

- (iii) CCC Highways is in agreement in principle to install cycle barriers on the footpaths through to Chantry Close and Moat Way. Final confirmation of the position and type of barrier is to follow.
- (iv) Memorial Hall – reports and discussions are still on-going with regard to the Charity status of the Hall.
- (v) Quotations are being obtained for work to the Willow Tree in the Hall car park. The Clerk will meet with the District Council's Trees Officer on Weds as the tree is within the Conservation Area.
- (vi) Mr Owen reported that he had queried with the District Council, the affordability figures for the low cost housing scheme proposal for Whitton Close. Some figures had been received and these will be discussed further as the project progresses.

At this point, the Chairman wished to express his sadness at the death of Mr Bill Smart, who died on Saturday 23 October. Mr Smart had served as a Parish Councillor for 4 years in the early 1990's as well as supporting and being a member of many other village clubs and organisations, some of which most notable were the Millennium Celebrations Committee and the Royal British Legion. The Chairman, on behalf of the Parish Council, acknowledged Mr Smart's contribution to the village and a card would be sent from the Parish Council to Mrs Jenny Smart. The funeral is to take place on Tuesday 2 November, 11.30am at St Andrew's Church, Swavesey.

AGENDA 3

Declarations of Interest

No declarations were made.

AGENDA 4

Parish Council Vacancy

A bye-election has not been called, therefore the vacancy is to be filled by co-option by the Parish Council. A new notice has been displayed asking for applications for co-option, which will take place at the Council meeting on 22 November 2004.

AGENDA 5

County Council Business

5.1 Ramper Road

Awaiting a reply from the Traffic Commissioner following letter sent.

Following enquiries CCC Highways has confirmed that Ramper Road is not on the winter gritting route this winter. It was also noted that Ramper Road is not the only bus route not to be gritted. Gritting priorities have been circulated to Councillors for their information.

Discussion held on how further pressure can be put onto Stagecoach, the Traffic Commissioner and the County Council with regard to the situation of Ramper Road. It was agreed that the Cambridge Evening News should be contacted. Also that through the village website and Meridian Magazine, residents should be encouraged to write to the Parish Council about the bus route and loss of bus along Boxworth End, to support the Parish Council's complaints.

5.2 Correspondence and Items for County Councillor

- Cycleway – concern expressed from village resident re the speed of children cycling around Station Road/Taylor's Lane corner. This section of footway is not a designated cycleway, it is narrow and dangerous. The Clerk replied that it had been discussed during the Traffic Calming meetings that cycle barriers could possibly be installed along here to stop the cyclists, also flashing warning lights were discussed. Clerk to contact Mr Brace, CCC Transport to confirm the situation. Mr Shepperson reported that following the discussions last month about safety at the Church car park entrance, a site meeting had taken place with CCC Officers and agreement reached on the installation of safety measures.

- Countryside Services Team Annual Report – for info.
- Briefing note for Parish Councils on the Lost Highways Project. Clerk to speak to Countryside Access Team re registration of the Swavesey Byways on the definitive map.
- Time & Space to Play – first draft policy framework for consultation. Clerk to enquire re grant funding mentioned for local authorities for 2005.
- Bus Service Tenders information – no services relating to Swavesey are included.
- P3 News Bulletin 2003/04
- New leaflet on how to organise road closures for public events.
- Copy of letter of objection to the Wind Farm application from County Councillor Mrs Johnstone. Copy of letter of objection to Wind Farm application from resident of Boxworth End, Swavesey.

AGENDA 6

District Council Business

6.1 Kitchen bins

Parish storage and distribution of small kitchen recycling bins. Councillor Mr Shepperson offered to hold a stock of the bins and would be able to make arrangements for anyone wanting a bin to collect it from him.

6.2 Correspondence and items for District Councillor

Councillor Mr Shepperson reported that following the recent public consultation on the proposed increase in the District Council part of the Council Tax bill for 2005/06, the majority of the responses received were in favour of the medium rate of £140. It is very likely now that the District Council will levy a tax of £140 per Band D property next year.

AGENDA 7

Police/Crime Report

7.1 Correspondence and information for Community Beat Officer

- (i) Crime reports and newsletter circulated, it was noted that there has been an increase in the number of petty crime and shed break-ins recently in the village and surrounding area.
- (ii) Cow Fen Drove. An email had been received from a local resident regarding intimidation from people living on the field along Cow Fen Drove and asking for Parish Council support in reporting the incident. The Clerk had replied stating that the Parish Council had no powers to act on any incidents however the Council was in contact with the District Council and Police with regard to the situation and would keep them updated on any information received. It was also reported that the field and residents there had been the subject of a Police raid on Friday 22 October.
- (iii) Annual Review of S Cambs Crime & Disorder Reduction Partnership received.
S Cambs Community Safety Partnership, Strategy Consultation Event, 3 Nov, Marshall Airport.

AGENDA 8

Items for Discussion

8.1 Highways No items were reported.

8.2 Recreation/Playgrounds

Two quotes for bark received, the usual supplier has ceased trading therefore a new supplier is required. It was proposed, seconded and unanimously agreed to purchase from Streetscene (City Services), Cambridge at the quoted rate of £45.00/M³, a load of 12M³ to be ordered.

8.3 Village Maintenance

- (i) Noticeboard. Budget quotes obtained for wood and recycled plastic noticeboards, 2-door, free standing, glazed unit. Costs range from £550 to £900 depending on materials. Budget figure to be put into next year's budget. Mr Shepperson offered to make a noticeboard that could be fitted to a wall, if a suitable position could be found. Further investigation required on where a noticeboard could be sited within Cherry Trees.
- (ii) Bench repairs. Quote obtained from Paxton Sheet Metal for five metal slats to be used for repairs to the metal benches on the recreation green, £76 + VAT for all five slats. A local resident has offered to weld the slats to the benches, gas for welding to be charged when amount known, no labour costs will be incurred. Village Handyman will then arrange to repaint the benches. It was proposed, seconded and unanimously agreed to proceed with this arrangement.

8.4 Handyman

Plant tubs replanted with winter flowers. No problems reported this month.

8.5 Drainage No items to report.

8.6 Request for financial support for a Youth Theatre Workshop

Further information was circulated on this request, following the discussion held last month. Mrs Martin had confirmed that the request is for a one-off start-up grant and not for on-going financial support. Mrs Martin had provided further details on the anticipated costs and income for the workshop: costs were expected to be £600, income from attendance fees expected to be £400 (if all 20 places are taken), leaving a shortfall of £200. A grant for £300 is requested, to cover the anticipated shortfall and cost of any materials required. Following discussion an initial proposal was put forward for a £300 grant, this proposal was not seconded. A second proposal was then put forward for a grant of £250, which was seconded. The vote on this proposal recorded 6 in favour, 3 against, 1 abstention. A grant of £250 to be awarded.

8.7 Events Committee Report

Mr Marriott reported that some additional funding for the Christmas lights in Market Street had been received. Further investigation is required on the insurance for the lights, the Clerk will confirm details with the Parish Council's insurers, as the Parish Council had agreed to purchase the lights and therefore be in a position to cover the insurance for them.

8.8 ODPM Consultations

The Clerk had reviewed the consultation on the draft code of conduct for local government employees and had no comments to raise on it, nor on the 'political activities' consultation. Enquiries had also been made through CALC and SLCC and no items had been raised at present by either organisation.

AGENDA 9

Planning

9.1 Correspondence

- (i) Copy of a letter from Mr Lansley MP, to the East of England Regional Assembly received, regarding the RPG14 Strategy Review and possible development in the M11 Corridor. Mr Lansley MP had met with 13 Parish Councils in S Cambs and wished to strongly urge the Panel and the Assembly to reject proposals for housing targets beyond those originally proposed.
- (ii) Ref: S/1379/04/F – Longstanton, Home Farm development. Scheme of ditch widening and balancing pond – application withdrawn.
- (iii) S/1453/04/F & S/1452/04/LB – Nationwise Ltd, conversion of barns at Mill Farm into offices and children's day nursery – recommendation refusal.

9.2 S Cambs Local Development Framework

The first set of LDF documents have been received for comments. Swavesey has been classified within the rural growth/limited rural growth village category. Results of the 'larger sites housing capacity study' list Swavesey as having 4 sites, total area 1.53 hectares, of potential housing capacity. The closing date for representations on this draft framework is 12 November 2004. No comments to be returned.

9.3 Applications

- (i) Ref: S/2110/04/F – Land r/o 114 and adj 118 & 120 Middlewatch. New dwelling. No objections.
- (ii) Ref: S/2069/04/RM – Land west of Longstanton (Phase 2 – Home Farm). Erection of 153 dwellings and ancillary works. Refuse as per previous applications, re future flood risk, increased traffic along Ramper Road, overloading of local sewage system.
- (iii) Ref: S/2009/04/F – 8 Thistle Green. Single storey rear extension. No objections.

9.4 Permissions

Ref: S/1745/04/F – Drayton Cottage, 36 Boxworth End. Permission granted for garage with storage above following demolition of existing outbuildings.

Ref: S/1630/04/F – 112 Middlewatch. Permission granted for extensions.

9.5 Refusals

Ref: S/0696/04/RM – Land West of Longstanton (phase 2 – Home Farm). Refusal of reserved matters for details of siting, design, means of access and landscaping.

9.6 Appeals - None received

AGENDA 10

Accounts

10.1 Payments this Month

- (i) All payments approved:

	Net	VAT	Gross
Administration and salaries	2,333.33	8.54	2,341.87
Village Maintenance (inc car park resurfacing)	4,047.46	38.65	4,086.11
Memorial Hall – maintenance	186.90	32.71	219.61
Memorial Hall – consumables/admin	70.00	10.07	80.07
Memorial Hall – rates	138.00	0.00	138.00
Total:	6,775.69	89.97	6,865.66

- (ii) Receipts

Hall Booking receipts (Sept/Oct)	515.80	0.00	515.80
Hall – Donations towards new cooker & tables	35.00	0.00	35.00
EDF Energy Networks wayleave	35.01	0.00	35.01
Donations towards new Christmas Lights	230.00	0.00	230.00
SCDC Community Grant towards hall car park resurfacing	775.00	0.00	775.00
Total:	1,590.81	0.00	1,590.81

Bank Accounts reconciled as of 20 October 2004 at: Current Account: £10,178.07

Treasurer's Account: £44,581.61

- (ii) Donations received by the Events Committee for the purchase of new Christmas Lights for Market Street have been paid into the Parish Council accounts and allocated to the Events Committee Fund. The Events Committee does not run a bank account and as the Parish Council will be purchasing the lights for the village, the Clerk agreed to bank the donations. Should in the future, any further accounting arrangements be required for the Events Committee, then the Committee would need to open its own bank account.

- (iii) Following an article in the Meridian magazine and enquiries made by the Clerk no further information has been received on the traffic incident in the village earlier this year. The Clerk contacted Charles Kendall Freight, who had sent through the £100 donation following the incident, and the company stated that it would like the donation to go towards a village charity or fundraising cause. It was proposed, seconded and unanimously agreed that the money would be put towards the purchase of new Christmas lights. Letter to be sent to Charles Kendal Freight.
- (iv) The Clerk reported that a donation of £25.00 had been received from a village resident, who wished this to be put towards the Youth Provision fund. A letter of thanks to be sent.

10.2 Budget 2005/06

Budget planning timetable circulated. The Hall Committee will be discussing the Hall draft budget on 9 November. Parish Council Finance Working Party to meet on Weds 10th November to draw up a draft full budget for consideration by the Full Council at the November meeting.

10.3 Annual Allowance Review – Clerk & Hall Administrator – to be discussed ‘in camera’

Discussion deferred until the end of the meeting.

AGENDA 11

Correspondence

- Cottenham Parish Council – local networking meetings.
- CALC – local council information.
- Guided Bus Kiss & Ride proposals – objection letter from residents in Over Road.
- Swavesey Library Group – Annual meeting.
- Pecks Groundcare – sales letter re tendering for contracts.
- SLCC ‘Funding & Community Projects’ conference information.
- Postwatch Newsletter.

The public were asked to leave the meeting in order for Agenda item 10.3 – Annual Allowance Review, to be discussed.

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

AGENDA 12

Items for Information and Next Meeting Agenda

- Interactive speed signs in Boxworth End are still not working correctly, the one on entering the village still does not work and the one near the Dairy Farm does not always work in wet weather. Clerk to contact CCC Highways.
- Contact to be made with Dawsons regarding the loss of soil when the car park was resurfaced.
- Question raised as to whether a reply had been sent to the email about problems in Cow Fen. The Clerk replied that a formal reply from the Clerk had been sent by email.
- The sign post at the back of the recreation green near Brick Kiln Drove is missing. The Clerk replied that this had been noted a quote to replace the sign had been requested.
- The Clerk informed Council that Mr Morris the present webmaster for the village website had offered his resignation as webmaster at the Meridian Magazine meeting earlier this month, as his term of one year in the post finishes at the end of the year. The Meridian Committee had asked him to continue for a further year. The Clerk added that Mr Morris had carried out a fantastic job over the past year in setting up and running the website and would like to recommend that the Parish Council also ask Mr Morris to continue for a further year. The Council unanimously agreed and wished to formally ask if Mr Morris would continue for a further year.

There being no further business, the meeting was declared closed at 10.15pm.

Signed & dated, Chairman

Minutes approved & signed as a correct record by the Parish Council on 22 November 2004