

## Haslingfield Parish Council (“HPC”) Minutes Monday 14 October 2024

**Attendees:** Parish Cllrs Ruth Hatfield (RH) – Chairman; Clive Blower (CB) – Vice Chairman; Andrew Gillies (AG); Liz Hales (LH); Ben Mavely (BM); Ann O’Brien (AO’B); David Revell (DR); James Roberts (JR); Victoria Ward (VW); Lise Jackson – Parish Clerk (LJ); 10 members of the public attended.

**Members:** 9

**Quorum:** 4

**Meeting commenced 7.30pm**

**24-27 Apologies:** Apologies received from Cllr Jones (personal) and Cllr Offord (personal)

**24-28 Declarations of interest:** Cllrs Blower and Roberts declared a personal interest in item 34. Cllr Hatfield declared a personal interest in item 61.

**24-29 Public Forum:** A member of the public asked about hedge cutting. It was explained that the contractor has been asked to carry out hedge cutting, which should take place shortly.

**24-30 Minutes:** It was resolved to approve the minutes of 09/09/2024. Proposed (LH) Seconded (JR) All supported

**24-31 External Reports:**

- a. The county councillor’s report is available on the PC website.
- b. The district councillor’s report is available on the PC website.

It was resolved to bring forward items 33 and 34. Proposed (RH) Seconded (VW) All supported

**24-33 Melbourn and District Warden Scheme:** Jose Hales and Jeanie Sears gave a presentation of the scheme. It was resolved to support the scheme in principle and place an article in the newsletter. Proposed (RH) Seconded (VW) All supported

**24-34 Scarecrow Festival:** It was resolved to discuss this item in June 2025. Proposed (RH) Seconded (VW) All supported

**24-32 Planning Applications and Decisions:**

- a. Notification of the outcome of Planning Decision by SCDC:

24/01821/FUL - Land North Of Lesanna Farm Cantelupe Road, Haslingfield – Granted

24/02833/HFUL - 8 Trinity Close, Haslingfield - Granted

- b. Notification of new Planning Applications:

24/03418/PRIOR - 1 River Lane, Haslingfield - Change of use of existing commercial workshop (use Class E) to a residential dwelling (use class C3) – Majority supported

24/03633/HFUL - 32 Chestnut Close, Haslingfield - Demolition of existing workshop and conservatory replaced with a single storey side and rear extension – Majority supported

24/03707/LBC - 2 Quarry Lane, Haslingfield - Retrospective planning permission for the construction of 3no timber bases for a proposed 1no garden shed and 2no mobile shepherds huts ancillary to the main dwellinghouse – Majority objected; majority would have supported if there was a condition for no commercial use

**24-35 Haslingfield and Harlton Eco Group:** Report received in advance of the meeting.

The PC can apply for a SCDC Community Chest Biodiversity grant for the swift boxes on the village hall, but quotes would need to be obtained first and permission obtained from the Badcock Trust.

The tree trail leaflet was reprinted at a cost of £175. It was resolved that the Parish Council would provide a grant of £175 to the Eco Group for the full cost of the reprint. Proposed (LH) Seconded (AO'B) All supported.

The Eco Group is working to arrange a scything workshop. It was resolved to allow the workshop to take place on the Eco Group-managed land in the Wellhouse Meadow. If a grant is to be requested from the PC, details should be forwarded on the standard application form. Proposed (RH) Seconded (LH) All supported

**24-36 Working Groups:** To receive updates

- a. Consultations: It was agreed not to complete the Highways and Streetlighting stakeholder surveys.
- b. Wellhouse Meadow: None
- c. EWR: Cambridge Approaches met with the new CEO of EWR Co. The decision for funding for next year, to be announced in a few weeks, will show if there is government support for the project. If it goes ahead, a non-statutory consultation will take place before Christmas. According to the Planning Inspectorate website, the application is like to be submitted in summer 2026, with construction beginning in 2029.

It was resolved to arrange a meeting with Bridget Smith on 26 November in the village hall, if possible. Proposed (DR) Seconded (RH) All supported

It was resolved to agree the letter to Rachel Reeves via email. Clerk will circulate letter with replies to be returned to Clerk within three days. Cllr Revell will amend letter, taking replies into account. Clerk will send letter. Proposed (DR) Seconded (JR) All supported

- d. Neighbourhood Plan: Report received in advance of meeting. The Locality grant has been received. Two free technical support grants (Housing Needs Assessment and Design Guidance and Code) have been offered, awaiting final approval from the government department involved.

The first tea party was cancelled due to illness; the next will take place on Sunday, 20 October. It was agreed the cost of the tea parties will come from the NP agreed budget.

**24-37 Tree management:** The final work identified in the tree survey has been completed. Woodchip has been left in the Wellhouse Meadow. The fallen white poplar by the skatepark entrance has been reported to Highways. A member of the public suggested the PC apply for a Sycamore Gap sapling, but the PC is unlikely to be an effective bidder and therefore will not apply.

It was resolved to delegate £700 to Cllr Hales for buying and planting new trees in the current financial year. Proposed (RH) Seconded (CB) All supported.

It was agreed to include £700 in next year's draft budget for the same work for next financial year.

**24-38 Playground Surface:** Quotes have been received for resurfacing the playground but more investigation is needed.

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- 24-39 Skatepark signs:** It was agreed to install a what.three.words sign at the skatepark and a directional sign at the end of the Porker’s Lane. Clerk to investigate costs.
- 24-40 Fence on Recreation Ground:** The Colts requested a fence along the hedge by the High Street, to stop balls running into the road. It was agreed that the PC would look into denser hedge planting and to ask the Colts for a less intrusive, non-plastic option.
- 24-41 Pumping station:** Sewage is still spilling from the pumping station after heavy rain. Clerk to inform Anglian Water.
- 24-42 Sewage works:** An online meeting was held to follow up on the on-site meeting in July. A report was received regarding this meeting.
- 24-43 Water testing:** A group of volunteers has agreed to test the water. A quote for equipment was received, but a new quote is to be sought.

It was resolved to bring forward item 51. Proposed (RH) Seconded (JR) All supported

- 24-51 Connections Bus:** It was resolved to accept the Connections Bus 5% increase from April 2025. Proposed (RH) Seconded (LH) All supported

It was resolved to continue the Connections Bus youth provision at the Methodist Church until Christmas. Proposed (RH) Seconded (BM) All support

Cllr Hatfield left the meeting.

- 24-44 River Lane:** Anglian Water are satisfied with the standard of repair to River Lane. It was agreed not to take it further but to ask them to repair the fence around the Millenium Pond as previously agreed.
- 24-45 Groundworks contract:** The draft ITQ was reviewed by members prior to the meeting. It was resolved to approve the ITQ and to put it on Contracts Finder, as well as to invite firms directly. Proposed (CB) Seconded (AG) All supported
- 24-46 Asset of Community Value:** It was resolved to apply for an ACV for the Mohak Café but not the former Church Street store. Proposed (CB) Seconded (AO’B) All supported
- 24-47 Parking and traffic concerns:** Public concerns have been raised about parking on the bend by the school, difficulty crossing New Road at the junction with Cantelupe Road and large vehicles using Fountain Lane.
- It was resolved to apply for an LHI for double-yellow lines on the corner by the school, from the zigzags to at least 10m after the bend. Proposed (CB) Seconded (AG) Majority supported
- It was agreed to investigate cutting back the hedge along New Road, between the High Street and Cantelupe Road, to improve visibility.
- It was agreed the PC does not have authority over which vehicles use public roads.
- 24-48 75 bus:** Public concerns were raised about the unreliability of the 75 bus. It is understood there were staffing issues that have been resolved, and any further complaints would need to be made directly to the bus company.

Cllr Revell left the meeting.

- 24-49 Greenway:** Report received in advance of meeting. The planning application for the Haslingfield Greenway was due to be sent in late September/early October.

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- 24-50 Telephone box:** It was agreed to consider this item at a future meeting.
- 24-52 E-waste bin:** Chargers and cables can be recycled in the pink bin at the village hall, which will be in place until the end of October.
- 24-53 Remembrance Sunday:** It was resolved to purchase a wreath and ask Cllr Offord to lay the wreath at the church. Proposed (CB) Seconded (JR) All supported
- 24-54 Christmas Tree:** It was resolved to purchase a Christmas tree and replace lights if required, maximum cost of £250. Proposed (CB) Seconded (BM) All supported
- 24-55 Meeting with Liz Watts, CEO, SCDC:** Report received in advance of meeting. The meeting covered communication between SCDC and parishes, as well as local parish issues.
- 24-56 Flu clinic:** It was resolved to pay the cost of booking the hall for the flu clinic. Proposed (CB) Seconded (JR) All supported
- 24-57 Policies:** It was agreed to consider the policies at a future meeting.
- 24-58 Clerk’s Report:** Report received in advance of meeting.
- 24-59 Finance**
- The external auditor’s report was received. Members noted the comment regarding the change to the asset register.
  - The quarterly financial update and bank reconciliation were received.
  - It was resolved to pay the outstanding accounts. Proposed (BM) Seconded (JR) All supported
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|-----------------------|-----------------------------|---------------------|
| • HMRC                | Tax and NI                  | £369.12             |
| • Staff               | Salaries                    | £2,388.42           |
| • Staff               | Home expenses               | £52.00              |
| • Lise Jackson        | Mileage                     | £12.33              |
| • Betongpark          | Final payment for skatepark | £3,300.00 (inc VAT) |
| • Community Heartbeat | Defibrillator               | £2,904.00 (inc VAT) |
| • Herts & Cambs       | Grass cutting               | £180.00 (inc VAT)   |
| • Herts & Cambs       | Weed killing                | £660.00 (inc VAT)   |
| • Herts & Cambs       | Grass cutting               | £192.00 (inc VAT)   |
| • PKF Littlejohn      | External audit              | £756.00 (inc VAT)   |
| • Shire Trees         | Tree work                   | £1,140.00 (inc VAT) |
| • SLCC                | Clerk training              | £144.00 (inc VAT)   |
| • Viking              | Stationery                  | £182.46 (inc VAT)   |
- 24-60 Admission to Meetings:** It was resolved that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting.
- Meeting closed at 10:10pm.
- 24-61 Personnel:** Confidential matters relating to personnel matters were discussed and agreed
- Meeting re-opened at 10:17pm
- 24-62 Admission to Meetings:** It was resolved that the confidential business having been concluded, the Press and Public be readmitted to the meeting.

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Meeting ended 10:17 pm

Date of next meeting: **Monday 11 November 2024** at 7:30pm in the Methodist Church

Issued by the Parish Clerk: Lise Jackson  
17 October 2024