

Swavesey Parish Council

7.30pm

Notes from Public Open Forum

No comments were raised.

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

7.31pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 20 August 2007

PRESENT

Mr M Johnston (Chairman)

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

Clerk : Mrs L Miller

Parishioners : 2

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

Item

Power Action

- 1 **TO RECEIVE APOLOGIES FOR ABSENCE**
Mr P Marriott, Mrs S Rogers, Mr J Tait
- 2 **TO SIGN & APPROVE MINUTES OF THE MEETING DATED 23 July 2007**
It was **proposed**, seconded and unanimously approved that the Chairman sign the Minutes with no amendments.
- 2.1 **Matters to report from previous minutes** (for information)
No items were reported.
- 3 **MEMBERS' DECLARATIONS OF INTEREST**
Mr Boylan – item 12 Allotment provision – personal interest as on waiting list for an allotment plot.
Mr Dodson – item 12 Allotment provision – personal interest as a Trustee of the Galon charity.
- 4 **COUNTY COUNCIL BUSINESS**
 - 4.1 **Guided Bus**
Further correspondence received from Mr Lansley MP to/from Cambs County Council. A request for legal advice from NALC has been sent, via CALC, a reply is awaited.
 - 4.2 **Correspondence for information and items for County Councillor**
 - (i) Cambs & Peterborough Minerals and Waste Plan – changes to timetable for plan preparation notified.
 - (ii) Bus use consultation taking place via CCC website.
 - (iii) Cllr Ms Smith reported that there would be a public consultation on the proposed Cambridge Congestion Charge in due course. Cllr Mrs Ellington reported that SCDC is not discussing the proposed congestion charge yet, however as it will affect south Cambs residents greatly, SCDC will discuss it in detail when consulted on.

5 DISTRICT COUNCIL BUSINESS

5.1 Emergency Planning – Flooding

Further contact made with the Emergency Planning Liaison Officer, however he is unable to attend an evening Council meeting. The Clerk to request a written flood plan procedure from SCDC so that Parish Councillors are completely aware of what will happen and who will be responsible for action to be taken in the event of a flood event. A meeting at SCDC could also be arranged.

Clerk

5.2 Recycling Site

There are still continuing problems with collection of plastics and tins from the recycling site. A meeting, attended by the Clerk, was held at SCDC and proposals to improve the collection of materials were discussed. A campaign to encourage residents to squash all plastics and tins before putting them into the recycling bins is to be mounted via the Meridian Magazine. SCDC is to look at improving its contract with the collection companies.

The Parish Council fully supported the concerns of St Andrew's PCC about the management of the site by SCDC and wished to note that the PCC is being extremely patient in enabling the Church car park to continue to be used for the recycling banks.

District Cllr Mrs Ellington added that recycling is high on the District Council's priority list and it does intend to add collection of plastic bottles to the doorstep collection as soon as it is able to in the future.

5.3 Correspondence for information and items for District Councillor

- (i) Review of polling districts and stations. No comments returned. No problems with using the Memorial Hall as the polling station.
- (ii) Draft Licensing Policy for S Cambs District Council – consultation. No comments to return regarding entertainments licence for the hall.
- (iii) Mr Wright asked if there had been a reply regarding the phasing out of Regional Assemblies. The Clerk had not sent the letters to CCC or SCDC yet, however these would be sent very shortly. Cllr Ms Smith added that she understood that much of the role of the Regional Assemblies would be passed through to the Regional Development Agencies.
- (iv) Cllr Mrs Ellington reported on a recent meeting about major development proposals relating to Northstowe, NIAB land and the Cambridge NW Fringe. Cllr Mrs Ellington had asked that comments from Parish Councils be forwarded to the Clerk, so that all Parish Councils are kept fully informed of all comments and concerns. There may be joint meetings held in the future with regard to these major developments.

6 POLICE/CRIME REPORT

- (i) Crime figures for the last month reported. Also reported that a formal warning has been issued to persons illegally riding motorbikes around the Market St and recreation green areas, if another offence is committed the motorbikes will be impounded.
- (ii) S Cambs Crime and Disorder Reduction Partnership – next meeting Tues 25 Sept.
- (iii) Working party meeting with PC George to discuss the policing of the annual fair arranged for Thurs 13th Sept, 7.30pm.
- (iv) PC Alison Jones will be leaving the post of Swavesey neighbourhood Beat Officer as of 31 August. At present the post is not being advertised.

7 PARISH COUNCIL REPRESENTATIVES ON VILLAGE CHARITIES AND COMMITTEES

- (i) Frere Cottages Trust. Mrs Rogers resigned from the Board of Trustees. The Chairman asked for nominations for a new Trustee to serve until May 2009. Mr Whiter was nominated, seconded and accepted the nomination. Proposed, sec. and voted unanimously in favour.
- (ii) Festival 2008 Committee. Mr Johnston was nominated, seconded and accepted the nomination. Proposed, sec. and voted unanimously in favour.

WAR MEMORIAL

A letter from Swavesey and District Royal British Legion informed Council of repair work required to the Village War Memorial in St Andrew's Churchyard, following recent damage by a falling branch from one of the large Cedar Trees. Unfortunately the war memorial is not 'owned' by any particular village organisation and is therefore not insured. The British Legion wished to ask if the Parish Council would cover the costs of repair work and also of future insurance for the Memorial. Quotes are being obtained and anticipated repair costs are approximately £500. Grants were also being investigated.

Proposed and seconded that the Parish Council agrees in principle to pay for repairs up to £500, quotations to be confirmed at the next meeting, however repair work is required before 11 November. Carried unanimously.

1
Sept
Agenda

Proposed and seconded that the Parish Council take over future responsibility and insurance for the War Memorial. Carried unanimously.

2

9 MEMORIAL HALL

To consider quotations for replacement windows. Item deferred to September meeting, to allow Hall Committee to consider and put forward its recommendations.

Sept
Agenda

10 VILLAGE AND PLAY AREA MAINTENANCE**10.1 To receive the monthly report from the Village Handyman**

Benches on Market St green have been painted and wood stained. Request made for the hedge alongside Greenside Close to be cut back and ditch cleared, Clerk to contact contractors for a quotation for the work.

10.2 P3 Scheme – to report on Navigation Drain/BR5 improvements

CCC are progressing the provision of new bridleway latches on gates along BR5.

10.3 To consider surface maintenance through gate from recreation green to Brick Kiln Drove

This area becomes extremely wet and muddy and a request has been received for the Council to consider improvements. This is not part of any public right of way therefore P3 funding is not available. This area of the former field used to have a pond, hence the very wet conditions. Clerk to investigate supply of road planings.

Clerk

10.4 Market St Green – to further consider edge repairs and bollards

Offer of financial donation towards costs received from a local business, Parish Council expressed their thanks, Clerk to discuss this further with the business. No further progress on bollard options, Clerk to meet with Councillors during the next month.

Clerk

10.5 Carters Way/Priory Avenue 'play' area

Five offers of help to tidy up and look at the future of this area received. Clerk to ask local residents to meet and discuss what they require and then to report back to the Parish Council.

Clerk

The Chairman noted that there was a similar situation in the Thistle Green sheltered housing accommodation with regard to a central area of overgrown shrubs. Elderly residents there would like to see this tidied up with possibly seating provided. The Clerk replied that this would be SCDC owned land and the residents should contact SCDC to discuss this.

11 CONSTABLE'S ROOD AND POND RESTORATION PROJECTS**11.1 Constable's Rood. General maintenance is ongoing. Installation of the entrance feature is planned for 11 Sept at 6pm, a working party of volunteers will carry this out.****11.2 Ponds. Working party members have carried out general maintenance work. Reeds are growing rapidly and may need further work later this year.**

11.2.1 Request to consider hire of SCDC machinery again to remove further sections of reeds and roots. Mr Parish replied that he thought the reeds should be sprayed again rather than have the disturbance of the machine in the pond again and to clear the resultant vegetation and sludge. This to be considered further by the working party.

- 12 ALLOTMENT PROVISION IN SWAVESEY**
Existing provision in three locations, Taylor's Lane, Galon Charity land and SCDC land was reviewed and discussed. Requests for allotment plots have been steadily increasing over recent years resulting in an approximate 3 year waiting list. Request to be made to the Parish Plan Group to include consultation on allotment provision within the Plan questionnaire. Clerk to clarify local authority obligation to provide allotment plots. **Clerk**
- 13 PLANNING**
- 13.1 To consider correspondence received**
- (i) SCDC Legal Office – Enforcement Action, Land at Cow Fen Drove. SCDC Court hearing on 16th August was adjourned for a further month. SCDC to consider High Court action with regard to the breach of the Enforcement Notice. Letter to be sent to SCDC to request that SCDC seek sentencing in a higher court and to enquire as to whether there is a prioritisation scheme for cases which are repeatedly adjourned, long-term action cases. **Clerk**
- (ii) Northstowe Stakeholders Event – Thurs 20th Sept. Longstanton. Places for two Councillors available – Clerk to be informed if any Councillors wish to attend. Clerk to request copies of handouts should no-one be able to attend. **Clerk**
- 13.2 G Wimpey UK Ltd**
Cherry Trees POS land transfer - Clerk to contact solicitors and Wimpeys again, as no further progress made.
With assistance from a local resident, some progress is being made with regard to land transfer for the extension land for the recreation green. The Receivers' solicitors are drawing up a land transfer agreement.
- 13.3 To consider planning applications received**
- (i) Ref: S/1390/07/RM – David Wilson Homes and Peter Longwill Stroude. Phase 3B Home Farm, Longstanton. Erection of 159 Dwellings. No objections. The following questions were raised:
1. Surface water drainage. Has the balancing pond, which is to be provided for this development, now been completed and responsibility for its future maintenance been agreed?
 2. Has the drainage ditch alongside the development been completed and how will water flow towards Swavesey be managed?
 3. Where is the sewage from the development to be directed? Will any be directed towards Swavesey/Uttons Drove sewage treatment works?
- 13.4 Permissions**
Ref: S/1220/07/F – Swavesey Memorial Hall, replacement windows.
Ref: S/1083/07/F – 2 Rowles Way, Buckinghamway Business Park. Change of use from B2 to an overarching permission to allow uses within use classes B2 and B8.
Ref: S1080/07/F – 15 School Lane. Conservatory.
- 13.5 Refusals**
Ref: S/1226/07/F – 77 Boxworth End. Extension.
- 13.6 Appeals** - None received

14 FINANCE**14.1 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	1,469.55	13.61	1,455.94
Memorial Hall – Running costs	790.85	21.29	769.56
Village & recreation maintenance	353.38	51.66	301.72
Agency Services – P3 Scheme	8.03	0.00	8.03
Swavesey Festival Grant	1,000.00	0.00	1,000.00
Swavesey Action for Youth Grant	360.00	0.00	360.00
Total:	3,981.81	86.56	3,895.25

Accounts reconciled at 20/08/07: Current a/c £15,889.28. Treasurer's a/c £53,556

14.2 Notice of receipts received

Hall Booking Receipts	596.23	0.00	596.23
Total:	596.23	0.00	596.23

14.3 To approve Councillor Training

Proposed, seconded and approved to book the following training: **3**

Steve Boylan: Cllr Training Stage 1 and Stage 2	£47.50
David Whiter: Cllr Training Stage 1, Stage 2 and Stage 3	£82.50

15 GENERAL CORRESPONDENCE

- (i) S Cambs Conservative Association – re proposed Post Office closures
- (ii) CALC, information on Post Office Network Change Group for Cambs & Peterborough
- (iii) Thank you letter from Royal Air Force Brampton with regard to the Pathfinder March 2007
- (iv) Cambs ACRE AGM, 4 Sept, St Ivo Leisure Centre
- (v) Correspondence from a resident with regard to RSPB work around Ferry Lagoon, Clerk to contact RSPB Project Officer with query.
- (vi) Commission for patient and public involvement in health – information on volunteering for forum membership – open to Councillors and residents.
- (vi) Newsletters and magazines

16 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Request to consider providing seasonal signs warning of ducks/geese crossing the main road near the village ponds. To be considered for next season.
- (ii) For the Hall Committee – parking is still taking place in the disabled person's bays by non-disabled, non-hall user drivers.
- (iii) A14 flyover road surface – Clerk reported that CCC Highways are to survey this road for future resurfacing.
- (iv) Road surface and signage around the Cambridge Services roundabout also mentioned as a hazard, clearer signs for the A14 are required.
- (v) The Chairman gave apologies for the next meeting on 24th September. The Vice-chairman also gave apologies. The Clerk replied that a Chairman for the meeting would therefore have to be elected at the start of the meeting on 24th September.

Next meeting date: 24 September 2007

There being no further business, the meeting was declared closed at 9.20pm

Signed & dated
Chairman

Powers of Expenditure

- 1 & 2 War Memorials (Local Authorities' Powers) Act 1923, s1 as extended by LGA 1948, s33
- 3 Local Government Act 1972 Part VII, s111

**Minutes approved & signed as a correct record by the Parish Council on
24 September 2007**

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