

HEMINGFORD GREY PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held
on Monday 13 June 2022 at 7.30pm
in the Parish Centre, High Street, Hemingford Grey

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

The Public and Press and County and District Councillors are invited to be present and Members of the Parish are welcome to attend and may speak under the Open Public Session item and make representation to the Council on items on the agenda during this section of the meeting

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



Mrs Gail Stoehr, Clerk
07/06/2022

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 Parish Council meeting**
3. **To consider matters arising from the last or a previous meeting**
 - 3.1 (15) Review and confirmation of arrangements for insurance cover in respect of all insured risks
4. **Finance, procedure and risk assessment**
 - 4.1 To receive the financial report and approve the payment of bills
 - 4.2 Clerk report on any actions taken using delegated powers or because of risk or health and safety
 - 4.3 To consider any matter that is urgent because of risk or health and safety
 - 4.4 To consider quotations for RoSPA play inspection works
5. **To receive reports and items from committees, working groups and members for decision**
 - 5.1 Proposal that the Council amend the Buchans grass cutting contract to include strimming the two main north/south paths across the allotments ^(RW)
 - 5.2 Proposal that the Council considers the arrangements for the band and carols at the Christmas Lights event ^(AM)
 - 5.3 Environment Working Group report and proposals: ^(AM)
 - 5.3.1 Council is asked to request the Finance and Policy Working Group to examine the issue of the Clerk and LGS providing administrative support for EWG. EWG hosts most of the project work for the Parish Council and admin support from LGS could improve liaison between the group and the Clerk.
 - 5.3.2 Council is asked to instruct the Clerk to contact members of the National Hedgelaying Society to enquire of their future availability and the approximate cost of restoring the hedge at Vicarage Fields that is adjacent to Bragg Lane.
 - 5.3.3 Council is asked to instruct the Clerk to arrange for the repair of the steps adjacent to the Play area in the YES Development. As these steps are continually being damaged the councillors looking at playground redevelopment are asked to consider this issue. Proposal that the Council repair the steps adjacent to the Play area in the YES Development.
 - 5.3.4 Council is asked if any grass strimming is needed in preparation for the Regatta and if so to authorise the Clerk to expedite the matter and to approve any expenditure (to an agreed amount)

5.4 Proposal that the Chair writes to Rev Peter Cunliffe thanking him for his years of service to the Parish ^(RA)

6 To consider correspondence/communications received

6.1 Resident – Parking outside the Parish Centre

6.2 Hemingford Colts Football Club – request to discuss the future of our expanding community club and request for feedback on proposal to use Liquid Skillz for football games and training

6.3 CCC Transport Strategy Stakeholder Engagement Survey 2022

7. Closure of meeting

CLERK REPORT TO HEMINGFORD GREY PARISH COUNCIL MEETING 13 JUNE 2022

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

Please note that this meeting will take place at the Parish Centre, High Street, commencing at 7.30 pm following the Planning Committee meeting.

1. To receive apologies for absence – Apologies and reasons if received will be reported to the meeting.
2. To approve the minutes of the last meeting – attached.
3. Matters Arising from the last or a previous meeting
- 3.1 (15) Review and confirmation of arrangements for insurance cover in respect of all insured risks
A revised schedule and quote is awaited in line with the Council's decision last November "RESOLVED that rather than insure its streetlights from the next renewal the Council self-insure the lights". The schedule received on 7/6/22 still included the lights cover.
4. **Finance, procedure and risk assessment**
- 4.1 To receive the financial report and approve the payment of bills
Attached.
- 4.2 Clerk report on any actions taken using delegated powers or because of risk or health and safety
The Pavilion requested the Council's trade waste bin be relocated. As litter was a big problem at the riverside as the Environment Agency had not replaced its bins the Clerk in consultation with the Chairman asked HDC to relocate the Council's trade waste bin to the riverside.
The Clerk has used delegated powers to grant various dispensations to Cllrs Jackson, Elliott and Waters.
- 4.3 To consider any matter that is urgent because of risk or health and safety
Are any of the Councillors aware of anything that needs urgent attention that is the Parish Council's responsibility? If anything is spotted between meetings please inform the Clerk.
5. **To receive reports and items from committees, working groups and members for decision**
- 5.1 Proposal that the Council amend the Buchans grass cutting contract to include strimming the two main north/south paths across the allotments ^(RW)
Following an enquiry from a resident about the grass at the allotments becoming overgrown, Cllr Waters has written:
"Our specification for Buchans does not include strimming the two main north/south paths across the allotments (shown on our own numbered allotment plans). Having spoken to some allotment holders it appears that this was an oversight and we should ask for this to be included as it was, apparently, in the past. However the east/west paths between allotments are 'unofficial' and the responsibility of the respective allotment holders."
Allotment plan attached.
- 5.2 Proposal that the Council considers the arrangements for the band and carols at the Christmas Lights event ^(AM)
Cllr Meredith writes:
"To ensure this doesn't get missed could we have the Band for the Christmas Carols on the agenda please.
I understand Somersham Town Band has declined our booking and so the Council and the Regatta committee have to consider what provision should be made- if any."
- 5.3 Environment Working Group report and proposals ^(AM)
- 5.3.1 Council is asked to request the Finance and Policy Working Group to examine the issue of the Clerk and LGS providing administrative support for EWG.
"EWG hosts most of the project work for the Parish Council and admin support from LGS could improve liaison between the group and the Clerk."
- 5.3.2 Council is asked to instruct the Clerk to contact members of the National Hedgelaying Society to enquire of their future availability and the approximate cost of restoring the hedge at Vicarage Fields that is adjacent to Braggs Lane.

5.3.3 Council is asked to instruct the Clerk to arrange for the repair of the steps adjacent to the Play area in the YES Development. As these steps are continually being damaged the councillors looking at playground redevelopment are asked to consider this issue. Proposal that the Council repair the steps adjacent to the Play area in the YES Development.

Before this was requested to be on the agenda the Clerk already contacted the Hemingford Handyman and asked for a quotation. This is awaited.

5.3.4 Council is asked if any grass strimming is needed in preparation for the Regatta and if so to authorise the Clerk to expedite the matter and to approve any expenditure (to a maximum of £200?)

5.4 Proposal that the Chair writes to Rev Peter Cunliffe thanking him for his years of service to the Parish (RA)

The Council is asked to note that the Rev Peter Cunliffe Vicar of St James' Hemingford Grey is retiring after many years service.

6. To consider correspondence/communications received

6.1 Resident – Parking outside the Parish Centre

“I’m sure you are all aware that the parking problems at the Parish Centre have been exacerbated by the building work (to make 3 dwellings) at St Francis House.

But problems are also caused by some of the people opposite and some of the residents of St James Court, parking on the road outside. Plus customers of the Cock, mainly in the evenings. Often right in front of our entrance but also in front of our “parking” area.

This creates problems for the older and infirm generation accessing the Parish Centre and Reading Room entrances. Most noticeably for the Parish Lunch, the Coffee Shop, Knit and Natter, etc.

Ben recently mentioned the problem that Joanne has had accessing the Centre to do her work. He also pointed out that she is a registered disabled person. I have also heard about these issues from Rachel, and so I messaged Joanne yesterday. I put some bollards out last evening but she still struggled to park in front of the building today!

So, with your permission, I would like to write to the County Council, on our headed paper, with the attached plan. There is already an “Access Protection Marking” (white line) in front of the St James’ Court entrance.

1. It would not be unreasonable to request the same demarcation in front of the 4 parking spaces on our hardstanding. Reference A.

2. We could possibly request it across the pedestrian entrance to the Centre, including the cycle racks. Reference B.

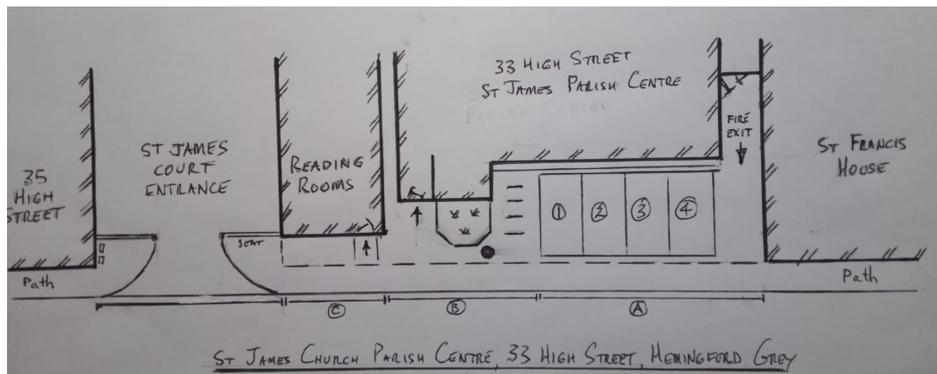
3. The Reading Room may well like to request it to run across their pedestrian entrance. Reference C. They have two “No Waiting” signs but these are often moved or ignored.

I’m not sure a white line would be legally enforceable, but it might draw attention to the parking problem.

Any observations please”

“Rev Peter Cunliffe suggested that I liaise with you (the Parish Council) before I get Rachel Winton to write to the Cambs County Council.

Have you (or the Parish Council) any observations? I will also contact the Reading Rooms representative, as I know many of their groups are experiencing similar problems, though they don’t have any parking areas to protect.”



6.2 Hemingford Colts Football Club – request to discuss the future of our expanding community club and request for feedback on proposal to use Liquid Skillz for football games and training

The U10's Assistant Manager has written:

“If possible, would the Colts football club be able to have an audience with the Parish Council please. We'd like to come and discuss an idea we had for the future of our expanding community club. I believe there is a PC meeting on Monday 13th June.

We'd like to attend the meeting and explain our proposal to use Liquid Skills for football games and training. We'd very much welcome the PC feedback on the idea before we invest further into it.”

6.3 CCC Transport Strategy Stakeholder Engagement Survey 2022 (Deadline 19 June)

“The Transport Strategy team at Cambridgeshire County Council is developing three transport strategies that will set the County Council's transport policy approach for the districts of Fenland and Huntingdonshire, and for active travel across the whole county. We would welcome key stakeholder input in to the following draft strategies:

- Draft Fenland Transport Strategy
- Draft Huntingdonshire Transport Strategy
- Draft Cambridgeshire's Active Travel Strategy

The stakeholder engagement survey is now live, and will close on Sunday 19th June. We welcome your response for any combination of the three strategies dependent on your interest and you will be able to select which ones you'd like to fill out at the start of the survey.

You can access the survey here: [CCC Transport Strategy Stakeholder Engagement Survey](#)

We understand some parish councils will not meet until after the deadline and will accept late responses for parish councils this will affect. Please do let us know if you plan to send a late response.

Please note, this is a discreet stakeholder exercise to allow input from key stakeholders at this stage of the drafting process so comments and ideas can be considered in a final review of the draft strategies. Formal public consultation will take place later in the year when the opportunity for a formal consultation response will be possible for the wider public.

If you have any questions please do get in touch at transport.plan@cambridgeshire.gov.uk.”

Kind regards,
Transport Strategy Team
Transport Strategy & Funding
Cambridgeshire County Council

7. Closure of meeting

HEMINGFORD GREY PARISH COUNCIL FINANCIAL STATEMENT

£

May-22

Balance B/Forward	269359.79
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ADJ'S + Chq's Approved at Previous Meeting/Between Meetings		
Adjustments		
Payments		
HEMINGFORD HANDYMAN	TABLES	-200.00
EASTERN TREE SURGERY	TREE SURVEY	-1200.00
BUCHANS	GRASSCUTTING	-1464.00
IMPRESSIONS ENGRAVING	0	-88.80
J FLINT	PRINTER INK AND REFRESHMENTS	-71.31
S JAKES	TURF CUTTER	-51.36
Receipts		
SANTANDER	INTEREST	2.65
PLOT NEW57 & NEW 58	MEMORIAL FEE	150.00
PLOT NEW543 & PLOT NEW230	MEMORIAL FEE	200.00
PLOT 314 & PLOT 371	INTERMENT AND MEMORIAL	1550.00
PLOT 257	TRANSFER AND CHARGE	262.00
<i>Total Fund movement</i>		-910.82
Balance revised after adjustments		268448.97

Bank Reconciliation			
Item	Funds	Statement	Outstanding
Unity Trust Current Acc	76989.57	77,354.27	-364.70
Unity Savings Acc	80053.50	80,053.50	
Santander Current Acc	69030.60	69,030.60	
Santander Deposit Acc	42375.30	42,375.30	
Total	268448.97	268813.67	-364.7

Expenditure for month	Amount (£)
SALARIES & PENSION	
SSE	172.18
LGS SERVICES	2356.45
ST IVES TREE & GARDEN	360.00
WAVE	74.33
VICTOIRE PRESS	528.00
K&M LIGHTING	88.74
Total Expenditure	3579.70

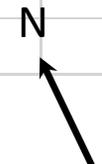
Balance c/f	264869.27
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Notes:

Late invoices will be brought to the meeting.



	a	b		a	b		a	b
1				11			21	
2				12			22	
3				13			23	
4				14			24	
5				15			25	
6				16			26	
7				17			27	
8				18			28	
9				19			29	
10				20			30	



HEMINGFORD GREY PARISH COUNCIL Environment Log 30 Mar 2022 after meeting

Ser No	Date	Issue	Comment	Response	Action	Status June 1 st 2022	WHO!	Due Date
88	Jun 20	Resident request for public slipway	Repair of existing landing stage has been ordered. Sub group convened to consider further launching proposals.	Sub group convened by Cllr Jackson to make proposal(s).	Order repairs to £3000. Sub grp to contact EA and other 'authorities'	Repair ordered but awaits spring weather. Cllr Jackson in touch with EA.	Clerk Cllr Jackson	Completed May 22
96	Oct 20	Overhanging trees and hedges	There are many footways obstructed by overgrowing trees and hedges	Prepare template letter to residents	Letters from Clerk to be authorised by Chair & Vice chair.	New plea in current newsletter	RA, RW, to monitor	Ongoing
101	Oct 20	Effects of gravel pit re-opening	Infrastructure work in progress but paused for flooding	CB monitoring. LL are checking drainage weekly	n/a - monitor	Recent email from Land Logical circulated.	Ongoing liaison with Land Logical by RW, CB	Ongoing
115	Mar 21	Verge project (flowers)	County council is experimenting with 'protected' verges for wild flowers	Apply for protected status for verges	PC approved	CCC deferred until 2022	Clerk	ongoing
119	May 21	Wild flower plug plants	Local amateur gardens growing plug plants for wildflower beds	c. 12 residents and school involved	Volunteers planting in April	Planned and advertised	AM, SJ	April 10th completed
124	Jul 21	Dead branches opposite V. Terr.	Reported to tenant farmer who said he would follow up.	No action so far	Keep chasing farmer and CCC Highways.	Referred again to CCC Highways	RSW, Cllr Dew	ASAP
125	Sep 21	Hedging for London Rd bdry of the YES estate	NI has made a recommendation for hedging along part of London Rd boundary	EWG to endorse or amend	Proposal accepted by PC.	Ordered	Clerk	Winter 22-23
128	Sep 21	Queens Green Canopy	See email recently sent to all Cllrs and forwarded to other members of EWG	EWG to consider possible actions for PC	Proposal accepted by PC. Clerk & Cllr Dew to write to CCC.	Write to significant land owners in parish inc. CCC	Clerk, Cllr Dew	Completed no positive response
129	Sep 21	Hedge, verge and tree house issues in Mill Lane	Issues of hedge overhang, verge fly tipping and tree house permission	Resident made aware of parish concerns.	Now passed to CCC, HDC and Cllr Dew aware.	Report at next HGPC Planning meeting	CCC & HDC Cllr Dew & officers	Ongoing
130	Oct 21	Cambscuisine offer for tree planting	Details and 'fit' to PC plans to be determined. Interest also in tree planting along roads.	Ongoing dialogue with Cambscuisine	CCC Highways response from local officer with Tree Group	AM/RA writing to local land owners	AM, RA	a.s.a.p.
132	Oct 21	Workshops on PC nature projects	Proposal that PC funds several workshops (including for children)	Cllrs Meredith & Jakes to take forward	Tender issued and FieldFare (Jade Gunnell) appointed.	JG now discussing workshop schedule for summer.	AM, JG	2022-2023 ongoing
133	Oct 21	New bench on Hemingford Rd	Proposal to investigate cost, location and permissions to install bench between Filberts Walk & the school	EWG to investigate	Possible location identified. Permissions being investigated	Geaves Farm owner currently unavailable	RW	ongoing
134	Dec 21	New/enhanced cycle & walking routes.	Need to make it easier and safer for walking and cycling – particularly for school children along Hemingford and St Ives Rds and elsewhere	PC agreed to set up appropriate WG.	WG to investigate possible cycle path from Pembroke Close to school	Geaves Farm owner currently unavailable. PQ, RW are mapping relevant road verges.	RW, RA, DD + PQ	On going

Ser No	Date	Issue	Comment	Response	Action	Status June 1 st 2022	WHO!	Due Date
135	Dec 21	Review in-house maintenance roles	Need to review scope of maintenance and other roles currently provided in house. Including need for storage for tools and location of large bins	PC accepted recommendation	Chair and VC to review current situation and make recommendations	F&P to consider RA/RW proposals	RA, RW	a.s.a.p. no progress
136	Dec 21	Clear suckers etc from Millenium Orchard	Required so that mowing contract commences with just grass	Now rolled into main contract	Clerk has actioned	RW/AM meeting contractor in April.	RW, AM Clerk informed contractor	April 22 Completed May 2022 But not yet mown
137	Dec 21	ACV status for new gravel pit?	The working Tarmac pit will be restored to nature. Can it be an ACV?	HGPC to apply to HDC and contact Tarmac.	Requires form, ownership details and map. RW to collate	Some doubt about applicability of ACV process in this case	RW, Clerk	Summer 22 ???
139	Feb 22	Litter pick	Annual event suggested for 9 th April	EWG proposed	Approved by PC in Feb	In newsletter	JF	9 Apr completed
140	Feb 22	Picnic tables	Propose locations for YES estate and Vicarage Fields	EWG proposed	EWG agrees. Tables to be named in honour of Jubilee	YES estate table installed 29th March by Hemingford Handyman.	Clerk, RW	Mar 22 May 2022 ???? plaques
141	Feb 22	Trees to be ordered	Oak tree for YES estate; 3 native trees for High St verge; associated expenditure up to £400	EWG proposed	Approved by PC in Feb	Trees to be ordered in autumn	AM, Clerk	September 22
142	Mar 22	Location(s) for WI bunting requested	WI creating bunting for Jubilee. Have requested approved locations	Clerk determines CCC Highways input	EWG suggests High St, Village sign green and YES estate. CCC need £48 registration.	Approach CCC Highways (?) and Cllrs on YES estate.	Clerk	Bunting made May 2022 and HGPC bunting up.
143	Mar 22	HDC bin missing at Armes Corner	Taken out in accident before Xmas. HDC responsibility	Request reinstatement	Clerk to chase HDC	Await HDC response	Clerk	a.s.a.p. ????
144	Apr 22	Signs for rough cut banks on YES Estate	Need to Inform residents of grass cutting changes on YES estate	Design and put up signs in relevant areas	JF designing	Awaiting design	SJ JF RW	Action cancelled
145	June 22	Dumped leaves. R	Leaves on river bank and Mill lane		Leaves not handy man and see 129 for Mill Lane	Am to reply to resident	AM	ASAP
146	June 22	R, Vicarage Fields trees next to no 11	Request to cut trees back	investigate	Tree Warden and Councillor to look at with reference to Tree Policy			

Ser No	Date	Issue	Comment	Response	Action	Status June 1 st 2022	WHO!	Due Date
147	June 22	Bins river frontage EA and HGPC	EA bin no longer there. Rubbish issue			See 129	EA approach RW?	
148	June 22	Pavilion- council bin issues	Pavilion requested trade bin removed		Now on River frontage		Clerk	Completed May 2022
149	June 22	R. Cemetery mowing And Daintree dog poo	Concern over standard in Cemetery and dog poo Daintree Green on Daintree Green		RW replied to resident May 2022			May 2022 completed
150	June 22	R offer of oak saplings	2 small oak saplings been offered to the PC	Ask Tree Wardens				
151	June 22	R /clerkAllotment thefts	Produce being stolen in front of residents		Tenants have to report thefts to police not HGPC	Tenants all been informed by Clerk		
152	June 2022	Unkempt allotments	Tenant raised the issue of abandoned allotments??. weed issue	Follow up	SJ and AM			
153	June 22	R/allotment strimming	n-s paths omitted from specification	Request addition	Clerk requested to add	With Clerk	Clerk	June 2022 completed
154	June 22	R Yes develop, steps and parking on grass	Damaged steps near play area and cars parking on green area	investigate	SJ and NI asked to follow up			
155	June 2022	LGS support for EWG						
156	June	Wildflower beds	3 wild flower plantings and 1 annual wildflower bed	Monitor, weed and water as needed	SJ AM	On going	SJ AM	ongoing
157	June 2022	Yes develop area not being mown	Flat area long frontage not being mown		Clerk inform contractor		Clerk	Completed May 2022
158		Grant application for hedging	Yes Development boundary hedge.				AM Clerk	ASAP
159	June 2022	Vic Fields-hedge restoration	Overgrown hedge		Contact hedgelayers re availability and costs		Clerk and EWG	September 22

Ser No	Date	Issue	Comment	Response	Action	Status June 1 st 2022	WHO!	Due Date
160	June 2022	Regetta strimming?	Any strimming needed before					

Key. R = resident raised the issue

Outstanding issues

Report and proposals to June 2022 council meeting draft

- 1. Council is asked to note that the large Trade Waste bin has been relocated to the river frontage and HDC will be emptying the bin weekly. The service by HDC is free. EWG will monitor the bins to assess if weekly bin collection is sufficient in the summer months and requests that the Clerk asks the Handy Man to inform her if the bin overflows. Further discussions will be undertaken with the EA as previously it provided a waste collection service for boaters.**
- 2. Allotments- council is asked to note that Cllr Jakes has offered to be the Councillor liaising with the Clerk concerning any allotment issues.**
- 3. Council is asked to note an Allotment tenant has reported thefts of produce to the Clerk. Thefts took place in daylight and when tenants were present in the allotments. Clerk informed EWG that it is the responsibility of the tenant to report any thefts to the police. Request made to Clerk for all tenants to be informed of the thefts and that a notice is posted on the noticeboard. Council is asked to consider if any further action is required.**
- 4. Council is asked to note that a tenant at the Allotment has contacted the Clerk about untidy and seemingly abandoned plots. EWG will survey the plots and notify the Clerk of plots that need letters sent to them. There is a waiting list for allotments.**
- 5. Council is asked to note that the council has recently received requests from residents concerning tree issues (146 and 150). These will be considered by the Tree Wardens and EWG with the Clerk then being asked to convey the council's decision to the residents.**

6. Council is asked to request the Finance and Policy Group to examine the issue of the Clerk and LGS providing administrative support for EWG. EWG hosts most of the project work for the parish council and admin support from LGS could improve liaison between the group and the Clerk.
7. EWG would like to remind the council that in December 2021 (135) it requested that the role of the Handy Person is reviewed.
8. Council is asked to instruct the Clerk to contact members of the The National Hedgelaying Society to enquire of their future availability and the approximate cost of restoring the hedge at Vicarage Fields that is adjacent to Braggs Lane.

The hedge was planted a number of years ago and is now overgrown resulting in the hedge being too thin at its base. It's restoration is an important element in the work programme resulting from Reshaping our Green Spaces programme and is likely to be expensive. It is thought that hedgelayers are in demand so the council needs to establish future availability and potential costs so that the Finance and Policy Group can factor it into its future budget planning. It may be necessary to 'book' the work well in advance of its actual completion. EWG will provide the Clerk with photographs and measurements so that the hedgelayers can estimate the costs without visiting the hedge.

9. Council is asked to instruct the Clerk to arrange for the repair of the steps adjacent to the Play area in the Yes Development. As these steps are continually being damaged the councillors looking at playground redevelopment are asked consider this issue.
10. In relation to item 154 Parking on grass at rear of the Yes Development the Clerk is requested to raise the issue with HDC, Management Company for the Yes Development, and District Councillor Doug Dew.
11. Council is asked if any grass strimming is needed in preparation for the Regatta and if so to authorise the Clerk to expedite the matter and to approve any expenditure (to a maximum of £200???)