

HARLTON PARISH COUNCIL

Minutes of the meeting of Harlton Parish Council held on Tuesday 1 March, 6.30 pm in the Village Hall, Harlton.

Attendees: Parish Cllrs Ben Banks (BB) Chair, Richard Cottam (RC), Garry Johnson (GJ), Isabel Robinson (IR): Parish Clerk, Kim Quince

22-23/ 1 APOLOGIES FOR ABSENCE – Received from Cllr Chris Coleridge

22-23/ 2 COUNCILLORS' DECLARATIONS OF INTEREST

To receive declarations of interest from Councillors pertaining to items on the agenda.
None declared

22-23/ 3 PUBLIC PARTICIPATION (10 Minutes)

No members of the Public were present

22-23/4 APPROVAL OF MINUTES AND UPDATES FROM PREVIOUS MEETING

- a) The minutes were accepted and signed off by the Chair as a correct record of the meeting.
- b) **To receive Parish Clerk's report:** County Highways has advised a village resident that it would not be possible to plant a hedge on the highway verge, south side of Haslingfield Road; the highway verge was too narrow and that any hedge would need to be planted on the adjacent private land where it could form a continuation of the existing hedge line. Village residents have carried out research into the possible refurbishment of the play area. They had visited other play sites in local villages: to-date one quote had been received in August 2021 (which may need revisiting) and are waiting on two others. An invoice of £45 had been presented by a member of Harlton Gardening Club, for a replacement millennium tree on the Glebe (original had died) – funding agreed at the PC's November 2021 meeting. Cllr (GJ) confirmed that a new tree had been planted.
- c) **Update on actions from previous meeting** – EWR Licence Agreement, Connections bus: see agenda items 22-23/5 and 22-23/8

22-23/5 EAST WEST RAIL – CAMBRIDGE APPROACHES AND WORKING GROUP UPDATES

- a) Access Agreement Survey (Environmental/non-intrusive survey) on Harlton Parish Council land), Harlton Clunch Pit 2022. Haslingfield Parish Council have been advised by solicitors that nothing in the licence agreement prejudices the Council. The land agent for EWR had confirmed (by email) that all equipment used for the surveys are small hand held devices and/or non-intrusive to the land, and that EWR would provide Harlton with findings of surveys as per clause in the licence agreement. It was felt in the best interest of the Parish for EWR to undertake the survey. All agreed to sign the agreement- All supported. **ACTION:** Clerk to sign and return the form.
- b) **Update on EWR Local Representative Group South Cambridgeshire East meeting held on 28 February** Cllr Robinson gave a summary of the topics covered. EWR will continue to engage with local discussion groups and the public;a EWR spokesperson had indicated that they were in discussions with MRAO. There was unclear answers to many of the questions raised, particularly in terms of the business case or whether the Oxford to Cambridge Arc had been shelved; the EWR project update is taking a little longer than expected. The next milestone is summer 2022 when the Consultation 2021 report is published. Cambridge Approaches have asked for Parish Council endorsement of a letter to the Secretary of State for Transport from Parishes asking for the publication of a positive business case for

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the Bedford to Cambridge section of the railway or cancellation of the project - All supported.

ACTION: Chair (BB)

22-23/6 COUNTY AND DISTRICT COUNCILLOR REPORTS

County Councillor report for January had been received and posted on the website. No updates received from District Councillor.

22-23/7 PLANNING - Planning notifications received:

Information and variations noted: No Comments

21/01591/CONDA Submission of details required by condition 4 (Soft Landscape works) of planning permission 21/01591/FUL, Bartle Frere Farm Washpit Lane Harlton

21/05534/S73 S73 Application to vary condition 2 (Approved Drawings), Burnt Farm development –

S/3367/18/CONDB - Submission of details required by condition 4 (Windows and Doors) of permission S/3367/18/FL Burnt Farm High Street Harlton

The public links to view the application and make comments had been posted on the village website. Noted that Burnt Court is now known as Margaret Court.

22-23/8 FINANCE –

a) **To discuss: Internal Audit 2021/22** –It was agreed to appoint LGS Services to carry out the Council's internal audit for this financial year end 31 March. The Clerk will prepare the Accounting statements and documentation for review and completion in line with the Year End AGAR requirements.

b) **To discuss Connections Youth Club Bus grant funding.**

A financial contribution of £403 towards the bus 2021/22 was agreed. This brings the total funding from Harlton for the period to: £723.

A further grant of £1157 was approved for 2022/23. This is a pro-rata calculation based on the provision of 39 sessions @ £267, with payment in October 2022. Councillors will consider and review the Youth Club service and fees again at the Council's budget meeting in the autumn.

c) **To resolve to pay invoice payments, BAC's transfers, DD and standing orders**

The Clerk to forward transaction details by email to the Chair (BB), Cllr (GJ) to process and authorise online BAC's payments for the following:

- Salaries (Clerk's Standing order payment)
- £403 Haslingfield Parish Council – Connections Youth Club bus grant 2021/2022
- £45 John Helmsing (replacement millennium oak tree on the Glebe).
- £3,714 inc vat, Shire Trees Ltd – Invoice for remedial tree works in the Clunch pit/village

All supported - ACTION: Clerk, (BB), (GJ)

22-23/9 REPORTS ON ONGOING BUSINESS:

a) **Village Hall Trustee Liaison** – Cllr (IR) reported the Annual General Meeting of the Village Hall Trustees is on the 16 March. She had sent the minutes of the January meeting to the clerk. A villager had asked IR whether the Parish Council (PC) had any ideas in mind for the Jubilee celebrations. The PC agreed they would be happy to give some funding towards a village celebration, however historically it was not usual for the council to organise or coordinate social events in the village. **ACTION:** The Chairman agreed to speak with the landlord of the Hare and Hounds to see if the pub had any plans. Cllr (IR) will feedback to the VHT.

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- b) **Management of Clunch Pit:** three quotations for remedial tree works identified in the Tree Survey (2020) and Risk Assessment report had been received (also includes the Glebe and High Street trees). Cllr (GJ) had examined the submissions and spoken to each contractor and proposed the PC accept the £3714 inc vat quotation from Shire Trees Ltd. All supported the recommendation and works had commenced in line with the agreement that works would be completed in this financial year. The contractors had since advised there was an additional small tree with a cracked limb, which needed to come down for safety reasons – all agreed. It was noted that the invoice for works would be due for payment before the next PC meeting on the 29 March.
- c) **Monthly inspection of the Children’s playground and notification of RoSPA inspection** No concerns reported. It was noted that the tree in the play area had been trimmed back under the village remedial tree works.

22-23/ 10 TO DISCUSS ARRANGEMENTS FOR ANNUAL PARISH (VILLAGE) MEETING, 26 APRIL 2022

The clerk suggested inviting Margaret Spencer to give a presentation on her research on refurbishment of the play area as well as reports from local group representatives and organisations. It was agreed to offer a complimentary glass of wine and nibbles – All supported

22-23/11 NOMINATIONS FOR PARISH COUNCIL ELECTIONS MAY 2022

The clerk had received Notice of Election of Parish Councillors for South Cambs Parishes. Nomination papers are available from the SCDC website and will be accepted 28 March to 5 April. Councillors present indicated that they will stand again for Office. Papers should be delivered by hand to SCDC. The clerk can do this but will need to make an appointment to deliver all at the same time and wait for the papers to be checked.

ACTION: ALL – to confirm with the clerk

22-23/12 TO CONSIDER CORRESPONDENCE RECEIVED - circulated

2022/01/27 Email from village resident about obstruction to footpath leading to Barrington and support for an application for modification order to the definitive map and statement of public rights of way. Councillors are aware of villager concerns and happy to support the application. It is thought the original footpath was moved into the tree belt when digging for the quarry got too close to the footpath. The clerk will look at past minutes to see if there is any evidence to support this.

2022/01/21 Email from a village resident about representation at EWR Local quarterly meetings – Cllr (IR) had attended

2022/01/20 Join your EWR Local Representatives Group – **see agenda item 22-23/5**

2022/01/06 SCDC Parish Council Elections 5 May 2022 – see agenda item 22-23/11

22-23/ 13 INCIDENTS AND OBSERVATIONS RELATING TO THE VILLAGE

None reported

22-23/14 DATE OF NEXT MEETING – Full Council Meeting Tuesday 29 March, 7.30 pm

Annual Parish Meeting Tuesday 26 April

Meeting ended 8 pm

Signed

Chairman.....