
Swavesey Parish Council

7.30pm

Public Open Forum – No items were raised

7.30pm

Minutes

Parish Council Meeting, held at The Memorial Hall
Monday 20 December 2004

PRESENT

Mr M Johnston (Chairman)

Councillors : A Day, J Dodson, J Pook, S Rogers, J Shepperson, J Tait

Clerk : Mrs L Miller

Parishioners : 2

County Cllr Mrs S Johnstone

APOLOGIES

W Wright (working), P Marriott, J Foster (unwell), R Owen

AGENDA 2

Minutes and Matter to Report from the Minutes

The Minutes of the meetings held on 22 and 30 November 2004 were both signed by the Chairman as a true record, with no amendments.

The Clerk noted that an appendix had been added to the Minutes of 30 November, correcting the statement made with regard to the S.106 agreement for the planning permission.

Matters to Report

- (i) CCC will install cycle barriers in the footpaths leading to/from Chantry Close in January.
- (ii) Work to give a safer access to/from St Andrew's church car park, across the new cycleway, should be completed by 9th December.

Following the Chairman's request the Council agreed to discuss Agenda item 6 at this point, so that PC Jones would be able to leave the meeting directly after the discussion.

AGENDA 6 (discussed early in the Agenda)

Police/Crime Report

6.1 Correspondence for information and items for Community Beat Officer

The Chairman welcomed Swavesey Beat Officer PC Alison Jones to the meeting. Issues discussed included:

- (i) The Chairman reported on concerns received from residents about a car racing around the Hall car park and a similar car speeding along village streets. The details of the vehicle had been reported to the Police. PC Jones replied that this information had been received and was being followed up.
- (ii) PC Jones asked the Parish Council to again remind residents to please report all incidents to the main Police telephone number, to help build up an overall picture of crime in and around the village. A message will be put in the Meridian magazine again.

- (iii) PC Jones reported on a recent incident of a vehicle driving along the verge in Middlewatch between the Primary School and Trinity Farm, when vehicles were parked along the other side of the road, the driver did not wait until the road was clear to proceed. The Parish Council was asked to consider installing bollards along the verge to deter this in the future, as children walk along the verge when coming out of school and this is a potential hazard. To be discussed.
- (iv) PC Jones was asked for her thoughts on CCTV in public areas within the village. PC Jones replied that in some cases installing CCTV has helped reduce crime. Council to discuss this further at a future meeting.

The Chairman thanked PC Jones for attending the meeting. PC Jones stayed on for the remainder of the meeting.

Correspondence on the reorganisation of the Southern Division policing, Histon Sector newsletter and crime figures received had been copied to all Councillors – no comments made.

AGENDA 3

Declarations of Interest

No declarations made.

AGENDA 4

County Council Business

4.1 Ramper Road, No 15/15A Bus Route

Following the recent article in the Meridian magazine and village website, the Clerk had received much correspondence from residents supporting the Parish Council's issues regarding the change in the bus route and the use of Ramper Road. These had all been forwarded to Cambs County Council for action. Mr Basil Jackson, Head of Passenger Transport at CCC, had agreed to co-ordinate the correspondence and actions regarding the issues.

Representatives from Stagecoach Cambridge had visited Swavesey on 25 November and met with Parish Councillors and a local resident to discuss the buses mounting the pavement on the corner of Ramper Road/Middlewatch. An Officer from CCC S Highways Division had also visited Ramper Road and met with a local resident to discuss the issue. The Parish Council is now awaiting a response following these meetings.

County Cllr Mrs Johnstone wished to correct part of the article posted onto the village website, in that Cllr Johnstone had not been informed by Stagecoach, at their presentation to the County Council earlier in 2004, of the change of route for the No 15/15A service. County Council Officers had been informed but not Cllr Johnstone. Cllr Johnstone confirmed that in her opinion Ramper Road is not suitable for buses to use and has spoken to Stagecoach about their use of the road. Cllr Johnstone asked the Parish Council if they wished to see Ramper Road upgraded, as she had received mixed messages on this in the past. If the Council wished for the road to be upgraded then Cllr Johnstone would support this. The Council agreed that they wished to see the road surface and edges repaired as a matter of urgency.

4.2 Correspondence for information and items for County Councillor

- (i) Cllr Johnstone reported that the traffic calming work in Over is taking longer than anticipated therefore there has been a delay in starting the Swavesey works. However, the work in Swavesey should start mid-January.
- (ii) Cllr Johnstone reported that Cambridgeshire County Council has been recognised as an 'Excellent' Authority in the recent Government Assessment. This is an improvement over last year's assessment of 'Good'.
- (iii) The Guided Busway Inquiry ended on 2 December. A programme for visits by the Inquiry Inspector is now being compiled for January. The Inspector anticipates delivering his report in Spring 2005, a more exact date is yet to be confirmed.

- (iv) Cllr Johnstone reported that the Government budget settlement has been delayed by 3 weeks. The County Council now expects to set its Dept cash limits during the first week of January with wider consultation expected during early January. Cambs County Council has received an increase from the Government of 11% but this does not account for the £11M that has previously been withheld. Cllr Johnstone expects the County to consult with the public on a 4% County Tax increase for 2005/06.

(7.45pm – Cllr Johnstone gave apologies for having to leave the meeting early)

AGENDA 5

District Council Business

5.1 Distribution of kitchen waste bins

Cllr Shepperson now has approx 200 kitchen waste bins to be distributed to residents in Swavesey. It was agreed to book two Saturday mornings at the Memorial Hall during February, for residents to collect bins if they wished to. Councillors to help on the day and the dates to be advertised in the next Meridian magazine. The Clerk to confirm suitable dates.

5.2 Correspondence for information and items for District Councillor

- (i) Cllr Shepperson handed the Clerk a copy of the new Housing leaflet for Swavesey. Further copies will be sent through to the Parish Council.
- (ii) Two dates for a workshop on helping to shape the community facilities for Northstowe – 14 & 15 January 2005. Any Councillors who wish to attend to let the Clerk know as soon as possible.
- (iii) Waste & Recycling collection information for the Christmas period – leaflet copied to all Councillors. SCDC will publish collection details for all residents.
- (iv) Healthy walks scheme, Milton County Park and a Directory for the Older Adult.

AGENDA 7

Items for Discussion

7.1 Highways

- (i) Middlewatch. Discussion to consider installing bollards along the grass verge between the Primary School entrance and Ryders Farm. As reported earlier (Agenda item 6.1 (iii)). The Clerk to consult with County Council Highways Division to find out if they would install bollards/posts along the verge. Clerk to report back for further discussion.
- (ii) Cow Fen Drove. Correspondence received with regard to the increasing deterioration in the surface of Cow Fen Drove, due to increased traffic movements along the Drove. The question was asked as to how and when the Drove will be maintained. Following discussion it was agreed to contact the Swavesey Byways Committee Clerk to request that repairs to the Drove be discussed at the next Byways Committee meeting scheduled for January 2005. Following this the Parish Council would then send a letter to all landowners along Cow Fen Drove informing them of the maintenance programme for the Drove and asking for the assistance of the landowners.

7.2 Recreation/Playgrounds

- (i) As Chairman of the Play Area Committee, Mrs Miller reported on the fundraising achieved over the past year. A total of £6,000 has been raised by village residents since December 2003. Fundraising is still ongoing together with grant applications. S Cambs District Council had replied that due to the size of the village, Swavesey is not eligible for play equipment funding (only villages of 1000 population or under are considered). However, the Committee is still pursuing other areas for funding from SCDC. Replies from other grant applications should be received during the first quarter of 2005.

7.3 Village Maintenance

Hall car park – parking bays. Quote received from City Services to mark up parking bays, 2 x disabled person's bays and hatched no-parking area on the tarmac surface of the hall car park. Costs of purchasing paint and find volunteers to do the work also discussed. It was proposed and unanimously agreed to ask City Services to mark up the required parking bays and hatched area. If the parking outside of the front door continued after this, further action would then be discussed.

7.4 Handyman

The Handyman had reported that rubbish and a large plastic drainage pipe had appeared in the play area between Carters Way and Priory Avenue. The pipe was too large for the Handyman to clear away immediately.

7.5 Drainage

The Clerk to query with S Cambs District Council, the planning application status for the balancing pond associated with the Home Farm, Longstanton development. In particular the responsibility for the future maintenance of the pond.

7.6 Events Committee Report

- (i) It was reported that the French Market held in Market Street earlier this month was extremely successful. The Parish Council wished to thank all those involved in organising it. Comments were made on whether future Markets could be organised, this to be discussed with the Events Committee.
- (ii) The new Christmas Lights were now in place in Market Street and looked very festive.
- (iii) It was commented that perhaps a permanent Fir Tree could be planted on Market Street green, which could be used every year as a Christmas Tree. This to be discussed at a later meeting.

AGENDA 8

Planning

8.1 Correspondence

- (i) S Cambs Local Plan 2004. Published copy received. Swavesey section and map copied to all Councillors for reference. Plan provides planning policies for period up to 2006. The Local Development Framework, currently being prepared, will replace the Local Plan and will provide planning policies for the period up to 2016.
- (ii) Statement from Cottenham Parish Council on the conclusions of The House of Common's Select Committee on Gypsy and Traveller Sites. It was agreed to support in principle, the views of Cottenham Parish Council and to write to Mr Andrew Lansley MP with the following comments:
 - That consideration should be given by the Government to placing an obligation on Local Authorities to identify suitable land in their Structure Plans and Local Development Frameworks.
 - That there should be a legally binding limit of any permitted site and the term 'pitches', defined.
 - That land identified within Structure Plans and Local Development Frameworks is made available for purchase and used as private traveller sites, not Local Authority run sites.
- (iii) Notification that S Cambs District Council's Development and Conservation Control Committee will consider the Wind Turbine Generator planning application (land between Boxworth and Connington) at their meeting on 6th April 2005. SCDC has requested further consultation and information on the application prior to the meeting.

8.2 Applications

- (i) Ref: S/2498/04/F – 78 High Street. Two storey side and part rear extensions. No objections or comments.

- (ii) Ref: S/2482/04/F – 71 Boxworth End. Extensions including raising of roof to provide first floor to bungalow to form two storey dwelling. No objections or comments.
- (iii) Ref: S/2514/04/F – Cobblestones 25 Station Road. Extension and replacement garage. No objections or comments.

8.3 Permissions

Ref: S/2009/04/F – 8 Thistle Green. Permission granted for extension.

Ref: S/2214/04/F – 35 Gibraltar Lane. Permission granted for extensions to dwelling and siting of temporary caravan – retrospective.

Ref: S/2536/03/F – Swavesey Pre-school building, land at Swavesey Village College. Permission granted for erection of Pre-school building.

8.4 Refusals - None received

8.5 Appeals - Ref: S/0682/95/O – Land west of Longstanton. Appeal dismissed.

AGENDA 9

Accounts

9.1 Payments this Month

- (i) All payments approved:

	Net	VAT	Gross
Administration and salaries	1,603.55	62.43	1,665.98
Village Maintenance – Willow tree, bench repairs	246.00	13.30	259.30
Recreation – bark for play area	540.00	94.50	634.50
Memorial Hall – contract cleaning (Sept/Oct/Nov)	740.50	129.59	870.09
Memorial Hall – administration	19.87	0.00	19.87
Memorial Hall – rates	138.00	0.00	138.00
Christmas lights	935.84	163.79	1,099.63
Total:	4,223.76	463.61	4,687.37

- (ii) Receipts

Hall Booking receipts (Nov/Dec)	612.36	0.00	612.36
Total:	612.36	0.00	612.36

Bank accounts reconciled as of 20 December 2004.

Current a/c: £3,598.79. Treasurer's a/c £44,581.61.

9.2 Draft Budget 2005/06

- It was agreed to allocate funds for the third party funding pledge for the Play Area Committee from the existing general fund to an earmarked reserve. This would not then affect the Precept calculation.
- The Clerk asked Councillors to consider training requirements for next year, it was agreed that sufficient funding had been allocated for potential training costs.
- No queries or additions raised on the draft budget presented. The Clerk was asked to inform the working party for Constable's Rood of the nominal budget put forward for continued clearance work to the Rood. Constable's Rood also to be an Agenda item for the next meeting to discuss future plans for the site.

9.3 Correspondence

- Notification of a rise in the hourly rate charged for internal audit work from the Council's internal auditor. No objections raised.
- Completion of Audit for 2003/004 received from Moore Stephens Accountants. No qualifications noted.

AGENDA 10

Correspondence

- Camguide – Family friendly guide to Cambridge, Ely, Huntingdon & Wisbech
- Cambs local Access Forum – meeting on Tues 25 January 2005, Homerton College
- Standards Board for England – Local investigations - Guidance for monitoring officers. Town & Parish Standard:02 – personal & prejudicial interests – copied to all Councillors.
- CALC Bulletin. Information on Quality Parish Initiative; questionnaire for Clerk on status of Council in relation to Quality Initiative completed and returned.
- SLCC – new conditions of service booklet for Clerks of Local Councils. Clerk to review and discuss with Council at a future meeting. The Clerk magazine.
- Contact details for local MP Mr Andrew Lansley.
- Letter from Mr Lansley MP enclosing reply from East of England Regional Assembly confirming their decision not to agree to the proposed increase of 18,000 in target housing allocation sought by the Deputy Prime Minister for this region.
- Notification of re-surfacing works to A14 Girton Interchange, from 26 November 2004.
- Victim Support, Cambridge & Ely – request for donation towards providing practical help to those who have been victims of crime with the local community. No donation proposed.
- S Cambs Magazine
- S Cambs NHS Trust – guide to local health services.

AGENDA 11

Items for Information and Next Meeting Agenda

- Hall car park – Agenda item on the provision of a chain link or fence across the rear of the car park, bordering Wallmans Lane.
- Agenda item to discuss CCTV for public areas in the village.
- The Parish Council wished to record its thanks to the organisers of the annual Carol Singing in Market Street for another very successful event.

There being no further business, the meeting was declared closed at 9pm.

Signed & dated

Chairman

Minutes approved & signed as a correct record by the Parish Council on 24 January 2005