

HARDWICK PARISH COUNCIL

I hereby give notice that the Meeting of the Parish Council will be held on Wednesday 21 January 2026 at 7.00 pm at The Cabin at St Mary's

The Public and Press are cordially invited to be present. The order of business may be varied at the Chairman's discretion.

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 below.

Ben Stoehr

Mr Ben Stoehr, Acting Clerk,
16/01/26

AGENDA

Open Public Session to enable residents and the public to make representations and comments to the Parish Council on items on this agenda and to receive reports from the County & District Councillors

- 1 To receive apologies for absence**
- 2. Declarations of interest**
 - 2.1 To receive declarations of interests from Cllrs on items on the agenda
 - 2.2 To receive and consider any written requests for dispensations for items on this agenda
- 3. To approve the minutes of the previous meeting on 10 December**
- 4. Matters arising or deferred from the last or previous meetings for discussion/decision**
 - 4.1 (4.1) Biodiversity funds received – to consider options for spending (standing item)
 - 4.2 (4.2) Website update and to consider approval ^{(SR, OA,}
 - 4.3 (7.3) Maintenance of two solar powered lights in Miller's Way - update
 - 4.4 (9) Training for committees running Community Centres
 - 4.5 (4.13 of 18.6.25) Review of parking at the Church
- 5. Finance, risk assessment and procedural matters**
 - 5.1 To consider any urgent work required because of risk and the Clerk's use of delegated powers
 - 5.2 To receive play areas and skate park inspection reports and consider if any work is required
 - 5.3 To receive the financial report and approve the payment of bills
 - 5.4 To appoint two members to authorise payments at the bank
- 6. To consider any planning applications and decision notices and tree works applications ***
 - 6.1 Planning applications and appeals
 - 6.1.1 25/04861/FUL – Land adj Egremont Road – New Community Centre for Hardwick Village
 - 6.1.2 21/03058/CONDA – 339 St Neots Road – Submission of details required by conditions 3 (Surface water drainage), 4 (External materials), 5 (Hard and soft landscaping), 6 (Scheme of ecological enhancement), 9 (Cycle parking), 10 (Energy statement), 11 (Water efficiency specification) and 12 (Construction Environmental Management Plan) of planning permission 21/03058/FUL
 - 6.2 To note any planning responses made between meetings using delegated powers
 - 6.3 SCDC decision and appeal notices and correspondence
 - 6.4 Tree works applications
- 7. Members reports and items for information only unless otherwise stated**
 - 7.1 New Housing Developments and Planning Obligations ^(SR)
 - 7.2 Community Centre update including draft planning submission ^(SR)
 - 7.3 Highways Working Group Report ^(PJ)
 - 7.4 Pippins report ^(IG)
 - 7.5 Condition of pavement from Howells Close westbound ^(IG)
 - 7.6 Condition of St Neots Road foot/cycle path – proposal that the Parish Council writes to CCC ^(PJ)
- 8. To consider any correspondence/communications requiring formal noting by or a decision**
 - 8.1 Resident complaint about roots encroaching into garden
 - 8.2 Resident – to consider whether a new village sign should be procured
 - 8.3 Haslingfield Parish Council – Potential East West Rail working group
 - 8.4 SCDC Six Free Trees offer (deadline 31 January)
 - 8.5 CAPALC – letter from Ministry of Housing, Communities and Local Government (MHCLG) seeking views on the postponement of local elections
 - 8.6 Resident – dilapidated fence Sudeley Grove / Cambridge Road
- 9. Closure of meeting**

* NB Some planning and tree works applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current planning application consultations on <https://applications.greatercambridgeplanning.org/online-applications/>

REPORT TO HARDWICK PARISH COUNCIL MEETING ON 21 JANUARY 2026

Type or copy website links into your browser for more information.

Where supporting information is available this may be found below or in the attached supporting papers.

1. To receive apologies for absence – will be reported to the meeting.
3. To approve the minutes of the previous meeting on 10 December– attached
4. **Matters arising or deferred from the last or previous meetings for discussion/decision**
- 4.2 (9) Website update and to consider approval ^(SR, OA)
- 4.3 (7.3) Maintenance of two solar powered lights in Miller’s Way – update
In 2020 before the lights were installed, the Parish Council made enquiries of K&M Lighting Services and Prolectric Ltd, being the two suppliers of solar lighting who had quoted. The following information was requested:
 - Running and maintenance costs
 - Costs of replacement parts eg battery
 - Details of guarantees/warranty for posts, LED lanterns, battery and how long the solar panel lasts
 - Examples of local installations so that the Council members may see the lights in action
 - Whether you provide a service agreement, and if so, the costs.

The replies were as follows:

K&M Lighting Services wrote:

“These are the comments returned from Zeta, as I have been asked to forward them on to you..

1. Zeta can achieve residential class levels of illumination using the Rapid Mount Solar, the Solis Nano and the Solis Heritage. All three products are guaranteed to work dusk until dawn 365 days a year in a Northern European climate.
2. Pricing is comparable with normal street lighting when the cost of installation of cables is factored in. Maintenance is simply a battery replacement at 7 to 10 years so running costs are cheaper than the mains alternatives.
3. P5/P6 lighting class is achievable and we do have a lighting design service available.
4. PIR options are available so we can dim the lights when no movement is detected. The level of dimming can be specified at time of order and most clients choose 50% dimming to reduce light pollution.
5. CCT range available from 2,700k up to 6,000k but most clients choose the 3,000k version.
6. We have installations all over the UK, most recently Shrewsbury, Weedon Bec (Northants), Cumbria, Lancashire, Oxford Science Park, Newquay, Barratt David Wilson developments on the South coast and for Sainsbury’s too.
7. Running and Maintenance costs – These are virtually nil, the battery life is 7 to 10 years and will be approximately £50.00 to replace.
8. Warranty for all parts is 5 years but the expected life of the LED and control components is 100,000 hours and the pv is 15 years.
9. Local installations – We have just installed the Rapid Mount in Weedon Bec to illuminate car parking under the railway arches. We are just about to put some in Newmarket and will confirm once this is completed.
10. No maintenance contract is required.”

Prolectric replied as follows to former Cllr Joolia:

“Maintenance etc..

- No maintenance is required – units are self cleaning
- 5 year warranty – expect battery and LED to need replacing between 7 and 10 years – battery packs and LED can be replaced for approx. £450 at todays prices
- Lamp posts have 30 years warranty
- Solar panel has 18-20 years lifecycle”

In 2020 the Parish Council considered the above and decided to go with Prolectric and ordered the lights without a maintenance contract.

- 4.4 (9) Training for committees running Community Centres

Enquiry raised at the last meeting.
Information on support available for Community Buildings is available at the following link:
[Cambridgeshire ACRE • What we do • Supporting community buildings](#)

- 4.5 (4.13 of 18.6.25) Review of parking at the Church
In June it was agreed to review this again after six months.
- 5. Finance and risk assessment and procedural matters**
- 5.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers
Parish Council Websites agreed to transferring the existing website to their servers until new website is live at no charge as the hosting arrangements for the existing website were due to expire.
- 5.2 To receive play areas and skate park inspection reports and consider if any work is required
- 5.3 To receive the financial report and approve the payment of bills - Attached.
- 5.4 To appoint two members to authorise payments at the bank
- 6. Planning**
- 6.1 Planning applications and appeals
NB Some planning applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current planning application consultations and appeals on <https://applications.greatercambridgeplanning.org/online-applications/>
- 6.1.1 25/04861/FUL – Land adj Egremont Road – New Community Centre for Hardwick Village
- 6.1.2 21/03058/CONDA – 339 St Neots Road – Submission of details required by conditions 3 (Surface water drainage), 4 (External materials), 5 (Hard and soft landscaping), 6 (Scheme of ecological enhancement), 9 (Cycle parking), 10 (Energy statement), 11 (Water efficiency specification) and 12 (Construction Environmental Management Plan) of planning permission 21/03058/FUL
- 6.2 To note any planning responses made between meetings using delegated powers
- 6.2.1 25/1408/TTCA – 87 Main Street – Considered between meetings – The Parish Council made no comments.
- 6.3 SCDC decision and appeal notices and correspondence
- 6.3.1 25/03960/S73 – Newton House, 147 St Neots Road – S73 to vary condition 2 (approved drawings) of ref. 24/02099/FUL (Redevelopment to form 2 No. 1 bedroom, 5 No. 2 bedroom and with associated car parking, cycle storage, and bin storage (amendment to 21/01345/FUL) to show first and second floor balconies have been replaced with Juliet balconies – Permission refused by SCDC.
- 6.4 Tree works applications
Tree works applications may now be viewed on the SCDC Planning Portal. NB Some tree works applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council. For more information see the current tree works application consultations on <https://applications.greatercambridgeplanning.org/online-applications/>
- 7. Members' reports**
- 7.2 Community Centre update including draft planning submission
Cllr Rose to report.
- 7.4 Pippins report ^(IG)
- 7.5 Condition of pavement from Howells Close westbound ^(IG)
- 7.6 Condition of St Neots Road foot/cycle path – proposal that the Parish Council writes to CCC ^(PJ)
"I have been contacted by residents concerning the unsafe path along SNR.
The upgraded Mixed Use foot/cycle path along St Neots Road has been scheduled for many years. It seems first discussed by PC since 2020 but nothing has improved.

I propose that we as a parish council should keep the GCP and CCC Highways focussed on the very poor state of this path. I propose that a letter is sent from the Clerk expressing our disappointment asking for a date when this remedial work will commence.”

8. To consider any correspondence/communications received requiring formal noting by or a decision of the Council

8.1 Resident complaint about roots encroaching into garden

8.2 Resident – to consider whether a new village sign should be procured

A resident has written:

“Some time ago I wrote to HPC requesting financial support for me to repaint the Hardwick Village Sign. I have recently taken the sign down to find that it is in a sorry state, with much of it rotting and breaking up and I feel that unfortunately, after 36 years, it will have to be renewed.

The sign was erected in 1989 to celebrate the tenth anniversary of the Community Association and was jointly funded by Hardwick Women's Institute, Hardwick Community Association and Hardwick Parish Council. In 2015 [another resident] and I replaced the oak supporting post, which was funded by HPC and I renovated and repainted the sign. I could possibly try to patch it up so that it can be re-erected for the time being whilst arrangements for its replacement are discussed.”

8.3 Haslingfield Parish Council – Potential East West Rail working group

The Haslingfield Parish Clerk has written:

Letter attached.

8.4 SCDC Six Free Trees offer (deadline 31 January)

“SCDC's Six Free Trees Scheme has been extended!

If you have not applied this year, you have until 31st January, 2026 to express your interest here: [Six Free Trees 2025 Expression of Interest – Fill in form](#) or by replying to this email with your parish name, proposed planting location, contact email and phone number. Separate order forms will be sent to you, and all forms must be returned by Friday 6 Feb. Trees will be delivered in February.

Parishes/towns that have already applied this year are not eligible to apply again, but please feel free to join us for an online tree care webinar if you are interested in learning about how to plant and maintain your tree(s). The webinar is open to all who are thinking about planting trees or woodland in their community regardless of whether you have participated in Six Free Trees.

8.5 CAPALC – letter from Ministry of Housing, Communities and Local Government (MHCLG) seeking views on the postponement of local elections

“CAPALC has forwarded the following information from NALC regarding the letter from the Ministry of Housing, Communities and Local Government (MHCLG):

“Message from Justin Griggs, NALC

Yesterday afternoon, the Ministry of Housing, Communities and Local Government (MHCLG) made an announcement on local elections, inviting those principal authorities with elections in May 2026 where proposals for reorganisation have been submitted and decisions not yet taken, to set out their views on the postponement of local elections.

The attached letter has gone out to those 64 councils and clarifies that ‘for areas where there are also scheduled town or parish council elections, the Secretary of State is minded to make no provision in the Order so these elections continue as scheduled, given town and parish councils are outside of local government reorganisation’.

Officials have been in touch with us to highlight the letter and at this stage I have raised a number of initial issues, principally that election costs would be borne in full, rather than part, by those parish and town councils where an election takes place, the impact on turnout in those parish and town council elections, and the lack of requirement in the letter for principal councils to engage with parish and town councils in their area.

In response they stressed that the purpose of the letter is to invite representations and are open to hearing from parish and town councils, county associations and NALC about the proposals, views on what should be done and any issues that need to be taken into account by the government in reaching a decision.

Councils which have elections in 2026 (which we understand to be Cambridge City Council, Huntingdonshire District Council, Peterborough City Council and South Cambridgeshire District Council):

We encourage parish and town councils to read the attached letter, and

- To contact your principal authority if you haven't already
- To respond to the invitation and send views to MHCLG at LGRElections@communities.gov.uk,
- We advise councils to consider election costs as part of their current budget setting for 2026/207
- To tell us your views on whether elections should go ahead in 2026 or take place at the same time as deferred principal authority elections in 2027.”

Letter to Principal Authority Leaders attached.

9. Closure of meeting

The next meeting is scheduled to take place on Wednesday 18 February 2026.

HARDWICK PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Jan-26

Summary of previous month

Balance brought forward **£2,050,994.37**

Adjustments and amendments

STANTEC	COMMUNITY CENTRE TRANSPORT STATEME	-£30.00
DEFIB MACHINES	DEFIBRILLATOR RENT 2025-26	£48.18

Expenditure approved at last meeting/between meetings

RH LANDSCAPES	GRASSCUTTING	-882.00
ALLAN PYKE	COMM CENTRE RIBA STAGE 3	-1,551.00
ALLAN PYKE	COMM CENTRE RIBA STAGE 3	-573.00
SCDC PLANNING PORTAL	COMMUNITY CENTRE PLANNING APPLICATIO	-1555.00
UNITY TRUST	HANDLING CHARGE	-0.30
UNITY TRUST	SERVICE FEE	-8.10

Misc credits

UNITY TRUST	BANK INTEREST	£2,135.31
NS&I	BANK INTEREST	£2,679.45
HSSC	LEASE RENT	£1,000.00
HSSC	LEASE RENT	1,500.00
CAMBS AND COUNTIES 31 DAY	BANK INTEREST	1,136.30
CAMBS AND COUNTIES 31 DAY	BANK INTEREST	1,102.69

Total Adjustments

	<u>£3,899.84</u>
Balance revised after adjustments	<u><u>£2,054,894.21</u></u>

Bank Reconciliation to last statement

Account	Funds	Statement	Outstanding
Unity Trust Current Account	£8,422.60	£9,514.50	-1,091.90
Unity Trust Deposit Account	£380,093.88	£380,093.88	
Cambridge & Counties Bank - 31 Day	£412,672.22	£412,672.22	
Cambridge & Counties Bank - 95 Day	£253,705.51	£253,705.51	
NS&I Income Bond	£1,000,000.00	£1,000,000.00	
Total	<u>£2,054,894.21</u>	<u>£2,055,986.11</u>	<u>-£1,091.90</u>

Expenditure for approval

SALARIES		757.31
OAKES AND WATSON	TREE WORK	228.00
BLUE INK ARCHITECTURE	RIBA STAGE 3 COMPLETION	9360.00
LGS SERVICES	ADMIN SUPPORT	1560.88

Total expenditure

	<u>£11,906.19</u>
Balance c/f	<u><u>£2,042,988.02</u></u>

Notes:

Outstanding at bank:

SALARIES		1091.90
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Dear All,

Over the last 18 month period, through meeting with Pippa Heylings, Bridget Smith, Steven Kelly, representatives from East West Rail and relevant others, we have been able to voice the concerns of our parishioners to the proposed development and seek answers. We anticipate that the need for such meetings will continue for many years to come.

At this point we would like to explore how we can formalise ourselves as a Joint Working Group, to gain more recognition for the concerns of all those impacted by this proposed development and ensure that we have an appropriate joint impact on decision makers. One proposal is that we call ourselves the **South Cambridgeshire Parishes' Rail Group (SCPRG)** but we welcome other suggestions. It might also be appropriate to set up a website to advise on future meetings, proposed agendas and to store minutes of previous meetings and Terms of Reference.

To date, we in Haslingfield have taken the responsibilities for setting up and managing meetings and, as stated at the last meeting, we welcome any offer from other parishes to take this over. If none is forthcoming, our Clerk; Lise Jackson, is willing to continue covering the administrative work, but her input on this cannot continue to be covered by her Parish Council contract. Costs for her time, together with fees for the hire of the hall, have been £640, for the four meetings over the last 12 months. (See breakdown in footnote). With 16 parishes involved with the SCDC meetings and 14 with the meetings with Pippa Heylings, we would like to suggest a **£50 annual input** from each of the parishes involved, which would provide some surplus for additional meetings.

We also need to ensure that the role of Chair is open to representatives from any of the Parishes; with the understanding that the role of the Chair is simply management of the meeting and not acting as a PC representative. We also need to have a deputy chair, should the chair be unavailable on any of the scheduled dates. Again we welcome offers in relation to this.

We would welcome a response to this proposal by 31st January 2026.

Yours sincerely

Liz Hales, Acting Chair

Hours of administrative time per meeting have been 6.5 for arranging, setting up, taking down, minute taking, write up and follow up with administrative work. Admin costs are thus £137.41 per meeting. Hire hall from Badcock Trust is £15 for smaller room and £30 for main Hall. Costs to Haslingfield for 4 meeting this year have therefore amounted to £640



Ministry of Housing,
Communities &
Local Government

Alison McGovern MP
*Minister of State for Local Government
and Homelessness*
2 Marsham Street
London
SW1P 4DF

To: Leaders of councils with elections
in May 2026 where proposals for
reorganisation have been submitted
and decisions not yet taken

18 December 2025

Dear Leader,

I am writing to you regarding the elections your council is scheduled to hold on 7 May 2026.

This Government is determined to streamline local government by replacing the current two-tier system with new single-tier unitary councils, ending the wasteful two-tier premium. We are progressing this landmark reform quickly, which will be vital in delivering our vision: stronger local councils equipped to drive economic growth, improve local public services, and empower their communities. I am fully committed to ensuring councils can deliver new, sustainable structures within this Parliament.

We have now received proposals from all 20 remaining invitation areas, demonstrating strong collaboration between local partners. A consultation is open on 17 of those proposals from six invitation areas. I expect to launch a consultation in early February on proposals from the remaining 14 areas that seek to meet the terms of the 5 February statutory invitation. That consultation would be for seven weeks.

I remain committed to the indicative timetable that was published in July, that sees elections to new councils in May 2027 and those councils going live in April 2028. This is a complex process, and we will take decisions based on the evidence provided.

We have listened to councils telling us about the constraints they are operating within, and the work that reorganisation introduces on top of existing challenges. Now that we have received all proposals, it is only right that we listen to councils who are expressing concerns about their capacity to deliver a smooth and safe transition to new councils, alongside running resource-intensive elections to councils who may be shortly abolished. We have also received representations from councils concerned about the cost to taxpayers of holding elections to councils that are proposed to shortly be abolished.

Previous governments have postponed local elections in areas contemplating and undergoing local government reorganisation to allow councils to focus their time and energy on the process. We have now received requests from multiple councils to postpone their local elections in May 2026.

The Secretary of State recognises that capacity will vary between councils and that is why he has reached the position that, in his view, councils are in the best position to

judge the impact of potential postponements on your area and in the spirit of devolution and trusting local leaders, this Government will listen to you.

I am therefore inviting you, by midnight on Thursday 15 January, to set out your views on the postponement of your local election and if you consider this could release essential capacity to deliver local government reorganisation in your area and so allow reorganisation to progress effectively. For those who have already made their views known, we will be taking these into account. Views should be sent by email to LGRElections@communities.gov.uk.

The Secretary of State has adopted a locally-led approach. He is clear that should a council say they have no reason for postponement, then we will listen. But if you voice genuine concerns about your capacity, then we will take these concerns seriously. To that end, the Secretary of State is only minded to make an Order to postpone elections for one year for those councils who raise capacity concerns. A list of the relevant elections is annexed.

For areas where there are also scheduled town or parish council elections, the Secretary of State is minded to make no provision in the Order so these elections continue as scheduled, given town and parish councils are outside of local government reorganisation.

I appreciate that preparations for elections may have started, and you will be keen to have certainty, which we will deliver as soon as possible.

I am copying this letter to your Chief Executives, the other Leaders and Chief Executives of councils in the local government reorganisation programme, and to local MPs, Combined/Combined County Authority Mayors, Police and Crime Commissioners and Best Value Commissioners in local government reorganisation areas.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Alison', written in a cursive style.

ALISON MCGOVERN MP

Minister of State for Local Government and Homelessness

**Annex – 63 councils with elections under consideration for postponement
(there are 64 elections including that for the Mayor of Watford)**

1. Adur District Council
2. Basildon Borough Council
3. Basingstoke and Deane Borough Council
4. Blackburn with Darwen Council
5. Brentwood Borough Council
6. Broxbourne Borough Council
7. Burnley Borough Council
8. Cambridge City Council
9. Cannock Chase District Council
10. Cheltenham Borough Council
11. Cherwell District Council
12. Chorley Borough Council
13. City of Lincoln Council
14. Colchester City Council
15. Crawley Borough Council
16. East Sussex County Council
17. Eastleigh Borough Council
18. Epping Forest District Council
19. Essex County Council
20. Exeter City Council
21. Fareham Borough Council
22. Gosport Borough Council
23. Hampshire County Council
24. Harlow District Council
25. Hart District Council
26. Hastings Borough Council
27. Havant Borough Council
28. Huntingdonshire District Council
29. Hyndburn Borough Council
30. Ipswich Borough Council
31. Isle of Wight Council
32. Newcastle-under-Lyme Borough Council
33. Norfolk County Council
34. North East Lincolnshire Council
35. Norwich City Council
36. Nuneaton and Bedworth Borough Council
37. Oxford City Council
38. Pendle Borough Council
39. Peterborough City Council
40. Plymouth City Council
41. Portsmouth City Council
42. Preston City Council
43. Redditch Borough Council
44. Rochford District Council

45. Rugby Borough Council
46. Rushmoor Borough Council
47. South Cambridgeshire District Council
48. Southampton City Council
49. Southend-on-Sea City Council
50. St Albans City and District Council
51. Stevenage Borough Council
52. Suffolk County Council
53. Tamworth Borough Council
54. Three Rivers District Council
55. Thurrock Council
56. Tunbridge Wells Borough Council
57. Watford Borough Council
58. Watford Borough Council Mayor
59. Welwyn Hatfield Borough Council
60. West Lancashire Borough Council
61. West Oxfordshire District Council
62. West Sussex County Council
63. Winchester City Council
64. Worthing Borough Council