

Hatley Parish Council

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Minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 20th July 2021

In attendance: Cllr M Eagle (Chair), Cllr M Astor (Vice Chair), Cllr N Jenkins, Cllr H Nickerson, Cllr A Pinney, Clerk to the Council K Wilde, Revd Hilary Young (arriving late) and 2 members of the public (arriving late).

1. Apologies for absence: County Councillor S Kindersley and District Councillor H Williams.
2. Interests:
 - i. Declarations of interest: None.
 - ii. Register of Interests from Councillors: Updates received from Cllrs Nickerson, Jenkins and Eagle. Clerk to forward the three forms to South Cambridgeshire District Council (SCDC) and request that the latest version of Cllr Pinney's form (dated May 2018) is also uploaded to their website, as per the original request in 2018.
 - iii. Dispensation applications: None.
3. The minutes of the Annual Parish Meeting and the Annual General Meeting of Hatley Parish Council, both held remotely on Tuesday 4th May 2021, were approved and signed by the Chair.
4. Matters arising: None.
5. Questions from the public: Initially no members of the public were present. The Chair used this opportunity to confirm that the Clerk has resigned from her position. The Clerk will advertise the vacancy and it is hoped that it will be filled before October. Thanks were given to the Clerk for her work over the past eight years. Two members of the public joined the meeting. An East Hatley resident expressed concerns again about poor visibility on the exit from East Hatley onto the main highway. It was suggested that a group of local volunteers could be established via WhatsApp, to be organised by Cllr Eagle. Revd Hilary Young joined the meeting. An East Hatley resident expressed concern about the amount of straw, muck and mud waste being dropped on the East Hatley road during the movement of waste from Barn Farm. Clerk to contact SCDC to request they discuss this issue with the occupier.
6. Councillor reports: County Cllr Kindersley shared a report ahead of the meeting by email. District Cllr Williams will provide a report by email in due course.
7. Churches:
 - i. St Denis' church – Cllr Jenkins shared a report by email ahead of the meeting. This will be available on the Hatley website. The Parish Council was informed of the Heritage Open Days taking place on 10th, 11th and 12th of September. St Denis' has recently featured in the Friends of Friendless Churches magazine. A bat count took place the previous weekend, with details due to be published on the Hatley website. Thanks were given to Peter Mann for mowing the churchyard. Cllr Jenkins asked Revd Hilary Young whether any progress had been made in obtaining a quotation for a report from the qualified tree surgeon on the work needed to the elm hedgerow, a requirement towards obtaining permission from the Diocese of Ely, and offered her assistance to help move this along.

- ii. Hatley St George church – Revd Hilary Young provided a report by email ahead of the meeting. This will be made available on the Hatley website. Thanks were given to those who are continuing to help with the maintenance of both churchyards. The Diocese is still due to give a response to the tree report submitted last year. The post-Covid pattern for church services has been published. Festival services will take place at all churches. Investigations are taking place to join the Cambridgeshire Churchyard Conservation Scheme. A request has been received for a wedding service to be held in Hatley in June 2022. On 11th September the ‘Ride and Stride’ event will be taking place across Cambridgeshire’s historic churches. Thanks were given to the local residents who have recently offered assistance with regular cleaning of the church. Cllr Astor confirmed he still awaits feedback from the architect regarding ideas for improvements to the church guttering and drainage. In the meantime Cllr Astor agreed to organise the fixing of a detached downpipe.
 - iii. Hatley St George church fête on 29th August 2021 – Cllrs Jenkins and Astor confirmed their availability to host a Parish Council stand. Cllr Jenkins will liaise with the fête organisers. Cllr Eagle offered to help prepare the display boards.
8. Boundary Commission for England’s consultation on ward boundaries in Cambridgeshire: The Parish Council decided not to submit any comments to this initial consultation (closing date 2nd August).
9. Planning:
- i. The Parish Council received notice from South Cambridgeshire District Council, for information only, on 20/03582/CONDA: Submission of details required by conditions 3 (Arboricultural Method Statement and Tree Protection Strategy), 4 (Surface and Foul Water), 5 (Carbon Emissions), 6 (Water Efficiency) and 7 (Wi-fi) of planning permission 20/03582/S73 at Barn Farm, East Hatley. Condition 3 has been discharged and condition 7 does not require a formal discharge. The Clerk shared further information received from District Cllr Williams about the absence of an archaeological survey ahead of the building work beginning. SCDC had advised this should have been requested by consultees and is a compulsory requirement. **Clerk to contact** the SCDC planning team to share the Parish Council’s disappointment on this matter and to request that the requirement of such a survey is added as a tick-box option on SCDC’s consultation letter which is issued to Parish Councils. Cllr Jenkins reported that building work is continuing despite a planning contravention order having been issued. **The Clerk will ask** the planning officer if the eight-week stop order has passed.
 - ii. The Parish Council received notice from SCDC, for information only, on S/4601/17/CONDC: Submission of details required by conditions 4 (Hard and Soft Landscaping), 7 (Surface and Foul Water), 9 (Mitigation Strategy), 11 (Ecological Assessment), 14 (Site Access), 15 (Pedestrian Visibility Splays) and 16 (Vehicular Access Gates) for planning permission S/4601/17/FL at Moat Farm, East Hatley. Applications have been submitted for all conditions.
 - iii. The Chairman confirmed that the application submitted for the Manor House, East Hatley has been withdrawn, despite SCDC’s website still showing this as a live application.
10. Speeding:
- i. The **Parish Council resolved** to apply to the Local Highways Improvement scheme 2022-23 for the reduction of the speed limit to 30 mph between Hatley St George church and Parkers Farm, East Hatley. The total project cost is expected to be in the

- region of £8,000 to £9,000. The Parish Council agreed to make a 15% contribution in its funding application, due to be submitted by 30 September.
- ii. There was nothing to report relating to the speed monitoring sign but it will be moved shortly. The topic of Speedwatch was raised again by Cllr Pinney. The Chair will contact all residents who expressed an interest in setting up a Speedwatch Team to encourage next steps. Peter Mann offered to contact the new Police and Crime Commissioner, Darryl Preston to request police presence in Hatley to help with speeding enforcement. He offered to help with the relocation of the speed sign, for which he was thanked.
11. Play Area:
- i. Monthly inspection reports were submitted by Cllr Pinney in June and Cllr Nickerson in July. The issue with the decaying timber at the top of the slide remains outstanding. The Chair retracted her offer to organise the replacement of the timber and Cllrs Nickerson and Astor agreed to take action to resolve this.
 - ii. The Clerk advised that Cllr Nickerson replaced the damaged netting on 13th May.
12. Public Access Defibrillator:
- i. The record book was not sent in June; **Clerk to follow up.**
 - ii. There were no other issues to consider.
13. Hatley Village Association:
- i. There is still no official news from SCDC regarding the Government-led grant for improvements to toilets to benefit disabled users. There is enough money to proceed with modifying the men's toilet into a disabled toilet but this would see the loss of two urinals and therefore reduce the number of available toilets for the hall from five to just three. Peter Mann will investigate whether the original quotes by contractors remain valid and will raise the issue of the lack of grant opportunities with MP Anthony Browne.
 - ii. There were no further updates.
14. Village Hall:
- i. The Clerk advised that a number of booking enquiries had not been realised because of hirers' concerns about Covid risks. The hall has been booked for a bike event at the beginning of September and will be used during the village fête. The organiser of the Hatley coffee morning has sought the Parish Council's approval to recommence events from early August and has outlined a number of ways to ensure the safety of those attending. This was welcomed by the Parish Council.
 - ii. The Clerk asked the Parish Council to consider a suitable response to a request by residents to borrow furniture or equipment from the Village Hall. It was agreed that such requests will be handled on a case-by-case basis and may require a deposit.
15. South Cambs Zero Carbon Communities:
- i. No suggestions were received for suitable projects for a grant application. Cllr Jenkins had some ideas which could perhaps be developed in time to apply for a possible grant next year. Projects that help to reduce plastic usage and litter would be apposite. The Chair suggested that in the meantime a second litter pick could be organised and a date and time was agreed for 10.30 am on Saturday 4th September. **Clerk to action.**
 - ii. The Parish Council resolved not to apply for a free energy survey of the Village Hall as it is not in a financial position to proceed with any further improvement projects.
16. Correspondence:
- i. Donation request by Rowan, a Cambridgeshire charity providing an arts centre and forest school for adults with learning disabilities – the Parish Council resolved to make no contribution.
 - ii. Letter of introduction from Rebecca Neal, the local Wildlife Trust's Communities and Wildlife Officer – received and shared with Councillors.

- iii. The Cambridge Country Show, 31 July/1 August 2021 – received and shared on the website and notice boards.
17. Finance:
- i. The **Parish Council resolved** to approve the reconciliation of the bank statement with payments and receipts for the period 1st April to 30th June 2021. Clerk to contact the hall hirer who has not banked their returned deposit and issue a new cheque.
 - ii. To **Parish Council resolved to approve** the following payments:
 - *E.ON Next* – Village Hall electricity 01.04.21 to 30.06.21 – £28.29
 - *K Wilde* – Reimbursed for Namesco Website SSL Certificate (2 years) – £131.98
 - *K Wilde* – Reimbursed for Namesco Website hosting (2 years) – £219.99
 - *K Wilde* – Reimbursed for Namesco new payment details charge – £1.00
 - *K Wilde* – Travel costs April to June – £22.77
 - *K Wilde* – Overtime April to June – £44.56
 - *K Wilde* – Salary payments July and August (September’s hours to be paid at the October meeting)
18. Annual Governance and Accountability Return 2020-2021:
- i. The Chair confirmed that the required statutory documents were displayed on the notice boards and remain available on the website. They include details of electors’ rights for the inspection of the accounts.
 - ii. The Clerk shared details of the recommendations made by the Internal Auditor following this year’s audit. It was agreed that a Freedom of Information policy should be implemented but no other action needs to be taken.
19. Time and date of the next meeting: **7.30 pm on Tuesday 19th October 2021.**
20. The meeting was closed at 9.29 pm.

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