
Swavesey Parish Council

7.30pm Public Open Forum

Flood Risk – comment put forward that the Environment Agency is hiding behind two villages, which are now feuding with regard to the issue of the height of Covell’s Drain bank. The Environment Agency is not responding to either of the villages concerns and questions. Will the Parish Council send a letter out to all residents informing them of the present and potential flood risks? The current issue of the Fen Drayton village magazine has an article with regard to this.

The Chairman replied that this subject would be discussed as an Agenda item at this meeting. Information has been published on the website but a letter has not been sent out to residents.

7.35pm

Minutes

Parish Council Meeting, held at The Memorial Hall
Monday 19 December 2005, 7.30pm

PRESENT

Mr M Johnston (Chairman)

Councillors : A Day, J Dodson, Mrs S Ellington, J Foster, P Marriott, J Pook, Mrs S Rogers,
J Shepperson, J Tait, W Wright

Clerk : Mrs L Miller

Parishioners : 8

County Cllr Ms M Smith

Community Beat Officer Pc Alison Jones, PCSO John Mason

APOLOGIE

Mrs S Rogers – late arrival, Mr J Foster – late arrival

AGENDA 2

Minutes and Matters to Report from the Minutes

The Minutes of the meeting held on 28 November 2005 were signed by the Chairman as a true record, with no amendments.

- (i) Mrs Nicole Mullee accepted the offer of the Hall Administrator’s job and started work on 5 December. Her Contract of Employment and all other necessary paperwork has been completed and signed.
- (ii) Window repairs have been ordered from Kings Lynn Glass, their quote arrived just after the last meeting and the total cost for all three replacement units, including toughened glass and upvc Georgian strips is £235 + VAT. Work should be completed this month.
- (iii) Reply received from the Charity Commission asking for additional information on the running of the Hall and its history before they can proceed with drafting a scheme. Clerk to reply in the New Year.

AGENDA 3

Declarations of Interest

Mr Day declared an interest in Agenda item 8.1 (i).

AGENDA 4

County Council Business

(7.40pm - Mrs Rogers joined the meeting)

5.1 Traffic Calming Update

The Clerk reported that no further correspondence had been received from the County Council with regard to additional traffic calming installations.

Cllr Mandy Smith asked the Parish Council if they would like to meet directly with the Safety Auditors to discuss the Over Road giveway feature. The Chairman replied that he and other Councillors would like to meet on site. Cllr Smith and the Clerk to arrange a suitable date for early in the New Year.

5.2 Correspondence for information and items for County Councillor

- (i) Winter Gritting, Ramper Road. CCC reply stating that Ramper Road was included within the 2005/06 winter review for gritting in October 2005, however it was decided not to grit it this year but include it again in the review for the 2006/07 season.

Cllr Mandy Smith added that she would contact Stagecoach to ask for pressure to be put onto the Highways Dept from Stagecoach for the road to be gritted.

- (ii) Village Maintenance 2006. Letter from S Highways Division warning of possible cuts in the village maintenance budget, which would mean that the verge cutting may have to be reduced from 5 cuts per season to 4. Further information will be available once the County's budget has been set.
- (iii) Kissing gate on FP 8, to Church Green has not been replaced yet – Clerk to find out when work is scheduled for this.
- (iv) Parish Paths Partnership Scheme application pack to complete by 14 February 2006.
- (v) Notification that the No 15 Service by Huntingdon & District has been altered to allow the last bus from Cambridge at 23.15 to also serve Bar Hill. New timetable issued as of 2 January 2006.
- (vi) Cllr Mandy Smith reported that she had recently met with Mr Barker of Marshall's to discuss their possible move to land adjacent to Buckingham Business Park. The funding of a cycle route along Buckingham Road was discussed and Mr Barker had replied that Marshall's would certainly be open to further discussions on how they might be able to help with this project, should they move their business to Swavesey.

AGENDA 5

District Council Business

- 5.1** Further information received from the District Council regarding their decision to cease funding the maintenance and power costs of footway lighting with effect from April 2006. The Parish Council has been informed that there is one SCDC footway light in the village, in Whitton Close. The annual cost of funding this light is anticipated to be £17.32 for maintenance and £15.35 for power. The light may be able to be included within the County Council's maintenance contract for streetlights, however the Parish Council would have to cover the annual cost of £32.67 and enter into an agreement with the County Council. It was decided to confirm the location of this light and then discuss the funding at the next meeting.

5.2 Correspondence for information and items for District Councillor

There were no further items discussed.

AGENDA 6

Police/Crime Report

6.1 Correspondence for information and items for Community Beat Officer

Community Beat Officer PC Alison Jones introduced PCSO John Mason to Councillors. Mr Mason has joined the Histon Sector neighbourhood team, as a Police Community Support Officer, to work with PC Alison Jones. Alison also informed the Council that as from January 2006 her beat area will now only include the four villages of Longstanton, Swavesey, Willingham and Over.

AGENDA 7

Items for Discussion

7.1 Highways

Cow Fen Drove. The Environment Agency has been using Cow Fen and Lairstall Drovers in recent months for access to work they have been carrying out on the Swavesey Main Drain. This has led to the poor condition of the Drovers, however work should be completed by the end of December and the surface of the Drovers will be restored to a safe condition.

7.2 Recreation/Playgrounds

Cllr Shepperson reported that he contacted Mr Tucker, Head of the Legal Dept at SCDC, to find out if he had made any progress on the situation with regard to the land transfer of the extension to the recreation green. Mr Tucker had heard from Mills & Reeve that they no longer acted for the Receivers, so he will now contact the Receivers directly.

7.3 Village Maintenance

The Handyman reported that the dog-waste bins at the front of the recreation green are extremely well used and often overflowing before the collection day. The two additional bins for Middlewatch and Cow Fen/Market Street will be installed this month.

Work is being carried out on the streetlight at Whitton Close/Middlewatch junction, on which there is a bin mounted. Need to ensure the bin remains on the lamppost.

7.4 Drainage

Correspondence received since the last meeting, circulated for information. No reply received yet from the District Council. General information on the subject has been posted onto the Website for residents' information.

Cllr Mr Shepperson reported that the District Council's Land Drainage Advisory Group (LDAG) will be meeting again to discuss this issue on 24th January. The Environment Agency has been invited to send along a representative. A site meeting for LDAG members will be held on 16th January. The Clerk has written again to the District Council to request that the Parish Council be invited to outline Swavesey's concerns at the next meeting.

(8.05pm – Mr Foster joined the meeting)

A local radio station and local television news have both made visits to Fen Drayton and Swavesey with regard to this issue over the past week.

7.5 Constable's Rood Committee Report

Mr Pook gave a brief update on the work carried out to-date at the site. Hedge planting is planned to take place on Thursday morning 29th December and volunteer help is requested. Arrangements are also being made with Dawson Plant Hire Ltd with regard to the entrance and pathway.

7.6 Village Events Committee Report

Mr Marriott reported that the French Market held on 4th December had been very successful again. A booking will be made for December 2006.

AGENDA 8**Planning****8.1 Correspondence**

- (i) S/2117/05/PNA – Agricultural Building, Mill Farm. Correspondence received with regard to whether the application qualifies for a Prior Notification of Agricultural Development application or not. Further correspondence also received stating that the application should be treated as withdrawn.
- (ii) Hedge & Ditch, Rose & Crown Rd. The landowner at plot 4 Scotland Drove during w/c 5th December removed the hedge along his boundary with Rose & Crown Rd and filled in the drainage ditch. South Cambs Enforcement Officers were notified and visited the site, together with the Trees & Landscapes Officer and Environment Officer. Discussions are taking place with the landowner with regard to replanting and erecting a fence. As of 12 December there is now a crash barrier along the boundary of the site in place of the hedge. Enforcement Officers are aware of the latest situation.

8.2 G Wimpey UK Ltd. No progress to report.

8.3 Applications

Ref: S/2276/05/F – 33 Moat Way. Single and two storey extensions to side and rear of house. No objections or comments.

8.4 Permissions - None received

8.5 Refusals - None received

8.6 Appeals - None received

Reported that a large caravan has been moved onto the field in Cow Fen Drove, which presently under enforcement action with regard to an existing caravan on the field. Letter to be sent to the Enforcement Officer informing of the situation.

AGENDA 9**Accounts****9.1 Receipts and Payments this Month**

(i) All payments approved:	Net	VAT	Gross
Administration and salaries	2,313.93	0.00	2,313.93
Memorial Hall – Running costs	382.91	0.00	382.91
Village Maintenance – grass & verge cutting	2,369.60	414.24	2,783.84
Byways Contribution	339.41	0.00	339.41
Total:	5,405.85	414.24	5,820.09
Receipts			
Hall Booking receipts	457.20	0.00	457.20
French Market – donation (Events Committee)	200.00	0.00	200.00
Total:	657.20	0.00	657.20

Bank accounts reconciled at 14 December 2005: Current a/c £19,070.15;
Treasurer's a/c £39,721.52.

The Clerk noted that this quarter's PAYE and NI payment has been reduced by £250, which is the credit awarded to the Parish Council for filing the 2004/05 Annual Return online. Credits are available to a total of £825, for filing online up to and including the 2008/09 returns. Thereafter all small employers will have to file online.

9.2 Draft Budget 2006/07

Updated draft budget figures, together with historical precept data was circulated to all Councillors. Following discussion the following proposal was unanimously agreed:

To raise the precept for 2006/07 by the present rate of inflation, subject to approval at the January Parish Council meeting.

The Clerk to confirm the present rate of inflation and circulate a final budget with figures allocated to the approved reserve accounts. These to be confirmed at the January meeting.

9.3 Audit Arrangements

The Clerk had carried out an internal audit on the Memorial Hall accounts and procedures on 6 December 2005. Mr Sloman, the Council's internal auditor will be conducting an interim audit on the Parish Council's accounts and procedures on 16th January 2006.

Due to the large funds that have passed through the Parish Council accounts this year, associated with the Play Area project, the Clerk reported that the external audit for the 2005/06 accounts will be an intermediate, rather than basic audit. This will involve a greater amount of scrutiny by the Auditors as well as a higher audit fee.

AGENDA 10

General Correspondence

- (i) Highways Agency leaflet on forthcoming roadworks.
- (ii) Email from a resident following the Meridian PC News article on a request for a Skate Park. Clerk replied saying a working party needed to be formed to investigate this further, no further correspondence received.
- (iii) Youth Centre – the November meeting was one-off consultation evening. The Youth Manager has now written to SVC asking if the Youth Centre can be used every Wednesday evening. Reply is awaited. A part-time Youth Worker, whom the PC will help to fund, has not yet been taken on. One possible person has been identified, however the Youth Team are now waiting to see if the Youth Centre can be used.
- (iv) General questionnaire on planning consultations, which the Clerk has replied to.
- (v) S Cambs Magazine
- (vi) CALC – training dates

AGENDA 11

Items for Information and Next Meeting Agenda

- Mrs Ellington reported that the new Christmas decorations have now been put up on various lampposts near the entrances to the village.
- Mrs Ellington also reported that the new WI noticeboard is presently being constructed and will be installed at the entrance to the footpath between High Street and Chantry Close in January.
- The Clerk reported that discussions are continuing to decide what should be installed in the centre of the play area. Originally it was proposed to plant a tree, however further discussion are now taking place with the WI and Gillian Hunter, Arts Development Manager at the College, as to whether an arts project to design a sculpture or similar could be provided. The Parish Council will be kept informed.

The Chairman thanked Councillors for their attendance and support at Parish Council meetings over the past year and wished everyone a Merry Christmas and Happy New Year.

There being no further business, the meeting was declared closed at 8.50pm.

Signed & dated
Chairman

**Minutes approved & signed as a correct record by the Parish Council on
23 January 2006**