

HARSTON PARISH COUNCIL

Minutes of the Parish Council held at 7.45pm on 6 August 2026
at Harston Village Hall, Large Committee Room, Cambridge, CB22 7PX

Present: Cllrs: Rupert Pearce Gould, Steve Wilson, Charlotte Clarke, Owen Reynolds, Sandra Carroll, David Stierer (until 20:00hrs)

In attendance: Locum Clerk - John Hammond, Locum RFO - Hazel Hammond,
CCC – Peter Fane.

Members: 6 | Quorum: 4

Public: 7

26-27/70 Apologies for absence: Paul Ormerod proposed by Charlotte Clarke and seconded David Stierer, CCC Laurence Damary-Homan

26-27/71 Declarations of Interest: None

26-27/72

Public Participation

A resident raised concerns about the application by the PTFA for an alcohol licence every Saturday and Sunday on the recreation ground. The Chair advised that it was believed this was simply to cover the Fireworks event, but it was agreed that the Clerk should contact the PTFA for confirmation and to ask if any other events were planned.

(ACTION: Clerk to contact PTFA)

A resident asked why the application for a net zero grant (Zero Carbon Communities grant) had been deferred until the August meeting which was after the application deadline. The PC responded that insufficient resources were available to meet the deadline, and that an application could be made in the next round.

A resident asked why the PC were considering the appointment of an HR professional (Agenda item 26-27/76). The Chair advised that this was to assess whether there was a need to support the council at the current time.

A resident expressed support for the Church Street traffic calming changes (Agenda item 26-27/82) and asked if the possible 'Footpath car park' would happen. The Chair advised that the PC were in discussion with SDCD who owned the land. The resident also asked why the issue of Double Yellow Lines (DYL) was being reviewed.

A resident questioned whether there was indeed "surplus land" on the recreation ground for a croquet area to be defined (Agenda item 26-27/80)

The issue of the 'water leak' on the village green was raised (Agenda item 26-27/83), and whether traffic restrictions would be needed.

26-27/73

The minutes of the Parish Council meeting, and the Extraordinary PC meeting on 2nd July 2026 were approved.

26-27/74

The minutes of the Finance Committee on 2nd July 2026 had been circulated prior to the meeting and were taken as read.

26-27/75

County Councillor report: The July report from Cllr Damary-Homan had been circulated prior to the meeting. This included:

- Local Government Reorganisation
- The Holiday Activities and Food (HAF) Programme
- Extension of the CCC road maintenance contract with M Group

Cllr Fane reported that following an “Essentials only” approach on Highways maintenance to stay within budget, CCC had now been able to allocate an additional £5m for highway repairs. However, he reported that there were still difficulties with the contractor.

26-27/76

Parish Council Admin

- The resignation of Cllr Jonathan Wedgbury was formally noted, and he was thanked for his work.
- It was also noted that Cllr Wilson had been appointed as Chair of the Finance Committee.
- The terms of the contracts for the Locum Clerk and Locum RFO were agreed.
- It was resolved, with one abstention, to appoint an HR professional to provide support the Council on HR-related matters, and to carry out actions associated with that advice to arrive at a resolution of current issues as soon as possible; any costs to be agreed by the Finance Committee
(ACTION: Chair)
- It was agreed to make all members of the Finance Committee bank signatories and to make the Locum Clerk a submitter for payments.
- It was agreed to change the official address for the Parish Council to The Pavilion, The Limes, Harston, CB22 7QT and to use this for all formal documents.

26-27/77

Grant Request from Harston and Newton Primary School PTFA: (This item was introduced by the applicant)

The Finance Committee Chair reported that the Finance Committee had considered this request for financial support for the village fireworks event planned for November on the recreation ground, and that the recommendation of the Finance Committee was to give a grant of £750. This was agreed unanimously.

(ACTION: RFO to liaise with PTFA re payment)

It was suggested that in future years a joint event could be considered.

26-27/78

Recreation Ground safety work

Three quotations had been received for safety work on the Recreation Ground to prevent vehicles entering the grassed area. It was agreed to allocate the contract for this work, as per the quote received, to the existing landscape contractor.

(ACTION: Clerk to advise contractors)

26-27/79

S106 Agreements

The Finance Committee Chair advised that the committee recommended the S106 Agreement be officially signed. This was agreed, and the document signed during the meeting by the Chair and Vice-Chair.

It was noted that funds from a previous S106 agreement would be expiring once the deadline

was reached in November 2026. The Chair asked all Councillors to canvas ideas from residents and bring them ready to the next meeting.

26-27/80

Harston Parish Council property matters

- It was noted that a number of requests had been received for the hire of the pavilion. It was agreed that a tariff of hire charges should be prepared and introduced in the new financial year beginning as from March 2027.
- It was agreed to purchase a keysafe to permit flexible access to the pavilion.
(ACTION: Clerk to assess alternatives and circulate options to the PC for a decision.)
It was agreed to purchase a suitable letterbox (value up to £100), and to install this at the pavilion.
(ACTION: Clerk to progress)
- It was agreed that Cllrs Pearce Gould, Reynolds and Clarke could represent the PC in reviewing the Football Use Agreement.
- HPC had received a request by an active club, to use an area for a dedicated croquet lawn, with all construction and maintenance costs covered by the club. For clarity the croquet club subsequently confirmed they would like a five-year security of tenure followed by a rolling one year notice. It was resolved that Harston residents would be given the option to comment on this. A questionnaire would be prepared and circulated via the October/November Village News, Facebook and Harston Resident Group mailing list.
(ACTION: Chair to advise the club)
- A quotation had been received for cutting back growth on the cemetery hedges. This was agreed.
(ACTION: Clerk to advise contractor)

26-27/81

Car Park upgrades

- Further to the decision above (26-27/78), it was agreed that Cllrs Wilson, Clarke and Carroll would manage the contractor for the installation of the fencing around the car park.
- It was also agreed that, in the first instance, the contractor for the fencing should be invited to quote for the supply and installation of a drop-down kerb and two bollard entrances, and if not acceptable a formal tender would be started.

26-27/82

Highways and Transport

County Cllr Fane provided an update on the Church Street proposals relating to the Melbourn Greenway from the Greater Cambridge Partnership. He advised that Double Yellow Lines were not key to the project proceeding, all other aspects having been approved. He had been assured by Highways that the carriageway would be repaired before sinusoidal speed humps are installed.

It was noted that Church Street was a major problem traffic-wise, trying to find a balance that also met with needs of commercial traffic, residents, surgery patients from Harston and neighbouring villages for parking including disabled drivers, and also the abuse of pavements for passing; the road and pavements being too narrow.

It was resolved by a majority (three in favour and two against) decision to approve the introduction of Double Yellow Lines as proposed in the Greenway TRO scheme design.

It was agreed that ditch tidying should be carried out when verges are cut and if possible incorporated in the contract if no extra cost.

(ACTION: Chair and Clerk)

26-27/83

Clerk's Report

Correspondence on this topic between the PC and other interested bodies had been circulated prior to the meeting. It was noted that this was not a water supply leak, but rather an artesian well. It was currently with the County Council to resolve via their contractor to map and cleanse all the highway drainage assets around the green, probably in late September, before moving to the work on the green.

26-27/84

Working Groups and correspondence

- There were no reports from working groups
- The location of the benches had been agreed and would probably be under or near to the trees on the main green on Queens Close, subject to informing those residents closest.
- A resident had written complaining about a tree in a garden obscuring the light from a streetlight on Church Road on the pavement. It was decided that the Clerk should contact the owner of the tree and ask for it to be cut back.
(ACTION: Clerk to contact householder)
- Planning submissions had been received by the PC for consultation. The Clerk advised that the Planning Officer had agreed a delay to the deadline such that these could be addressed by the scheduled Planning Committee on 20 8 2026.

26-27/85

Reports and items for future agendas

- Risk assessment from Orchard Group for both picking/maintenance and processing of products.
(ACTION: Cllrs Carroll and Clarke)
- Cllr Carroll proposed a review of signage on the recreation ground and orchard. This would require a review of the rules for these areas and would be put on the agenda for the next meeting.
- The Chair suggested that a Community Interest Company should be considered for Button End and that S106 Funds should be considered
- It was asked by a member of the public, if the situation regarding the redevelopment of the pavilion could be clarified and made public.
- It was noted that the cemetery was not on the Land Register but should be.

26-27/86 Date of next meeting: Thursday 3rd September 2026, 7.30pm