

# Hauxton Parish Council

Minutes of the meeting held on Wednesday 7 June 2017

**Present:** Jane Ward (JW) - Chair, Richard Geyman (RG), Sue Cook (SC), Janet Lockwood (JL) Gary Page (GP), Owen Patman (OP), William Reverchon (WR) and Kevin Cuffley (KC)  
Mr Oliver Leonard (OL) was also present but did not take part in any voting.

<u>Item</u>	<u>Subject</u>	<u>Comments</u>	<u>Action</u>	<u>By</u>
1	<b>Western Orbital Local Liaison Forum briefing</b>	<p>This briefing to the PC was in advance of the public Local Liaison Forum meeting at Hauxton Primary School on 21 June, and related to the proposals by the board of the City Deal to decide in late 2017 whether to progress a new Park &amp; Ride in Hauxton parish beside the A10 near junction 11 of the M11 motorway.</p> <p>OL is going to attend LLF and will contact Helen Bradbury to ask to speak</p> <p>Trumpington P&amp;R is forecast to exceed capacity in 2018 and there was a lively discussion relating to the need for, and location of, the extra site. The view of the PC against this development was made clear to the Cambs CC officer. All information will be presented to the public at the meeting.</p>		
2	<b>Apologies:</b>	JD, JH, HH		
3	<b>Election of Chair and Vice-Chair</b>	<p>Jane Ward agreed to continue as Chair. (proposed by RG, seconded by SC) There being no other candidates JW was duly elected.</p> <p>Richard Geyman agreed to continue as Vice-Chair. (Proposed by SC seconded by OP) There being no other candidates RG was duly elected.</p>		
4	<b>Minutes of Parish Council meetings</b>	<p><b>4.1</b> Minutes of meeting on 3 May 2017 were approved</p> <p><b>4.2</b> Item 4.2/10.2: It was agreed that the PC should re-seed the grass verge on The Lane.</p> <p>Item 7: Bark chippings had been ordered to enable the safety improvements by Chris Parr to be undertaken. To carry out maintenance work on the trees (now covered by TPOs), an annual maintenance request to Ian Lorman is required.</p> <p>Item 9.4: The preparation work before the dishwasher can be installed will be discussed at the next VHMC meeting</p> <p><b>4.3</b> Minutes of meeting on 18 May 2017 were approved</p> <p><b>4.4</b> Matters arising: none</p>	<p>Chair to contact Chris Parr to do this work.</p> <p>Chair to advise clerk to submit this</p> <p>To be raised by PC representatives</p>	<p>JW</p> <p>JW</p> <p>JW/SC</p>
5	<b>Review of existing representation and procedures</b> (Policies had been circulated to members before the meeting)	<p><b>5.1</b> The Standing Orders were agreed with the following amendments:</p> <p>Index page - comment regarding the use of the term Chairman and Vice-Chairman being applicable to Chair and Vice-Chair.</p> <p>Item 1n - This was changed to permit recordings to be made, thereby bringing it in line with legislation recently introduced.</p>		

- 5.2 Representation on the VHMC was agreed as JW and SC  
Representation on Hauxton Town Lands Charity was agreed as JW
- 5.3 Insurance cover arrangements had been previously agreed at the Extraordinary PC meeting on 18 May 2017.
- 5.4 The PC land and assets and Asset Register remained unchanged from 2016 and were agreed.
- 5.5 The HPC membership of other bodies was confirmed as follows:  
Cambridgeshire and Peterborough Association of Local Councils (CAPALC)  
Cambridgeshire Action with Communities in Rural England (Cambs ACRE)  
ICO Register of Data Controllers  
The RFO membership of Society of Local Council Clerks (SLCC) was confirmed
- 5.6 to 5.8 The Code of Conduct for members, Complaints procedure and Data Protection Policy were agreed without change.
- 5.9 The Financial Procedures were agreed as amended with changes to sections 3.5.4 and 4.1.4 reflecting changes relating to on-line authorisation of Lloyds Bank payments, and grants awarded respectively.
- 5.10 The Financial Risk Assessment was agreed without change
- 5.11 to 5.15 The Reserves policy, Equal Opportunities Policy, Child Protection Policy, Media Policy and Vexatious Correspondence Policy were all agreed without change.
- 5.16 It was agreed that Council meetings would continue to be held on the first Wednesday of every month at 8pm.
- 6 **Declarations of interest:** JL and JW regarding item 9.2 on the agenda
- 7 **Parish Council Membership** It was agreed to co-opt Mr Oliver Leonard as a Parish Councillor  
Chair to ask the clerk to sort necessary paperwork. JW
- 8 **Finance** Councillors received copies of the accounts and payments for approval before the meeting
- 8.1 The accounts were approved
- 8.2 The list of payments was approved JW to ask RFO to pay JW
- 8.3 It was agreed to donate £50 to Magpas JW to ask RFO to action JW
- 8.4 It was confirmed that the Allotments can purchase further water storage containers with the balance of the S137 grant awarded to them in 2015 JW to ask RFO to action JW
- 9 **Planning**  
Proposal: Alterations and extension to house to form two dwellings  
Application ref: S/1632/17/FL  
Location: 5 Church Rd, Hauxton, CB22 5HS  
Applicant: Mr Dave Southby  
PC response: Supports  
JW to ask the clerk to respond to SCDC JW

Proposal: Residential development comprising 5 dwellings and associated garden land, road infrastructure, landscaping, and new access from Desmonds Close following demolition of existing agricultural buildings (revision to S/2999/16/FL)

Application ref: S/1824/17/FL

Location: land to the west of Desmonds Close, Hauxton

Applicant: c/o agent, Shelford Properties

PC response: Supports - Comments: HPC has concerns, firstly regarding the new footpaths to High Street, where there is no pavement on that side of the road. It is recommended that a pavement is constructed connecting the footpath to the Desmonds Close pavement.  
Secondly concerns raised previously, that residents of plots 3, 4 and 5 would have to move their wheelie bins on a gravel drive to the designated collection point, had not been addressed. The bin collection point was also considered to be too small for the number of properties.  
Finally, the PC asked SCDC to require the two social houses to be handled by a Registered Social Landlord.

JW to ask the clerk to respond to SCDC

JW

## 10 Reports from County & District Councillors

SCDC: Nothing to report

CCC: KC reported on the new Community & Partnerships committee, which will look at how the Council can and will work more closely with parish councils and communities - to work more collaboratively and efficiently. Cllr Kevin Cuffley is the vice-chair of this committee.

KC also reported that he and Roger Hickford are meeting local highways officer on Wednesday 14<sup>th</sup> June for the whole morning to discuss concerns in the electoral division. Hauxton issues include: A10 bollard missing, WWTP access onto A10, Toucan light sequencing unsuitable for pedestrians and rejection of proposal to install fixed Radar speed sign on Church Road.

Chair to ask the clerk to advise KC & RH of issues

JW

WR, GP and OL offered to move mobile radar speed signs if Highways insist on these. Clerk to seek permission to mount these on streetlights from Balfour Beatty. JW to ask clerk to check whether using LHI grant application is the best way of obtaining speed signs - and to obtain prices if PC/ Redrow purchases them.

Chair to ask Clerk to progress with Balfour Beatty, find prices and check re LHI scheme

JW

## 11 Progress reports/feedback

11.1 Community Hub Working Group: The revised VH plans were approved for progressing to application stage.

JW to ask Clerk to advise architect

JW

## 12 Correspondence

Two emails from a resident to the Clerk had been circulated to councillors before the meeting. Gail Kenney wrote & thanked the PC for our good wishes and said how much she had enjoyed working with the HPC.

## 13 Matters for future consideration

None

## 14 Date of next meeting

Wednesday 12 July 2017