

Hauxton Parish Council

Minutes of the ordinary meeting held on Wednesday 4 November 2020.

THIS MEETING WAS HELD REMOTELY UNDER THE 2020 REGULATIONS

Present: Jane Ward (JW) - Chair, Richard Geyman (RG), Janet Lockwood (JL) Gary Page (GP), Jill Down (JD), Caroline Ruben (CR), Pondori Kurade (PK), Ian Sollom (IS), Hazel Hammond (HH) - RFO and John Hammond (JH) - Clerk

<u>Item</u>	<u>Subject</u>	<u>Comments</u>	<u>Action</u>	<u>By</u>
1	Apologies:	Sue Cook (SC)		
2	Declarations of interest:	None		
3	Public Participation	None		
4 Minutes of Parish Council meetings				
4.1	Minutes of meeting on 7 October 2020 were approved.			
4.2	Matters arising			
	Item 4.1:	This related to a 20mph limit for Jopling Way. It was agreed this should be listed for a possible LHI grant in 2021	Clerk to bring forward at the next LHI round - January 2021?	JH
	Item 6.4:	The extra CCTV camera was to be installed on 10 November.		
	Item 8.7:	JW reported that Redrow had not yet handed over the responsibility for the trees along footpath No.1 to Greenbelt.		
	Item 8.9:	JW will mention the Harston station in the next village newsletter.	Include in newsletter	JW
	Item 8.10:	JW reported that there had been no progress yet on the demand responsive element of the number 32 bus.	JW to monitor and report	JW
5 Reports from County and District Councillors				
	SCDC: IS reported that it was expected that the M11 Park & Ride would go to the December planning committee. He advised that he was lobbying for the EWR route to go into Cambridge North station via Cambourne, and that he was attending the next EWR meeting. IS was meeting with the site owner of Hauxton Mill to discuss their upcoming planning application. IS was also checking how the proposed reduction in the number of PCSOs would affect the ward. (Full report on Hauxton.net website)			
6 Finance				
	Councillors received copies of the accounts and payments for approval before the meeting			
6.1	The accounts were approved.			
6.2	The list of payments (see appendix) was approved.			
6.3	The 2021/22 tax base proposed by South Cambs was agreed. This showed an increase from 572.1 to 590.5, reflecting the completion of the Hauxton meadows development.		Clerk to confirm agreement to SCDC	JH
	A first draft of the budget for 2021/22 was discussed. This will be considered again at the January PC meeting.		RFO to present in January.	HH
6.4	The projected reserves for the year end were agreed and will be considered again at the January meeting.			
6.5	It was agreed that the items funded within the awarded Communities Capital Fund grant could be purchased without further approval by the PC. It was recognised that there might be changes in price but that providing the overall cost for a particular area of the grant expenditure was not exceeded, further authorisation would not be required. Items not funded by the grant should be authorised in accordance with the standard procedure.		Clerk to send out the grant list to the PC once again.	JH
6.6	A number of items had been purchased for the kitchen directly by the PC, and these items should have been removed from the build cost. In the absence of a costed list of these items, from either Cocksedge and/or Cavaleri, it was agreed to use the list prepared by SC as the basis for cost deduction from the build cost.		RFO to make deduction from final invoice from main contractor.	HH
	It was also noted that a number of data sockets had been installed as single outlets when they should have been double outlets. It was agreed that either a deduction of £50 per outlet should be made or equivalent labour hours provided by the electrical contractor to compensate.		Clerk to advise architect/contractor	JH
6.7	It was agreed to purchase the Christmas tree for the village green at a cost of around £100.		RFO to pay from S137 funds	HH

7 Planning

Application ref: 20/03991/HFUL

Proposal: Convert existing integral garage into a living space and store room

Location: 18 St Edmund's Way

PC response: Support

Application ref: CCC/20/040/FUL - Extra documents submitted

Proposal: Travel Hub

Location: Land to the north/north-west of Hauxton Road (A10)

PC response: No change to existing views of this development

Application ref: 20/03798/FUL

Proposal: Part three storey, part single storey side and rear extension with rear balconies to 55 Church Road. First floor rear and roof extensions to 57 Church Road.

Location: 55 & 57 Church Road Hauxton Cambridge

PC response: Support

It was agreed to publish planning applications in the Parish Magazine, with the PC responses. Clerk to add to copy JH

8 Recreation Ground

8.1 The state of the car park was considered unsatisfactory. The response from the architect and main contractor had not been helpful. It was agreed to send an official letter to them saying that the PC were not happy, but would now leave it until the spring. It was noted that additionally a number of elements had not been completed, eg brise soleil and glass canopy, and no O&M manuals had been provided.

Clerk to draft letter and circulate to PC for approval JH

It was agreed to sow extra grass seed onto the car park areas not being used, once the muddy areas had been smoothed over. Chair to request hall manager to prepare area. HH offered to sow seed.

Chair to organise surface preparation, grass to be sown JW/HH

It was proposed by GP that the gravel on the car park drive should be replaced with permeable green tarmac. GP offered to obtain quotes. It was noted that if this goes ahead, a planning amendment would be required.

Quotes to be obtained and circulated to PC GP

8.2 It was agreed to erect signage to make the car park a one way system, to ensure safe exit onto Church Road.

Clerk to purchase signs JH

8.3 The dog signs had been replaced across the frontage of the recreation ground.

8.4 It was agreed to purchase some bark chippings to cover over the muddy footpath currently used as access to the recreation ground, until the new grass area can be used in the spring.

Clerk to purchase JH

9 Progress Reports/feedback

9.1 Cricket Committee: A meeting had taken place with representatives of Cambridgeshire Cricket Board, and a response from them was now awaited regarding the 2021 season.

PK to report when response received PK

9.2 Football Committee: nothing to report.

9.3 Tennis Committee: Nothing to report although it was suggested that a planning application should be made for approval to install floodlights, prior to submitting grant applications.

GP to investigate GP

9.4 Sports Ground Committee: Vertidrainage and fertiliser application would be undertaken w/c 9/11, when the cricket square will be checked, and views sought on how to deal with the fairy rings.

PK to liaise with Mel PK

The PitchPower App had been used for reporting to the Football Foundation as required under the terms of the Pitch Improvement Programme grant, and the recommendations will be considered at the next Sports Ground Committee meeting.

Hauxton Cricket Club has been registered for 2021 season.

9.5 Pavilion update: JH reported that there were issues arising from the energy supply arrangements whereby the pavilion was incurring a very high 'Availability Charge' for electricity which was not being used. Discussions were ongoing with UK Power Networks (via Harrow Estates who commissioned the electricity supply) and Opus Energy, our appointed provider.

RFO & Clerk to keep PC updated on developments HH/JH

- 9.6 East West Rail (EWR): JW reported that EWR were not considering the northern option favourably. The next best option was that the route should run parallel to the M11. Chair to keep PC updated. JW
- 9.7 Harston rail station: JW reported that Harston PC were still keen to progress this, and a viability study was being funded independently. Chair to keep PC updated. JW
- 9.8 Mill View shop: It was reported that it looks likely that this is still going ahead.
- 9.9 A quotation had been received for trimming the oak tree on the village green. A second quote was required. Clerk to obtain JH

10 Correspondence It was decided not to take up the offer from Kompan of a six-monthly in-depth maintenance inspection of the play equipment. Clerk to advise Kompan JH

11 Matters for future consideration None

12 Date of next meeting 2 December 2020

APPENDIX - payments list

Name	Description	£ inc. VAT
PKF Littlejohn	External auditor fee	1,920.00
Rapid Racking	Shelving store room 2	524.40
Viking Stationers	Notice board & magnets	10.86
Net World Sports	Tennis & cricket equipment	1,646.20
Agrovista	Fertiliser for sports ground	359.04
broadbandbuyer.com	Access points & switch	511.20
IMServ	Pavilion meter annual maintenance	43.96
Brewers Decorators	Paint for tennis posts	41.20
FH Brundle	Metal posts for tennis windbreak	169.44
Gopak	Chairs & 1 trolley for VH	6,869.02
Office Reality	Cafe tables	1,412.18
Leisure Furniture	Cafe chairs	416.88
Office Supermarket	Cafe chairs	1,123.20
B & Q	Post crete etc for tennis ball stop netting	24.98
Jason Trueman	Pavilion cleaning	66.50
Cavaleri Partnership	Final fee for pavilion build	1,500.00
Cavaleri Partnership	Fee for VH build	4,800.00
JDK Grounds Maintenance	Repair to rabbit fencing	120.00
Zak Construction	Final payment for pavilion build	12,765.62
Cocksedge Building Contractor:	Valuation 10 for VH build	108,332.90
Mrs R A Marsh	Cafe cutlery	200.00
Appliance Online	Fridge Freezer	269.00
John Lewis	Undercounter fridge	159.00
John Lewis	Undercounter fridge & freezer	368.00
The Sign Shed	Dogs on lead signs for the Rec.	37.92
W H Smith	Parcel tape & dividers	10.96
W H Smith	Note pad	3.99
Heckford Norton solicitors	Fee for witnessing signature - lease	30.00
Merlin Mica Hardware	Screws for dog signs	1.59
Rapid Racking	Shelving cleaner cupboard	166.80
ebay	Movable wall handle	5.80
HMRC	October PAYE	199.60
A J King	October grass cutting	438.00
Currie & Brown	Building consultant's invoice 5/5	369.60