
Swavesey Parish Council

7.30pm

Public Open Forum There were no members of the public present at the meeting.

7.30pm

Minutes

Parish Council Meeting, held at The Memorial Hall
Monday 28 June 2004, 7.30pm

PRESENT

Mr M Johnston (Chairman)

Councillors : J Dodson, J Foster, P Marriott, S Rogers, R Owen, J Shepperson, J Tait, W Wright

Clerk : Mrs L Miller

Parishioners : None

APOLOGIES

A Day, C Houghton, County Cllr Mrs S Johnstone

AGENDA 2

Minutes

The Minutes of the meetings held on 17 May, 24 May and 7 June 2004 were signed by the Chairman as true records, with the following amendments:

17 May – Mr J Tait added to the attendees' list.

24 May – Agenda 11.1 (vii), amended to read “The grass on the verges along Buckingham Road.....”

AGENDA 3

Matters to Report from the Minutes

AGENDA 4

Declarations of Interest

No declarations were made.

AGENDA 5

County Council Business

5.1 Guided Bus Proposals – Public Inquiry Details

A copy of the County's Statement of Case received.

Details of the pre-inquiry meeting, to be held on 19 July in St Ives, received. The meeting is to cover administration details for the Inquiry.

An email from a village resident received giving comments on the guided bus proposals and A14 traffic problems. The Council noted the comments and a reply is to be sent giving details of the Parish Council's comments on the guided bus and A14.

Letter from residents of Over Road, informing the Parish Council of their objections to the proposed Kiss & Ride stop for the guided bus.

A copy of the objections submitted by Histon & Impington Parish Councils against the Guided Bus Project provided to Councillors.

CCC Guided Bus Newsletter No.4 received.

Acknowledgement from the County Council that it has received a copy of the Parish Council's objections to the Transport & Works Act Order.

4.2 Correspondence for Information & Items for County Councillor

- Letter from a village resident giving comments on the traffic calming proposals, which were noted. Clerk to find out when the next SRTSS meeting is scheduled for.
- S Cambs Environment & Transport Joint Area Committee Agenda – 28 June.
- Improving bus travel in the city centre – proposals and questionnaire.
- Part-time closure of Silver Street, Cambridge – consultation and questionnaire.
- Traffic Order – 30mph speed limit at Middlewatch & Boxworth End came into force on 28 May04. The Clerk reported that she has contacted CCC Highways again to find out why the interactive sign at the entrance to the village is still not working. No reason has yet been given by CCC.
- Traffic Order – intention to install raised junctions at School Lane/Thistle Green and Middlewatch/Gibraltar Lane junctions – objections to be sent to CCC by 16 June.
- Highways Review, issue 7.
- Cambridge & Peterborough Structure Plan 2003 – adopted 22 October 2003 – copy received.
- Notification of bus changes, from Cllr Johnstone. From 25 July improvements to the 156/7/9 service will come into effect. The service will be hourly and half hourly during peak periods and will only call at the Mall at Bar Hill, instead of travelling all the way round the village. The service will also be extended to St Ives, thereby providing a better link there.

AGENDA 5

District Council Business

5.1 Correspondence for Information & Items for District Councillor

- Growing Through the Community – SCDC's Community Development Strategy 2003-05, copy received.
- Notification of Bogus collections in S Cambs villages – a warning.

AGENDA 6

Police/Crime Report

6.1 Crime figures/newsletter from Histon Sector received and circulated.

6.2 Report on vandalism/problems around the recreation green. The Chairman reported that he had met with Mr Martin Bacon, the Principle of the Village College to discuss the vandalism problems. Mr Bacon agreed to the Chairman coming in to speak to some of the students about the problems, but did not feel that the whole school or large groups should be involved, as it is a small minority of youths causing the problems. The School will be setting up small workshops, which the Parish Council can be involved with and which will start next term. The Chairman will attend some of these workshops. With regard to students being off the school site between exams, at these times the students are still under the wider school responsibility and if there are problems during these time then this needs to be reported to the school.

The Clerk to arrange a meeting with Mr Redhead, Area Youth Project Officer based at Cottenham Village College, Mr Bacon, and Mr Owen and the Chairman from the Parish Council, to discuss youth provision in Swavesey and how to set up new facilities.

No major problems were reported following the Village College Leaver's Prom this year. Broken bottles were littered around the village.

Information on Cambs Police Authority public consultation during Summer 2004 – dates where Members will be present at local events. Police Authority News and the Annual Custody Visitor Report also received.

AGENDA 7

Items for Discussion

7.1 Highways

- (i) Letter to be sent to the companies in The Grange, Market Street, asking them to request that their employees and visitors do not to park on the edges of Market Street Green. Parking will cause damage to the green and during the next few weeks cars parked along this section of Market Street could restrict access for large farm vehicles.
- (ii) Pre-School Learning Alliance, Century House, Market Street have asked if the trees along the verge could be cut back, as they are causing visibility problems for people trying to cross the road from the verge. The Clerk reported that she has asked CCC Highways to arrange for them to be cut back.

7.2 Memorial Hall

- (i) The Hall Committee chairman circulated a report on Hall discussions over the past quarter. Two proposals from the Hall Committee were put forward:

- 1) The Hall Committee wishes to recommend that the hire charges for January 2004, £98.00, for the Playtimers Group, be waived due to the problems experienced with the heating and the cleanliness of the Hall during January 2004.

The proposal was unanimously approved.

- 2) The Hall Committee wishes to recommend that a £10 refund on the hire charge be made to a private hirer, following a complaint regarding the cleanliness of the Hall on their arrival to prepare for their hire.

The proposal was unanimously approved.

- (ii) Charity Status of the Hall. The Clerk reported on further discussions with Independent Examiners, Sovereign Management Services Ltd, regarding advice on the charity status of the hall. Sovereign are able to negotiate between the Parish Council and Charity Commission on the best way forward with regard to the Charity Commission's request that the Hall be registered as a charity and run independently of the Parish Council. A fee of £300 would be required in order for Mr Martin from Sovereign to visit the Parish Council to give advice and explain the implications and procedure for complying with the Charity Commission's request. The Charity Commission is not able to send officers out to visit organisations. It was proposed and unanimously agreed to spend £300 on advice and a meeting with Sovereign.
- (iii) The Clerk reported that quotes were being obtained to level and re-gravel the hall car park and would be discussed further at the July meeting.
- (iv) Letter received from an attendee at the Playtimers Group, whose 2-yr old child had managed to get out of the front door of the hall and into the car park unnoticed. The mother has written to Playtimers and the Parish Council with suggestions as to increased safety measures that should be considered for the Playtimers sessions and the Hall. The subject to be discussed by the Hall Committee.

7.3 Recreation/Playgrounds

RoSPA inspection report received. No major problems, a top-up of bark is required. Report to be copied to the Handyman for info. Disability Access Audit also received, to be copied to the Play Area Committee for consideration in the design of the proposed new play area.

7.4 Village Maintenance

The four new benches have been delivered and will be installed on the recreation green shortly. A quote to be obtained from Manart, to install the loose bench from Market Street back onto its base.

It was reported that the marker plate for the buried millennium capsule on Market Street green is coming loose, Clerk to check.

7.5 Handyman

A busy month again including: lots of litter clearing particularly around the recreation green, play area and footbridge on the green; the bridge has been repaired; tubs have all been planted with summer bedding; repairs carried out to the fence around the play area; broken spring on the play area gate to be replaced; weedkilling around play area and Carters Way play area.

7.6 Drainage

Longstanton Technical Liaison Group – Minutes of meeting held on 11 May received. No new items noted.

7.7 ODPM Select Committee Inquiry into Gypsy and Traveller Sites

Further information on the Inquiry circulated, together with the response sent to the ODPM by the District Council. Due to the late notification of the Inquiry the response date had now passed, however the comments from the District Council covered areas of concern previously discussed.

7.8 Purchase of new Christmas Lights for the village

On behalf of the Village Events Committee, Mr Marriott – Chairman of the Committee, wished to ask the Parish Council if they would consider purchasing new Christmas Lights for display in Market Street this Christmas. When the Parish Council took over the responsibility for the insurance of the lights last Christmas, the original lights were not able to be used due to their age and condition. Last year lights were loaned for the event, however for this year new lights need to be purchased. The Events Committee wished to ask if the Parish Council would grant up to a maximum of £1,000 to the Events Committee for the new lights. The Committee would also be approaching local business for funding towards the total cost, therefore the Parish Council may not have to grant the entire cost of the new lights.

It was proposed and unanimously agreed that in principle the Parish Council would support proposals by the Events Committee for new Christmas Lights and would provide a grant later this year, up to a maximum of £1,000. The Events Committee also to approach local businesses for donations towards the lights.

AGENDA 8

Planning

8.1 Correspondence

- (i) Increased housing development proposals – Abington/Linton. Correspondence received from Kingston Parish Council and other parish councils, regarding the proposals from the Office of the Deputy Prime Minister (ODPM) to increase housing development in the M11 corridor by another 18,000 houses. Part of the identified area will include the southern region of South Cambs. Kingston Parish Council has drafted a letter to the ODPM, which it hopes will be signed by all Parish Councils in S Cambs, objecting to the proposed increase in development. Following discussion the Parish Council was not prepared to sign the draft letter. The Council felt that any future housing development must be spread evenly over the entire district and the northern area of the district has already taken the majority of existing planned development, in the large developments of Cambourne and the proposed Northstowe, as well as infill developments within many villages, such as Over, Swavesey, Longstanton. Any future development could not be sustained in the north of the district.
- (ii) SCDC Local Development Framework – précis document.
- (iii) Copy of letter sent from the owner of Trinity Barn, Uttons Drove, to South Cambs Planning Dept regarding planning application S/0954/04/F for a dwelling, garage and annexe at Trinity College Farm, Uttons Drove. Parish Council replied to the planning application at the meeting held on 24 May, no further comments to be forwarded from the Parish Council.
- (iv) S/00441/04/CW – Re-profiling and ground raising of land adjacent to Covell's Drain. Deferred, pending further information until next Committee meeting to be held on 19 July.

8.2 S.106 Agreement and Public Open Space Adoption

G Wimpey UK Ltd has suggested that a transfer for the public open space areas be drawn up, omitting the two small areas where title deed is still currently in Barwells name. G Wimpey UK Ltd is waiting to hear from Barwells with regard to a Deed of Rectification to resolve the title issue. Once the Deed has been agreed than G Wimpey UK Ltd will transfer the additional land and pay any additional legal fees incurred.

G Wimpey UK Ltd has still to erect the boundary fence along the POS land adjacent to 7 Blackhorse Lane and also erect the boundary markers defining Mr Kyberd's land.

Other outstanding issues are still the repairs to the safety surfacing in the children's play area and a report from RoSPA on safety. In light of the Disability Discrimination Act coming into force this autumn, the Parish Council now wishes to see a DDA access survey carried out as well and should any work be required to the play area following both reports, then G Wimpey UK Ltd should be responsible for completing the work prior to transfer to the Parish Council.

Parish Council resolved that it would not accept any land transfer until the whole of the POS areas are transferred. Also that all other outstanding issues must be completed prior to any land transfer. The Clerk to write to Thomson Webb & Corfield instructing this.

8.3 Applications

- (i) Ref: S/01220/04/F – 11 Ramper Road. Conservatory to rear of property. No objections.
- (ii) Ref: S/0953/04/F Amended – 21 Market Street. Revised design for annexe. No objections.

8.4 Permissions

Ref: S/0838/04/F – The Grange, Market Street. Permission granted for the removal of condition 6 of planning permission S/1550/03/F to enable the insertion of Mezzanine Floor.

Ref: S/0410/04/F – 15A Gibraltar Lane. Permission granted for extension.

Ref: S/0646/04/LB – Rose Cottage, 6 High Street. Permission granted for alterations.

Ref: S/0545/04/F – 42 Boxworth End. Permission granted for extension.

Ref: S/0889/04/F – 75 Moat Way. Permission granted for extension.

Ref: S/0853/04/F – 24 Taylors Lane. Permission granted for extension (renewal of time limited permission S/0778/99/F).

8.5 Refusals - None received

8.6 Appeals - None received

AGENDA 9

Accounts

9.1 Payments this Month

- (i) All payments approved:

	Net	VAT	Gross
Administration and salaries	1,517.53	14.55	1,532.08
Village maintenance	67.08	11.21	78.29
Glasdon UK – 4 new benches	1,242.31	217.41	1,459.72
Memorial Hall – J Kilborn, Electrical maintenance	57.62	10.08	67.70
Memorial Hall – consumables	3.68		3.68
Total:	£2,888.22	253.25	3,141.47

- (ii) Receipts

Hall Booking receipts (May/June)	Total:	337.48	337.48
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Bank account reconciled as correct on 24 June 2004.

Direct Debit mandate signed for monthly payment of Memorial Hall Administrator's mobile phone invoices.

9.2 Income, Expenditure, Budget & Audit Update

Quarterly I&E and Budget report for end June 2004 circulated to all Councillors. One query raised regarding the Administration total for the quarter, that if similar expenditure continues it will be over budget by year-end. The Clerk replied that the first quarter total is higher than subsequent quarters due to insurance and subscription payments all being paid in the first quarter. There were no other queries raised.

9.3 Salary Reviews 2004 – to be discussed ‘in camera’

This item was discussed at this point in the Agenda, as there were no members of the public or press present at the meeting.

Minutes of the discussion are confidential and therefore are not attached to this published copy.

AGENDA 10

Correspondence

Copy of letter sent to Mr Green by Cambs County Council, regarding the surveying of Constable’s Rood and sources of grants for future work to the land. Clerk to ask Mr Green if the letter could be included on the website with the Constable’s Rood information, so that residents can see what is happening with the land.

Letter enquiring as to whether Constable’s Rood is for sale. Clerk to reply stating that the land is not for private sale.

Thank you letters from St Andrews PCC and Swavesey Non-conformist Cemetery for the maintenance grants awarded recently.

CALC – workshop dates, NJC agreement for car mileage allowances, S Cambs District Assoc Agenda for 24 June.

Cambs ACRE – Finalists evening for the Village of the Year Competition, 8 July, Parish Plans – Day Conference in Ely on producing parish plans.

The Countryside Agency – Countryside and Rights of Way Act 2000, Provisional map issue for East England, section covering Swavesey area.

NHS – Survey of workplace no smoking policies – questionnaire passed over to Hall Committee.

S Cambs NHS – Directory for the older adult in S Cambs.

Cambs Criminal Justice Board – at the East of England Show 18-20 June.

Go-East – Review of the UK sustainable development strategy – info available on website.

Anglia Polytechnic University – info on BA (Hons) Social Policy course.

Charity Commission News.

Newsletters/Magazines: SLCC The Clerk; S Cambs Magazine

Cambs Fire & Rescue Service Corporate performance plan 2004/05.

AGENDA 12

Items for Information and Next Meeting Agenda

Mr Wright The dog waste bin is missing from the lamp-post at Middle Fen Drove corner. Clerk to find out if CCC contractors removed it when the cycleway was constructed.

 There is a scooter in the ditch along Mow Fen Drove and a burnt out car along River Drove – Clerk to report these to SCDC.

- There appear to be people living in a caravan on horse paddocks along Cow Fen Drove. This to be monitored as they may only be there temporarily whilst horses are foaling.
- Mrs Rogers There are tiles missing from the Telecom manhole cover at the top of Wallmans Lane – Clerk to report this to CCC Highways.
- There is a large water leak from a trough in a field along Lairstall Drove which needs to be reported to the necessary authority.
- Asked Mr Shepperson if he knew when Middle Fen Drove would be resurfaced. Mr Shepperson had not been given any dates for the work yet, SCDC to be contacted.
- Mr Tait Reported that a number of large ‘Action against the Windfarm’ posters have appeared around the A14 junction and entrance to Swavesey. Was the Parish Council aware of this and are they permitted on lamp-posts etc along the highway? The Clerk replied that if they have been put on lamp-posts then that is fly-posting. The Parish Council would take no action at present as the posters are not currently within the village. For posters on private land it is entirely up to the landowner to grant permission.
- Mr Foster Handed out draft plans for a new brick-built football club changing room on the recreation green, to replace the old wooden pavilion. The plans are draft ideas and the football club would like members of the Parish Council to view the initial ideas to find out if any comments or queries are raised. More formal plans and discussions on the ideas would be presented later this year, after the club has found out if it is able to raise grant funding from the FA towards the project.

There being no further business, the meeting was declared closed at 9.55pm.

Minutes approved & signed as a correct record by the Parish Council on 26 July 2004