
Swavesey Parish Council

7.30pm

Public Open Forum

Mr G Jones, on behalf of the Constable's Rood Committee, gave a report from the Committee with regard to the refurbishment of the land. Mr Jones wished to thank the volunteers who helped clear out the ditches around the land over the previous weekend. South Cambridgeshire District Council would be discussing the grant application for the project at a meeting to be held on 26 October. The main objective of the Committee is to obtain funding to provide a pathway and repairs to the culvert under the entrance.

Mr A Morris – Raised concerns over the safety of pedestrians and cyclists using the cycleway/footpath along Station Road, where a brick wall is deteriorating, with masonry falling into the footpath. Photographs were circulated. Clerk to contact the owners/tenants to request that the wall be made safe.

It was also noted that the hedge along Over Road, alongside the cycleway is overhanging the footpath.

7.41pm

Minutes

Parish Council Meeting, held at The Memorial Hall

Monday 26 September 2005, 7.30pm

PRESENT

Mr P Marriott (Vice-Chairman), Chaired the meeting

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

Clerk : Mrs L Miller

Parishioners : 6

County Cllr Mandy Smith; Community Beat Officer Pc Alison Jones

Mrs Gillian Hunter, Arts Development Manager, Swavesey Village College

APOLOGIES

M Johnston (Chairman) – working, J Dodson – late arrival

AGENDA 2

Minutes and Matters to Report from the Minutes

The Minutes of the meeting held on 22 August 2005 were signed by the Chairman as a true record, with no amendments.

AGENDA 3

Declarations of Interest

Mr Foster declared a prejudicial interest in Agenda item 9.3 (ii) CCTV quotation.

AGENDA 4

Co-option to fill Vacancy

Two applications had been received. It was proposed, seconded and unanimously accepted that the vote would be by secret ballot. Both candidates were asked to give a brief summary of the reasons why they wished to stand for Parish Councillor.

The ballot then took place and the result recorded unanimously in favour of Mrs Sue Ellington. Both candidates were thanked for their nominations and the meeting was reminded that a full Council Election would be due again in May 2006.

AGENDA 5

Introduction from Swavesey Village College, Arts Development Manager

The Chairman welcomed Mrs Gillian Hunter, the newly appointed Arts Development Manager for Swavesey Village College to the meeting. Mrs Hunter introduced herself and her new role, which covers all of the villages within the catchment area of the Village College. There are three Arts Development Managers within S Cambs, the other two being at Sawston/Linton area and Bassingbourn/Melbourn area. The remit of the role includes developing arts projects and programmes for both the school and communities and funding for building projects. Mrs Hunter added that she would be pleased to work with the Parish Council on any projects they feel would benefit the arts within the community. A Community Arts Launch evening is being held at the Village College on Monday 17th October between 6pm – 7pm and everyone is welcome to attend.

Mr Pook asked if Mrs Hunter could contact the Swavesey Your Library Committee to discuss how a link with the Library could develop to promote both activities.

The Chairman thanked Mrs Hunter for attending the meeting.

AGENDA 6

County Council Business

6.1 Traffic Calming Update

- (i) Ramper Road. Mr Kemp, CCC Director of Highways was unable to attend the meeting, however it is hoped that he will be attending the October meeting. A petition from the residents of Ramper Road has been sent to the County Council, stating their concerns with regard to the increase in traffic flow and speeding and requesting that traffic calming measures be installed to control the traffic and speed. The Chairman acknowledged receipt of a copy of the petition and said that this would be discussed with Mr Kemp at the October meeting. An article will be in the Meridian Magazine asking for residents in Ramper Road to write to the Parish Council with their suggestions for possible traffic calming measures, which can then be discussed with the County Council.

The road widening and edge repairs on Ramper Road between the Swavesey village boundary and the junction with Uttons Drove have now been completed. Comments were made that pressure should be put on the County Council to ensure that the remainder of the road, to the Over Road junction also be resurfaced and repaired. The Council was unhappy that the work has now almost negated the requirement for the passing places that were funded from the village traffic calming budget. A request to be made to ask if the funding spent on the passing places could be reimbursed to allow additional traffic calming measures in Ramper Road instead.

- (ii) Swan Pond. Correspondence received from a resident in Station Road, with regard to the parking now taking place on the pavement outside of 21A Station Road. The pavement was provided here as part of the traffic calming works, with bollards at one end but open ended at the other it is now being used as a car parking area. The County Council is willing to install a bollard at the open end to stop the parking on the pavement, which is illegal, however the support of the Parish Council is required. The Council unanimously supports the request to install a bollard to prevent parking on the footpath.

6.2 Correspondence for information and items for County Councillor

- (i) Letter re Parish Plans and whether Biodiversity is being covered within them.
- (ii) Priorities and Budget Strategy 2006-10. Public consultation on budget priorities to help in developing the Council's budget strategy. Views requested by end October.
- (iii) A review of bus services that may be included in new contracts issued from April 2006 is now taking place. Comments and opinions are being requested from Parish Councils. None of the current Swavesey services are included within the table of contracts being reviewed.

- (iv) Cllr Mandy Smith asked if the Clerk could forward to her the correspondence received to-date in support of a campaign to request a safer cycling/pedestrian route along Buckingham Business Park. Cllr Smith will then pass this on to the relevant Officer at CCC.

AGENDA 7

District Council Business

7.1 Correspondence for information and items for District Councillor

No items to report.

AGENDA 8

Police/Crime Report

8.1 Correspondence for information and items for Community Beat Officer

Pc Alison Jones reported that she has now had three additional villages added to her Beat list. Pc Jones now covers Longstanton, Swavesey, Over, Willingham, Fen Drayton, Connington, Elsworth, Knapwell, Papworth Everard, Papworth St Agnes and Graveley.

Latest crime figures and newsletter circulated to all Councillors.

Concern was raised with regard to speeding vehicles along Over Road. Even with the flashing signs and 30mph limit, vehicles continue to speed along this road.

AGENDA 9

Items for Discussion

9.1 Highways

- (i) Notification received from BT that the payphone in Boxworth End, recently vandalised and currently out of use, is to be removed. A 42-day notice to cease the service provided at this location has been received. Following discussion it was agreed that a letter of objection to the removal of both the red kiosk and the public telephone service would be sent. As the village still has another public payphone in the High Street, it was agreed that a request be made to retain the kiosk in Boxworth End but with a cashless, card-phone service instead. This would still provide an emergency public telephone provision but would help to prevent vandalism as there would be no money stored in the kiosk.
- (ii) Lost Highways Project. The Clerk had met with Mrs Hodges from the County Council to discuss how this project might help re-register the use of the Swavesey Byways on the definitive map. Mrs Hodges will investigate the registration of the Byways and report back with advice on how to proceed.

With regard to the crossing points over the proposed guided busway, along the Swavesey Byways, the Clerk to contact the Guided Bus Team to request details of the statutory procedures involved in diverting the rights of way, if any crossings are to be closed.

(8.20pm – Mr Dodson joined the meeting)

9.2 Memorial Hall

- (i) Valuation Office Agency, Non-domestic rating rent return form to be completed and returned. Very little of the form is relevant to the village hall, Clerk to complete and return.
- (ii) Performing Right Society Ltd, annual income return form, Clerk to complete and return.
- (iii) Charity Commission Annual return for the Charity of George Long for Swavesey Memorial Hall. Clerk to complete income and expenditure figures and return the form.
- (iv) The Clerk reported that she had reported to SCDC Environmental Health, the abandoned car in the Hall car park. This should be removed by SCDC very shortly.

9.3 Recreation/Playgrounds

- (i) The Clerk, on behalf of the Play Area Committee, gave a brief report on the progress of the new play area, which is now open for use. An official opening celebration will be held on Saturday afternoon 1st October.

The Parish Council's insurance premium has been updated to include all of the new equipment, fencing, gates and safety surfacing. An additional pro-rata premium of £347.77 to cover the remainder of the policy year to 30 June 2006, is presented under the Accounts Agenda item.

The Play Area Committee has arranged for a post-installation inspection to be carried out by RoSPA, as per the requirements of the insurance policy. This inspection will also include a Risk Assessment and Disability Access Assessment.

The Chairman, on behalf of the Parish Council, wished to thank the Play Area Committee for all of the time and work they have put into the project and for raising such a large amount of funding in order to provide all of the new facilities. A letter of congratulations and thanks will be sent to the Play Area Committee.

- (ii) CCTV. Mr J Foster declared a prejudicial interest in this item and left the meeting room during the discussion.

A new quotation for two CCTV cameras and associated equipment to cover the play area was circulated to Councillors. This second quotation was just under £2,000 less than the first quotation. The Clerk had contacted CALC for advice on operating CCTV in public areas. CALC advised that the Police should be consulted with regard to ensuring that the correct monitoring scheme was installed, to ensure that evidence would be permissible in court. The District Council Planning Dept were unsure as to whether planning permission would be required until they had received a site plan and details of the height of the camera mountings. Council also wished to know future maintenance and operating costs of the system and whether a reduction in the insurance premium would be available if CCTV was installed.

Council agreed that CCTV would be desirable as a deterrent to possible vandalism however further information was required before a decision could be made.

Mr Foster returned to the meeting.

- (iii) Transfer of ownership of the recreation green extension land. The Clerk circulated notes on the present situation. Following discussion it was agreed that the new Head of the Legal Dept at South Cambs District Council should be contacted for advice and assistance with regard to the land transfer. The Clerk to report back to Council following discussions with SCDC Legal Dept.

9.4 Village Maintenance

- (i) P3 Scheme. Thanks were given to the Swavesey 1st Scout Group who over the spring and summer had completed a maintenance survey of the Rights of Way within the Parish. A copy of the survey has been sent to the County Council and the Clerk is discussing with the P3 Officer a programme for the maintenance work identified.
- (ii) Over half of the hours spent over the past month by the Handyman have been on litter clearing from the recreation green and play area, as well as other areas of the village. Litter and other waste is particularly bad at present behind the football pavilion on the recreation green.

9.5 Drainage - No items to report this month.

9.6 Christmas Tree, Market Street Green

The Clerk reported that a supplier, Nr Bungay, Suffolk, had been recommended for the supply of an 8-9ft tree with large root ball, for £15. However the Council would have to arrange collection. The tree should not be planted until early November. Final decision on whether to go ahead with this idea to be made at the next meeting on 24 October.

9.7 Constable's Rood Committee Report

Following the report given by Mr Jones at the public forum, District Councillor Mr Shepperson stated that he would support the application from the Committee to the District Council for grant funding, provided that a full programme for the future maintenance of the site was also presented. This to include details on how the Parish Council and volunteers would be involved in providing the maintenance required. Mr Pook replied that the Committee would look into this and would present the report to the Parish Council meeting on 24 October, prior to the presentation to the District Council on 26 October.

9.8 Village Events Committee Report - No report to give this month.

9.9 Parish Council Noticeboard

The WI commemorates 90 years this year and Swavesey WI is discussing ideas on how to commemorate this within the village. One of the many being discussed is to replace the noticeboard outside of the Hall with a new noticeboard. It was also suggested that perhaps a new noticeboard, located elsewhere in the village could be provided. Councillors raised no objections to either of the suggestions. Clerk to inform the WI.

9.10 Website

Notice of renewal fees for the Domain name and Host Server received. £8.50 and £34.99 respectively, due in January 2006.

Mr Morris was thanked by the Clerk and Council for his time spent as Webmaster for the website over the past year and was asked if he would consider continuing as Webmaster for a further year. Mr Morris thanked the Council and said that he would be happy to continue for a further year.

AGENDA 10

Planning

10.1 Correspondence

- (i) Northstowe Planning Application - Reminder notice from SCDC re dates for representations - posted onto noticeboards. Exhibition in Swavesey Your Library, Tues 20th, Weds 21st and Thurs 22nd during library open hours, by Gallagher Longstanton Ltd.
- (ii) For information – copies of letters from a resident to/from the ODPM with regard to Gypsy and Traveller site provision.
- (iii) For information – copies of letters from residents to SCDC with regard to 37 Market St.
- (iv) Reply from Mr Marks, Enforcement Officer at SCDC to the Council's letter regarding the enforcement notices on land at Cow Fen. The Enforcement notices expire on 22 October and 22 December 2005. Enforcement Officers will visit the site shortly after the compliance dates. If the enforcement notices have not been complied with then Officers would need to seek the necessary authority to prosecute.
- (v) Notice of Chairman's delegation meeting for planning applications, 19 September, SCDC.

10.2 Applications

- (i) Ref: S/1000/05/F Amended – land adj 41 Priory Avenue. Orientational changes internally and externally associated with revised access on to School Lane. Objection raised consistent with previous objections.
- (ii) Ref: S/1581/05/F Amended for info only – 78 High Street. Corrected rear elevation diagram.

10.3 Permissions

Ref: S/0410/04/F – 15A Gibraltar Lane. Amendments re windows approved.

Ref: S/1382.05/A – Travelodge, A14 Huntingdon Road. Consent for the display of signs.

10.4 Refusals - None received**10.5 Appeals**

Ref: S/0246/04/RM – Phase 2, Home Farm, Longstanton. Appeal allowed.

AGENDA 11**Accounts****11.1 Receipts and Payments this Month**

(i) All payments approved:	Net	VAT	Gross
Administration and salaries	2,397.65	24.81	2,422.46
Memorial Hall – admin, general maintenance	64.24	9.00	73.24
Memorial Hall – contract cleaning (August)	232.80	0.00	232.80
Memorial Hall – rates	55.00	0.00	55.00
Play Area Project	2,783.96	487.19	3,271.15
Six monthly loan interest and repayment	3,073.85	0.00	3,073.85
Total:	8,607.50	521.00	9,128.50
Receipts			
Hall Booking receipts (Sept)	197.50	0.00	197.50
Swavesey Community Play Area donation	2,783.96	0.00	2,783.96
Precept – 2 nd half	22,000.00	0.00	22,000.00
Total:	24,981.46	0.00	24,981.46

11.2 Play Area project budget/payment report

The Clerk circulated details of all of the orders, invoices and grants relating to the play area project accounts. No questions were asked.

AGENDA 12**General Correspondence**

- (i) Copy letter from Dr Zimmern, Over Road, sent to Ove Arup Partnership (Guided Bus project) reaffirming the Over Road residents' objections to the guided bus proposals, as they had not seen any mention of their original objections in any of the consultation documentation published.
- (ii) CALC – AGM to take place on Sat 15 October, Abbots Ripton Village Hall. Speakers will be: Kirsten Bennett of Cambridgeshire ACRE, Ian Stewart, Chief Executive of Cambs County Council and Gillian Beasley, Chief Executive of Peterborough City Council.
- (iii) CCC Parish Paths Partnership – Definitive Map Workshop, Sat 15 October, Shire Hall, Cambridge.
- (iv) RECAP (recycling for Cambridge and Peterborough) notification of waste consultation events throughout Cambs during Sept/Oct.
- (v) The Countryside Agency, copy of the relevant section of the conclusive map of open country and registered common land, as published on 16th August 2005.
- (vi) CCC leaflet on Community Archive.
- (vii) SCDC – Youth Debating Competition information; EVENT arts events leaflet; War Memorials of S Cambs Directory.
- (viii) Newsletters and magazines: The Clerk; Cambs ACRE Community Action;
- (ix) Clerks & Councils Direct; Local Council Review; Suffolk ACRE Annual Report.

AGENDA 13**Items for Information and Next Meeting Agenda**

- The verge outside of The Manor House, Station Road, has never been properly reinstated following the road widening during 2004 when the cyclepath was constructed. County Council Highways to be contacted and requested to reinstate the verge.

- The recycling pointer sign was not moved back into the verge, again following the road widening. It has now been hit and is badly bent and almost impossible to read. County Council to be requested to move the sign away from the road.
- The barriers and bollards in Middlewatch near to the Primary School have not been installed yet – Clerk to contact CCC Highways to find out when they will be installed.
- The hedge alongside Church Green at the corner, opposite the junction of Middle Fen Drove, obscures the view of pedestrians wishing to cross the road here, where the footpath ends. The landowner to be contacted to ask that the hedge be trimmed.
- The small section of grass verge on the footpath outside of the Frere Cottages has not been cut recently, it should be cut as part of the verge cutting contract. Clerk to contact the contractors.

There being no further business, the meeting was declared closed at 9.25pm.

Signed & dated, Chairman

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

24 October 2005

