

Hauxton Parish Council

Minutes of the ordinary meeting held on Wednesday 9 September 2021 at Hauxton Centre, large room

Present: Jane Ward (JW) - Chair, Richard Geyman (RG), Sue Cook (SC), Janet Lockwood (JL), Pondori Kurade (PK), Pramod Mynampati (PM), Maria King (MK), 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:	Gary Page (GP), Jill Down (JD), Caroline Ruben (CR)		
2	Declarations of interest:	None		
3	Public Participation	None		
4 Minutes of Parish Council meetings				
4.1	Minutes of meeting on 14 July 2021 were approved			
4.2	Matters arising:			
	Item 4.2/14.1: JW was still trying to get a previous trained councillor to help with radar speed sign data download.		JW to continue to try	JW
	Item 4.2/14.2/10: JW reported having difficulty getting hold of Top Deck to progress the repairs to the bus shelter.		JW to continue to progress	JW
	Item 8.1: PK reported that he had obtained an offer for pitch preparation for 2022 season. A local groundsman had quoted an hourly rate and estimated 10 hours per week for this work. PK was planning to increase the charge for each weekend match from £90 (£75+VAT) to £120 (£100+VAT). Thanks were expressed to Ray Sammons for his work to prepare the pitches during 2021.		PK to progress	PK
	It was noted that both the sports ground and the recreation ground were suffering severe patchy damage due to Chafer grubs. The Clerk advised that there was no legal treatment to prevent or control this at the current time on large areas of sports turf.		Clerk to continue to press for a solution	JH
	Item 8.1: The sports ground hedge beside the A10 was planned to be cut next week, but concern was expressed about the hedges overgrowing the cycleway further along the A10 nearer the motorway.		John O'Brien of CCC Highways to be approached to deal with these.	JW
	Item 8.3.3: Thanks were expressed to SC for the photos provided to the PC taken by the drone.			
	Item 8.3.4: A quotation had been received from Kompan, but the labour cost for some of the work had been negotiated as a warranty claim. A new quotation was awaited before ordering.		Clerk to progress	JH
	Item 8.4: Thanks were expressed to SC and Roger for the removal of the ivy on the tree on Jopling Way. The village sign had been removed for repairs and would be back soon.			
	Item 8.4: The clearing of the cow parsey at the back of the village green had been delayed by the changeover to a new grass contractor.		Clerk to progress	JH
	Item 9: Dario's fish & chips were now visiting Hauxton (outside old village hall) between 5pm and 7pm, the second Thursday of every month. Dates had been put on the website.			

5 Reports from County and District Councillors

CCC. The decision on the M11 Park & Ride had been deferred to enable response to certain questions. The next step would be in February 2022. The Foxton travel hub would be built later and only involve car parking and trains - not buses.

MK encouraged responses to the CCC riparian survey detailed in her monthly report.

SCDC. The monthly report had been circulated prior to the meeting. The first draft of the Local Plan had been published, but there was little change regarding Hauxton.

IS reported that the Environment Agency were awaiting a response from Bridgemere in relation to the remediation of the Waste Water Treatment Plant planning application. Optimistically, work could begin in spring 2022, but more likely spring 2023. Remediation would be "under tents" and the development could take 3 years to complete.

The Clerk advised that an application had been submitted for the EA to remove Condition 7 of the pavilion planning consent.

IS reminded the PC of the "6 free trees" offer by SCDC.

Clerk to forward a copy of the report to IS

JH

Chair to follow up

JW

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 S137 request from the VHC to subsidise room hire by the WI at the Centre was agreed.

RFO to record payment

HH

6.4 The PC noted that the VHC had agreed not to charge the PC for room hire for parish council meetings.

6.5 The RFO reported that the Notice of Completion of Audit of the Annual Governance & Accountability Return had raised no issues. The RFO was thanked for her work in achieving this.

6.6 The RFO reported that our internal auditor had resigned after many years. A new auditor had been found, who also audited other local parish councils. It was agreed to progress the appointment.

RFO to progress

HH

6.7 A revised job description for the role of RFO had been circulated prior to the meeting. This reflected the inclusion of the financial responsibility for the Charity for which the PC is Sole Corporate Trustee. This was agreed, as was the new average time of 20 hours per month. The RFO was asked by the Chair to check the current rate for the job.

Clerk to prepare new employment contract for RFO to sign. RFO to check nationally agreed rate.

JH

HH

6.8 The RFO reported that the Rateable Valuation of the pavilion had been reduced from £7,800 to £1,775 on appeal to reflect the fact that only phase 1 of the building had been constructed.

7 Planning

Reference:

21/03705/HFUL

Proposal:

Single storey rear and side extensions

Site Address

56 Church Road, Hauxton, CB22 5HS

PC response:

Object, on the grounds that the proposed extensions are overbearing and take light from neighbours.

Clerk to advise SCDC

JH

8 Car parking at Hauxton Centre	Concern had been expressed regarding the potential number of cars using the car park at the Recreation Ground during large events at Hauxton Centre, and overflowing onto Church Road. Since the car park was owned by the PC it was decided that the VHC/HCMC should not accept bookings where the anticipated number of cars exceeded 25 to 30.	Clerk to publish policy on website and advise HCMC	JH
	The Chair requested that the disabled bay be relocated to enable easier access using the dropped kerb. This was agreed.	Clerk to move sign	JH
	JL raised the issue of block bookings of regular user groups precluding the use of the Centre by other local groups, eg St Edmund's Church for their coffee mornings and the annual St Edmund's Day bazaar. It was recognised that a balance between Hauxton bodies and income generating groups needed to be reached. It was agreed that the Church should be encouraged to book well ahead, so that user groups could plan around key events.	Advance bookings to be identified	JL
	SC raised the issue of clarification of responsibilities of the PC as Sole Corporate Trustee for the Charity, and the role of the Hauxton Centre Management Committee. Her proposal to ask Lisa Chambers of ACRE to come and present to the PC and HCMC was agreed.	SC to organise with ACRE	SC
9 Local Highways Initiative scheme	A proposal by SC that an application for LHI funding be made for speed reduction measures on Jopling Way, in relation to the school approach was agreed.	JH to send link to SC. SC to prepare LHI submission	JH SC
10 Progress reports/feedback			
	10.1 Shopper 32 bus		
	Funding for this bus service was contained within the S106 for Hauxton Meadows. The PC strongly objected to the extensive route proposed by SCDC, as a waste of money, and not serving the needs to the local community.	Clerk to object to SCDC	JH
	10.2 Sports Ground Committee		
	10.2.1 The discussion to resolve who should be responsible for the pavilion maintenance did not reach a conclusion. It was agreed that the Terms of Reference for the Sports (Ground) Committee should be clarified and brought to the PC for consideration.	Sports Ground Committee to prepare Terms	All
	10.2.2 The Chair was meeting with Domovo Homes to discuss the funding of the pavilion fencing. JW also agreed to raise the issue of delay to the provision of a shop at Mill View due to equipment delays.	Chair to report outcome to PC	JW
	10.2.3 The RFO advised that she was still unable to invoice any football clubs for use of pitches as she had not yet been advised who was playing, or what the new season hire fees were.	PK agreed to chase GP for this information	PK
	10.3 East West Rail		
	The Chair reported on a good meeting with representatives of EWR and Anthony Browne MP.		
11 Correspondence	JW reported that she had had requests for outdoor table tennis tables and an extra picnic table on the Recreation Ground. It was agreed to investigate costs.	Clerk to obtain costs for PC	JH
12 Matters for future consideration	None		
13 Next meeting	Thursday 7 October 2021 at 7pm.		

APPENDIX

Name	Description	£ inc. VAT
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Opus Energy	Pavilion electricity	107.75
Opus Energy	Street lighting	15.80
Opus Energy	Pavilion electricity	108.80
Opus Energy	Street lighting	17.05
Cocksedge	Valuation 12	3,924.84
Adams Harrison Solicitors	VH Land Registry fee	49.00
Screwfix	Circuit breaker for servery dishwasher	37.49
Amazon	Club hammer	9.00
Amazon	Spanner x 2	5.15
Amazon	Weed control	19.99
Amazon	Pump Action Sprayer 5L	14.29
Elliston Steady Hawes	VH French window adjustment	878.21
PKF Littlejohn	External audit fee	1,920.00
Jason Trueman	Sports ground cleaning	72.00
Jason Trueman	Sports ground cricket opening	24.00
Jason Trueman	Recreation ground work	48.00
Jason Trueman	Sports Ground cleaning	96.00
Jason Trueman	Recreation Ground work	48.00
Viking	Cleaning materials for pavilion	97.83
Viking	Stationery	17.34
HMRC	July PAYE	133.20
JDK Grounds Maintenance	Grass cutting for July	850.00
South Cambs DC	Annual recycling bin sports ground	139.00
Alarm Maintenance	Annual monitoring fee	144.00
Alarm Maintenance	Annual charge for 4G router/CCTV	547.20
Aim Pest Control	Mole contract (1st of 4)	220.00
Agrovista	Fertiliser sports ground	422.14
Agrovista	Grass seed for cricket pitch	94.40
South Cambs DC	Temporary Event Notice for cricket	21.00
Dunelm	3 bins for pavilion	36.00
Complete Weed Control	Weed control Willow Way	330.00
Jackson Electrical & Security	Dishwasher, isolation switch in VH	195.00
Cartridge Save Limited	Black ink cartridge	21.94
Planning Portal	Discharge of condition 7 on the pavilion	58.00
Mel Pooley	Sports Ground fertiliser application	150.00
South Cambs DC	Premises Licence (annual fee)	100.00
HMRC	August PAYE	47.80