

# HEMINGFORD GREY PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held  
on **Monday 10 March 2025 at 7pm in the Reading Room, High Street, Hemingford Grey**

*The order of business may be varied at the Chairman's discretion.*

The Public, Press and County & District Councillors are invited to be present and are welcome to attend and may speak under the Open Public Session only to make representation to the Council on items for consideration on the agenda.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder

*Ben Stoehr*

Ben Stoehr, Clerk  
03/03/2025

## AGENDA

### Comments and observations on agenda items from members of the public and reports from the County & District Councillors

1. **To receive apologies for absence and declarations of interests from councillors on items on the agenda**
2. **To approve the minutes of the last meeting and the confidential minutes**
3. **To consider planning applications, decision notices and tree works applications or pre-application approaches received\***
  - 3.1 Planning applications received – to be considered
    - 3.1.1 [25/00275/HHFUL](#) – 59 Hemingford Road – Roof dormer extension
    - 3.1.2 [25/00200/HHFUL](#) – 2 Newman Court – First floor extension over garage with part garage conversion and balcony to rear
    - 3.1.3 [25/00361/HHFUL](#) – 8 High Street – Single storey side extension
  - 3.2 Planning applications for which a response has been made between meetings using delegated powers – to be noted
    - 3.2.1 23/00627/OUT – Land between Houghton Grange and The How, Houghton Road, Houghton – The Parish Council recommended refusal
  - 3.3 Decision notices, appeals notices, enforcement notices and planning correspondence for information only
  - 3.4 Tree works applications
4. **To consider matters arising from the last or a previous meeting**
  - 4.1 (6.2 of 14.10.24) Armed Forces Covenant – to note the pledges and actions and to sign the covenant
  - 4.2 (7.6 of 13.11.23) Budgens, Hemingford Grey – to note inclusion on the HDC register of Assets of Community Value
5. **Finance, procedure and risk assessment**
  - 5.1 To receive the financial report and approve the payment of bills
  - 5.2 Clerk report on any actions taken using delegated powers or because of risk/health & safety
  - 5.3 To consider any matter that is urgent because of risk or health and safety
  - 5.4 Proposal that any underspend for the Big Green budget and expenditure agreed at previous meetings be earmarked in addition to those budgets that have already been highlighted as being earmarked <sup>(RA)</sup>
6. **To receive reports and items from committees, working groups and members for decision**
  - 6.1 Environment Working Group (EWG) report and proposals <sup>(AM)</sup>
    - 6.1.1 Proposal that the Council approves the purchase of grass seed for the allotments.
    - 6.1.2 Proposal that the Council approves the purchase of 1No cubic metre of bark chippings for the mulching of trees and hedges. .
    - 6.1.3 Council is asked to note that the EWG will be seeking quotations for the provision of Community Environmental Events for this coming year. Councillors are asked for any ideas and suggestions they may have.

- 6.2 Proposal that the Council approves in principle the provision of a Summer Sports Programme similar to the programmes run over the last 3 years. <sup>(AM)</sup>
- 6.3 Fencing around the YES Estate open spaces <sup>(NI)</sup>
- 6.4 Proposal that the Parish Council hire a skip for the cemetery to cover two weekends to enable clearance of fallen branches, leaves and excess spoil <sup>(RA)</sup>
- 7. **To consider correspondence/communications received**
  - 7.1 Allotment holder – complaint regarding clearance of bramble area near allotments
  - 7.2 St James' Church – Request for financial support for Easter Fair event
  - 7.3 Hemingfords Regatta - Request for financial support
  - 7.4 Maria Di Gaetano– Proposal and grant request for children's summer art workshops
- 8. **Closure of meeting**

## CLERK REPORT TO HEMINGFORD GREY PARISH COUNCIL MEETING 10 MARCH 2025

Where I have info to support an agenda item this is below.

Please note that this meeting will take place at the Reading Room, High Street, commencing at 7.30 pm and will incorporate planning applications.

1. **To receive apologies for absence and declarations of interests from councillors on items on the agenda**

Apologies and reasons for absence received will be reported to the meeting.

2. **To approve the minutes of the last meeting**

Attached.

3. **To consider planning applications, decision notices and tree works applications or pre-application approaches received**

3.2 **Planning applications for which a response has been made between meetings using delegated powers – to be noted**

3.2.1 23/00627/OUT – Land between Houghton Grange and The How, Houghton Road, Houghton – The Parish Council recommended refusal with the following comments:

“Hemingford Grey Parish Council objects due to overdevelopment of the site, the development overrules the local plan for Houghton and Wyton, places too much strain on all the local services, the roads and destroys the historic nature of this village to becoming a suburb of St Ives. It would like to see the 'green gap' between this ancient tourist village and market town of St Ives preserved in perpetuity.”

3.3 **Decision notices, appeals notices, enforcement notices and planning correspondence for information only**

3.3.1 25/80004/COND – Play area, Hemingford Sports Pavilion, Manor Road – Discharge of condition 4 (Tree protection plan) of 24/01331/FUL – Permission granted by HDC.

3.3.2 24/80444/COND – 58 High Street – Discharge of condition 4 (Window survey) of 24/00441/LBC – Permission granted by HDC.

3.3.3 24/02333/HHFUL – 5 The Brambles, St Ives – Proposed porch to front of property – Permission granted by HDC.

4. **Matters Arising**

4.1 **(6.2 of 14.10.24) Armed Forces Covenant – to note the pledges and actions and to sign the covenant Attached – to be signed**

Cllr Waters writes:

“I am attaching my suggested wording for the document - including the HGPC name (but please add logo where requested) and the 3 small sections from the sample pledges which I think are appropriate.”

4.2 **(7.6 of 13.11.23) Budgens, Hemingford Grey – to note inclusion on the HDC register of Assets of Community Value**

HDC have written:

**“Budgens of Hemingford Grey, 12-14 High Street Hemingford Grey, PE28 9DR : Inclusion on list of Assets of Community Value**

I am writing to give you notice under section 91 of the Localism Act 2011 that **Budgens of Hemingford Grey, 12-14 High Street Hemingford Grey** (Land Registry Title Number CB323660/CB268768) has been included in Huntingdonshire District Council's list of Assets of Community Value with effect from 25.02.2025.

This land/property has been included in accordance with Part 5 Chapter 3 of the Localism Act 2011<sup>1</sup> and the Assets of Community Value Regulations 2012<sup>2</sup> following nomination by **Hemingford Grey Parish Council**. Huntingdonshire District Council has assessed the nomination and considers the land/property to be of community value.

The land/property will remain on our list of Assets of Community Value for up to five years from the date of entry or until any of the following apply:

- an appeal against listing is successful (please see the '**Right to review**' section on page three of this letter);

- the Council for any reason no longer considers the land/property to be of community value; or
- part or all of the land/property has been the subject of a relevant disposal other than one referred to in section 95(5) of the Act since it was included in the list (e.g. if the land/property is sold on the open market to a non-family member).”

***Consequences of listing as an Asset of Community Value:***

Huntingdonshire District Council is required to add that the land/property has been listed to the local land charges register. This will ensure that all prospective new owners will be aware that an asset has been listed, since local land charges apply to both registered and unregistered land.

Asset of Community Value status may be treated as a material consideration when dealing with a planning application for change of use and the District Council has decided that a listing is a material planning consideration. Planning officers give this weight relative to the value to the community of the building or land (based on considerations raised in its nomination) and the effect of the proposed development on the asset (i.e. how this would affect current or potential community use).

The Council is also required to apply to the Land Registry for entry of a restriction on the Land Register when it lists a building or other land as an Asset of Community Value, or, if necessary, where the owner of the listed asset has changed. This restriction will be in a form of wording newly added to Schedule 4 to the Rules, as Form QQ. This is “No transfer or lease is to be registered without a certificate signed by a conveyancer that the transfer or lease did not contravene section 95(1) of the Localism Act 2011.” An owner of previously unregistered listed land, who applies to the Land Registry for first registration (or a mortgagee who applies for first registration on behalf of the owner), is required at the same time to apply for a restriction against their own title. The Council is also required to apply to the Land Registry for cancellation of the restriction when it removes an asset from its list.

<sup>1</sup> <http://www.legislation.gov.uk/ukpga/2011/20/part/5/chapter/3/enacted>

<sup>2</sup> <http://www.legislation.gov.uk/uksi/2012/2421/contents/made>

When a listed asset is disposed of, and a new owner applies to the Land Registry to register a change of ownership of a listed asset, they will need to provide the Land Registry with a certificate from a conveyancer that the disposal (and any previous disposals if this is the first registration) did not contravene section 95(1) of the Localism Act (the moratorium requirements, as described below).

***Moratorium on disposing of listed land/property:***

Once an asset has been listed nothing further will happen unless and until the owner decides to dispose of it through a ‘relevant disposal’, which is either a freehold sale or the grant or assignment of a qualifying lease (originally granted for at least 25 years).

A person who is an owner of land/property included in Huntingdonshire District Council’s list of Assets of Community Value must notify the Council in writing of that person’s wish to enter into a relevant disposal of the land/property. If we receive such notification then we are required to inform the nominee and/or Parish Council and publicise this in the local area. Unless an exemption applies (please see the full list of exemptions attached as **Annex A**), the owner will only be able to dispose of the asset **after** a specified window has expired (known as the ‘moratorium period’). There is one exception – the owner may sell to a community interest group during the moratorium period.

The first part of this window is a **6 week** interim period from the point the owner notifies the Council. This will allow community interest groups to make a written request to be treated as a potential bidder. If none do so in this period, the owner is free to sell their asset at the end of the 6 weeks.

If a community interest group (as defined in regulation 12 of the Regulations) does make a request during this interim period, then a **6 month** moratorium (again from the point the owner notifies the Council) will operate. During this period the owner may continue to market and negotiate sales, but may not exchange contracts (or enter into a binding contract to do so later).

After the moratorium period – either the 6 weeks if there has been no community interest, or the full 6 months – the owner is free to sell to **whomever they choose and at whatever price**, and no

further moratorium will apply for the remainder of a protected period lasting 18 months (running from the same start date of when the owner notified the Council of wishing to sell).

Non-compliant sales will be void (ineffective), meaning that the change of ownership has not taken place (regardless of whether it has erroneously been registered on the Land Register - which would have to be rectified once the fact that the sale was void was discovered).

**Compensation:**

The Assets of Community Value scheme recognises that these provisions may have some financial impact on owners and provides a compensation scheme for private property owners (this will not be available to public bodies). Huntingdonshire District Council is responsible for administering a local compensation scheme, including assessing and determining compensation awards. Owners and former owners will have rights of review and appeal to a Tribunal regarding the Council's compensation decisions.

Private owners may claim compensation for loss and expense incurred through the asset being listed or previously listed. The Regulations specifically provide that this will include a claim arising from a period of delay in entering into a binding agreement to sell which is wholly caused by the interim or full moratorium period; or for legal expenses incurred in a successful appeal to the Tribunal.

Claims must be made to the Council in writing, stating the amount of compensation sought and providing supporting evidence. The burden of proving the claim falls on the owner. We will use the information provided as part of a claim to inform our decision on any compensation payable. We may be required to disclose this information as part of a review or appeal or in response to a Freedom of Information request.

The time limit for making a compensation claim is whichever is earlier of 13 weeks from the end of the interim or full moratorium period (as appropriate) or from the date when the land/property ceases to be listed. The assumption is that most claims for compensation will arise from a moratorium period being applied; however the wording allows for claims for loss or expense arising simply as a result of the land/property being listed.

The Council must consider the claim and will give written reasons for its decision. No time limit is specified for responding to the claim. The reason for this is that it may take some time to assemble all the necessary evidence; however, once it has all the facts the Council should reach a decision as quickly as is practicable.

**Right to review:**

An owner has the right to request the Council to review its decision to include the land/property on its list of Assets of Community Value. The deadline for the owner to request this review is 8 weeks from the date written notice of listing was given 25.04.2025.

The land/property will remain listed while the review is carried out and we will be required to inform the nominee and/or Parish Council that a review is taking place and this will also be stated on our published list of Assets of Community Value. Details of the procedural rules for the review are available on request or will be supplied on receipt of a request for a review. The owner and Council will bear their own costs of the review.

If the owner is not satisfied with the outcome of the internal review they have the right to appeal to the First-Tier Tribunal against the Council's review decision. Huntingdonshire District Council's written response following any internal review will inform the owner of their right to an independent appeal.

I hope this letter fully informs you of the consequences for the land/property and its owner of inclusion in the list of Assets of Community Value and of the right to ask for review."

**5. Finance, procedure and risk assessment**

5.1 To receive the financial report and approve the payment of bills  
Attached.

5.2 Clerk report on any actions taken using delegated powers or because of risk or health and safety

None at the time of writing.

- 5.3 To consider any matter that is urgent because of risk or health and safety  
The Clerk requested the tree surgeons who were carrying out the bramble clearance at the Allotments remove the tree house. This was not done so St Ives Tree have been asked to remove it.

Weed suppressing membrane has been ordered for delivery to the Allotment Association.

**6. To receive reports and items from committees, working groups and members for decision**

- 6.1 Environment Working Group (EWG) report and proposals <sup>(AM)</sup>  
6.1.1 Proposal that the Council approves the purchase of grass seed for the allotments  
The cost of 10kg of grass seed for shady areas is £49.00 and will cover 280m<sup>2</sup>  
The area to be sown is 900m<sup>2</sup>.  
It is proposed that 4No.10kg bags be purchased at £49.00 per bag.  
6.1.2 Proposal that the Council approves the purchase of 1No cubic metre of bark chippings for the mulching of trees and hedges  
Quotations have been obtained and will be brought to the meeting.

Cllr Meredith writes:

"In both cases members of EWG will sow the grass seed in April and assist the Tree Warden with annual maintenance of the trees and hedges."

- 6.1.3 Council is asked to note that the EWG will be seeking quotations for the provision of Community Environmental Events for this coming year. Councillors are asked for any ideas and suggestions they may have  
6.2 Proposal that the Council approves in principle the provision of a Summer Sports Programme similar to the programmes run over the last 3 years. <sup>(AM)</sup>

- 6.3 Fencing on the YES Estate <sup>(NI)</sup>  
I mentioned the State of the fencing on the Estate to Richard last night and he asked me to get in touch with you.  
The ones involved are the ones surrounding the area we looked after until recently i.e. Area J on the Cutting contact map.  
At a rough guesstimate most of the Horizontals are rotten and some of them have broken - about 70%.  
The verticals are in slightly better state but many are loose and again several have collapsed. I have taken some photos but am unable to send them to you as they are on my Phone. ( can you, please, send me an email address for you so that I can send them to you.)  
Richard asked me to ask you if you could prepare an estimate for their repair. I have to say it might be that repair might cost more than Replacement!  
I am concerned that they are dangerously damaged. I wonder whether Replacement might be appropriate in view of the Plan for the Estate ?  
Could this go on the Agenda for discussion at the next Parish Council Meeting, please ? particularly as the renewal of the play area may come up.

**7. To consider correspondence/communications received**

- 7.1 Allotment holder – complaint regarding clearance of bramble area near allotments

An allotment holder has written:

"I am writing to formally raise my concerns regarding the recent decision by the parish council to permit the removal of trees, shrubs, and bushes at the allotments. This action has resulted in significant destruction of natural habitats and appears to contradict the council's responsibility to promote biodiversity and protect the local environment.

I would like to request the following information:

1. **An explanation of why permission was granted** for this clearance and whether an environmental impact assessment was undertaken beforehand.
2. **Confirmation of whether the council ensured compliance with UK environmental laws**, particularly:
  - o The **Wildlife and Countryside Act 1981**, which protects nesting birds, bats, and other species from habitat destruction.
  - o The **Natural Environment and Rural Communities (NERC) Act 2006**, which places a duty on public bodies to consider biodiversity conservation in decision-making.

- The **Town and Country Planning Act 1990**, which may require specific permissions if protected trees or conservation areas are affected.
3. **Clarification on whether this action could be considered criminal damage** under the **Criminal Damage Act 1971**, particularly if trees, plants, or wildlife were harmed without proper authority.
  4. **Details of any public consultation that took place** before granting permission for this environmental clearance.

Given the serious implications of this decision, I urge the council to review its policies on environmental stewardship and ensure that all future decisions comply with UK conservation laws. I also request that no further clearance work be undertaken until a thorough investigation has been conducted.

I look forward to your response and a transparent explanation of the council's position on this matter".

7.2 St James' Church – Request for financial support for Easter Fair event  
Attached.

7.4 Maria Di Gaetano– Proposal and grant request for children's summer art workshops

I hope you are both well

I would like again to propose to the approval of the council, three days of art activities for young people during the summer holidays like I did last year.

I am thinking three days of either the first or second week of August 2025, again from 11am until 3pm.

I am currently unable to specify any dates since I might be working for a week in August at the college

Possibly again at the Pavilion, which I will need to talk to if approved or in another suitable space I will do these workshops for free again, but I would be very pleased if I could get financial help again from the Parish Council regarding the material and room hire.

I do have some material left from last year, although I would like to open it to more children and I added one more day subject to additional help. I also want to do a sustainable project and maybe ask people to donate some boxes or recyclable items to build something with the children (need to properly think about it).

I would like for this to be put into the agenda for the next meeting but I am unable to find the financial form for the grant application

Please would you mind forwarding it to me again?

Have a lovely Sunday!

Many thanks in advance

Maria

8. Closure of meeting



## Hemingford Grey Parish Council

---

**We commit to uphold the Armed Forces Covenant and support the Armed Forces Community. We recognise the contribution that Service personnel, both regular and reservist, veterans and military families make to our organisation, our community and to the country.**

Signed on behalf of:

**Hemingford Grey Parish Council**

Signed:

Name: Cllr Richard Allen

Position: Chairman

Date: 10 March 2025





# The Armed Forces Covenant

An Enduring Covenant Between

The People of the United Kingdom  
His Majesty's Government

– and –

All those who serve or have served in the Armed Forces of the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most, such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

## Section 1: Principles of The Armed Forces Covenant

1.1 We, **Hemingford Grey Parish Council**, will endeavour to uphold the key principles of the Armed Forces Covenant:

- *Members of the Armed Forces Community should not face disadvantages arising from their service in the provision of public and commercial services.*
- *In some circumstances special provision may be justified, especially for those who have given the most, such as the injured or bereaved.*

## Section 2: Demonstrating our Commitment

2.1 We recognise the contribution that Service personnel, reservists, veterans, the cadet movement and military families make to our organisation, our community and to the country. We will seek to uphold the principles of the Armed Forces Covenant by:

- **Communications, engagement and outreach:**

Support or promote **Armed Forces events**, such as Armed Forces Day/Week, Reserves Day, the Poppy Appeal and Remembrance activities.

- **Civic responsibilities:**

Ensure upkeep of **war memorials and war graves** (with support from the Commonwealth War Graves Commission).

Organise, facilitate, promote and/or take part in **remembrance and other ceremonial activities**.

2.2 We will publicise these commitments through our literature and/or on our website, setting out how we will seek to honour them and inviting feedback from the Armed Forces Community and our residents.



# HEMINGFORD GREY PARISH COUNCIL

## GRANT APPLICATION FORM

This form will be submitted to the Councillors to assist in their decision making. The Council will consider its grants at its March meeting.

Any financial figures should be for the last financial year of the group.

A summary statement of accounts (e.g. receipts and payments plus the bank balance) should be attached. It is preferable, but not essential, if the accounts have been audited.

Please return completed application form and attachments to:

**Clerk to the Parish Council, 30 West Drive, Highfields Caldecote, Cambridge, CB23 7NY** or  
email: [parish.clerk@hemingfordgreyparishcouncil.gov.uk](mailto:parish.clerk@hemingfordgreyparishcouncil.gov.uk)

Name of voluntary organisation or charitable body	St James' Church, Youth, children & families ministry
Contact name	Ben Pearson
Position within the organisation/body	Minister: Youth, Children & Families
Contact address	[REDACTED]
Contact telephone number(s)	[REDACTED]
Contact email address	[REDACTED]

Name of bank account to be credited	PCC of the Ecclesiastical Parish of St James Hemingford Grey
Account number	[REDACTED]
Sort code	[REDACTED]

## HEMINGFORD GREY PARISH COUNCIL

Description of voluntary organisation or charitable body and its aims. <i>(please use a separate sheet if needed)</i>	St James' youth and children's ministry aims to encourage children and young people in their Christian faith and to support the local community.
Description of the project or programme for which this application is being made. <i>(please use a separate sheet if needed)</i>	We are applying for this grant to help towards the costs for our Easter Fair initiative.  This will include, inflatable bouncy castles, Easter egg hunt, a craft activity and refreshments, plus an exhibit explaining the Christian celebration of Easter.
Please describe the direct benefit to the area or any part of the area or all or some of the inhabitants of Hemingford Grey <i>(please use a separate sheet if needed)</i>	The Easter fair is a free event that aims to provide a fun activity for families on Easter Saturday. The fair is open and free to everyone.
Amount of grant aid applied for	£500
What is the total cost of this project? Please provide details of how this figure is built up. Continue on a separate sheet if necessary	Inflatables: £780 Other equipment and resources £170. — Egg hunt Prizes £100, Craft equipment £20, Refreshments: £50
Have you applied for, been promised or received Grants/Donations from any other sources for this project?  If so, from whom?	No
Number of members in the organisation/body	1
Number of members resident in the parish of Hemingford Grey	1
Special/other considerations <i>(please use a separate sheet if needed)</i>	

**Please complete the following declaration**

I declare that the information given is correct.

A summary of accounts is attached N

Name: Ben Pearson Signed *Ben Pearson*

Date 24/2/ 2025

On behalf of St James Church

Position in organisation/body: Minister, Youth, Children & Families