

Swavesey Parish Council

7.30pm

Notes from Public Open Forum

Objection raised with regard to the planning application for an extension to the ground floor flat at 64 High Street. Objector owns the flat above and the proposed extension pitched roof would need to be affixed to his property. Other objections also raised with regard to blocking of light and view from windows. The Chairman replied that the comments raised would be taken into account when the Council discusses the application later in the meeting.

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

7.35pm

Minutes

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

PRESENT

Mr M Johnston (Chairman)

Councillors : Mr S Boylan, Mr J Dodson, Mr T Parish, Mr J Pook, Mr J Tait, Mr W Wright

Clerk : Mrs L Miller

Parishioners : 8

County Council: Mr Peter Duthie, Northstowe Rights of Way Project Officer

Item		Power Action
1	<p>TO RECEIVE APOLOGIES FOR ABSENCE Mr P Marriott Mrs S Rogers, Mr K Wilderspin & District Councillor Mrs S Ellington – all attending the first St Ives-Longstanton Guided Bus Liaison Forum meeting. County Councillor Ms M Smith – attending Guided Bus Liaison Forum meeting.</p>	
2	<p>TO SIGN & APPROVE MINUTES OF THE MEETING DATED 23 October 2006 It was proposed, seconded and unanimously approved that the Chairman sign the Minutes with no amendments.</p>	
2.1	<p>Matters to report from previous minutes (for information)</p>	
(i)	Map showing the location of the new roundabout at the Longstanton End of Ramper Road had been circulated to all Councillors for information.	
(ii)	The bark in the play area had mixed in with the existing bark very well and the Clerk would order another 6m ³ of the same in early Spring.	
3	<p>MEMBERS' DECLARATIONS OF INTEREST Mr J Pook declared personal interest in Agenda item 12.3(ii) Planning application for 25 Market Street, as a resident of Market St. Mr Wright declared personal interest in Agenda items 12.3 (i) & (ii), as owner of a property in High St and as a resident of Market St.</p>	
4	<p>COUNTY COUNCIL BUSINESS</p>	
4.1	<p>Northstowe Rights of Way Project The Chairman welcomed Mr Peter Duthie, Northstowe Rights of Way Project Officer to the meeting to discuss the funding and options for improving the rights of way linking Swavesey and surrounding villages to the new development at Northstowe. Mr Duthie gave a presentation on the options being investigated, which included upgrading of existing rights of way and creation of new ones. In particular bridleway routes were being investigated to provide circular routes around all of the villages. These would link in with the new maintenance track/right of way planned for alongside the entire length of the guided busway. Further meetings would be arranged as required and the Clerk would be kept informed with regard to the project. The Chairman thanked Mr Duthie for his time in attending the meeting and looked forward to continuing discussion to improve all rights of way in the area.</p>	

4.2 Cambridgeshire Guided Bus

- (i) First St Ives-Longstanton Local Liaison Forum meeting taking place tonight. Mrs S Rogers attending on behalf of the Parish Council, District Councillor Mrs S Ellington and Mr K Wilderspin also attending. Councillors to report back at future meeting.
- (ii) Code of Construction Practice. Draft for comment. Concerns raised over proposed route for construction vehicles to access this section of the busway. Route is shown from A14, via Boxworth End, Rose & Crown Rd, Fen Drayton Road, Nature Reserve access road and Holywell Ferry Road. Response to be made asking if construction traffic could either be directed via the former ARC road to/from Meadow Lane, St Ives, or if traffic has to access via Swavesey, then for a one-way system to be put in place between access from the A14 at the Fen Drayton/Cambridge Road junction and exit at the A14 Swavesey/Trinity Foot junction.

Clerk

4.3 Correspondence for information and items for County Councillor

- (i) CCC has cut the hedge along the Priory Avenue side of Gibraltar Lane back.
- (ii) Complaint received by the Chairman and County Councillor regarding overnight parking and litter problems in Buckingham Business Park. County Councillor is investigating this.
- (iii) Cambs and Peterborough Minerals & Waste Plan preferred options consultation.
- (iv) Highways Services Survey, to be returned by 22 December. Clerk to complete.

Clerk

5 DISTRICT COUNCIL BUSINESS**5.1 To report on Land Drainage Meeting held on 31/10/06**

SCDC Advisory Group met to consider the restricted scope of the EA's current study, which will not include the Covell's Drain embankment. Decision made to take no action until after the EA's report on the study commissioned on the Fen Drayton Lakes. Reason is that any other action would increase the chance of litigation or would be an unacceptable use of Council funds.

Letter received from Mr A Lansley MP, confirming that following the Defra cuts to the EA's budget, this area has now had its Flood Risk Management work cut by £592k.

5.2 Recycling Site

District Councillor Mrs Ellington and the Clerk attended the District Liaison meeting on 22 November and put questions to the Leader of SCDC and Chief Executive regarding the current unacceptable situation at the recycling site in St Andrew's Church car park. Other Parish Councils attending the meeting also aired complaints with regard to collection of recycled materials. The Clerk to continue contacting both CALC and SCDC to obtain a decision with regard to payment and acknowledgement from SCDC to St Andrew's PCC for the use of private land for the recycling site and to ensure that collections of materials are maintained to an acceptable standard.

5.3 Correspondence for information and items for District Councillor

- (i) Budget requirements for Community Grant aid from SCDC. Copies passed to Football Club, Arts Development Officer and Youth Steering Committee. Clerk to respond with Memorial Hall project details.
- (ii) Code of Conduct Training. Request for comment and agreement on proposed training for Clerks and Chairman on the new Code of Conduct regulations. Proposed dates are to be in March 2007 at a cost of £20 per person, to be held at SCDC offices in association with CALC. Agreement given to cost and Clerk/Chairman to return the questionnaire regarding possible dates.

1 Clerk

6 POLICE/CRIME REPORT

- (i) Crime reports and newsletters received and circulated for information. No main items to report.
- (ii) Shrievally Trust – Bobby scheme. Information received about the work of the Trust and the Bobby Scheme for help to older people who have been victims of burglary. A donation to the scheme to be reviewed at the start of the next financial year, in conjunction with the Galon Charity.

Agenda -
April

7 VILLAGE AND PLAY AREA MAINTENANCE**7.1 To receive the monthly report from the Village Handyman**

- (i) Mostly litter collecting this month, flower tubs have been replanted with winter flowers. Litter left after the fish & chip van visits the lay-by on the High Street on Tuesday evenings is increasing, particularly around the benches alongside Greenside Close. Clerk to check whether a litterbin is provided or whether the litter is mainly left away from the van.

7.2 Tree works

Clerk reported that having met with Mr Cole from City Services, if the trees on Market Street green are crown lifted by approx 2m then the grasscutters will be able to cut around the edges of the green and overcome the problems encountered this year.

The Clerk also met with Ms Richardson, Trees & Landscape Officer for SCDC to discuss what work is required to trees within the Conservation Area. Agreement reached that trees on the southern edge of Market St green could be crown lifted, ones on the northern edge to only be tidied up.

Two quotes received for work to the trees on Market St green, Memorial Hall car park and School Pond: Eastern Landscape Services Ltd and Atlas Tree Surgery. It was proposed, seconded and unanimously approved to place an order with Atlas Tree Surgery to carry out the work to all of the trees discussed during January 2007.

2 Clerk

(8.35pm – Mrs Rogers, Mrs Ellington and Mr Wilderspin joined the meeting)

8 PONDS

Following discussion last month regarding overgrown bushes around Swan Pond, Mrs Rogers had contacted residents overlooking the pond to see if any residents would like to join a small working party to help clear and tidy the pond. From responses received the elder bush has now been cut back and the reeds cut down to improve visibility for vehicles at both ends of the pond. The Chairman thanked Sue, her mother and local resident Jane, for the work they have carried out. Mr Parish and Mr Boylan volunteered to join the working party and a further notice has been put onto the website and will be in the next Meridian Magazine to enlist further help. The working party will investigate grant funding and what work is required to Swan, School and Bethel ponds. Clerk to contact SCDC to enquire about loan/hire of equipment to help clear out the roots of some of the reeds.

Clerk

Advice has been sought regarding the Japanese Knotweed found on the edge of the pond and this has now been cut back and will be sprayed in the Spring.

9 CHRISTMAS LIGHTS

The WI has purchased and would like to donate three sets of Icicle Lights to decorate the front of the Memorial Hall. Permission has been obtained from the Snooker & Billiards Club for these lights to be plugged into the electrical supply in the Snooker Room. Risk Assessment and insurance details are being arranged.

The Chairman thanked the WI for their kind donation and the Snooker Club for the electricity supply.

Market Street lights have now been put up and will be switched on for the beginning of December. Thanks also to the volunteers who helped erect the lights this year.

10 CONSTABLE'S ROOD COMMITTEE REPORT

Work is still ongoing. A work schedule is being produced for 2007 and plans for the entrance are being drawn up.

11 YOUTH FACILITIES

First steering group meeting held on 24 October, with 8 persons present. Good progress is being made regarding administration and setting up procedures. Next meeting is planned for January 2007.

12 PLANNING**12.1 To consider correspondence received**

- (i) 37 Market Street. Reply received from J Henry (Civil Engineers) regarding proposed development at this site – copied to Councillors for information. SCDC also acknowledge receipt of comments from the Parish Council, which will be considered should a planning application be received.
- (ii) Whitton Close development. Correspondence from SCDC confirming that agreement is in the final stages regarding the land transfer lease and The Guinness Trust should be able to start on site in January 2007.
- (iii) 38 Priory Avenue – Ref: S/1951/06/F – amended plans to show location of bin storage.

12.2 G Wimpey UK Ltd

No further progress to report, still awaiting confirmation and date for works to trees.

12.3 To consider planning applications received

- (i) Ref: S/1985/06/F – 64 High Street, Miss R Crow. Extension to ground floor flat. Copy of letter of objection received from the owners of 66 High Street. Having consulted with the Planning Officer at SCDC, the Clerk confirmed that queries regarding the leasehold/freehold of the premises were not material points that the Parish Council could comment on. The applicant and objectors were advised to consult the Party Wall Act with regard to the position of the roof of the proposed extension. The Parish Council raised no objections to the application with regard to the design and commented that a pitched roof would be preferable to a flat roof.
- (ii) Ref: S/2017/06/F – 25 Market Street, Mr & Mrs Dawson. No objections. Noted that the mix of render and stained cladding is preferable to the completely clad design and that the roof line is slightly lower and amount of glass at the front has been reduced.
- (iii) Ref: S/2062/06/F – Driftwood, Hale Road. Mr & Mrs R Smart. Removal of Agricultural and Personal Occupancy Condition 2 (of permission T/APP/5142/82/2239 dated 12/04/84). No objections.
- (iv) Ref: S/2039/06/F – Buckingham Business Park. Canmoor Developments Ltd & Kilmartin London Ltd. 26 new units. Erection of 19 terraced and one single B1(C), B2 and B8 Units (20 total) with ancillary offices, service yards, ancillary car parking and landscaping and the Erection of 6 terraced units B1(A) office units with ancillary car parking and landscaping.
The comments made with regard to the previous application (Ref: S/1337/06) still remain valid for this current application. The Council would like to see financial provision made for the funding of a safer route for cyclists/pedestrians along Buckingham Business Park. Also that the Council is against the increased use of B8 land use on the site. The Parish Council would welcome the opportunity to discuss the further development of the Business Park directly with the applicants and the Planning Authority.
- (v) Work to Tree with a Tree Preservation Order. 11 Middlewatch. Ash tree located in front corner of front garden. Reported to have advanced inonotus hispidus infection. No recommendation from Parish Council, SCDC Trees Officer is yet to visit to assess the condition of the tree. Comment made that if the tree has to be felled, could it be replaced?
- (vi) Question asked as to whether any further information has been received regarding enforcement action against Mr & Mrs Cuff re land along Cow Fen Drove, as preparation for building work appears to be taking place. The Clerk replied that no correspondence has been received for sometime. The Clerk to contact SCDC to find out what the present situation is.

Clerk

12.4 Permissions

Ref: S/1672/06/F – Mill Farm Stables, Middlewatch. Permission granted for siting of mobile home for equine unit.

Ref: S/1488/06/F – 107 Moat Way. Permission granted for erection of garage and extensions including conversion of existing garage.

Ref: S/1712/06/F – 31 Gibraltar Lane. Permission granted for extensions.

Ref: S/01457/06/CC – Swavesey Village College. Permission granted for extension of bus park and additional storage container for CDT equipment.

12.5 Refusals - None received

12.6 Appeals - None received

13 FINANCE**13.1 To approve payment of outstanding accounts**

It was proposed, seconded and carried unanimously to approve the invoices and cheques as listed.

	Gross	VAT	Net
Administration and salaries	1,542.96	18.41	1,524.55
Memorial Hall – Running costs	1,162.92	89.71	1,073.21
Grass and verge cutting	2,950.11	439.38	2,510.73
Total:	5,655.99	547.50	5,108.49

Accounts reconciled at 24/11/06: Current a/c £10,200.06. Treasurer's a/c £61733.39

13.2 Notice of receipts received

Hall Booking receipts	521.08	0.00	521.08
Total:	521.08	0.00	521.08

13.3 Appointment of Internal Auditor

Following the last meeting, the Clerk had reviewed the names of internal auditors obtained from CALC and had met with Mr Michael Williamson of Mijan Ltd, Waterbeach. The Clerk recommended to Council that Mr Williamson be appointed Internal Auditor, copies of background information had been circulated for info. It was proposed, seconded and unanimously approved that Mr Williamson be appointed Internal Auditor, according to the appointment details circulated. 3

13.4 Training

Councillor professional development training course dates circulated. Councillors wishing to attend to inform the Clerk who will book the relevant dates. 4

13.5 Draft Budget 2007/08

The Clerk circulated figures for 2006/07 to-date and forecast to 31 March, together with the start of budget figures for 2007/08. Finance working party to meet before the next meeting to complete the final draft, for discussion at the December meeting.

14 GENERAL CORRESPONDENCE

- (i) CALC – East of England Regional Assembly newsletter; The Bulletin; Report on key points from the White Paper for Town & Parish Councils; Quality Council Scheme – financial support for admin costs.
- (ii) Mr A Lansley MP – letter re A14 improvements
- (iii) Highways Agency – invitation to presentation re A14 improvements
- (iv) ACRE – Rural housing information
- (v) Countryside Alliance – support to keep Post Offices open
- (vi) RoSPA play area inspections to take place in April 2007
- (vii) Fen Drayton Lakes – notification from RSPB that progress is being made with regard to RSPB acquisition of Fen Drayton Lakes, further details to follow in the New Year.
- (viii) Newsletters and magazines

15 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Mrs Rogers reported from the Guided Bus Liaison meeting that the road between Over and Longstanton will be closed for 6 months during 2008 when work to the bridge over the former railway line takes place.
Mrs Ellington reported that the next Forum meeting in January will look at drainage issues and a representative from the Environment Agency will be invited to attend.
- (ii) Highways – the Clerk was asked to chase up the repairs to the NTL or BT manhole in the footpath at Turnbridge, which is still obstructing the footpath. Also the culvert in Ramper Road is still sinking.
- (iii) Mr Pook asked if Council could write to South Cambs District Council to congratulate them on the recent Mozart in the Village project for the Cambridge Music Festival, which was very well received in Swavesey, with an excellent concert at the Church.

Next meeting date: 18 December 2006

There being no further business, the meeting was declared closed at 9.33pm

Signed & dated
Chairman

Powers of Expenditure

- 1 & 4 LGA 1972 Part VII, s111
- 2 Highways Act 1980, s96
- 3 Accounts and Audit Regulations 2003 – SI No.533

**Minutes approved & signed as a correct record by the Parish Council on
18 December 2006
Accounts are published here in summary, full details can be obtained from the
original Minutes**