

AGENDA 5

County Council Business

5.1 Ramper Road, No.15/15A Bus Route

The Clerk reported that a reply had not yet been received from the Traffic Commissioner. It was suggested that Mr Campbell, MD of Stagecoach be invited to attend a meeting with Councillors to explain why Ramper Road is being used. Letter also to be sent to Mr A Lansley MP informing him of the new route, loss of bus service to Boxworth End and state of Ramper Road. Clerk also to contact CCC S Highways and Mr B Jackson, Head of Passenger Transport to try to change the bus route back to Boxworth End and request funding for maintenance work to Ramper Road.

5.2 Correspondence and Items for County Councillor

- Corporate Plan 2005-09 – draft plan and initial consultation.
- P3 Scheme – Grant requests for 2005/06 – to be discussed with draft budget.
- Letter from Mr Lansley MP re funding for Cambridgeshire.
- Winter gritting and snow clearing leaflet.

AGENDA 6

District Council Business

6.1 Correspondence and Items for District Councillor

- Healthy walks scheme, Milton Country Park & Directory for the Older Adult.
- Appointments to Standards Committee of Parish Council representatives.
- Sat 27 November – Capital Funding Day – free one day training course.
- Parish Council Elections – term of office. Due to recent District Council boundary changes, Swavesey Parish Council's next election will be May 2006. This is one year earlier than usual.

6.2 Cllr Shepperson reported that the S Cambs Local Plan has now been published and a map and key detailing the extent of the village development boundary is included. It would be useful if the Clerk would copy this to all Councillors for reference.

AGENDA 7

Police/Crime Report

7.1 Correspondence and information for Community Beat Officer

- (i) Crime reports and newsletter circulated.

AGENDA 8

Items for Discussion

8.1 Highways

- (i) Cycle barriers, Chantry Close. Map and details received from CCC Highways as to the siting of the cycle barriers along the footpaths leading to/from Chantry Close. Parish Council in agreement with locations and agree to proceed.
- (ii) Correspondence received from resident of Carters Way, regarding vehicles parked on the corner of Priors Avenue and Carters Way and concern that there is insufficient room between the vehicles parked on both sides of the road, for emergency vehicles to get through should they need to. A request for all residents to park sensibly would be mentioned in the next Meridian News.

8.2 Memorial Hall

- (i) The Committee Chairman gave a report on the main items of discussion for the Committee over the past three months.

- Following a request from a main user group, the Committee agreed to investigate the purchase of a new or refurbished cooker. Donations from other user groups have been received, totalling £335 to date. The Committee wished to propose that the Parish Council contribute by funding the installation and PAT testing of the cooker. This was unanimously approved.
- The Committee wished to propose that two disabled-persons parking bays (which would take up 3 existing parking bays) at the front of the tarmac area of the car park be provided. This was unanimously agreed.
- The Committee are also considering restricting parking directly in front of the main door, which is happening on a regular basis at night at the moment. If a car is parked in front of the main door this restricts and sometimes stops access by wheelchairs or emergency access.
- During September and October the Hall receipts totalled £921.60, giving a total of £3,791 to date. The Hall is also heavily booked during November and December and the income to-date is on course for the year-end budget of £5,000.

8.3 Recreation/Playgrounds

- (i) Halloween Vandalism. The Clerk reported that on the evening of 31 Oct, the BT phone box at the front of the recreation green had been daubed with paint and flour and the trees had been covered in toilet paper. The incident had been reported to the Police and BT. Inquiries had been made to find out who had carried out the vandalism but no definite names had been identified. Local residents would be contacted to ask for their support in reporting anything they see happening in the future. Mr Owen reported that if a 'citizens patrol' was considered for next year's Halloween or any other date, then he knew of someone who would be prepared to help with this.
- (ii) Play Area Project. The Clerk circulated grant application figures for the organisations to which the Play Area Committee were applying. The main grants are now being applied for to the Landfill Tax Credit Scheme funds, as two of what had been hoped would be the biggest funders for project – Living Spaces and Carnegie Trust – had closed their funds. This has now meant that additional third party funding is required, on top of the funding originally secured from Swavesey Post Office and Shop, for the first applications. The Committee wished to ask if the Parish Council would consider pledging to fund up to £2,784 as third party funding. Without the third party funding secured, the grants cannot be applied for. The final amount required from the Parish Council would be determined when the grants are awarded, as the funding is a percentage of the grant awarded. The Clerk advised that the funding is not required until the next financial year, therefore also needs to be considered with the draft budget, either as a part of the Precept request or a transfer from the general reserve. Parish Councils have the power to provide play area equipment and therefore can support this expenditure within existing powers. It was proposed and seconded to pledge up to £2,784.00 as third party funding for the project. This was unanimously approved.

8.4 Village Maintenance

- (i) Willow Tree in Hall car park. Three quotes obtained to pollard the Willow Tree. The Clerk had met with the District Council's Trees Officer who gave his recommendation that the tree be pollarded to just below the last pollard. From quotes obtained it was proposed and unanimously agreed to accept the quote of £170.00 from Atlas Tree Surgery, Over.

8.5 Handyman

- (i) The Clerk thanked Mr Day for his help when the bark was delivered to the play area. The Handyman had then spread the bark around the play area.
- (ii) The Council expressed its thanks to Debbie Wake and Sue Ellington for clearing up all of the litter and paper on the recreation, following Halloween.

8.6 Drainage No items to report this month.

8.7 Events Committee

The Clerk confirmed that insurance cover for the Christmas lights was in order through the Parish Council's insurers. A risk assessment is to be completed for the records.

AGENDA 9

Planning

9.1 Correspondence

- (i) Local Development Framework – recreation study. Request from S Cambs District Council to confirm the status of land identified within the S Cambs Local Plan 2004 as an extension to the existing recreation ground. Parish Council to reply that the land is currently agricultural and there is no date as to when it might come forward for the purpose for which it is allocated.
- (ii) Statement from Cottenham Parish Council with regard to the conclusions from the House of Common's Select Committee into Gypsy and Traveller Sites. To be discussed next meeting.

9.2 Travellers site Rose & Crown Road

The Chairman wished to remind Councillors of their obligations and the feelings of the parishioners they represent, in relation to the Travellers site on the edge of the village. Residents of the site are presently asking village residents, including Parish Councillors, to sign a petition stating that they have no objection to the Travellers living on the present site. The Parish Council two years ago unanimously objected to the breach of planning control by the Travellers who moved onto the site without planning permission. The Parish Council has since unanimously supported all of the actions by the District Council to refuse planning permission and remove the Travellers from the site. The Chairman also wished to remind Councillors that their decision to sign or not sign the petition is a personal one, however they should consider whether a declaration of interest is required when future Agenda items on the Travellers are discussed.

It was not considered that any declarations were required for this Agenda item as the discussion was about signing or not signing a petition and not specifically a Parish Council decision relating to the planning issue of the Travellers site.

9.3 Applications

- (i) Ref: S/2285/04/F – 5-8 Whitton Close. Erection of 11 affordable dwellings following demolition of 4 existing dwellings. Decision deferred. Separate meeting arranged for Tuesday 30 November 2004. Notification to be sent out to residents who have attended previous meetings.
- (ii) Ref: S/2214/04/F – 35 Gibraltar Lane. Extensions to dwelling and siting of temporary caravan. No objections.
- (iii) Ref: S/2265/04/LDC – Driftwood, Hale Road. Certificate of Lawfulness for an existing use. No objections.
- (iv) Ref: C/11/40/88 – 24 Wallmans Lane. Tree works within Conservation Area. Removal of 3 Ash Trees, causing problems with drainage and visibility. No objections.
- (v) Ref: S/2252/04/O – Land adj. Level crossing, Over Road. Bungalow. No objections but comment to be returned pointing out that the proposed development will be outside of the village development boundary.
- (vi) Ref: S/2303/04/F – Albany House, 33 High Street. Double garage with workshop and office over. No objections.

9.4 Permissions

Ref: S/0954/04/F – Trinity College Farm. Erection of dwelling, garage and storage outbuilding. Permission granted for insertion of two velux roof windows on the rear elevation.

Ref: S/0497/03/F – 12 Blackhorse Lane. Extensions. Permission granted for the repositioning of the entrance door along the front elevation.

Ref: S/1811/04/F – 54 Middlewatch. Permission granted for conservatory.

Ref: S/1893/04/F – D C Hall, Buckingham Business Park. Permission granted for alterations to west elevation.

Ref: S/1869/04/F – Tecvac Ltd, Buckingham Business Park. Permission granted for insertion of mezzanine floor for storage area.

9.5 Refusals - None received

9.6 Appeals

Ref: APP/W0530/C/04/1161943/83/85 - Land at Cow Fen Drove, appeal against enforcement notices served by S Cambs District Council. Representation to be sent from the Parish Council to the Appeal Inspector in support of the District Council's service of two enforcement notices for breach of planning control by the landowners. Also to inform the Inspector of current vehicle movements to and from the site along the Byway which is Cow Fen Drove and the maintenance issues relating to the drove that the increase in traffic will cause. Cow Fen Drove is a Swavesey Byway maintained for agricultural use only.

AGENDA 10

Accounts

10.1 Payments this Month

(i) All payments approved:

	Net	VAT	Gross
Administration and salaries	850.90	17.80	868.70
Village Maintenance – skip hire	120.00	21.00	141.00
Grass and highway verge cutting	2,216.75	387.93	2,604.68
Youth Projects Grant – Theatre Workshop	250.00	0.00	250.00
Memorial Hall – maintenance (replacement window)	116.00	20.30	136.30
Memorial Hall – consumables/admin/electricity	153.34	6.90	160.24
Memorial Hall – rates, PRS fee	172.00	5.95	177.95
Total:	3,878.99	459.88	4,338.87

(ii) Receipts

Hall Booking receipts (Oct/Nov)	326.65	0.00	326.65
Donations towards Youth Fund	25.00	0.00	25.00
HM Customs & Excise – VAT quarterly refund	365.81	0.00	365.81
Invoice in payment of dog waste bin, Cambs County Council	69.53	0.00	69.53
Total:	786.99	0.00	786.99

Bank Accounts reconciled as of 16 November 2004.

10.2 Budget 2005/06

Draft budget for 2005/06 distributed to Councillors. Draft compiled by Finance Working Party. The Clerk asked all Councillors to check through items listed and report any amendments to the December Parish Council meeting. Budget is to be finalised and Precept set at January meeting.

10.3 Correspondence

- Valuation Office – A revised rateable value on the Memorial Hall, with effect from 1 April 2005, of £5,500. Compared to present rateable value of £4,300. This will increase the non-domestic rate demand for the Hall, yet to be notified by SCDC. The Clerk reported that the appeal lodged against the revised rates following the extension work has still not been determined. It is now expected to be heard by 28 Feb 2005.
- Powergen – notification of business electricity rate increases with effect from 29 November 2004.
- Thanks sent from Mrs Martin, together with details of the accounts, following the grant awarded to the Theatre/Dance Workshop in October.

AGENDA 11

Correspondence

- Environment Agency – Flood Awareness Campaign 2004/05 information.
- Cambs ACRE – Harvest magazine, 2003-04 Annual Review
- CALC – Guide to becoming a Quality Council; training course dates
- ODPM New ethical framework regulations – notice of statutory instruments
- NALC – Annual review & accounts 2003-04
- Defra – Rural Services Review publication
- Newsletters: Clerks & Councils Direct; The Clerk (SLCC); Local Council Review (NALC)
- Camb Fire & Rescue – Integrated Risk Management Plan 2005/06
- Standards Board for England – Updated guide on Code of Conduct and Declarations
- Leisure & The Environment – East Region Rural Sport & Recreation Working Group meeting Tues 14 Dec'04, Histon

AGENDA 12

Items for Information and Next Meeting Agenda

- The Clerk gave an update, from Mr Glyn Jones, on the clearing of Constable's Rood over the weekend of 13 & 14 November. Mr Jones thanked those who had been able to help and in particular the valuable help from Mr Johnson and his son from Friesland Farm. The next stage will be continue to clear the smaller items on the land and then investigate what grants are available to redevelop the land and compile ideas on what to do with it.
- Mr Shepperson reported that the boundaries alongside Mr Radcliffe's land are Mr Radcliffe's boundaries and the ones bordering the two droves belong to Constable's Rood.
- Query on progress of discussions regarding the charity status of the Hall. The Clerk replied that this was still on-going and the responsibilities of Councillors and Trustees was still being investigated.
- The surface of the footpath along Middlewatch, between Gibraltar Lane and the Primary School is breaking up again. Clerk to report this to County Highways Dept.

There being no further business, the meeting was declared closed at 9.35pm.

Signed & dated

Chairman

Minutes approved & signed as a correct record by the Parish Council on 20 December 2004