Walnut - Prune to clear roof by removing primary branch originating at 2m next to fence. T15. Yew x 2 - Prune to clear building at rear by 1m . T25. Dogwood - Coppice all stems at around 1m (removing dead stems). T26. Yew - reduce tree to 2.4m. T27. Yew - reduce to 2m. HAPC has not been asked to comment.	
d)	23/01169/TRCA 46 Common Lane, Hemingford Abbots Huntingdon PE28 9AN. T1 Partially dead Silver Birch: sectional fell close to ground level. T2 Japanese Maple at side of pool: reduce side over pool by 50-60cm. HAPC has not been asked to comment.	
e)	23/01314/TRCA 42 Common Lane, Hemingford Abbots. Proposal: T1 Pine. Tree is 80-90% dead. Fell close to ground level. HAPC has not been asked to comment.	
	APPROVED	
f)	23/00630/FUL Melior Spas, Cambridge Road, Hemingford Abbots Huntingdon PE28 9HQ. Proposal: Proposed change of use from (empty) restaurant site (Use Class E) to vehicle repair garage (Use Class B2). Retrospective application for fitting of security shutters.	
g)	23/01210/TRCA 6 Common Lane, Hemingford Abbots Huntingdon PE28 9AN. Day Notice: T11. Sycamore - fell (Entire upper crown is dead. A very few low branches are surviving.) T12. Sycamore - fell (Entire upper crown is dead. A very few low branches are surviving. The dead crown is directly above buildings within property at rear).	
h)	23/00979/TRCA The Ridings, Meadow Lane Hemingford Abbots Huntingdon PE28 9AR. 1 x Conifer - Fell and Remove.	

i)	23/01210/TRCA 6 Common Lane, Hemingford Abbots Huntingdon PE28 9AN. 5 Day Notice: T11. Sycamore - fell (Entire upper crown is dead. A very few low branches are surviving.) T12. Sycamore - fell (Entire upper crown is dead. A very few low branches are surviving. The dead crown is directly above buildings within property at rear).
j)	23/00992/TRCA Ash Meadow, Meadow Lane Hemingford Abbots Huntingdon PE28 9AR. 1 x Conifer - Remove
k)	23/00993/TRCA Springfields Watts Lane Hemingford Abbots Huntingdon PE28 9AD. 2 x Yew Trees – Fell.
l)	23/01021/TRCA 48 Common Lane, Hemingford Abbots Huntingdon PE28 9AN. T1: Partially dead Silver Birch on boundary with No.46: sectional fell close to ground level T2: Ash on side boundary with No.46: reduce side over garden by 2 - 2.5m T4: Partially dead Cedar on side boundary with No.46: fell close to ground level
65	<u>Minutes of the previous meeting</u> To agree and approve the draft minutes from the PC Meeting held on the 26 th of June 2023 (Appendix 1).
66	<u>Administration</u> a) To report: HAPC's response to the Local Plan Issues Engagement Paper was sent to HDC on the 4 th July 2023, copies were sent to our District and County Councillors. b) To report: Parish Council Team Review Day is to be held on 9/9/23. Venue and time to be agreed. c) Proposal to agree that the last 5 years PC Minutes are bound and archived. The cost of binding is either £66.00 per book, which would have lettering only on the spine, or £76.00 for the name to be on the front cover and spine. Quote provided by JS Wilson & Son, Cambridge. No more than two bindings would be necessary.
67	<u>Finance</u> a) To accept the budget review for Q1 and the monthly Bank Reconciliations (Appendix 2). b) To receive and approve the payments for July (Appendix 3). c) To report: The Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return for year ended 31/3/23 ended on the 14/7/23. d) To report: There was an unrecognised and unauthorised direct debit payment taken from the current account for the amount of £10.85. Payee was Sun Alliance. Payment taken on 15/6/23. This was queried with UTB and the amount was refunded on 7/7/23. UTB have cancelled the mandate. e) To report: A VAT reclaim of £110.47 was submitted to HMRC on 10/7/23.
68	<u>Village Matters</u> a) Consider if HAPC should become a member of Campaign to Protect Rural England (£3 per month). Feedback was received from nine Parish Councils. Eight responded to say they were members of CPRE to call on their expertise in the event of a difficult planning case (but none had need to call on their expertise to date). One PC has opted not to renew their membership as they had not benefitted from being a member. b) To report: HAPC has provided feedback on the organisation of the Flower Festival to J. Wills.
69	<u>Playing Field</u> a) To report: Wicksteed Leisure has been booked to conduct the annual Inspection of the Playing Field in September 2023. Cost £132.00 exc. VAT. To report: The Clerk has emailed Safeplay Ltd. requesting a date for the removal and replacement of the climbing frame' dome.
70	<u>Meetings & Training Attended</u> Feedback from Cllrs.
71	<u>Correspondence Received/Sent</u> Emails: From: 13/7/23 HDC request for residents to complete a quality of life survey. 13/7/23 HDC invitation to an all-day interactive climate conversation at Burgess Hall on 17/11/23. 12/7/23 Environment Agency advising us of the broken gate at Houghton Lock. HAPC responded to suggest they contact CCC. 11/7/23 Cllr Doug Dew in response to HAPCs email regarding the new LHI Process. 7/7/23 HDC Cllr SC with an update on the proposed changes to refuse collections. 6/7/23 Hemingford Hub asking to present at the next PC meeting on their proposal for a minibus shuttle. 6/7/23 ICO confirming membership renewal. 3/7/23 Houghton & Wyton PC advising the gate at Houghton Lock was broken. To: 5/7/23 To Anne Willetts with an update on the Astro Turf clearance. 5/7/23 HDC and CCC Cllrs Sarah Conboy and Doug Dew regarding repair of gates on PROWS as the Houghton Lock gate is broken. 3/7/23 HDC – HAPC's full response to the Local Plan (Local Issues Engagement Paper). 2/7/23 Flower Festival – HAPC provided feedback on the event's organisation.

72	Matters for future consideration Hemingford Hub – Proposal for a minibus shuttle for the Hemingford Villages. LHI 20 mph Zone new application process. Feedback from parishioners on the website (Cllr PC)
73	Closure of the Meeting
74	Date of the next Meetings: HAPC Parish Council Meeting, 7 pm Monday 25 th September 2023, in the Village Hall, High Street, Hemingford Abbots PE28 9AH.

Finance

Payments 67b

4000 Clerk's wages	Wages				
4060 Working from home allowance	Working from home allowance				
4215 Refund Chair M. Whewell	Hazard Tape for covering the broken dome in the Playing Field	£ 13.74	£ 2.75	£ 16.49	
4105 CAPALC	New Councillor Training for Cllr S. Reinson	£ 75.00		£ 75.00	
4220 Bradgate Ground Maintenance Ltd.	Grass cutting 5th and 17th May and Strimming on 5th May	£ 121.00	£ 24.20	£ 145.20	
4095 CAPALC	Audit Fees	£ 134.70		£ 134.70	
4275 SIQP	Printing of Parish Map	£ 24.00	£ 4.80	£ 28.80	
		£ 865.08	£ 31.75	£ 896.83	
4250 Electricity Supply		£ 48.30	£ 2.42	£ 50.72	
4070 Annual Subscription	ICO membership	£ 35.00		£ 35.00	
		£ 948.38	£ 34.17	£ 982.55	