

HARSTON PARISH COUNCIL

Minutes of the Parish Council held at 7.30pm on 3 September 2026 at
Harston Village Hall, Large Committee Room, Cambridge, CB22 7PX

Present: Cllrs: Rupert Pearce Gould (Chair), Steve Wilson, Sandra Carroll, Paul Ormerod, David Stierer (until approx. 20:00hrs)

In attendance: Locum Clerk - John Hammond, Locum RFO - Hazel Hammond, SCDC/CCC – Cllr Laurence Damary-Homan

Members: 5 | Quorum: 4

Public: 13

26-27/93 Apologies for absence: Cllr Charlotte Clarke
It was noted that Cllr Owen Reynolds had resigned. The Chair formally thanked him for his contribution to the Parish Council.

26-27/94 Declarations of Interest – None

26-27/95 Open Forum for Public Participation

The Chair of Harston Residents Group advised the PC that (Item 26-27/102) a Community Infrastructure Company (CIC) was two months into the process of being formed to acquire Button End Wood, and that “light-touch” Articles of Association were being prepared.

A member of the public expressed concern that the PC might form a competing CIC. The Chair advised that this was not the intention.

A member of the public raised concerns regarding changes to the lay-by outside 51 High Street, which could affect her neighbouring business if it reduced the potential car parking. The Locum Clerk advised that a meeting had taken place with Highways concerning this because the PC were very aware of the impact of reduced parking arising from any changes. An appeal had been submitted to Highways against the permission for an H-bar or Access Protection Marking (APM).

A planning application had recently been submitted by the owner, which showed an enlarged lay-by with increased parking. The PC had asked for time to explore the impact of this and who would be paying for the work, before submitting a recommendation to Planning as consultee.

A member of the public asked about the proposed update to the rules for the recreation ground and orchard (Item 26-27/100). The Chair advised draft rules would be published and resident involvement would be welcomed in any rules amendments.

A resident asked about the number of councillors leaving the PC in the last 12 months. The Chair advised that following Councillor Reynolds resignation there were five vacancies on the council.

A resident asked about councillors’ voting in relation to approval of the alcohol licence obtained by the PTFA. The Chair advised that councillor voting would have

been recorded at the time and recorded if there was any vote against.

26-27/96 Minutes of Previous Meeting

- The minutes of the extraordinary meeting held on 21 5 2026 were approved
- The minutes of the meeting held on 6 8 2026 were approved
- The minutes of the extraordinary meeting held on 24 8 2026 were approved

26-27/97 Committee Meeting Minutes

- The minutes of Finance Committee on 6 8 2026 had been circulated and published on the website prior to the meeting and were taken as read.
- The minutes of Planning Committee on 21 8 2026 had been circulated and published on the website prior to the meeting and were taken as read.

26-27/98 County and District Councillors Report

The County Councillors Report and the District Councillors Report had been circulated and published on the website prior to the meeting. There were no questions raised.

26-27/99 Parish Council Admin

- It was noted that action was needed to achieve co-option of four councillors, including the use of the Village News.
(ACTION: Chair to contact Village News. The Locum Clerk to publish the Casual Vacancy notice for Cllr Reynolds)

26-27/100 Harston Parish Council Property Matters

- Options for an HPC letterbox had been circulated by the Clerk prior to the meeting. It was agreed to locate it on the fence to the right-hand side of the Recreation Ground entrance. It was decided to procure the letterbox which was of a suitable size for most mail, and labelled to identify it as Parish Council.
(ACTION: Locum Clerk to purchase)
- The Locum Clerk gave an update on the progress of the pavilion Fire Risk Assessment. An assessor had been selected and would visit week commencing 14/9 to report on any improvements needed. The Clerk advised that a professionally drawn floor plan of the pavilion was a prerequisite and the PTFA had provided one they had had drawn up. This saved the PC a significant sum and the idea that some additional contribution could be given to the PTFA was tabled and will be considered by the councillors at a future date.
- Cllr Carroll had drafted the new rules for the recreation ground and orchard areas. It was agreed that these would be refined slightly and then published on the website and residents could then review and comment, before final decision by HPC..
- (ACTION: Locum Clerk to publish on website)

26-27/101 Planning and Local Plan

- It was agreed that Cllr Paul Ormerod be appointed to the Planning Committee.
- It was further agreed to form a working group, chaired by Cllr Ormerod to collate responses to the Local Plan from all council members - resulting in an agreed response to be presented at the Planning Committee meeting on 17th September.

26-27/102 Button End Wood

- The Chair clarified that this proposal was not to prepare a competing CIC, but to create a working party (chaired by the Council Chair with participating councillors to be decided) to investigate and, if possible, support the creation of a village CIC to acquire land at Button End Industrial Estate.

The objective of the CIC would be to enable a) a self-funding woodland area and b) the ownership of any access roads or rights of access; subject to limited liability to Council and to limited funding as agreed with the Finance Committee.

It was noted that the PC had been advised by CCC that the creation of part of this area as a Village Green was at an early stage and had not yet been assigned to an investigation officer.

26-27/103 Clerk's report

- The Locum Clerk's report had been circulated prior to the meeting. Two items were highlighted:
 - S106 funds relating to the 2016 S106 agreement for The Pastures (168 High St) had been fully spent on appropriate projects, and the SCDC S106 team had been advised. This meant that existing reserves were not limited by the restrictions of that agreement.
 - A quotation had been received for clearing bushes and shrubbery from beside the Rec entrance to enable access to electricity meters and the new letterbox. The quotation of £210 for the work was agreed.
(ACTION: Locum Clerk to advise contractor)
- Correspondence: The Locum Clerk had received correspondence from two residents; one objecting to the possible croquet facility (which would be included in the survey responses), and one asking about replacement of a mirror to assist exiting onto Church Road. The Chair reported that other residents had erected their own mirrors with landowner consent.

26-27/104 Working Groups & correspondence - The Chair was expecting an update from EWR early next week.

26-27/105 Reports and items for future agenda

- Cllr Carroll advised she would be submitting quotes for the signage (Item 26-27/98) to the next Finance Committee.

26-27/106 Date of Next Meetings

Date/Time – 1st Oct. 2026 - Finance Committee (7.00pm) Parish Council Meeting (7.30pm)

Location - Large Committee Room, Harston Village Hall, 20 High Street, Harston, Cambridge, CB22 7PX