
Swavesey Parish Council

7.30pm

Public Open Forum

Comment put forward that there appears to be no improvement in the speed of vehicles travelling along Boxworth End since the speed limit was reduced to 30mph. Question also asked as to whether any traffic calming is to be installed along Boxworth End. The Chairman replied that apart from the interactive speed signs, a gateway feature will be installed on Buckingham Road. The suggestions from the Parish Council for mini-roundabouts at the Rose & Crown Road and Ramper Road junctions were refused by the County Council on the grounds that existing driveway access would not safely permit roundabouts to be installed.

7.33pm

Minutes

Parish Council Meeting, held at The Memorial Hall
Monday 28 February 2005, 7.30pm

PRESENT

Meeting Chairman: Mr P Marriott, Vice-Chairman

Councillors : A Day, J Dodson, J Foster, J Pook, S Rogers, R Owen, J Shepperson, J Tait, W Wright

Clerk : Mrs L Miller

Parishioners : 5

APOLOGIES

Mr M Johnston (Chairman) – on holiday, County Cllr Mrs S Johnstone

AGENDA 2

Minutes and Matter to Report from the Minutes

The Minutes of the meeting held on 24 January 2005 were signed by the Chairman as a true record, with no amendments.

AGENDA 3

Declarations of Interest

Mr J Pook, a Trustee of Swavesey Library Group, declared an interest in Agenda item 7.8 – Request for funding for Swavesey Library Group.

AGENDA 4

County Council Business

4.1 Ramper Road, No 15/15A Bus Route

Correspondence circulated: Mr A Lansley MP; Stagecoach Cambridge.

Email from County Cllr Mrs Johnstone, reporting that the County Council has allocated £100,000 for work to Ramper Road during the next financial year. The work is to be concentrated on the double bends in the middle and remaining bad areas. Cllr Mrs Johnstone will also contact Stagecoach to discuss the damage being caused to the road surface.

Mr Day reported that there had recently been an accident in Ramper Road between a bus and a car.

Letter to be sent to Stagecoach, suggesting an alternative route could be used between the villages of Swavesey, Over, Willingham and Longstanton, which would reinstate Boxworth End and not use Ramper Road.

The Chairman reported that the Clerk and Chairman (Mr Johnston) had both spoken to the Cambridge Evening News with regard to an article highlighting the issues and complaints about the new No15/15A service. A photographer was due to visit Ramper Road during this week and an article would follow very soon afterwards.

4.2 Traffic Calming

The Clerk updated Councillors on the works presently being installed. Middlewatch – chicane system outside of Trinity Farm amended – plans circulated. Comment that the new traffic island in the Middlewatch chicane is not lit yet and is very difficult to see at night. Station Road/Taylor's Lane - Mr Brace had written to confirm that following a safety audit, visibility problems had been highlighted and it was now considered unsafe to install a mini-roundabout at this junction. Gibraltar Lane – Updated plans issued with regard to the open ditch at the School Lane end of Gibraltar Lane. Whitton Close junction – Concerns had been raised from local residents regarding the proximity of the build-out in Middlewatch to Whitton Close junction. Mr Brace, CCC, was addressing this.

A14 Traffic Calming update will be given by Mr Brace at the next S Cambs Env & Transport Area Joint Committee meeting at SCDC Hall, Cambourne on Mon 7 March, 2.30pm.

A general discussion on the traffic calming works and issues raised over the past month took place. The Council felt very unhappy with the way in which the works had been implemented and attitude and level of information that had been passed to the Parish Council by the County Council officer dealing with the project. The Council felt that information had been misleading, no information on the amount of street furniture had been submitted and no final plans, until the Clerk had requested them once the works had commenced and concerns were being raised by residents. There was a feeling that urbanisation of the village was taking place with a lack of actual slowing down of the traffic, the measures that had been suggested by the Parish Council had for various reasons been rejected by the County Council.

It was unanimously agreed to send a letter of complaint to the Director of Environment and Transport at the County Council covering the above complaints.

4.3 Footpath and/or cycleway to Buckingham Business Park

Following correspondence received asking if the Parish Council would consider the need for a footpath and/or cycleway to Buckingham Business Park and the Trinity Foot, the Council agreed to write to the County Council to ask if they would consider this proposal.

4.4 Correspondence for information and items for County Councillor

- (i) Cambs Rights of Way Improvement Plan - information on meetings and consultation. An additional meeting has been arranged for Swavesey, 10th March, 6pm-8pm, the Memorial Hall.
- (ii) Consultation draft on the Cambridge & South Cambs Area Transport Plans.
- (iii) P3 Scheme. Grant application submitted for 2005/06, the County Council is awaiting confirmation of funding support from the District Councils before confirming grant awards to Parishes. The Clerk will discuss with the Swavesey Scout Group how the Scouts can help with a Rights of Way maintenance survey, which will help the Scouts achieve their community challenge badge.
- (iv) Periodic Electoral Review of Cambridgeshire, final recommendations now accepted. Swavesey will now be a part of the Papworth & Swavesey ward, rather than the Willingham ward.

AGENDA 5

District Council Business

5.1 Correspondence for information and items for District Councillor

- (i) All of the 200 kitchen bins had been distributed over the past two Saturday mornings. Bins are still available for collection by residents from S Cambs District Council offices, Cambourne.

- (ii) Updated copy of the Funding Toolkit received. Additional copy to be requested for deposit at the community library.
- (iii) Healthy Walks Scheme poster.

AGENDA 6

Police/Crime Report

6.1 Correspondence for information and items for Community Beat Officer

- (i) Due to a change in personnel at Histon Station, crime reports and newsletters had not been sent through. Clerk to request that these be re-established.
- (ii) Pc Jones was currently off-duty, therefore could not attend the meeting. When the Clerk had put a request through for the Beat Officer to attend the Council meeting, she had been informed that the area was only covered by response officers during this time. The Clerk was requested to write to the Chief Constable expressing the Council's concerns over cover for the village when the Beat Officer is off-duty. Also to add that Councillors often receive comments from residents that they do not report non-urgent incidents as it can take ages to get through to the Police Resource Centre by telephone.

AGENDA 7

Items for Discussion

7.1 Highways

- (i) Middlewatch. The Clerk had met with the area Highways Engineer during February to discuss the installation of bollards along the verge in Middlewatch and also to report problems with regard to parking outside of the Primary School entrance, which was causing problems for the crossing patrol. Both issues to be reported on at the March meeting.
- (ii) Cow Fen Drove. The Clerk reported that the Byways Committee had arranged for deliveries of stone to fill the potholes. Mr Wilderspin would be carrying out the work during Feb/March. The Chairman thanked Mr Wilderspin for his time in carrying out this work voluntarily and which was greatly appreciated by the Council. The Clerk also reported that a contractor would be employed to level and resurface the drove during the spring.

Correspondence received and circulated with regard to the article in the PC News section of the Meridian Magazine. An update to this will be placed in the next issue, with an apology for any upset caused by the article. The Clerk to reply to the letters giving details of the maintenance plans of the Byways Committee and an update on the planning appeal.

It was reported that on Sunday 27 February, the Police were called to an incident involving assault in Cow Fen Drove. This took place across private land and the Police had attended. Discussion followed with regard to comments about problems in getting through to the Police to report incidents and contacting the local Beat Officer (refer to Agenda item 6 (ii)).

The Clerk to contact the Enforcement Officer at S Cambs District Council to ask if a date has been set yet for the appeal re land along Cow Fen Drove, as the Council considers it extremely important that this appeal is resolved urgently and problems regarding Cow Fen Drove are resolved.

- (iii) Uttons Drove. No further information had been received regarding the trench reported alongside the drove last month.

7.2 Memorial Hall

- (i) Fencing & CCTV. No detailed costs for types of fencing had been obtained yet. No further incidents or complaints had been reported. It was agreed to defer any further discussion at the present time. In the meantime, costs would be investigated.

- (ii) **Rateable Value Appeal.** Following the appeal submitted in 2002 against the increase in rateable value on the Hall, a hearing date has been set for Thursday 24 March 2005 in Peterborough. The Clerk reported that the Valuation Office has made an offer to reduce the rateable value from £4,300 to £3,750. If accepted by the Council this would be backdated to August 2002 and would also reduce the new rateable value notified for 1 April 2005, which is currently £5,500. Over-payment of rates due to the reduction would be refunded to the Council. Following discussion it was proposed to accept the offer from the Valuation Office. This was seconded and carried, 9 in favour, 1 abstention.
- (iii) The Hall Committee Chairman reported that interviews had been held to renew the cleaning contract for the hall. Three organisations had been invited to quote and attend interviews. Following this the contract has been awarded to HBT Cleaning for a probationary period of 6 months starting 1 April 2005.

7.3 Recreation/Playgrounds

- (i) **Play Area Project Report.** Mrs Miller, Chairman of the Play Area Committee, had circulated a report on the fundraising to-date and details of grants applied for. Two of the grant funders, WREN and Sita Environment were meeting during March to decide on grant awards. Project Officers had visited the village and the Committee was now awaiting the decisions. Additional grant applications are still being submitted. The total amount raised by village fundraising activities over the past 12 months had now reached £7,104.20 and the Chairman wished to thank everyone for their support. The Parish Council congratulated the Committee on the total achieved to-date and for all of the work that had been put in to the project so far.
- (ii) **Football Club,** report on proposals for a new pavilion on the recreation green. Mr Foster reported that a development team had been formed to look at all aspects of the proposal. A meeting is also planned with the Football Association to discuss design plans and funding. Once a design has been finalised and funding investigated then the Club will approach the Parish Council with their proposal. The Clerk added that information with regard to the recreation green – that it is a registered village green and public open space and the restrictions and regulations controlling building on and use of a registered village green – had been passed to Mr Foster. These would all be discussed formally at the appropriate meeting.
- (iii) **Moat Way play area.** It was reported that the area had been vandalised, pink paint had been painted over the equipment. This had been reported to the Police and to G Wimpey UK Ltd, who are still responsible for the site.

7.4 Village Maintenance

- (i) **Bench repairs.** The new metal slats cannot be welded to the existing benches as the benches are cast. It was proposed and unanimously approved to accept a quote of £100 from Robert Smart to drill and fix slats to benches.
- (ii) The Handyman reported that the three planters at the front of the hall will need to be replaced this Spring, as the wood is rotting away. Costs are being obtained on replacements in either wood or recycled materials. To be discussed at the April meeting.
- (iii) **Litter collection.** Proposed and unanimously approved to purchase two litter-pickers, different lengths, £26.02 & £38.24 + VAT, Hygiene Supplies Direct.

7.5 Handyman

The Handyman had reported that an old chair and wooden barrel have been dumped in the ditch at the back of the recreation green. Mr Foster offered the help of Football Club members to clear the items from the ditch.

7.6 Drainage No items to report

7.7 Constable's Rood

In order for the present working party to apply and receive grants on behalf of the Parish Council, the working party now needs to become a formal Parish Council Committee. Draft terms of reference for the Committee were circulated for approval with no objections raised. Mr Pook and Mrs Rogers agreed to be Parish Councillor members of the Committee. The Clerk, in the absence (apologies received) of Mr Jones and Mr Green, gave an update on the present work of the committee.

7.8 Swavesey Library Group

Letter received from Swavesey Library Group asking if the Parish Council would consider a contribution towards the purchase of an additional mobile bookcase for the library. The cost of the bookcase is £300. The bookcase has to be on wheels as the Library share space within the Common Room at the Village College and also needs to match and fit in with existing bookcases already in use. It was proposed and seconded to give a donation to the Library Group of £300.00. 6 in favour, 0 against, 2 abstentions, 2 did not vote. Proposal carried.

Mr Pook thanked the Parish Council for their support and asked Councillors to please encourage residents to use the library services and become volunteers to help run the service.

7.9 Events Committee Report

No items to report

AGENDA 8

Planning

8.1 Correspondence

- (i) Street naming – development of affordable housing on land off Whitton Close. It was proposed and unanimously agreed to suggest the name of Whitton Court for the new development. This name kept the association with Whitton Close and is in keeping with other 'Courts' in the village.
- (ii) Guinness Trust Development in Whitton Close. A request had been made for the Council to support discussions with a local resident with regard to the Guinness Trust purchasing an additional property alongside the proposed scheme, to include within the development. The Parish Council agreed that a letter would be sent to The Guinness Trust stating that the Council would be in support of a larger development of affordable dwellings if additional land should become available.
- (iii) Pre-application consultation. Proposed H3G mobile radio base station at The Farm, Boxworth End, Swavesey. Further information to be requested on affects and emissions of radio masts, confirmation of the height of the proposed mast and a site plan.
- (iv) Update on Windfarm proposals from StopCWF. Addendum to the Environmental Statement that accompanied the planning application also received from Your Energy.

8.2 G Wimpey UK Ltd – update on POS land transfer

Still no replies received from letters of 4 Nov and 17 Jan, or replies to telephone messages left during Jan and Feb. Another letter sent on 19 February. The Clerk is also asking for confirmation that the Laylandii trees are within the POS land, as CCC Highways have confirmed that they are not on Highways land.

The Clerk reported that Mr Edmunds of G Wimpey UK, had contacted the Parish Council to say that Wimpeys now wished to include the area fenced off alongside 7 Blackhorse Lane, within the POS land to be transferred to the Parish Council. The Clerk requested that he speak to Mr Russell and Mrs Turner at Wimpeys who are dealing with the land transfer, then to write to the Parish Council to confirm the details.

8.3 Applications

- (i) Ref: S/1453/04/F Amended – Mill Farm, Middlewatch. Conversion of barns into offices and erection of offices and children’s day nursery. Objections raised as previous applications with regard to number of parking spaces within the site, potential parking problems along Middlewatch and access to/from Middlewatch.
Ref: S/0787/03/F/AM – Mill Farm, Middlewatch. Application withdrawn.
- (ii) Ref: C/11/40/88 – Tree works in Conservation Area – Swan House, 11 Taylors Lane. Removal of re-growth from previous reduction of Rowan and Willow trees. No objections.
- (iii) Ref: S/0316/05/F – Unit 2, Rowles Way, Buckingham Business Park. Change of use from general industry to storage and distribution. No objections.
- (iv) Correspondence regarding retrospective application S/0441/04/CW for work to land adjacent to Covell’s Drain, Swavesey. The County Council reported that this application had not yet been determined due to difficult and complex procedural and environmental matters, relating to permitted development, responsible authority and environmental issues.
- (v) Public Entertainment Licence application for Swavesey Village College. No objections.
- (vi) Ref: S/0061/05/PNA – Mill Farm, Middlewatch. General purpose agricultural building. Application withdrawn.
- (vii) Ref: S/1479/04/F – Land adj 41 Priory Avenue. Dwelling. Application withdrawn.

8.4 Permissions

Ref: S/2482/04/F – 71 Boxworth End. Permission granted for extensions and alterations.
Ref: S/0035/05/F – 12 Middlewatch. Permission granted for dormer extension.
Ref: S/2302/04/F – Albany House, 33 High Street. Permission granted for double garage/workshop with office over.
Ref: S0889/04/F – 75 Moat Way. Approval given for rear facing window to be replaced by French doors.

8.5 Refusals

Ref: S/2498/04/F – 78 High Street. Refusal of permission for extension.

8.6 Appeals - None received

AGENDA 9

Accounts

9.1 Payments this Month

	Net	VAT	Gross
(i) All payments approved:			
Administration and salaries	1,032.42	7.66	1,040.08
Memorial Hall – contract cleaning (Jan)	228.50	39.99	268.49
Memorial Hall – administration	115.19	0.00	115.19
Agency Services – P3 Scheme	204.00	0.00	204.00
Total:	1,580.11	47.65	1,627.76
(ii) Receipts			
Hall Booking receipts (Feb)	646.37	0.00	646.37
Quarterly VAT Refund	1,582.21	0.00	1,582.21
Total:	2,228.58	0.00	2,228.58

Bank accounts reconciled as of 22 February 2005:
Current a/c £5,289.93; Treasurer’s a/c £35,765.29

9.2 Correspondence

- (i) Notification from CALC of 2005/06 affiliation fee: £535.67 reduced to £508.89 if paid before 30 June 2005. This is a 1% increase over 2004/05 fee. Approved for payment in next financial year.
- (ii) PAYE/NI end of year. 2004/05 end of year figures will be filed online to qualify for the first £250 payment from the Inland Revenue for online filing. In total, employers with fewer than 50 employees can receive up to £825 tax-free. The payments will be credited against future PAYE/NI payments.

AGENDA 10

Correspondence

- Standards Board for England – Consultation on review of the Code of Conduct.
- CALC – Agenda and invitation to attend the next Association Meeting, 16 March, SCDC offices, Cambourne – see enclosed. Cllr training courses. CALC workshop 8th March – encl.
- DEFRA – Clean Neighbourhoods and Environment Bill.
- ODPM – Discussion documents: Citizen Engagement and Public Services: Why Neighbourhoods Matter; Vibrant Local Leadership.
- Yesteryear Road Run will take place on Sunday 17th April.
- Poster advertising 37th Thriplow Daffodil weekend, 19/20 March.
- Cambs ACRE – Cambs Village of the Year 2005, closing date for entries 23 May 2005.
- Letter from the Trustees of the Swavesey Nonconformist Cemetery with regard to the annual grant towards the maintenance of the Cemetery. To be an Agenda item for next month.
- Highways Agency – leaflets detailing roadworks and traffic information, February to April 2005 – leaflets placed in the Memorial Hall for general information.
- Leaflet on a new website www.info4local.gov.uk providing a one-stop portal for local authorities to obtain information on central government department websites.
- Letter of introduction from South Cambs Labour Parliamentary Spokesperson.
- NALC Local Council Review

AGENDA 11

Items for Information and Next Meeting Agenda

- The Clerk reported on the success of a second Dance/Drama workshop held at the Memorial Hall during February half-term. The group now has a name “Dramatica” and other workshops are planned for the Summer holidays and October and February half-terms.
- The Meridian Magazine will be running an article in the April/May issue, asking for ideas and help from teenagers, parents and residents on how the community can work together to try to provide youth facilities and decrease the instances of teenagers ‘hanging around’ the village. Information on the Connections Bus Project has been passed on to the magazine.
- A general inspection of Parish trees has been carried out, free of charge. Information on trees which are still the responsibility of G Wimpey UK Ltd will be passed on to Wimpeys.
- The joint parish councils meeting provisionally arranged for 1 March at 7.30pm at the Memorial Hall, Swavesey has been cancelled and will be re-arranged for later this year – probably June.
- Streetlight CCC23, Boxworth End to be reported as out of action.
- The dog waste bin at the end of Middle Fen Drove is still missing. The Clerk reported that this was due to problems with the fixings for the bin and was trying to resolve it as soon as possible.
- Cyclists using the cycleway from Over are not stopping and looking before crossing Middle Fen Drove junction. Concern expressed that there will be an accident there soon. Clerk to report this to CCC. There is no ‘End’ sign stating that the cycleway finishes at this junction, there should be for safety reasons. Also only cycle signs are painted onto the route, why not pedestrian as well as cycles? To be discussed at the next meeting.
- Could a notice be placed on the Moat Way play area stating that it is still the responsibility of G Wimpey Ltd and not the Parish Council as many residents are not aware of this? To be considered.

- It was commented that the new visibility splay at the Church car park access does not seem to have made any difference to the safety of drivers, pedestrians and cyclists.
- Annual Parish Meeting, Tuesday 5 April 2005, draft agenda circulated.

There being no further business, the meeting was declared closed at 9.40pm.

Signed & dated

Chairman

Minutes approved & signed as a correct record by the Parish Council on 21 March 2005