

Swavesey Parish Council

7.30pm

Notes from Public Open Forum

Nameplate still missing in Taylors Lane. Clerk will report this to SCDC.

Request to find out the Police have had their speed gun re-calibrated and returned and if so, if they could arrange to monitor the speed of vehicles along Over Road? Clerk will contact the Police re this subject.

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

7.34pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 26 June 2006

PRESENT

Mr M Johnson (Chairman)

Councillors : S Boylan, J Dodson, Mrs S Ellington, Mr P Marriott, Mr J Pook, Mrs S Rogers,
K Wilderspin, W Wright

Clerk : Mrs L Miller

Parishioners : 3

County Councillor: Ms M Smith

| Item | Power Action |
|--|---------------------|
| <p>1 TO RECEIVE APOLOGIES FOR ABSENCE Mr J Tait, Mr T Parish</p> | |
| <p>2 TO SIGN & APPROVE MINUTES OF THE MEETING DATED 22 May 2006 Minutes approved and signed with no amendments.</p> | |
| <p>2.1 Matters to report from previous minutes (for information)</p> <p>(i) St Andrew's PCC is still waiting for a reply from SCDC with regard to the future of the recycling facilities in the car park. District Cllr Mrs Ellington added that there had been some problems recently at the site and these had been reported to the Environmental Health Portfolio Holder at SCDC who had arranged an immediate response.</p> | |
| <p>3 MEMBERS' DECLARATIONS OF INTEREST Mrs Rogers declared a prejudicial interest in Agenda item 12.1(i). Mrs Ellington declared a personal interest in Agenda item 11.4. Mr Wright declared a prejudicial interest in Agenda item 11.1(i).</p> | |
| <p>4 COUNTY COUNCIL BUSINESS</p> <p>4.1 Keeping Cambridgeshire Moving 2006-2021 Mr Boylan reported on the meeting attended at CCC on 14 June regarding the Long Term Transport strategy of CCC. Clerk to circulate information from the meeting.</p> | Clerk |
| <p>4.2 Concessionary Bus Fares Reply letter received from CCC outlining the background to the concessionary fares introduced earlier this year. Noted that there are discussions ongoing between the District and City Councils to consider pooling resources in order to provide a County wide free bus pass scheme, although this may be deemed illegal. No further comments made. Situation to be monitored.</p> | |

4.3 Correspondence for information and items for County Councillor

- (i) Notice of the prohibition of waiting proposals for Taylor's Lane/High Street/Station Rd junction received. Double yellow lines to be installed around the junction only. No further parking restrictions proposed for Taylors Lane, as CCC considers this would be likely to push parking up onto the High Street and therefore be more dangerous to all road users.
- (ii) Information received on a new heavy commercial vehicle route mapping service provided by CCC.
- (iii) Booklet and information on FLOWS (European project looking at living with flood risk)
- (iv) Streetlight maintenance – New Service Contract to commence with CCC re the one former SCDC streetlight in the village. Annual invoice for maintenance and lighting costs to be invoiced early October.
- (v) Notification of the re-surfacing and widening of Ramper Road (Uttons Drove to Over Rd, Longstanton) to commence Monday 3 July for approx 6 weeks. Ramper Rd will be closed to through traffic, with diversions signposted through Over.

5 DISTRICT COUNCIL BUSINESS**5.1 Gypsy/Traveller Site Provision in South Cambridgeshire**

Mr Pook reported on the parish council consultation meeting held at SCDC on 14 June, attended by Mr Wilderspin and Mr Pook. This was to exchange views and comments on future site provision for inclusion within the Local Development Framework. Written report circulated to Councillors. Further consultation will take place from SCDC regarding this over the next two years.

5.2 Election of Parish Council Member to the Standards Committee

Five nominations received by SCDC. No vote taken by the Parish Council.

5.3 Swap of Land to rear of High Street

Comments requested by SCDC with regard to the swap of two plots of garden land relating to two properties in the High Street. No objections raised by Parish Council.

5.4 Correspondence for information and items for District Councillor

- (i) Sheltered Housing newsletter received. An Open Day had been held in Thistle Green on 31 May.
- (ii) Village Housing Needs Survey – due to recent Government capping of the Council Tax, funding has now been withdrawn by SCDC from this rolling survey programme. If Parish Councils still wished a survey to be carried out for their parish, a scale of fees was enclosed.
- (iii) Northstowe member Briefings. Invitation extended to parish councils and county councillors to attend these briefings. Details for briefings during the remainder of the year were enclosed.

6 POLICE/CRIME REPORT

- (i) The Clerk reported on discussions with Bar Hill Parish Clerk and a Community Safety Officer at SCDC with regard to Designated Public Place Orders (DPPO), as Bar Hill have in place, which give greater powers to the Police with regard to underage drinking and anti-social behaviour problems. However, both SCDC and the Police do not consider that a DPPO is appropriate as the problems in Swavesey are not as great as those in Bar Hill. The Clerk to arrange for someone from SCDC to attend a Parish Council meeting so that this issue can be discussed in more detail.
- (ii) Sector newsletter and information circulated to Councillors.
- (iii) S Cambs Crime & Disorder Partnership, neighbourhood policing meeting to be held on Weds 20th Sept at Marshall Airport, Cambridge, 5.30pm to 8.30pm.
- (iv) Correspondence received from local residents with regard to fire works being let off in and around Gibraltar Lane at 23:45 on 24 June, after the end of the College Prom Night. Complaints had been made to both the Police and the College.

Clerk

7 VILLAGE & PLAY AREA MAINTENANCE

- (i) To receive the monthly report from the Village Handyman:
The flower tubs at the Memorial Hall and in Market Street have all been replanted. Council wished to pass on its thanks to the Handyman for such a good display of plants again this year. Also reported that some burnt areas of grass and charcoal ashes had been found near the benches on the green over weekend of 10/11 June.
- (ii) It was reported that mopeds are being driven onto the recreation green. Motorised vehicles are prohibited from driving on the green. This to be monitored.
- (iii) A lot of litter is being left by the bench at the far end of the green, alongside Brick Kiln Drove. It was agreed to purchase a litterbin, Clerk to investigate costs and types. **1 Clerk**
- (iv) The grass on Market St green is being cut, however the contractors are not strimming around the trees. This makes the green look untidy, Clerk to find out why. **Clerk**
- (v) It was queried as to who is responsible for cutting Turnbridge byway, as it is not cut very regularly. Clerk to investigate. **Clerk**
- (vii) Reported that the Christmas Tree planted on Market Street green has died. The tree will be removed.
- (viii) Top-up of enviromulch is required for the play area. Costs circulated, however delivery, short-term storage of the material and access into the play area required consideration. Further information on whether supplies could be collected needed. **Clerk**

8 ELECTION OF REPRESENTATIVES ONTO VILLAGE CHARITIES AND PARISH COUNCIL COMMITTEES

- (i) Frere Cottages Trust – Mrs S Rogers elected as a Trustee until May 2009.
- (ii) Community Football Committee – Mr J Pook elected for one year.
- (iii) Memorial Hall (Parish Council) Committee – Mr S Boylan and Mr K Wilderspin elected for one year.
- (iv) Finance working party – Mr J Tait and Mr J Dodson elected for one year.
- (v) Personnel working party – Mr M Johnston and Mr W Wright elected for one year.

9 YOUTH FACILITIES

The Clerk reported on the recent trial opening of the Youth Centre, a full report from the Youth Service is to be sent to the Council. Part of the youth funding provided by the Parish Council was used to employ two part-time workers to help run the 6-week trial session. It is hoped to open up the youth centre again in September but further consultation is needed to establish the best evening to use and encourage children to attend. It was suggested that the Parish Council host a public meeting in September to enable interested residents to meet and form a working party to look at youth facilities and what could be provided within the village. Clerk to discuss this with the Youth Service. **Clerk**

10 CONSTABLE'S ROOD COMMITTEE REPORT

Mr Pook reported on work to plant trees, kill the weeds and put down the bases for the benches. Council wished to thank all of the volunteers who helped with this work.

11 PLANNING**11.1 To consider correspondence received**

- (i) Mr W Wright declared prejudicial interest in this item and left the meeting.
- The Council discussed correspondence received, expressing objections and serious concerns with regard to roofing work to the Grade II listed building at 10 High St. Council expressed its concerns over the work carried out and its affect on both the properties at 10 & 12 High Street and the Conservation Area. It was understood that planning permission had not been required, as the work had been classified as repairs by SCDC Conservation Department. A letter to be sent to the Conservation Manager, SCDC expressing the Council's concerns with regard to the work, requesting assurance that all steps will be taken to ensure reclaimed tiles are used to re-roof the building and that the integrity of the listed building and its standing within the conservation area is maintained. Also that the roof is replaced in accordance with conservation area guidelines and integrated with the remaining section of roof to a condition appropriate to the conservation area. Requirements of the Party Wall Act also to be reiterated. **Clerk**

Mr Wright returned to the meeting.

- (ii) Ref: S/1000/06/PNA – Cloverfield Farm, Over Road. Extension to agricultural building to provide WC – application withdrawn.

11.2 G Wimpey UK Ltd

To report on progress regarding public open space transfer. The Clerk reported on a good meeting with the Council's solicitor to confirm all outstanding issues and requests prior to land transfer. A letter had been sent to G Wimpey UK on 26 May, which is still waiting on a reply.

11.3 Parish Planning Pack

The draft update to the parish planning pack had been circulated to Councillors. No comments were returned.

11.4 LOCAL DEVELOPMENT FRAMEWORK

To consider items relating to Swavesey. Public consultation now open on "Objection Sites" and "Site Allocation Policies Representations" with regard to the Local Development Framework, Friday 16 June to 28 July. Ten "Objection Sites" are listed within Swavesey parish. Following discussion, taking into consideration the visual aspects of the rural village, protected sites and views and ancient monument sites, it was proposed and seconded that the Parish Council recommends that the village development boundary be approved as detailed in the existing Local Plan, without inclusion of any of the objection sites currently listed. The proposal was carried with 6 in favour and 3 abstentions.

11.5 To consider planning applications received

- (i) Ref: S/0995/06/F – 96 Middlewatch, A D Loades & G D Cook. Use of outbuilding for the sale and repair of lawnmowers. No objections are raised in principle to the use of the site for the sale and repair of lawnmowers, however the Parish Council would like the following comments to be taken into consideration.
The Parish Council is sympathetic to the concerns regarding noise raised by residents who have written in from Whitton Close, and would like to make the following comments due to the close proximity of other residential buildings to the proposed site:
Could a noise abatement order be placed on any permission granted to ensure any noise from the proposed business is confined to working hours only, ie 9am to 5pm, Monday to Friday?
 1. Action to be taken by the applicant to soundproof the barn to be used for the proposed business, to help minimise any noise generated.
 2. Action also to be taken to ensure that any fire risk is minimised, as the building to be used is a very old wooden barn.
- (ii) Ref: S/0998/06/F – 169 Boxworth End, Mr & Mrs Layfield. No objections.
- (iii) Ref: S/1026/06/F – and amended plans. 31 Gibraltar Lane, Mr & Mrs Barnes. No objections to the amended plans.
- (iv) Ref: C/11/40/88 – 21 Market Street. Tree works in the Conservation Area. To fell a Yew tree in garden of 21 Market Street, close to boundary of 25 Market Street. New tree to be planted elsewhere in garden of 25 Market St, to be agreed with Tree Officer. No comments.
- (v) Ref: S/1206/06/F – 92 Moat Way. Mr & Mrs Christian. Extension. No objections.
- (vi) Question raised as to whether any reply had been received from the Land Drainage Manager at SCDC with regard to the extending of a back garden in Chantry Close over the piped Turnbridge Drain, as reported at the last meeting. The Clerk had not received a reply and would contact Mr Matthews again.

Clerk

11.3 Permissions

Ref: S/0639/06/F – 118 Middlewatch, Mr & Mrs Newman. Extension.
Ref: S/0565/06/F – 41 Moat Way, Mr Maloney. Rear extension and pitched roof to garage.
Ref: S/0515/06/F – Windmill Kennels and Cattery. Extension of kennel block and conversion of part of cattery building into staff accommodation.

Ref: S/0397/06/F – 2 Greenside Close, Mr & Mrs Jones. Conservatory.
 Ref: S/0383/06/F – 4 Ramper Road, M & Mrs Sycamore. Replacement of flat roof with pitch roof and dormer window.
 Ref: S/0508/06/LB – The Old House, 7 Blackhorse Lane. Alterations to windows.
 Ref: S/1846/04/F – Persimmon Homes Ltd. Land West of Longstanton. Balancing pond and scheme of ditch widening to serve approved residential and commercial development.
 Ref: S/0793/06/F – 33 Moat Way, Mr Ekkebus and Mrs Herring. Erection of boundary wall, part demolition of existing wall. Reply re query over land ownership – land registry confirms sole ownership by owners of 33 Moat Way.

11.4 Refusals - None received

11.5 Appeals

Cambridge Wind Farm Ltd. Appeal hearing to open on 17 October 2006, scheduled to last 12 days.

12 FINANCE

12.1 To approve payment of outstanding accounts

| All payments approved: | Gross | VAT | Net |
|--------------------------------|-----------------|--------------|-----------------|
| Administration and salaries | 2,386.23 | 16.80 | 2,369.43 |
| Memorial Hall – Running costs | 516.85 | 3.15 | 513.70 |
| Village maintenance | 290.79 | 5.96 | 284.83 |
| Constable's Rood | 302.20 | 41.48 | 260.72 |
| Cemetery and Churchyard grants | 526.00 | 0.00 | 526.00 |
| Total: | 4,022.07 | 67.39 | 3,954.68 |

Accounts reconciled at 21/06/06: Current a/c £12,108.21. Treasurer's a/c £51,733.39

Mrs Rogers declared prejudicial interest in this item and left the meeting.

- (i) Request from the Swavesey & District Bridleway Association for funding towards the re-surfacing of Covell's Drain bridge. This work was carried out as emergency work following recent damage to the bridge. It was noted that requests have also been made for funding support to the County Council, Fen Drayton Parish Council and residents of Swavesey. It was proposed and seconded that a one-off payment of £50 be made towards the £250 cost of the resurfacing work. The proposal was carried 7 in favour, 1 abstention.

2

Mrs Rogers returned to the meeting.

12.2 Notice of receipts received

| | Gross | VAT | Net |
|---------------------------------|-----------------|-------------|-----------------|
| Hall Booking receipts | 770.92 | 0.00 | 770.92 |
| Recycling Credits (SCDC) | 467.58 | 0.00 | 467.58 |
| Wayleave (EDF Energy) | 13.90 | 0.00 | 13.90 |
| Village maintenance grant (CCC) | 1,416.99 | 0.00 | 1,416.99 |
| Total: | 2,669.39 | 0.00 | 2,669.39 |

Approved to transfer final recycling credits payment from SCDC into Youth Provision reserve fund, this now sits at a total of £2,440.04 available for youth groups within Swavesey.

12.3 APPROVAL OF YEAR END ACCOUNTS FOR 31/03/06 FOR AUDIT

Internal audit for 2005/06 completed on 12 June. Final year-end accounts and Audit Return circulated to all Councillors for consideration and approval at this meeting. Audit Return to be sent to external auditors by 1 August 2006. No questions were raised regarding the accounts.

Section 2 – statement of assurance approved and completed.

It was proposed and seconded that this Council approve the accounts and Audit Return. The proposal was unanimously accepted.

12.4 FIRST QUARTER ACCOUNTS 2006/07

First quarter accounts against budget for 2006/07 circulated. No questions raised.

12.5 CORRESPONDENCE

The Clerk informed Council of the sudden death, recently of Mr T Powers who supplied the Impact accounting software used by the Clerk. Unfortunately the company will now be wound up, however the Clerk did not anticipate any problems relating to future s/w support as a number of Clerks locally also used this s/w and would be able to offer local support between them.

13 GENERAL CORRESPONDENCE

- (i) Cambs Association of Local Councils –Training Courses
- (ii) Royal British Legion - Poppy Support grant information
- (iii) Carillion-URS - notification of resurfacing works to A14 Eastbound
- (iv) Royal Mail - notice of postage pricing changes effective 21 August 2006
- (v) Cambridge Water – Village Life Fund grants
- (vi) Energy Saving Trust – Advice and info on energy suppliers and charges
- (vii) Cambs ACRE – Parish Plan update information. Details of the Over Parish Plan Steering Committee were included, an exhibition will be held in Over on 17th July if Councillors wish to find out further information on Over's plan.
- (viii) Highways Agency leaflet on road works June to September.
- (ix) Cambridge Volunteer Awards, closing date 30 June. Suggestion to nominate Glyn Jones and Geoff Green for their work on the Constable's Rood project. **Clerk**
- (x) Newsletters and magazines

14 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) The Clerk circulated information on possible barriers for the end of the Hall car park. A detailed quote to be obtained for further discussion at the next meeting.
- (ii) To pass on to the Frere Cottages Trustees, that the work to renew the roof on the Frere Cottages appears to be proceeding extremely well.
- (iii) Reported that if anyone has heard rumours that the RSPB's bid to purchase the Nature Reserve land has fallen through, it has not. The landowners have not decided to sell yet and are waiting for the outcome of the funding application to Central Government by CCC for the Guided Bus route.
- (iv) Reported that the SDBA have been discussing with CCC access for horse riders to/from the Guided Bus access road at Over Bridge. Informed that a new post of Public Rights of Way Officer for Northstowe is being created and one of the first tasks of this Officer will be to investigate the creation of new RoW's in the Over/Longstanton/Northstowe area.
- (v) Reported that the spinner pole at the play area has been damaged. Details of play area maintenance costs since opening to be put into the Meridian magazine. **Clerk**
- (vi) It was formally noted that Swifts are nesting in the roof of the Memorial Hall, accessing it from the front of the building.
- (vii) Details from the Minutes and discussions with CCC with regard to the maintenance of the hedges alongside the cycleway, Over Road, to be copied to County Cllr Mandy Smith. **Clerk**
- (viii) The Chairman reported that he met with the Primary School Pupil Council during June to inform them of the Parish Council and its responsibilities.

Next meeting date: 24 July 2006

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

Signed & dated
Chairman

Powers of Expenditure

- 1 Litter Act 1983, s5&6
- 2 Highways Act 1980, s50(2)

**Minutes approved & signed as a correct record by the Parish Council on
24 July 2006**

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