

# Hatley Parish Council

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## DRAFT Minutes of the Ordinary Meeting of Hatley Parish Council held in Hatley Village Hall on Tuesday 21st January 2025

PRESENT: Cllr Paul Kraus (Chair), Cllr Samantha Abbasi (Vice Chair), Cllr Harold Nickerson, Cllr Peter Hayward, Clerk to the Council Kim Wilde, District Cllr Heather Williams (arriving late) and three members of the public.

### ACTION BY

1. WELCOME AND STATEMENT OF MEETING PROTOCOL  
Welcome only by the Chair.
2. APOLOGIES FOR ABSENCE  
County Cllr Sebastian Kindersley and Revd Hilary Young.
3. INTERESTS
  - i. Declarations of interest: None received.
  - ii. Dispensation applications for items on this agenda: None received.
4. PREVIOUS MINUTES – OCTOBER 2024  
The **Parish Council resolved to approve** the minutes of the Ordinary Meeting of Hatley Parish Council held on Tuesday 15th October 2024 and they were signed by the Chair.
5. PREVIOUS MINUTES – NOVEMBER 2024  
The **Parish Council resolved to approve** the minutes of the Extraordinary Meeting of Hatley Parish Council held on Monday 25th November 2024 and they were signed by the Chair.
6. MATTERS ARISING  
The Clerk advised that Cllr Hayward was unable to join the remote Councillor training session that was due to be provided by CAPALC as they had shared an invalid access link for the meeting. The cheque payment has not been drawn upon and Cllr Hayward does not wish to pursue any further training opportunities via CAPALC at this time.
7. OPEN MEETING FOR MEMBERS OF THE PUBLIC TO ADDRESS QUESTIONS TO THE PARISH COUNCIL  
A member of the public asked if the Council is using the .Gov.UK email addresses as the names showing in her email inbox appear different. It was confirmed the addresses are being used and it was suggested the use of 'contact' names to replace email addresses could be the cause. The Clerk confirmed the .Gov.UK is used to receive emails but often her replies originate from an Outlook

account as it is more user friendly. Cllr Abbasi has some issues with the submission of emails that still needs to be resolved.

A member of the public brought it to the Council's attention that the deadline for the Luton Airport expansion consultation has been extended once more, now being 3rd April 2025.

Mr Mann, being the webmaster for the Parish Council's website asked if agenda item 19. could be discussed early as he could not stay for long at the meeting. The Council agreed. (Please refer to minute 19. for details of the discussion and decisions).

8. COUNTY AND DISTRICT COUNCILLOR REPORTS

County Councillor Kindersley shared his report with the Parish Council ahead of the meeting but was not present. The Chair had wanted to ask whether the new road surface on Croydon Hill was meant to continue up to and including the East Hatley junction. A member of the public advised this was not the case. Another member of the public brought it to the Council's attention that Cllr Kindersley has recently shared details in the Gamlingay Gazette of an idea to introduce 'No HGV' areas locally. It was pointed out by another member of the public that this would be impossible to implement in Hatley due to the HGVs that bring supplies and take crops from the local farms, plus reducing access by HGVs in neighbouring villages could see more being diverted through Hatley. District Councillor Williams arrived later to share her report.

9. PARISH COUNCILLOR VACANCY

- i. The Clerk confirmed having received a verbal application for the current vacancy from Mr Astor.
- ii. The **Parish Council resolved to co-opt** Mr Astor to fill the final vacant seat and he was thanked by the Councillors for returning to the role after a short break. The Clerk advised that the Acceptance of Office form would be completed at the end of the meeting and the Register of Interest paperwork would be organised via email.

Clerk

10. CLERK'S TERMS OF EMPLOYMENT

It was formally noted that the revisions to the Clerk's terms of employment were accepted by the Parish Council at the closed section of the meeting held on Monday 25th November.

11. INCOME RECEIVED 01.10.24 TO 31.12.24

All but one receipt related to hall hire, being a transfer from the HVA account to the Parish Council account as a donation to the cost of the new drink chiller.

12. RECONCILIATION OF THE CASHBOOK WITH THE BANK STATEMENT FOR THE PERIOD 01.10.24 TO 31.12.24

The December bank statement and cashbook were shared with the Parish Councillors ahead of the meeting. The difference was explained by two uncleared cheques relating to the December salary payment. The **Parish Council resolved to approve the** reconciliation of the finances.

13. PAYMENTS FOR APPROVAL

The **Parish Council resolved to approve** the following payments:

- i. *K Wilde* – Overtime payment for October and November 2024
- ii. *H M Revenue and Customs* – PAYE for overtime payment October and November 2024
- iii. *K Wilde* – Reimbursement for Village Hall heating oil – £353.40 (agenda amount amended to reflect VAT @20%)
- iv. *K Wilde* – Reimbursement for annual Microsoft licence – £59.99
- v. *K Wilde* – Travel expenses – £18.90
- vi. *M R L Astor* – Village Hall water rates 04.06.24 to 02.12.24 – £49.38
- vii. *K Wilde* – Salary payments for January and February 2025
- viii. *H M Revenue and Customs* – PAYE for January and February 2025
- ix. *O2* – Mobile phone November and December 2024 and January 2025 – £22.19 each month by D/D
- x. *E.on Next* – Village Hall electricity 01.10.24 to 01.01.25 – £151.72 by D/D
- xi. *BT* – Village Hall broadband October, November and December 2024 – £35.94 each month by D/D

14. BUDGET AND PRECEPT 2025/26

The **Parish Council resolved to approve** the first draft of the budget and precept calculation that was presented to the Councillors at the last meeting. The parish precept will remain unchanged from the current level, being £8,000.

- (8.) District Councillor Williams arrived and was invited by the Chair to give her report.

A member of the public left the meeting.

District Councillor Williams' report included:

- a) Information about the current public survey on the District Council's 4 day working week, which she didn't feel allowed for meaningful feedback from residents, with only 2 questions relating to the 4 day week and the rest being a comparison of 'before and after' scenarios for services such as bin collections.
- b) Planning enforcement cases are on the increase and it is hoped an enforcement officer will be able to assist those who are not fully compliant.
- c) There remains no planning supply for self-builds at present which means approval has been granted for self-builds outside of village frameworks, as developers are taking advantage of this loophole.
- d) Tree preservation orders have been successfully granted to a number of trees in Coton Orchard, where the new busway has been proposed.
- e) A reminder was provided that persons who organise waste removals with unlicensed traders will be equally liable if ownership is identified. Due diligence must be carried out beforehand to check the trader is licensed to dispose of the waste correctly.

- f) A reminder was provided to look out for vulnerable residents who may be struggling as a result of fuel poverty. Any requests or referrals will be treated confidentially and support will be given.

Mr Astor asked District Cllr Williams for her comments on the whistleblowing letter that has circulated in relation to SCDC's 4 day working week. Cllr Williams confirmed it was indeed issued by a member of staff, that no further details can be shared regarding its author, and how it illustrates concerns shared by others relating to staff welfare and training. District Cllr Williams explained that she identifies with some of the comments that were made in the letter, including how the workplace now seems quite cold and empty. Cllr Abbasi asked what type of land is being adopted for self-builds by developers. District Cllr Williams advised it can be anywhere and everywhere, with one developer succeeding to get approval in a conservation area. Some are in the middle of nowhere and can include green, grey and brown field locations. District Cllr Williams explained these areas are to be defined in the National Planning Policy Framework.

There were no further questions and District Cllr Williams excused herself from the meeting.

#### 15 EAST WEST RAIL NON-STATUTORY CONSULTATION

The **Parish Council resolved** to make no response at this stage of the process.

#### 16. HATLEY VILLAGE ASSOCIATION

- i. The Clerk read aloud the report provided by the Chair of the HVA, including an update on the Harvest Lunch, the Christmas events, and their intention to host fewer events in 2025. Events will focus on connecting the community rather than fundraising. The next event will be the Quiz Night which is due to be held on 22nd February.
- ii. The out-of-date drink stock has been given to the Community Fridge Project in Gamlingay and the small amount of remaining stock is being run down. Future events will be stocked by one of the HVA members from their own pocket, which will eliminate the requirement for stock inspections by a Parish Councillor.
- iii. The Clerk has asked the HVA to include details of funds raised in their future reports, for transparency purposes. The funds raised in the previous quarter are still due to be handed over to the Clerk for banking. There is no expectation that a float will be held in the future.

#### 17. HIGHWAYS AND SPEEDING

- i. The Clerk has requested an update on when the 30 mph highways project will be rolled out but no further information is currently available. The LHI team has advised the work is being held up by contractors.
- ii. Cllr Nickerson confirmed that the speedwatch sign has been placed outside on a few occasions and there is still a small team of volunteers that can be called upon. The volunteers

have become demoralised by the lack of consequences to drivers caught speeding. The Clerk shared details of a recent email communication with the South Cambs Police speedwatch co-ordinator, relating to the lack of police presence in Hatley in more than a decade. The correspondence will be forwarded to Cllr Nickerson so that discussions can continue with a view to receiving some support.

18. PLANNING

- i. The Clerk reported that planning application reference **24/04259/HFUL** for a two-storey rear extension with Juliet balcony, rework of existing rear roof pitch, and alterations to fenestration at 53 East Hatley SG19 3JA was granted approval by SCDC.
- ii. There were no other planning matters.

19. WEBSITE

- i. The Clerk advised that as yet there has been no further correspondence from Pixsy in reply to the offer made by Parish Council in early December.
- ii. The **Parish Council resolved** to transfer the .Gov.UK email domain from HostPresto! to Cloud Next.
- iii. The **Parish Council resolved** to make no changes to the provision of the Hatley.info website domain, which will remain with HostPresto!

20. VILLAGE HALL

- i. The Clerk advised there has been an increase in hall bookings which have been helped by a new regular hirer and a returning commercial hirer.
- ii. The Clerk reported that the increase in hall hire is impacting her office work, because in addition to the booking correspondence and payments there is still no one overseeing the maintenance of the Village Hall. Spot checks, ad-hoc cleaning between hire, dealing with minor repairs and maintenance issues, and organising the heating timer in the winter months is taking up Clerk hours that should be spent in the office. The Councillors agreed that a caretaker is required and discussed how this might be achieved. It was suggested that the Clerk contacts previous volunteers in the first instance.
- iii. The Clerk reported having requested a new thermostat as the current one has become very temperamental and can power-off when touched. For the time being the Clerk is warning hirers not to touch it and places it out of reach. It was agreed a new thermostat could be attached to the hall wall close to the bar. The Clerk has also sought assistance from the Landlord to adjust the external door to the rear garden which had significant gapping to let in draughts and let out any heat. This has been rectified. The gauge on the oil tank has been replaced by the Landlord but may be blocked. The additional heating oil was ordered to be on the safe side and a stick will be used for future measurements.
- iv. The Clerk confirmed the completion of the annual fire equipment assessment. No further action is required.

Clerk

21. PLAY AREA

- i. Cllr Nickerson undertook the inspection on 31st December and had nothing new to report. Mr Astor agreed to undertake the next inspection at the end of January.
- ii. The Clerk had intended to share news of the preferred design(s) for a new play tower and discuss costs and funding, however not all of the information was available to the Clerk at this time so this will be carried to the next meeting for discussion.
- iii. The Clerk advised that she still needs to seek advice on how to best repair and maintain the grass area immediately in front of the goal posts that has become both worn and sunken. Cllr Nickerson proposed using the safety play mats that allow the grass to grow through. The Clerk will investigate costs for the mats and also contact a local football team to see how they address this issue.

22. PUBLIC ACCESS DEFIBRILLATOR

- i. The record book update has been received by the Clerk.
- ii. There were no other matters to consider.

23. CLIMATE ACTION

A member of the local Climate Action Group (CAG) provided an update on the November Repair Café held in Gamlingay, that it was well attended and the next is due to take place on 10th May. The Eco Fair in Shepreth also had a good turn-out. It was suggested that the Parish Council should think ahead if they wish to make an application for a grant amount up to £5,000 for green projects, as there is usually only a short window for applications to be submitted. Cllr Abbasi mentioned the possibility of looking into funding for faster charging points for electric cars, in due course. The Clerk reminded all that the next planned project is the replacement play tower and how the Councillors had agreed to focus on one project at a time. CAG membership has increased but they would benefit from more newcomers. The CAG member referred the Councillors to the recent Gamlingay Gazette article on scything, with a new group being set up to share ideas and support across a range of villages. The next CAG meeting is on 29th January at the Gamlingay Eco-Hub.

24. COMMUNITY LITTER PICK

The Parish Council agreed to host another community litter pick to be held at 10.30am on Sunday 23rd March 2024. The equipment will be organised by the Clerk and will be available outside the village shop /post office for use by volunteers that morning. It was suggested this event could be advertised on the reverse of the HVA's Quiz Night flyer.

Clerk

25. CORRESPONDENCE RECEIVED

- i. SLCC request for views on complex consultations. The **Parish Council resolved** to respond in agreement with the view that silence on consultations should not be taken to mean a consultation is supported.
- ii. The Clerk shared details of the Cambridgeshire and Peterborough Combined Authority's new 'Tiger' on demand

Clerk

Clerk

bus service. Further announcements will be shared via the Hatley website and parish notice boards when available.

26. PUBLIC SURVEYS

- iii. Harston Neighbourhood Plan. Noted, no response.
- iv. Stapleford and Great Shelford Neighbourhood Plan. Noted, no response.
- v. Cambridgeshire County Council's Stay Well Packs winter 2024/25. The Clerk made the packs available at the January Coffee Morning and in the village shop.
- vi. Cambridgeshire and Peterborough police funding survey. Noted, deadline has now passed.

27. CHURCHES

- i. St Denis' Church  
A newsletter was shared with the Parish Council ahead of the meeting. It confirmed a 2nd draft of the new glass design for the east window has been sent for approval. Some additional pieces of the original glass have been located which they are hoping to puzzle together. There have been two sessions held in the churchyard by the St Denis and Local Nature Reserve group. Another is expected to take place in February.
- ii. Hatley St George Church  
No update was received.

28. TIME AND DATE OF NEXT MEETING

7.00pm on Tuesday 18th March 2025.

29. MEETING CLOSURE

The meeting closed at 8.38pm.