

# Haslingfield Parish Council (“HPC”) Minutes (Draft)

Monday 13 September 2021

## and minutes from the Planning Meeting of Wednesday 25 August 2021

**Attendees:** Parish Cllrs Jenny Jullien (JJ) – Chair; Tony Adcock (TA) Vice-Chairman, Andrew Gillies (AG); Clive Blower (CB); David Revell (DR); Zoe Ratnasothy (ZR); Ben Mavelly (BM), Clare Munday (CM), County Cllr Maria King (MK); District Cllr Ian Sollom (IS); Jacqui Cressey – Parish Clerk (JC) Lise Jackson – Assistant to the Clerk (LJ); Cllr Simon Duke (SD) joined the meeting at 7.45pm. Seven members of the public attended.

**Members: 9 Quorum: 4**

**Meeting commenced 7.30pm**

- 1 **Apologies for absence** –Cllr Diana Offord
- 2 **To receive Members’ declaration of interest for items on the agenda** – None
- 3 **Public Forum** – A member of the public asked the parish council would consider making the HPC meetings hybrid format to enable villagers who find it difficult to attend the meetings in person but can attend by zoom. Cllr (CM) offered to investigate what equipment would be required to arrange this. The topic will be added to the agenda for the next HPC meeting on the 11 October 2021.
- 4 **To approve and sign off the minutes of the HPC meeting 9 August 2021** – No amendments. The minutes were signed off by (AG). **Proposed (AG) Seconded (CM)** Majority supported from the reduced number of councillors that attended this meeting.
- 5 **To receive the County Councillors’ Report** – Cllr (MK) provided a report in advance of the meeting and this is available to read on the website. (MK) added the following items at the meeting. The application period for schools has begun with the Secondary Schools deadline of 31 October 2021 and the Primary Schools deadline of 31 January 2022. A traffic restriction order to close New Road has been granted for 25-29 October and there will be an appropriate diversion in place. Foxton travel hub is having a consultation on Zoom 14 Sept 6:00pm.
- 6 **To receive the District Councillors’ Report** – Cllr (IS) provided a report in advance of the meeting and this is available to read on the website. (IS) reported at the meeting that the application for change of use of 21 Church Street (Country Kitchen) has been withdrawn and a new application will be sent for review when received. (ZR) suggested the parish council registers it as a community asset before the next planning application is submitted. (ZR) and (CM) volunteered to investigate the application for registration process and report back to the October meeting.
- 7 **Planning Applications and Decisions:**
  - a) **Notification of the outcome of Planning Decisions by SCDC;**
    - 21/02945/PRI03Q:** Frog End Farm Barton Road Haslingfield Cambridgeshire - Prior approval for change of use of an agricultural building to 1no. dwelling (Class C3) Prior Approval Given
    - 21/02897/HFUL:** 56 Barton Road Haslingfield Cambridge Cambridgeshire CB23 1LL - Erection of an outbuilding for the storage of cycles: **Granted Permission**
    - 21/02972/FUL:** 2 The Knapp Haslingfield CB23 1JH – Adaptation of existing rear extensions to create unified addition to original cottages, removal and replacement of roofs with new single roof over a clerestory on top of retained walls. **Granted Permission**
    - 21/02973/LBC:** 2 The Knapp Haslingfield CB23 1JH – Listed building consent for refurbishment and adaptations to the original cottages – **Granted Permission**
    - 21/02615/HFUL:** 5 Scotts Yard Haslingfield CB23 1NB – Demolition of existing garage and construction of two-storey side extension and single storey rear extension – **Granted Permission**
    - 21/02396/FUL:** 67 New Road Haslingfield CB23 1LP – Erection of 1no 4-bed dwelling together with associated infrastructure works. Demolition of existing garage including part of kitchen and single storey rear extension to existing dwelling. – **Withdrawn**
    - 21/02776/S73:** 21 Church Street Haslingfield CB23 1JE – Variation of condition 2 (approved plans) of planning permission S/0611/18/FL – **Withdrawn.**
  - (b) **Notification of the outcome of the planning application** reviewed at a special planning meeting of Wednesday 25 August 2021 attended by Cllrs: JJ; CB, DO, AG, CM
    - 21/03456/FUL:** 76 New Road Haslingfield CB23 1LP - Demolition of existing bungalow and the erection of a replacement bungalow and the erection of 2 No. dwellings to rear garden – Cllr (AG) declared an interest in

the planning application and did not vote. **Majority Support** but with concerns on drainage of surface water and an overdevelopment of the land if the application goes ahead to erect three properties.

c) **Notification of new Planning Applications;**

**21/1106/TTCA:** 20 High Street Haslingfield CB23 1JW – Proposal: T1 & T3 Acer Crimson King – Prune to clear adjacent building by 2m – T3 Acer Crimson King – Raise Crown to 4m all around and maintain natural canopy – T4 Holm Oak – Pollard at 1m – T5 Cherry – Remove 1 secondary limb south to prevent suppression of trees and shrubs below and to alleviate stress on weak compression fork. **Majority Support**

**21/03798/SCRE:** Land East of Mullard Radio Astronomy Observatory Wimpole Road Barton - Screening Opinion for the development of a solar farm. **No comment**

- 8 To receive a report on Climate Emergency** – On behalf of the village eco group Michelle Golder had circulated a report and additional information to the councillors in advance. At the meeting Michelle Golder and Lisa Redrup presented information to support why they think the parish council should declare a climate and ecological emergency. After discussion it was proposed that parish council would support the following actions: To set up a working group for Climate change which would have representations from the Eco group and the parish council, (ZR) volunteered to work with the group from the parish council; plan to hold an Eco open day in the village in six months prepare a village wide consultation to give the residents a chance to give their opinion on how Haslingfield can make an impact and what they would like to see in the Open Day event; the eco group to write an article for the next HPC newsletter due at the beginning of October; (JJ) asked if councillors would like to support the declaration of a climate emergency in Haslingfield: **Majority supported.**
- 9 To approve the costings for the Henry Badcock/Recreation Ground 100<sup>th</sup> Anniversary event held on the 4 September 2021** - (JJ) congratulated Phil Golden and his team for their planning of a very successful event that was attended by around 900 people. (Phil Golden) gave a brief report to the parish council on the day's events and reported that the final costings of the event were within the budget. Confirmation of the parish council's contribution above the £4,000 lottery grant is £774.80. **Proposed (TA) Seconded (JJ). All supported.**
- 10 To discuss the recent proposal for prescription dispensing to Haslingfield residents** – (JJ) informed the parish councillors that she had received an email from Harston Surgery asking if we could have a security box in the village for prescription collections. Comberton Village operates one of these collection boxes but it does require the use of a smartphone to retrieve a prescription which is limiting to some residents. Cllr (ZR) suggested that she thinks the current system works well. (JJ) suggested that the item is deferred to another HPC meeting and that (DO) (ZR) and herself meet together to discuss the issue further.
- 11 To approve the location of the new defibrillator purchased by the Tennis Club and discuss the moving of the existing defibrillator to a new location in the village** – the Tennis Club are purchasing a new defibrillator and would like approval from the parish council to locate it on the wall of the Village Hall facing the recreation ground to serve the many activities that take place in this area. Approval was given the PC offered a sum of £500 towards the cost of installation and the provision of an electric supply to the defibrillator via the Village Hall. **Proposed (ZR) Seconded (SD) All support.** It was further suggested that the current defibrillator in the phone box should be moved to the opposite end of the village for support in this area. (SD) volunteered to investigate a suitable location that provides the required power supply needed for the unit.
- 12 To discuss the authorisation of additional key holders for the emergency access gates on the recreation ground and Wellhouse Meadow picnic area** – the current key holders are the Chairman (JJ); Vice Chairman (TA); the Clerk (JC) and the assistant to the Clerk (LJ). Other known key holders are the Football club; possibly the Cricket club; Ron van der Hoorn; Alan Stevens; Buchans Landscape contractors. The list of key holders will be updated and checked to determine any additional key holder requirements. Action (LJ).
- 13 To discuss the serious issue of speeding and increasing traffic on Barton Road** – Cllr (CM) informed the meeting that she is very concerned about speeding on Barton Road and proposed that some research is carried out about how much the traffic is a problem for those who live on the road. (CM) suggested a speed camera is installed but (CB) informed the councillors that the village does not meet the requirements for a speed camera. (CM) informed the meeting that she has bought a camera that records vehicles and their speeds. However, the parish council does own a speed watch camera which is being held by a member of the previous speed watch group. (JJ) will make contact to ask for the camera to be returned to the parish council. (CM) volunteered to produce a questionnaire for the parish council to approve. It was commented

that SCDC or CCC have a device that we should be able to borrow to measure the number of vehicles. **All Supported** these actions.

- 13a To authorise the agreement with the Boot Camp organiser to use Wellhouse Meadow picnic area on Saturday mornings – Cllr (JJ)** advised that authorisation has previously been agreed. Formal signed agreements for chargeable activities should be in place along with copies of insurance and risk assessment documents which will be kept on file by the Parish Clerk. **Action:** Assistant to the Clerk (LJ)
- 14 To form a working group to review the Skate Park tenders** – the following councillors volunteered to be on the working group to review the tenders Cllrs (JJ), (BM), (SD), (AG), and (ZR). (BM) to organise for the group to meet up.
- 15 To receive the Parish Clerk’s report** - No change to the report.
- 16 To resolve to pay outstanding accounts:**
- Salaries: Alan Stevens, Roy Brown, Parish Clerk & Assistant to the Parish Clerk - £Confidential
  - HMRC - £195.75
  - Expenses:
    - Parish Clerk - £25 (home)
    - Cllr Simon Duke -
    - Cllr Ben Mavelly -
  - Buchans contracted groundworks for July (resubmitted) Invoice 2563 - £1,888.34 (incl. VAT)
  - Buchans contracted groundworks for August Invoice 2673 - £674.44 (incl. VAT)
  - The Connections Bus Project summer term youth work Inv. 210005 - £900.00
  - SCRIBE Annual Software Licence fee plus additional user – Inv. 1999 - £680.00 (incl. VAT)
  - Barr Ellison Professional fees – Transfer of ownership – Land at Chapel Hill – Interim Invoice 007864 - £594.00 (incl. VAT)
  - D Winton-Smith Planning & Design – 50% advance fee for Land Registry compliant plan- Chapel Hill – Inv. 152 - £250.00

**Proposed:** (TA) **Seconded:** (DR) **All supported**

- 17 To review correspondence received**
1. **To consider the request from a villager for additional signage on the recreation ground to exclude dogs** – It was discussed that with increased dog ownership in the village there is probably now a requirement for new bespoke signs explaining where dogs are allowed to go. The exact requirements will be considered. **Action** Assistant to the Clerk (LJ)
  2. **To consider the request from Haslingfield Little Theatre to move the location of the HPC meeting on the 8 November to the Methodist Chapel** - Agreed to move to Methodist Church for November. We could suggest we move for October as well.
  3. **To consider the request to cut back the brambles and overgrowth beside the football Club storage container on the recreation ground and subsequently add this work to the annual maintenance contract** – The parish council have not received the quotation for the work from the contractor to date, but it was agreed that the work should be carried out. It was also agreed that this work could be added to the annual regular maintenance contract in the future. A sum of £50 would be allocated to cover the cost of a one-off removal of the overgrowth. **Proposed** (CB) **Seconded** (JJ) **All supported.**

**18 Matters for consideration at the next HPC Meeting**

1. Review the investigations into the possibility of conducting hybrid parish council meetings in the future.
2. To discuss the information collected on how to register the Country Kitchen Shop as an Asset of Community Value.

Meeting ended 9.40pm

Date of next meeting: **Monday 11 October 2021** at 7.30pm in the Village Hall

Issued by the Parish Clerk: Jacqui Cressey

23 September 2021