

# Haslingfield Parish Council Minutes

10<sup>th</sup> December 2018

**Attendees:** Parish Cllrs Jenny Jullien (JJ) – Chair; Tony Adcock (TA); Clive Blower (CB); Ron van der Hoorn (RH); Lucian Hatfield (LH); Diana Offord (DO); Ben Maveley (BM) & Simon Duke (SD). District Cllr Philip Allen (PA). Vicky Crowden – Parish Clerk (VC) and 0 members of the public.

**Members: 8 Quorum: 4 Meeting commenced 7.30pm**

**1 To note the outcome of the EGM on Monday 3<sup>rd</sup> December and welcome new Parish Councillors.** RH proposed accepting the minutes of the EGM, JJ seconded. All supported.

**2 Apologies for absence** – Parish Cllrs Andrew Gillies (AG); Helen Brown (HB) & David Revell (DR)

**3 To receive Members' declaration of interest for items on the agenda** – CB: planning application relating to 45 Church Street. DO: Offord & Camp quote for removing the dugout on the Recreation Ground.

**4 Public Forum** – no matters raised

**5 To approve and sign off the minutes of the meeting 12<sup>th</sup> November 2018**  
Proposed by CB, seconded by RH

**6 To receive the County Councillors' Report** - Report received but no County Councillor attended the meeting.

**7 To receive the District Councillors' Report** – Report received, no questions raised. PA added two items just received. 1) District Council can not legally contribute to Bikeability scheme which is at risk of losing CCC funding. 2) Plans to extend Genome Campus at Hinxton by c. 1500 homes will be announced shortly.

**8 Planning application and decisions**

**8a - Notification of the outcome of Planning Decisions by SCDC**

Not covered at the meeting.

**8b – Notification of the outcome of the Planning Meeting held on Monday 3<sup>rd</sup> December 2018**

- S/4126/18/FL: 1, Cantelupe Road, Haslingfield, Cambridge, Cambridgeshire, CB23 1LU - RH abstained. SUPPORTED
- S/4104/18/FL: 76, New Road, Haslingfield, Cambridge, Cambridgeshire, CB23 1LP. SUPPORTED

**8c – Notification of new Planning Applications**

- S/4229/18/DC: Discharge of conditions 4 (Landscaping, Boundary Treatment) , 6 (Surface and Foul water drainage), 7 (Traffic Management) and 9 (Parking turning areas and visibility information) of planning permission S/3622/16/FL – 45 Church Street, Haslingfield, Cambridge, CB23 1JE – CB and SD abstained. NO COMMENT.

- S/4176/18/FL: Creation of garaging and garden/cycle/bin store – 2 Grove Farm Barns, Church Street, Haslingfield, CB23 1JE – SD abstained. SUPPORTED.
  - S/4177/18/FL: Creation of garaging and garden/cycle/bin store - 1 Grove Farm Barns, Church Street, Haslingfield, CB23 1JE – SD abstained. SUPPORTED.
  - S/4463/18/TC: Trees on Church Land behind No 6 Church St & also on the same street in the front of All Saints Church, Church Way, Haslingfield, Cambridge, CB23 1JR (a notification but concerns or objections can be sent) – SD abstained. SUPPORTED.
- 9 To review the project plan and responsibilities for the Village Hall Extension**  
TA advised that planning permission was obtained on 9/11/18. A structural engineer is now working with the architect with intent to submit the building regulations application by 18/1/19. AG has offered to help on this project and TA / AG are reviewing existing plan before publishing to wider Parish Council.  
TA sought approval for £960 to finance the definition of the building regulations. Hall users will be consulted during this work and JJ will now commence the Kitchen sub-committee, DO offered to help and the Village Society will also be involved. Building regulations will be defined as tightly as possible. TA proposed. JJ seconded. Supported.
- 10 To review the draft Precept for 2019-20**  
TA presented a draft Precept and explained each line. An increase of less than 1% is proposed. TA proposed approval of the draft Precept, JJ seconded. Supported.
- 11 To agree approach for new Councillors' email addresses / commence discussion on wider IT strategy for Haslingfield Parish Council**  
The new councillors present would like a [firstname.surname@haslingfieldparish.co.uk](mailto:firstname.surname@haslingfieldparish.co.uk) email address but several existing councillors wish to stick with their current arrangement. Currently publicly held information (name, address, email, phone number) about Haslingfield Parish Councillors (PCs) is inconsistent but the notice boards and SCDC information needs updating as approved by each individual PC. **Action VC**  
LH expressed a need for a shared repository for key documents. RH expressed concerns about how it would be used. Agreed that the Clerk would look into options. **Action VC**
- 12 To consider the continuation of the Connections Bus Project from April 2019**  
The Project has asked for Haslingfield PC to confirm its continued support of the Connections Bus Project from April 2019 – a 1.5% increase to £237 per session. Harlton PC have approved in principle their continued contribution of £1000 to HPC. The PC would like to keep an eye on the numbers attending moving forward but would like to continue to support the offering of this service to secondary school children in Haslingfield and Harlton. TA proposed, JJ seconded. Supported.
- 13 To agree the key topics for the January Parish Newsletter**  
Agreed as follows: Precept, introducing new Parish Councillors, update on Warden Scheme, traffic calming progress, Playground & Skate Park update, Connections Bus, Village Hall extension (including volunteers for kitchen sub-committee), 5.5 allotments available **Action VC**
- 14 To approve the installation of an external secure Postbox at the Village Hall and subsequent redirection of all Parish Council post to this box**  
Approved. **Action VC**

**15 To receive Parish Clerk's report**

Eastern Play Services has fixed the Skate Park, given verbal go ahead to open and PC are now waiting for EPS' inspection report of whole Skate Park before opening. Contractor has stated that the whole Park is tired and any fix should be considered short term. Invoice will be paid on receipt of inspection report. **Action VC**

**16 Finance**

**16a – To confirm the switch in payroll provider from Cambridgeshire ACRE to Bill Schwartz**

Approved

**16b – To consider the quote from Offord and Camp to remove and dispose of the dugout on the Recreation Ground for £295+VAT**

DO abstained. VC will make clear this needs to include the base. Approved.

**16c – To consider the quote from Buchans to reduce the hedge adjacent to the Elms back under fence height (extra work required on top of annual hedge maintenance) - £490 + VAT.**

Supported.

VC also reminded the PC of a quote from 02/18 that Buchans are aiming to complete in Q1 2019. This will cut down to fence height the area of tree line from the front of the Elms estate to the annually managed hedge height further along Harston rd/High Street Haslingfield at a cost of £3060 +VAT. This came to light following a resident's email believing this had been omitted and Buchans are asking for confirmation it should be done. Supported.

**16d – To consider CCC request whether the PC would donate to Bikeability Scheme**

VC has asked Haslingfield School to confirm the numbers that participate in this per annum but no reply received yet. PCs believe they do participate and one form entry at the school equals approximately 30 children at a unit cost of £40 totals £1200 pa. If the PC were to contribute, they would want to pay the bill direct for Haslingfield School participants rather than contribute to a CCC general fund. The school is also supported by United Charities so PC would like their view too. **Action VC to contact Wendy Timbs / reply to CCC as appropriate**

**16e – To resolve to pay outstanding accounts**

- Salaries – Alan Stevens, Roy Brown & Parish Clerk - £Confidential
- Expenses – Parish Clerk: £52
- HMRC - £71.23
- Play Inspection Company - £180
- Buchans invoice 1821 : October works - £882
- Remembrance Sunday poppy wreath - £30 payable to The British Legion
- ACRE (final invoice) - £57.60
- Jay Cole (environment working group – fruit trees) - £20.98
- Eastern Play Services - £2386.80 (will not be paid until inspection report received.)

Proposed by JJ, seconded by SD. Supported

**14 To review correspondence received**

No correspondence required discussion.

**15 Matters for future consideration**

Councillor responsibilities.

**Date of next meeting: Monday 14<sup>th</sup> January 2019 at 7.30pm in the Village Hall**

**Issued by the Parish Clerk: Vicky Crowden  
11<sup>th</sup> December 2018**