

Hinxton Parish Council: Minutes of meeting held 8th November 2021

Present:

Sam Nichols

Ceri Williams

Sarah Robinson

Emma Senior

Chris Elliott

Anne Charteris: Clerk

Cllr Peter McDonald

Members of the public: 5

As the Chair, Nick Cliffe, was not present, the first matter was to appoint a Chair for the meeting, Sam Nichols was proposed by Chris Elliott, seconded by Ceri Williams, all in favour

	<p>Part 1 : Non confidential information.</p>
2111/01	<p>To receive and approve apologies for absence</p>
2111/02	<p>To receive members' declaration of interest for items on this agenda</p>
2111/03	<p>To sign and approve minutes of meeting dated 27th September 2021 The Minutes were approved by all as a true record.</p>
2111/04	<p>Exclusion of the Public. To determine which items, if any, from Part 1 of the Agenda should be taken with the Public excluded. No items were confidential</p>
2111/05	<p>Public participation time – 15 minutes allowed Comments were made re the rat-running in the village, particularly after the recent accident at the McDonalds roundabout when traffic came through the village causing total chaos, this was very dangerous as cars were driving on the footpaths- need to look at whether the road can either be upgraded or maybe closed completely. PM said that he will look into whether we can get data on car journeys, this can be obtained from mobile phone signals. The upcoming leaflet survey was discussed, CE will send round draft copy to councillors and see if anything else needed. Public question as to whether we can be a seperate village from the new development, Clerk to send email to PM for more details and examples of any parishes where this has happened, pros and cons? Clerk had received phone call from Reporter asking for comments about the Nth Uttlesford Garden Village- is this back on the list? Duxford level crossing- resident asked if this was part of the recent survey to be closed to traffic, if so, this would stop rat running, A505 update- what is the latest? PM said that options are being investigated, there will be an update in Dec and a draft paper published.</p>

2111/06	<p>Report from South Cambridgeshire District Councillor P McDonald</p> <p>A report had been received prior to the meeting and has been posted on the Hinxton PC website.</p> <p>Main points to note were the Local Plan consultation which began on November 1st and runs until 5pm on December 13th. Greater Cambridge Shared Planning Service (GCSPS) will be holding an in-person drop-in event on Saturday 27 November, 9am to 12pm, at Great Shelford Farmers Market.</p> <p>Sites local to us are the Wellcome Development, Babraham Institute development, Maanford Fm Duxford and one at Whittlesford.</p> <p>County Highways Issues. The Nov 4th committee looked at: • County wide policy for 20 mph – a full paper will come back to the Committee.</p>
2111/07	<p>Updates</p> <ol style="list-style-type: none"> a. Wellcome Trust Campus Development. A meeting is in the process of being arranged to discuss latest developments, there has been an application to vary conditions relating to water. SN will discuss this at the meeting with them. b. Village Hall-To discuss the next stage and the survey to residents. c. CE to send this round to Councillors to see if any amendments or additional questions needed. It will then be sent round to each household, this is to gauge opinions, it is not a referendum d. SmithsonHill AgriTech Park. Nothing to report except this is not in the Local Plan e. Local Wellcome matters: Liaison meeting, Wetlands Committee. Liaison meeting is trying to be rearranged, hopefully in the next few weeks. f. Playground g. Highways and Local Highways Improvement application. The LHI has been submitted now, this is for interactive signs which will monitor speed and number of vehicles and for a one way system down Hunts Lane.This should be looked at by a Panel and decision made in Feb approx. h. Other Ongoing PC and village matters i. Allotments. 3 Allotments have been given up recently and these have been allocated to the next 3 people on the waiting list. CW said he will turn the water off at the end of the month. Clerk to send round notification of the rent due at the end of November. j. Councillors Bios and responsibilities to put on website- final decision of responsibilities to be agreed: Nick Cliffe: SCDC Parish Council Liaison, Highways, IWM Duxford, safeguarding Chris Elliott: SCDC Parish Council Liaison, Police Liaison, WGC liaison, Housing, Hinxton News liaison and PR, CPPF liaison. Sam Nichols: Planning, WGC Liaison Sarah Robinson: WGC liaison, Village Hall liaison, safeguarding, Playground Emma Senior: Footpaths and stiles, WGC liaison, Wetlands, Village Hall liaison, Coronavirus Ceri Williams: Litter, Wetlands, allotments <p>Bio's had been received from everyone now, Clerk said that these will be posted on the website. Along with responsibilities which were agreed on by all.</p>

2111/08	<p>k. Hinxton News- any progress on a replacement Editor- nobody has volunteered yet, unfortunately.</p> <p>l. Six Free Trees offer – SCDC were offering 6 bare root whips or one larger tree. It was agreed to order an Oak tree which will be planted on the new piece of land once we have this signed to us.</p> <p>m. Imperial War Museum- Duxford Neighbours Forum held Nov 3rd. This was cancelled due to lack of interest. HPC had notified them that a representative -CE-would attend, but this was the only acceptance received by them.</p> <p>New items for discussion</p> <p>1. Frequency of meetings: Discussion whether it is now time that meetings are held monthly, so that urgent matters can be dealt with in a reasonable time. As there are more issues to discuss now, especially with the Wellcome Trust development and planning applications in general, it was agreed that monthly meetings would be a good idea, as long as the meetings were kept to a reasonable length of time. This would be dependant on the Chair to keep items to schedule and to ensure that a decision was made for each item, which should have a proposal, seconder and then a vote taken on it. This should also save the number of emails that are sent round. It was agreed that a 3 month trial starting in January would begin, meetings to start at the later time of 7.30 to allow members time to get there, especially with some members working late or commuting. Proposed by CE, seconded CW. All in agreement.</p> <p>2. Precept- discuss amount to ask for next year: Clerk had prepared a budget and had discussed with SCDC the latest tax base. It was decided that we would apply for £15,795 which is slightly more than the Precept in 2019/2020 which was £15,200. All Councillors in agreement.</p> <p>3. A505 Report – dealt with earlier.</p> <p>4. Discuss whether Hinxton wants to be independent or part of the new community at Wellcome development. Dealt with earlier.</p> <p>5. Signatories on Bank Account: Clerk asked for members of the Council to be signatories on the bank account, Mandate to be drawn up and signed. ES, CE and CW agreed to be added.</p> <p>6. Cars stuck in flooded Ford recently: Thanks to Martin Fordham for rescuing them. Following a heavy period of rain, the ford was in flood. Martin Fordham had called the Highways dept to let them know at 8.30 am. Shortly after this, the first car was stranded in the ford, which Martin kindly towed out. Later in the day, the gates were still not closed and further cars were stranded. Clerk to contact Highways to see why this happened, what the process to close the gates is and to see how this can be avoided in the future. This could have tragic consequences if it happens again.</p> <p>7. To report on Code of Conduct training session and to review new Model Code of Conduct: ES and SR had attended the recent training, this training is available to all Councillors, and all will be expected to attend at later sessions. A new Code has been published, it is in the process of being authorised and has been</p>
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	<p>sent to all Councillors to read through. This will be posted on the website once officially recognised by NALC (National Assoc Local Councils). HPC do have a Code of Conduct and a Grievance /Complaint Policy at present.</p> <p>8. Lack of responses to emails: Clerk asked Councillors to please respond to emails, as she is often only receiving replies from certain councillors. This makes the Clerk’s job difficult and has resulted in work being duplicated as communications from some Councillors are not forthcoming. In July, the Clerk set up Parish Council specific emails for each Councillor as advised by NALC and in line with GDPR. HPC decided at an earlier meeting to no longer use personal emails which may cause a breach of GDPR. It was noted that as all emails are being sent to HPC emails only, then it is up to individuals to take responsibility to make sure that these emails are monitored. Notices of meetings and other information are available on the website and also Facebook (Hinxton Life).</p>																														
<p>^{pc} 2111/09</p>	<p>Chairs Report. Nothing to add.</p>																														
<p>2111/10</p>	<p>FINANCE</p> <p>Bank Balances at 29/10/2021 Current A/C £29,330.44 Business /AC £11,040.54 Village Hall sec 106 /AC £7560.49</p>																														
<p>2111/11</p>	<p>Payments for approval</p> <table border="1" data-bbox="336 1167 1342 1610"> <tr> <td>EON</td> <td>Utilities- Electric</td> <td>£42.63</td> </tr> <tr> <td>Clerk/HMRC</td> <td>salary/expenses – £50 gift card- Rupert Kirby £17.99 Gift Martin Fordham</td> <td>£976.33</td> </tr> <tr> <td>Haven/Drax</td> <td>Street Lighting</td> <td>£3.68</td> </tr> <tr> <td>Hugo Fox</td> <td>Website hosting</td> <td>£72</td> </tr> <tr> <td>1 & 1 internet</td> <td>Emails</td> <td>£5.40</td> </tr> <tr> <td>Crown gas and Power</td> <td>Utilities -Gas</td> <td>£62.94</td> </tr> <tr> <td>Jill Garnier</td> <td>Shelving for library</td> <td>£20.97</td> </tr> <tr> <td>Chubb</td> <td>Fire inspection</td> <td>£70.92</td> </tr> <tr> <td>CAPALC</td> <td>Code of Conduct training</td> <td>£120</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table> <p>All payments approved.</p>	EON	Utilities- Electric	£42.63	Clerk/HMRC	salary/expenses – £50 gift card- Rupert Kirby £17.99 Gift Martin Fordham	£976.33	Haven/Drax	Street Lighting	£3.68	Hugo Fox	Website hosting	£72	1 & 1 internet	Emails	£5.40	Crown gas and Power	Utilities -Gas	£62.94	Jill Garnier	Shelving for library	£20.97	Chubb	Fire inspection	£70.92	CAPALC	Code of Conduct training	£120			
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<p>2111/13</p>	<p>Planning</p> <p>Applications Received Local Planning Authority: South Cambridgeshire District Council Proposal: Erection of storage barn and stable</p>																														

	<p>Site address: Hinxton Grange Churchfield House Cambridge Road Reference: 21/04206/FUL Public Access Link: https://applications.greatercambridgeplanning.org/online-applications/PLAN/21/04206/FUL</p> <p><i>Questions to ask: Is this commercial, can we add restrictions ie cannot have change of use?</i></p> <p>Proposal: Non material amendment of outline planning permission S/4329/18/OL to amend the wording of condition 45. Site address: Wellcome Trust Genome Campus Cambridge Road Hinxton Reference: S/4329/18/NMA1</p> <p>Public Access link: https://applications.greatercambridgeplanning.org/online-applications/PLAN/S/4329/18/NMA1</p> <p>Local Planning Authority: South Cambridgeshire District Council Proposal: S73 variation of condition 1 (Time limit) of planning permission S/2194/16/VC (Variation of Conditions 1 (Time Limit) and 2 (Approved Plans) of Planning Consent S/0791/11 for Retention of 4 Portable Buildings on the Conference Centre Car Park for 5 Further Years) to change the date by which the buildings shall be removed and land restored from 30 September 2021 to 30 September 2026. Site address: Wellcome Trust Genome Campus, Conference Centre Cambridge Road Hinxton Reference: 21/04319/S73 Public Access Link: https://applications.greatercambridgeplanning.org/online-applications/PLAN/21/04319/S73 <i>NB: This was discussed and decided to comment as “no objections” as it was already on site at the Wellcome Trust.</i></p> <p>2111/14 Decision Notices None received</p> <p>2111/15 Items to report for inclusion in the next meeting</p> <p>2111/16 Dates of next Meetings 7.30pm Village Hall:</p> <table data-bbox="638 1523 1292 1848"> <tr> <td>Full Parish Council meeting</td> <td>6th Dec 2021</td> </tr> <tr> <td>Full Parish Council Meeting</td> <td>10th Jan 2022</td> </tr> <tr> <td>Full Parish Council meeting</td> <td>7th Feb 2022</td> </tr> <tr> <td>Full Parish Council Meeting</td> <td>14th March 2022</td> </tr> <tr> <td>Planning meeting</td> <td>28th March 2022</td> </tr> <tr> <td>Annual Meeting of the Parish Council & Annual Parish Meeting</td> <td>9th May 2022</td> </tr> <tr> <td>Planning meeting</td> <td>13th June 2022</td> </tr> <tr> <td>Full Parish Council Meeting</td> <td>11th July 2022</td> </tr> </table> <p>Part II: Confidential Information</p> <p>Exclusion of the Press and the Public: To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the</p>	Full Parish Council meeting	6 th Dec 2021	Full Parish Council Meeting	10 th Jan 2022	Full Parish Council meeting	7 th Feb 2022	Full Parish Council Meeting	14 th March 2022	Planning meeting	28 th March 2022	Annual Meeting of the Parish Council & Annual Parish Meeting	9 th May 2022	Planning meeting	13 th June 2022	Full Parish Council Meeting	11 th July 2022
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	confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting.
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Meeting ended 9.15pm

Signature *Anne Charteris* Parish Clerk 13th Nov 2021