

## HINXTON PARISH COUNCIL

### Minutes of Annual Parish Meeting held at Hinxton Village Hall, on Monday 13th May 2024.

#### 1. Introduction, Welcome and Apologies.

#### 2. Reports from Village Organisations:

##### Friends of Hinxton Church

Secretary's Report 2023/24

The last AGM was held in the village Hall on May 27<sup>th</sup> 2023. Those present were; Jane Chater, Margaret Malcolm, Sarah Steele, Merv Russell, Alex Lake, Kate Riley.

Apologies; Graham Smith, C Moses

Members; H Taylor

Officers are; Mrs Chater (Chair), Alex Lake (Treasurer), Kate Riley (Secretary), Merv Russell.

Nominated members; Margaret Malcolm & Sarah Steele (Hinxton Parochial Council), Graham Smith (Hinxton Parish Council).

Meetings were held in May, September, January, and February.

Membership Rates were agreed at £10 single, £15 family and £50 Life. There are no new members.

We have enjoyed several successful events over the year beginning with the much loved Garden evening at Chaters home. A raffle for J Huntingdon raised £325.00

Thanks to "design and technologists" on the committee we are pleased to have our own FoHC Leaflet, LOGO, QR and even a WhatsApp group.

The Illustrated Hinxton Walk continues with another print, kindly provided by Wellcome.

In September we were treated to a Concert by James Crockford, Dean of Jesus College on the Saxophone with Michael D'Avanzo a music student playing the organ.

Bingo carried us through the winter months, together with another great evening hearing a talk from enthusiast A Powter "Know your Church".

Our Funding to the Church:

Recent completed repairs include tree management, gutters & down pipes as well as Wifi/security. £10,000 was provided by The Friends towards the costs.

The Committee discussed options for the care of our Hatchments, thanks to interest of Mike Boagey. His initial enquiries suggest repairs might be in the region of £25,000. He also offered framing at cost by The Shed.

But the Quinquennial report flagged-up several immediate repair needs that have to be addressed for the church building and the infamous old boiler has died more than once lately. Hugh, the Church Warden has circulated information with estimates that have been costed by the specialist contractors concerned, as follows :

Glazing - £7749.60

Flintwork - £5336.40

Boiler - £34,589.44

Total - £47,675.44.

Clearly these are huge bills ahead. Consequently, we agreed to focus primarily on the immediate need to maintain the buildings in safe and working order for the Community. Enormous thanks go to all the Community who support The Friends of Hinxtion Church. We will hope to interest you through the year with events and celebrations, but we will turn to you all for continued support. My thanks to you, and the many unseen helpers who keep us going.

### **St Marys and St Johns Parochial Council**

Between January 1st and December 31st 2023 there were two Hinxtion PCC meetings as well as the APCM. There were two joint parishes' meetings, the details of which are to be found in Mrs Carolyn Meadows' separate report. All meetings were chaired by Reverend Lydia Smith.

The first meeting on 7th February was attended by six members of Hinxtion PCC, with apologies from three members. Arrangements for Lent, Holy Week and Easter were discussed, as was the possible reintroduction of giving communion rather than dipping wafers. No strongly held beliefs were aired either way. Fundraising covered plans for the Garage Sale, Silent Auction, Summer event and Millenium postcards. The Art Show raised £727.87, Christingle raised £215.80 for The Children's Society and the Cambridge Churches' Homeless Project benefited to the tune of £721.78, generously donated by Hinxtionians in lieu of carollers not going out and Carol singing (due to bitter, icy weather.) The Ann Howsden Charity gave notice that an application form will need to be filled in to receive funds. Ely contributed £600 towards our gas bills. Our treasurer, Mrs Smith, reported an excess of £1585.38 over 2022. Mrs Margaret Malcolm reported that the gutters, protective mesh in the Belfry, and the boilers need attention and quotes are awaited. Discussion regarding updating Safeguarding are taking place with Mrs Carolyn Meadows.

The Annual Vestry Meeting and APCM took place in Hinxtion church on 17th May attended by eleven people. Mrs Margaret Malcolm stood down as Churchwarden after eight years of service, and was warmly thanked by Rev Smith and the meeting. Mr Hugh Taylor was elected as Churchwarden. Dr Mary Munday and Mrs Malcolm were thanked by Rev Smith for their work on Small Pilgrim Places. Mrs Russell's previously circulated written report contained brief details of the five PCC meetings, (including one extraordinary and one joint parishes' meeting) as well as the APCM, held in 2022. Mrs Smith, as electoral roll officer, informed the meeting that membership now stands at 25. Mrs Smith had previously circulated the finance report, and elaborated on the bill for grass cutting, donations, the success of fundraising envelopes for Carol singing, our donations to various charities, and the church's expectation of Dr Trudgill's bequest. Mrs Malcolm's Churchwarden's Report was full of thanks for those who had supported and assisted her during her eight years in office. Likewise Rev Smith's report thanked the members of the PCC for their help and support, praising all three parishes for their growing collegiality. Mrs Meadow's school report detailed a now buoyant school recovered from the ravages of the fire. Christingle was especially successful. In her Deanery Synod report, Mrs Smith commended Mrs Jenny Duke for her well informed contributions to Deanery Synod meetings (on behalf of Hinkledux).

Other reports included Dr Munday and Mrs Malcolm's report on the Thursday Fellowship Group, and highlights of the YOUTHINC report. The General Discussion focused on the proposed wildflower area and possibility of additional churchyard benches. Mrs Julie Bailey was thanked for taking the thoughtfully reflective and calm service of Compline each week.

The next PCC meeting was held in Hinxton Village Hall on 14th June. There were six attendees and three members sent apologies. Both Rogation Sunday and Jesus college Evensong were very successful. Contact with Duxford school has been very encouraging. Discussion took place on upcoming fundraising events including the Silent Auction, a musical event and postcards of the church. Mrs Malcolm spoke movingly about the LEC school in Kenya, already supported by some villagers, with a view to the church enabling support. The meeting agreed to continue to help fund YOUTHINC. Mrs Smith told the meeting that interest on our CBF account is higher than the other accounts. The proposal that some money from the other accounts be moved to this account was unanimously approved. The next stage in the Deanery plan, reported by Mrs Malcolm, is for the rural Dean to visit all vicars in the Deanery. Mrs Malcolm reported back to the meeting on the church heating seminar she and Mrs Russell had attended. There followed a discussion on various forms of heating concluding with the formation of a working group to investigate all heating possibilities. There had been contact from Urban and Civic (Wellcome) offering contractor assistance in and around the churchyard. £500 worth of foodstuffs were also offered (and accepted) for Foodbank. The purchasing of a speaker device for outside use was discussed and agreed

### **Village Hall Committee**

The Village Hall committee has organised a variety of social events this year. Celebrations were held in May to commemorate the Coronation of King Charles III. In September a wine tasting evening was organised by Alex Lake and enjoyed by many. We also hosted teas in May to raise funds for the village mill. The light-up in December proved to be very popular with even more villagers being involved. This March we held a quiz for the benefit of Brain Tumour Support. Consequently nearly £2000 has been raised for various charities in the past year.

We are very aware of current legislation and we invited the fire prevention officer to discuss fire safety and our documentation. We are particularly grateful to Linda Russell for keeping us on top of the relevant paperwork.

Although no improvements have been made to the hall, basic maintenance has amounted to £1500. It was also necessary to purchase some new chairs at a cost of £900. Our financial position is very similar to last year with a balance of £34920 in 2 accounts, the bank and a Building Society.

Decisions are still to be made regarding the future of the village hall. We feel reassured that we can share our thoughts and ideas with the Parish Council and are very pleased that Andy Brown has come on board to help with decision making.

Thankfully the village hall committee remains a happy and functional team with everyone playing their part.

### **Ann Howsden Trust**

Since the last report to the Hinxton Parish Council, the trustees have met in person on a quarterly basis, with an additional Zoom call to discuss the applications received for the two vacant Trustee positions.

21<sup>st</sup> June 2023 (Zoom call)

27<sup>th</sup> June 2023

26<sup>th</sup> September 2023

28<sup>th</sup> November 2023

27<sup>th</sup> February 2024 (Annual General Meeting)

Two new Trustees, Benoit Genevier and Jacqui Gruby, were appointed in June 2023 to fill the vacancies left by the resignation of Virginia Walker and Kate Riley.

The Report and Financial Statements for the year ending on the 30<sup>th</sup> September 2023 were approved at the AGM. Although not actually required by the Charities Commission, the accounts were reviewed by an independent examiner.

A number of charitable donations were made in the past year: a sum towards church heating/restoration and churchyard maintenance, Christmas gifts and heating disbursements for a number of Hinxton residents known to be in financial need, funding of children's swimming lessons, and funding towards 'Light Up Hinxton'. Trustees have also delivered cards and given flowers or baskets of fruit to Hinxton residents who have been bereaved or unwell. Refreshments are funded for those who enjoy monthly coffee mornings in Hinxton Village Hall. The Village Hall Committee very kindly allow use of the Hall rent free for these events, and for face-to-face Charity meetings.

The substantial project to improve the gardens of the Duxford Road bungalows that belong to the Charity, including putting in place new fencing and new sheds, which were repositioned to the bottom of gardens and supplied with electricity, and turfing after removal of old shed plinths and pathways was completed during the course of the financial year.

There have been no changes in tenants of the bungalows; 3 bungalows are let out at an 'affordable rent' to people with a life-long association with Hinxton and the 4<sup>th</sup> bungalow, over which the Charity has market level autonomy, is let out at an 'intermediate rent'.

Redmayne, Arnold and Harris, property management agents, continue to manage the properties and conduct regular inspections on behalf of the Charity.

The financial reserves of the Charity are invested with Ruffer LLP in an Absolute Return Fund that is regulated by the Charities Commission and obviates the need for the Charity to develop its own policy on ethical investment. The choice of investment fund was made with the objective of limiting volatility and reducing charges but is being kept under review.

The current Trustees are Andy Brown, Chloe Brown, Chris Elliott, Benoit Genevier, Jacqui Gruby, Paula Loveday-Smith, Ian Pearson, Jenny Goodwin, who was reappointed Chair in February 2024, and Reverend Lydia Smith (ex officio). Alison King kindly provides administrative support and Nicholas Cliffe, a chartered accountant and resident of Hinxton, supports the Charity as Treasurer.

The Trustees have been considering how to widen the support provided within the Objects of the Charity, including, for example, a scheme to benefit local children. The Trustees continue to address governance and best practice issues and will shortly be implementing support and safeguarding training for Trustees and officers and updating the document of Policies, Procedures and Templates accordingly. The Charity requires requests for financial support to be submitted using application form templates for either individual households or organizations. This process was established for the sake of fairness and transparency, and to assist with any audits that may occur. There is no wish to deter or discourage anyone from applying to the Charity for support and Trustees can provide assistance in completing applications, if needed. Notices about the Charity's purpose and the availability of help are periodically placed in the Village Hall and at bus stops, and occasional reminders are posted on the Hinxton Facebook page. Importantly, due to the longstanding knowledge and established relationships with residents in the village, a great community network often means individuals feel able to reach out.

If anyone in the village knows of cases of illness, hardship or need, they are encouraged to contact any Charity members directly or alternatively we can all be reached via the email alias [annhowsdentrustees@groups.outlook.com](mailto:annhowsdentrustees@groups.outlook.com). All information will be treated in the strictest confidence.

### **Allotments**

There is still one spare allotment available. We have some new allotment holders who seem very keen so looking forward to seeing how the plots look later in the year.

### **St Mary & St John, Hinxton**

It has been a busy year. We have continued to follow-up the 2022 Quinquennial Review which drew attention to the need to re-point the flintwork on either side of the porch, the refurbishing of the guttering and downpipes, clearance of the gullies and repairs to some of the windows and external clunchwork - work continues with regard to the windows and flintwork. In September a group of c.12 employees of companies contracted to work on the Wellcome expansion site spent the morning working in the churchyard clearing weeds,

painting the gates, moving displaced gravestones and trimming vegetation. Following a pro bono condition survey of the trees in the churchyard (also courtesy of Wellcome), urgent safety-related work was identified leading to the removal of 4 large trees, as well as widespread clearance of scrub and smaller limb lopping - all completed in December, and some of the logs and brushing were used to create a wildlife refuge at the rear of the churchyard which has now been scattered with wildflower seeds. In July an internal health and safety risk assessment was carried out which highlighted the need for mains wiring safety testing, a fire risk assessment, a review of security of persons and valuable objects and advice on the need for a lightning conductor for the spire - all have subsequently been completed and follow-up action is in hand. The heating system was last serviced in September when the heating engineers re iterated their advice that the remaining boiler (of the original two), being over 18 years old, is at the end of its viable life and needs to be replaced as soon as possible - work to scope and fund the consequences of this advice remains ongoing. In December a Commonwealth War Graves Commission (CWGC) sign was positioned on the churchyard lamppost recording that there are two war graves within the churchyard and notices were placed on both noticeboards to point visitors to the location of all graves within the churchyard. Three new oak benches were installed in the churchyard in December to encourage visitors to 'tarry' and enjoy the fauna and flora of the churchyard. In January it was realised that the leadwork protecting the bell cot (housing a 'calling' or sanctus bell) attached to the outside of the spire was damaged which led to the employment of steeplejacks to survey and then repair it. During April six smaller bird boxes and three owl boxes were built by the Saffron Walden Community Shed - these have now been installed in the churchyard. . . . and, thanks to the clockwinders, the church clock still has the time for Hinxton

## **2. Annual Report by the Chair,**

### Changes in Council Membership

This year began with significant changes in our council's composition. Sam resigned as the Parish Council Chair, and both he and Emma left the Parish Council in January. We are immensely grateful to both of them for their dedicated service and contributions to our community. Their efforts have left a lasting impact, and we extend our thanks to them.

We welcomed Andy as a new member of the Parish Council. Andy has already made a notable impact by taking the lead on the Village Hall extension project. His dedication and proactive approach are greatly appreciated.

I would like to express my gratitude for the support I have received from my fellow parish councillors and the village as I transitioned into the role of Parish Council Chair. Your encouragement and assistance have been invaluable.

### Key Developments and Initiatives

- Wellcome Development: Managed by Urban and Civic, this project saw several community forums and liaison meetings held throughout the year. Significant works on the road and tree planting have taken place. This remains the most important issue for the majority of residents.
- Village Hall Extension: Under Andy's leadership, the Village Hall extension project has made substantial progress. Andy has conducted several meetings with villagers and will develop a design brief that reflects the community's needs and aspirations.
- Traffic Management: Despite our efforts to implement speed restrictions to improve traffic safety, we have not been successful so far. We remain committed to exploring other options this year to address this ongoing concern.
- Safety Measures at the Ford: New signs have been installed at the Ford to warn pedestrians and cyclists against cycling through it, aiming to reduce accidents and injuries.
- Tree Planting: We have planted three new trees at the recreation ground, with an additional three planned for the churchyard, enhancing the green spaces in our village.
- Winter Safety: A new grit bin and pavement spreader have been installed to ensure safer walking conditions during icy weather.
- Community Clean-Up Event: Another very successful Clean Up Hinxtton event was held in April. We are deeply grateful to Sarah for organizing one of the best-attended events to date and to the Red Lion Pub for providing refreshments.
- New Council Roles: To make roles more manageable, we have introduced new, more focused roles for members of the Parish Council.
  - Chiara Gardner (Chair): Planning and running meetings, relationship management with SCDC and Wellcome Trust/Urban and Civic.
  - Ceri Williams (Vice Chair): Environment, Wetlands, Allotments.
  - Chris Elliott: Communications and main point of contact for Hinxtton News.
  - Sarah Robinson: Playground and Wellcome Liaison meetings.
  - Hugh Taylor: Planning and Liaising with Wellcome on the Development.
  - Andy Brown: Village Hall Expansion, liaising with Village Hall Committee.

#### Focus for the Coming Year

As we look ahead, we have identified three main priorities for the next year:

1. To build the relationship with the Wellcome Trust and Urban & Civic. We will continue to hold them to account, but believe the most effective way to get the best outcome for Hinxtton is through a positive and collaborative relationship. We will also

build better relationships with other local parish councils, so we can present a united front on the most important issues.

2. To make good use of the S106 circa £600k to provide an excellent community facility for current and future generations of Hinxtton. We understand there are many different views on what "good" means, and Andy Brown, who will drive this work, will initially be spending several months listening to the varied views of villagers to gain a comprehensive picture of what is the best outcome for the needs of the community now and in the future.
3. To ensure Hinxtton Parish Council can run sustainably in the long term. The Wellcome Trust Campus Expansion has meant that the role of Parish Councillor has become significantly more challenging, and will continue to be so for the foreseeable future. We need to make sure that our systems and processes support this change, such as onboarding, succession planning, collaboration tools etc.

Thank you for your continued support and engagement. Together, we can make Hinxtton an even better place to live.

#### **Statement on the Parish Council accounts for Year ending 31 March 2024,**

A summary of the accounts for the past 3 years was available.

We were very grateful to Steve Trudgill, who was a member of the Parish Council for almost 20 years, for leaving £15,000 to the Parish Council. This money is to be used for the Village Hall.

The closing balance for last year was £49054, this includes the £15K from Steve.

#### **District & County Councillor Peter McDonald.**

##### **Key Changes 2024/2025**

Sixth year of New Administration in the Council from May 2018.

45 Councillors instead of 57. Lower cost to residents.

More work for us !

Homes for Ukraine –over 700 homes found for Ukrainian guests

£600k for CoL support including warm hubs, slow cookers and The Mobile Food Hub on Thursdays

Having doubled the number of new Council homes built from 35 in 2019/20 to 75 in 2024/25

£500k for homelessness

£1m to enhance energy efficiency in council 5,600 homes

During the next two years, more than £2 million has been allocated to continue to upgrade existing housing stock, as part of continuing carbon reduction efforts.

£150k for zero carbon projects egsolar panels on the community Centre

##### **Financials 2024/25**

SCDC takes c.£170 of the £1,500 of Band D Council Tax.



Council Tax Increased this year by 3.5% or £5 to £171. Correcting a deficit of £500k in 2019/20

Councillor expenses 5% in line with staff

SCDC still looking to generate 25% of income from investments (to protect Council & residents)

County C Tax Increased by £76 or 4.99%.

## **5 yr Business Plan**

South Cambs receives no Government grant.

Savings planned of £1.5m next few years.

Work to bring forward community buildings at Northstowe.

Continued efforts to reduce fly-tipping at hotspots through cameras, and promptly investigating reports of rubbish being dumped.

A new Mobile Warden scheme, to help keep older people living independently in their homes for longer, for the years ahead

Some of the proposed business support targets include: The promotion of local businesses, as well tailored support and resources and identifying funding opportunities.

Supporting start-ups and small businesses to grow – such as providing space for them at the Council's Cambourne office.

Continuing to help establish and support local markets across South Cambridgeshire.

### **My Priorities**

1. Monitor & influence planning projects.

Influence the local plan process/call for sites.

Monitor the 5 year housing land supply.

Work with villages on Wellcome Genome Campus development & housing covenants.

Gonville & Caius 800 houses were not included in call for sites.

Maarnford Close Duxford will be developed.

Whittlesford Depot will be re-developed.

2. Keep residents up to date

Monthly report for every Parish.

Facebook & Twitter.

Focus leaflets – 10x since Election in 2018.

3. Carry out effective case work on:

Planning

Housing

Highways

• 4. Represent my villages for grant support-total grants in 2023/24 across the District Community chest -£58k

Community led £50k

Biodiversity-£10k

Zero carbon Grants £120k

- 5. Work effectively on Cabinet Business Support responsibility

Authority	Amount
Cambridgeshire County Council	£1382.77
Cambridgeshire County Council: Adult Social Care Precept	£237.05
South Cambridgeshire District Council	£170.31
Cambridgeshire Police and Crime Commissioner	£285.48
Cambridgeshire Fire Authority	£82.26
Mayoral Combined Authority	£36

Hinxton £102

4. To invite the public to raise any matters of interest.

Close.