

Swavesey Parish Council

AGENDA ITEM 1

Owing to the absence of Linda Miller (clerk) through illness Alan Morris, acting as clerk, started the proceedings. Nominations were requested for a councillor to be appointed to the chair for the meeting. Mr Warren Wright was nominated by Mr John Shepperson and seconded by Mr James Dodson. All councillors agreed and Mr Wright took the chair.

The Parish Council meeting was then adjourned to allow comments from the Public.

7.30pm

Notes from Public Open Forum

The opinion was expressed that the proposed changes to the postcode would be expensive, cause confusion in the changeover period and were unnecessary. If there were insufficient codes to cover Northstowe then that area alone should have new codes.

It was stated that maintenance work on Hale Road had been carried out and funded by the Windmill Kennels and Mr Johnson in conjunction with Pat Matthews (SCDC). 60-ton of material had been used so far and a further 100-ton was still required. Pat Matthews may have funds available. The gate on the private section of Hale Road is now kept locked to deter through traffic.

The Chairman replied that these subjects would be discussed as Agenda items at this meeting.

The public forum session was then closed in order for the Parish Council meeting to commence.

7.40pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 27 February 2006

PRESENT

Mr W Wright (Acting Chairman)

Councillors : A Day, J Dodson, Mrs S Ellington, Mrs S Rogers, J Shepperson, J Tait

Acting Clerk : Mr A Morris

Parishioners : 4

Item

Power Action

2 TO RECEIVE APOLOGIES FOR ABSENCE

Mr M Johnson (Chairman), J Foster, P Marriott, J Pook, Mrs L Miller (Clerk), County Cllr Mrs M Smith, Community Beat Officer PC Jones, PCSO Mason

3 TO SIGN & APPROVE MINUTES OF THE MEETING DATED 23 JANUARY 2006

Minutes approved and signed with no amendments.

3.1 Matters to report from previous minutes (for information)

- (i) Local Development Plan - representation with regard to public open space access was not re-submitted, as on further investigation the updated consultation now includes access for horseriders.
- (ii) PC Alison Jones had been informed of the dates of the Fair and would be on duty and in Swavesey on the Friday and Saturday evenings.
- (iii) Dog fouling. PCSO Mason is working with SCDC to arrange for the required powers to be able to issue fixed penalty notices.
- (iv) P3 Scheme – The Clerk has now applied for a grant of £110, to ensure there is sufficient funding to pay for the installation of the kissing gate to replace the burnt stile on FP11.

4 MEMBERS' DECLARATIONS OF INTEREST

Mr Day declared a personal interest in Agenda item 19 (i) Maintenance grant request for Swavesey Nonconformist Cemetery.

5 COUNTY COUNCIL BUSINESS**5.1 Traffic Calming Update**

To consider road marking amendments to Over Road give-way feature.

Owing to financial constraints all that CCC is presently able to provide are solid white line road markings around the give-way feature to try to deter drivers from driving around this on the wrong side of the road. As this was the only option available it was agreed to change the road markings as proposed and to monitor their effectiveness. CCC to be informed.

Clerk

5.2 Correspondence for information and items for County Councillor

(i) Guided Busway – information on forthcoming exhibition dates.

(ii) It was agreed that Mr Bob Menzies of the Guided Bus Project Team should be invited to the March Parish Council meeting to update Council on the project progress and answer questions.

Clerk

(iii) Cambs & Peterborough Minerals and Waste Management Development Plan - consultation information noted.

(iv) Streetscape Consultation 20 Feb-24 Mar – Cambridge Core Traffic scheme Stage 4, Emmanuel Street and Drummer Street – for info.

6 DISTRICT COUNCIL BUSINESS**6.1 Conservation Area Appraisal**

SCDC proposes to extend the existing conservation area to include properties at 66-70 High Street. It was stated that the owners of these properties should be contacted by the Parish Council to find out if they are aware of the proposals, as this may have an effect on any future planning consents they may wish to apply for. Responses to SCDC by 27th March 2006.

Clerk

6.2 Correspondence for information and items for District Councillor

(i) Copy of letter from St Andrew's PCC to SCDC with regard to the recycling banks at the Church car park and the cost of maintaining the car park due to the additional usage associated with the recycling centre. No reply from SCDC received yet. Agreed that a letter should be sent to SCDC in support of the PCC's letter, adding that this Council values the facility, which is also heavily used by residents from Over village. It was also felt useful to contact Over Parish Council to ask if they would support this, or to consider contributing towards funding the site if that becomes necessary.

Clerk

Clerk

(ii) Race Equality Scheme – draft update for public consultation – noted.

7 POLICE/CRIME REPORT

No verbal report given. Members of Council noted that there has been an increased police presence in the village recently and it is hoped that this will have a positive effect on vandalism and crime. Sector newsletter circulated to Councillors.

8 RECREATION / PLAYGROUNDS

Minor vandalism of some of the equipment at the Play Area on The Green was noted. A problem with broken glass on the play area in Moat Way was noted. This is caused by youths hanging out in this area late at night. The lighting in this area is poor as there are no lights sited in front of the green. The bins in the Play Area are considered to be too small or there is insufficient emptying of the bins. It was stated that, as the Council does not own this area, the problems should be pointed out to G Wimpy Ltd and ask them to increase lighting in that area.

Clerk

9 VILLAGE MAINTENANCE**(i) To consider the 2006 verge and grass cutting contract**

It was unanimously agreed that the grass cutting contract should continue with City Services as they are the cheapest and the Council are satisfied with their past performance.

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Clerk

- (ii) **To receive the monthly report from the Village Handyman**
To overcome the problem with newspapers being taken from outside the Costcutter shop and then burnt on the Green it was suggested that the shop be contacted to see if the papers left outside for early morning collection could be concealed to make them less obvious. This has been a problem in the past at the shop in Market Street and concealing them had the desired effect. The Police are aware of the problem and have also been in contact with the shops. **Clerk**
- 10 DRAINAGE**
- (i) **To report on the SCDC Land Drainage Advisory Group meeting held on 24 January 2006**
The recommendation of the Land Drainage Advisory Board was noted. Letters to be sent to Mr K Wilderspin and Mr I Smith of Swavesey IDB and also to Mr T Parish, thanking them for their support and efforts at the Drainage meeting held on 24th January 2006. **Clerk**
It was also agreed that a letter should be sent to Fen Drayton Parish Council suggesting that we carry out work and provide support to the benefit of both Fen Drayton and Swavesey residents in an attempt to unite the two villages. **Clerk**
- (ii) **Correspondence received**
Letters from Mr Andrew Lansley MP and Rev & Mrs Hibberd, School Lane, with regard to the recent drainage issues, were noted.
- 11 MEMORIAL HALL**
- 11.1 Replacement Windows** **2**
To consider budget costs and planning requirements. Letter from the Conservation Officer noted. Item deferred to Hall Committee (14/03), then Full Council (27/03/06).
- 11.2 Charity Commission**
Application for Trust Scheme. Letter from Charity Commission noted. Item deferred to Hall Committee (14/03), to be discussed by Full Council on 27/03/06.
- 11.3 Insurance Policy Renewal** **3**
The Clerk had provided full details and recommended an increase in the loss of revenue cover, due to increased bookings received. Premium approved.
- 11.4 Application for Small Business Rate Relief**
It was noted that the Clerk had submitted the application for 2006/07.
- 12 ROYAL MAIL**
To consider proposed changes to CB1-5 postcode addresses. It was agreed that an article be placed in the Meridian Magazine to canvass a response from parishioners. Response to be routed through the Parish Council. Comments to Royal Mail by 15 May. **Clerk**
- 13 CONSTABLE'S ROOD COMMITTEE REPORT**
No report given as Committee members were not present.
- 14 HIGHWAYS – Taylors Lane/Hale Road Junction**
Discussions are ongoing with SCDC with regard to the surfacing of the droves at this junction. A letter to be sent to County Council Highways requesting that repair work also be carried out to Taylors Lane. It was also suggested that it would be ideal if the resurfacing could extend to the Rood entrance. **Clerk**
- 15 CiLCA TRAINING**
Report from the Clerk and required changes to the Agenda were noted.
- 16 ANNUAL PARISH MEETING**
Agenda approved.

17 PLANNING**17.1 To consider correspondence received**

- (i) Letter from Enforcement Officer with regard to the Traveller's site at Rose & Crown Road was noted. SCDC is working to develop a 2-year Traveller's strategy to tackle the issue of authorised sites.
- (ii) Court dates and information with regard to enforcement action against Mr & Mrs Cuff, Cow Fen Drove was noted.

17.2 To consider planning applications received

- (i) Ref: S/0151/06/F – Windmill Kennels & Cattery Ltd, Hale Road. Extension of kennel block and conversion of part of cattery building into staff accommodation. No comments or objections
- (ii) Ref: S/0305/06/F - Land at 24 Taylor's Lane. Mrs D Thwaites. New dwelling. Letter from neighbours noted. Comments to be returned stating that the Council had major concerns with regard to the proposed new access, being positioned on the bend in Taylors Lane. The existing access to the year and this plot, further along the lane, was considered to be a safer option.
- (iii) Ref: S/0333/06/F – 12 Blackhorse Lane. Mr & Mrs D Evans. Rear extension. Emailed comments and objections from neighbour noted. No objections raised.

With regard to items (ii) & (iii) a letter to be sent to the Planning Dept, raising concerns that adjacent residents had not been directly informed of the planning applications before or at the same time as the Parish Council. Question to be asked as to the procedure for notifying planning application consultation.

17.3 Permissions

Ref: S/2130/05/F – adj 50 Whitegate Close, for Mr C Beaumont. Permission granted for new house.

Ref: S/2276/05/F – 33 Moat Way, for Mr Ekkebus and Mrs Herring. Permission granted for extension.

Ref: 2209/05/F – 96 Boxworth End, for Mr G Howard. Permission granted for extension. Proposed garage shown on application plans does not form part of the application or approval granted.

17.4 Refusals - None received**17.5 Appeals - None received****18 FINANCE****18.1 To approve payment of outstanding accounts**

All payments approved:	Gross	VAT	Net
Administration and salaries	1,355.96	26.26	1,329.70
Memorial Hall – Running costs	1,027.32	31.67	995.65
Village Maintenance – Constable's Rood	2,350.00	350.00	2,000.00
Village Maintenance – Hall car park	170.38	25.38	145.00
Village Maintenance – Handyman's expenses	2.00	0.00	2.00
S.137 – Support of part-time Youth Worker	1,184.63	0.00	1,184.63
Total:	6,090.29	433.31	5,656.98

- (i) Accounts reconciled at 21/02/06: Current a/c £12,974.71. Treasurer's a/c £41,233.39

- (ii) Purchase of electronic copy of Standing Orders from CALC, £14.98 approved. 4
Youth Reserve Fund. Grant of £500 approved for security items within the Pre-School New Building project budget, as approved in March 2004, to be reallocated back into the Youth Fund. Pre-School were not successful with their funding bid, therefore once a new bid has been submitted, a new application to be made to the Parish Council as required.

- (iii) Grant for part-time Youth Worker. Confirmation to be sought that the funding provided is only used for youth support for Swavesey, as this funding is given under S.137 allocation. 5 Clerk

18.2 Notice of receipts received

See appendix 1. Noted that Hall income to 21/02/06 was just over budgeted income.

Receipts	Gross	VAT	Net
Hall Booking receipts	675.79	0.00	675.79
VAT Refund Nov-Dec	563.15	0.00	563.15
Total:	1,238.94	0.00	1,238.94

19 GENERAL CORRESPONDENCE

- (i) Trustees of the Swavesey Nonconformist Cemetery - request to consider a grant for maintenance. Agenda item for May meeting
- (ii) Cambs Association of Local Councils. Streetlighting update; S Cambs District Assoc. Agenda 2 March; Bulletin; Training courses & workshops. All for information.
- (iii) Cambs ACRE. Parish Plans open evening 21 March; Travel Topics newsletter. For information.
- (iv) Yesteryear Road Run will pass through Swavesey on Sunday 23 April 2006.
- (v) All other general advertising and correspondence available from the Clerk.

20 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) The Clerk circulated details of the dates for the forthcoming Parish Elections and the Annual Meeting on 22 May to Councillors. Noted that in an election year the annual meeting MUST take place within 14 days of new councillors taking office, therefore 22 May is the last possible date for this meeting.
- (ii) Cast Iron cover of drain at Turnbridge is breaking up – to be reported to relevant authority. **Clerk**
- (iii) Enquiry as to whether the number of Councillors on the Parish Council can be increased. Mr Shepperson replied that in other villages with larger Councils, it has been difficult to find and hold enough people at election.
- (iv) Turnbridge drain has a large amount of rubbish tipped into the water and alongside the drain. To be reported to relevant authority. **Clerk**

Next meeting date: 27 March 2006

There being no further business, the meeting was declared closed at 9.43pm

Signed & dated
Chairman

Powers of Expenditure

- 1 Highways Act 1980 s96. Grasscutting; Open Spaces Act 1906 ss9 & 10
- 2 & 3 Local Government (Miscellaneous Provisions) Act 1976 s19
- 4 Local Government Act 1972 part vii s111
- 5 Local Government Act 1972 s137
(as amended by Local Government & Housing Act 1989 s36)

**Minutes approved & signed as a correct record by the Parish Council on
27 March 2006**

**Accounts are published here in summary, full details can be obtained from the
original Minutes**