

Swavesey Parish Council

7.30pm

Notes from Public Open Forum

- The verges along Taylors Lane are in need of cutting. The Clerk replied that they are due to be cut next week. Also that the machine broke down during the last cut, which is why some areas were not cut last month.

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 25 June 2007

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 : 1

Item		Power Action
1	TO RECEIVE APOLOGIES FOR ABSENCE Mr P Marriott, Mr K Wilderspin, Mrs S Rogers. Cty Cllr Ms M Smith, Sgt C Burns	
2	TO SIGN & APPROVE MINUTES OF THE MEETING DATED 21 MAY 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)	
(i)	Item 14.1(iii) - window in meeting room. Insurers have agreed to pay on the claim. £107 received.	
(ii)	Item 14.3 – article re Carters Way/Priory Ave play area now on the website and will be in Meridian Magazine Aug/Sept issue. One response received from Somerset, from a family who will be moving into the area in July.	
(iii)	Item 16 – Quality Status portfolio now submitted to CALC. Panel will meet on 26 July and their decision will be notified to the Clerk either on 26 or 27 July. Claim for 50% of the cost of the Clerk's additional hours has been submitted to CALC.	
3	MEMBERS' DECLARATIONS OF INTEREST Mr Pook – personal interest in item Planning 14.2 – family member is a landowner adjoining site no. 122/11973. Mr Dodson – Personal & Prejudicial interest in Planning item 14.3(iii) – Applicant for the grain silo at Highfield Farm.	
4	COUNTY COUNCIL BUSINESS	
4.1	Guided Bus	
(i)	Liaison Forum meeting held on 21 June. Mrs Rogers and Cllr Mrs Ellington had been unable to attend. Mr Wilderspin had attended and an update on the planning and construction conditions was circulated for info.	
(ii)	Mr Lansley MP had written for further information with regards to the byway crossings, which the Clerk had sent on.	
(iii)	The metal bridge over Covel's Drain, on the access road to the Nature Reserve, has been removed by Nuttalls for strengthening and refurbishment, to ensure it is suitable for Guided Bus construction traffic. The bridge will be replaced in a week's time. Mrs Rogers (SDBA) and the Clerk for the Parish Council have both contacted the RSPB (landowners) and the Guided Bus Project team to ensure that the refurbished bridge will also be surfaced to a safe standard for cyclists and horseriders.	

4.2 Changes to Mobile Library Routes

Due to budget pressures CCC will be reducing its mobile library fleet from eight vehicles to six as from January 2008. The effect to Swavesey will be:
Market Street – presently visited for 2 hours every Saturday. Proposed change to 45mins alternate Saturdays. Thistle Green, special mobile – currently visits 30mins monthly. Proposed change to 30mins alternate Mondays.

Swavesey Your Library expresses a concern with regard to its use of the mobile library for collection/return of CCC ordered books.

Parish Council comments that it is regrettable that the mobile library service is being cut. It is pleased to see that the special mobile service is being improved to cater for everyone's use, in an attempt to offset the cuts to the main service. However the support for the voluntary Your Library use of the mobile service must be considered and CCC must ensure that these voluntary libraries are given continued support in the light of the continued cuts to the CCC library service.

Clerk

4.3 Correspondence for information and items for County Councillor

- (i) Letter from Northstowe Rights of Way Officer updating progress.

5 DISTRICT COUNCIL BUSINESS**5.1 Liaison Meeting**

Chairman and Clerk attended the first liaison meeting on 7 June. Verbal reports given. Next meeting is scheduled for six months time, with specific subject meetings planned in the meantime – dates to be confirmed.

5.2 Correspondence for information and items for District Councillor

- (i) Housing futures –consultation with S Cambs housing tenants with regard to future ownership and management of S Cambs housing stock. Consultation article to be included within next PC News in Meridian magazine.
(ii) Gypsy & Traveller Consultation – next event 19 July, SCDC – site options report.

SR

6 POLICE/CRIME REPORT

- (i) Minutes from the Forum meeting held on 22 May circulated for information. Next meetings will be on Tues 21 August in Bar Hill, Tues 20 November venue TBA. Query raised over the listed order of the priorities identified at the meeting – why was fly-tipping listed as top priority – and whether the four items were actually listed in order of importance or not? Clerk to clarify this with Sgt Burns.
(ii) Newsletter and crime figures received.
(iii) Crime & Disorder Reduction Partnership, next meeting 25 September.
(iv) Policing of the Fair. Item deferred to next meeting.

Clerk

7 NEW CODE OF CONDUCT

Copies of the Guide for Members from the Standards Board for England circulated to all Councillors. The Clerk reported on the meeting held at CALC and explained the implications of adopting the new code either with or without para 12(2).

It was **Proposed** and seconded that the new code of conduct be adopted with effect from 1st September 2007, including para 12(2) and the following resolution be approved:

RESOLUTION: If a Councillor with a prejudicial interest wishes to speak on an agenda item then that interest and intention must be stated immediately after Item 1 on the Agenda. The public will be allowed a maximum of six speakers who may provide information for up to three minutes only and each person may only speak once. The Chairman will look to secure a balance of public speakers. The public participation is not to be a part of the debate but merely fact giving and answering questions in the same manner as the councillor with the prejudicial interest.

In adopting the new code and above resolution the Clerk will amend the Agenda and bring appropriate amendments to the Standing Orders to the Council for approval.

Clerk

Vote recorded unanimous in favour of the above proposal and recommendation. It was also **Proposed**, seconded and unanimously agreed to advertise the adoption of the code in conjunction with CALC's joint advertisement and notice to the Standards Board for England, at a cost of £24.

8 PARISH COUNCIL VACANCY

A Bye-election has not been called, therefore SCDC confirm that the vacancy can be filled by co-option. Notices will be posted on 27 June for applications received by 10 July. Co-option to take place at the July Council meeting.

9 MEMORIAL HALL COMMITTEE

Proposed, sec and unanimously approved that the Terms of Reference for 2007-08 be approved with no amendments.

10 VILLAGE AND PLAY AREA MAINTENANCE

10.1 Handyman's report: Plant tubs have been replanted with summer bedding. No major problems reported.

10.2 Spraying of weed killer. Herald Contract Services quote £60 per spray for the three required areas. **Proposed**, sec and unanimously agreed to order one spray and to investigate if the Handyman can attend appropriate training to qualify him to carryout future sprays. **2**

10.3 Market St Green

(i) Following re-seeding work to the edges of the green, on Monday 18th June much of this work had been driven over and parked on, despite some areas being cordoned off. A letter has been distributed to all residences and businesses in Market Street with regard to the problem and asking that they do not park on the green. The Contractors have responded that a further tonne of topsoil would be required at an additional cost of £100 in order to repair the damage. Council considered that the whole side should have been fully cordoned off, to stop overriding and did not agree to the additional cost. Clerk to meet with the contractors to further discuss the repair work. Clerk to arrange for two notice boards to be erected informing of the repair work to the green and stating No Parking on the green. **Clerk**

(ii) Full proposals for proposed bollards have not yet been drawn up.

(iii) Requests received to consider whether bollards should also be installed across the hard surfaced end of the green to stop through traffic across the green in front of No.37 Market St. It was suggested that this might cause other problems such as creating parking areas and causing turning problems for large vehicles.

(iv) Request also received to consider bollards in the highway verge outside of No.2 Market Street. To be referred to CCC Highways.

(v) Letter to be sent to the contractors working on the house extension at No.25 Market Street, to ensure that the edges of the green are repaired once building work is complete. **Clerk**

10.4 To consider advice and quotations for drainage work to the play area

Three quotations and advice have been requested but not yet received. Defer to July meeting for discussion.

11 PARISH PLAN

Topics to be forwarded to the Steering Group for consideration for the Plan questionnaire:

- Traffic Calming – Has it made a difference? Should anything be changed?
- Highway/Parking issues – Where are the problems, ideas for solutions.
- Children's Play Areas – Recreation green; Carters Way; Moat Way. Comments, improvement suggestions.
- Village sports facilities – joined up working – football clubs/cricket club joint ventures; facilities including changing rooms; use of the recreation green.
- Should the Parish Council consider a 'green agenda'? ie energy saving projects; village composting schemes; would residents support the cost of such initiatives through the Precept?
- Future schooling – 6th form facilities at the Village College?
- Community use of the Village College Facilities – comments invited.
- Memorial Hall – use by village clubs, etc, improvements, future use of the building.

12 CONSTABLE'S ROOD AND POND RESTORATION PROJECTS

S Cambs news this month featured an article on Swan Pond plus listed Constable's Rood as a winner of the Natural Heritage Awards 2007.

- (i) Constable's Rood – entrance feature is being constructed.
- (ii) Ponds – The Scout Group has started to pond dip and will record all that they find.
- (iii) Grant funding – There is still sufficient funding left from both the Rood and Ponds grants to proceed with providing information boards. Offer from the RSPB for joint order to be placed with new information boards being provided for the Nature Reserve – Clerk to liaise with the RSPB Project Officer. An application has also been submitted to the Camb Water/CEN Village Life Awards, which awards £250 to ten village projects in October 2007.

Clerk

13 SWAVESEY FESTIVAL 2008

Letter asking if the Parish Council would consider granting financial support to the project. Estimated cost of running the festival is predicted to be £15,000. Before making a final decision it was agreed to ask the Committee to attend the July Parish Council meeting and give a presentation on the proposed programme of events, other sources of funding.

July
Agenda**14 PLANNING****14.1 To consider correspondence received**

- (i) Northstowe draft master plan – exhibition dates in local villages.
- (ii) Ref: S/0645/07/CAC – Total demolition of dwelling at 37 Market Place; and Ref: S/0578/07/F – Erection of 2 new dwellings and garaging following demolition at 37 Market Street – both applications have been withdrawn. Comments added that the building may have recently been listed.
- (iii) Consultation with travelling and settled communities 19th July. Requested that the Parish Council write to SCDC Enforcement Officer to find out what the current situation is regarding enforcement action relating to land off Cow Fen Drove.

Clerk

14.2 S Cambs Local Development Framework

Public Consultation on Site Specific Policies DPD Objection Sites 2
Site No 122/11973 - Land between Whitton Close and Rose & Crown Road.
Amended plan. No additional comments made.

14.3 To consider planning applications received

- (i) Ref: S/1080/07/F – 15 School Lane, Mr & Mrs Norris. Conservatory. No objections.
- (ii) Ref: S/1083/07/F – 2 Rowles Way, Buckinghamway Business Park. Threadneedle Property Investment Ltd. Change of use from B2 to an overarching permission to allow uses within B2 and B8. Objection raised against the use of B8 class, as this type of use will generate increased traffic movements, often of vans and lorries, to and from the site.

14.4 Permissions

Ref: S/0375/07/F – Land between 57 & 63 Middlewatch. Dwelling.
Ref: S/0731/07/F – 19 Chantry Close. Extensions
Ref: S/0718/07/F – Fen Willow Farm, Cow Fen Drove. Change of use of agricultural building to carpentry workshop.
Ref: S/0707/07/F – 2 Carters Way. Extension.
Ref: S/0488/07/F – 33 Thistle Green. Extension.
Ref: S/0543/07/F – 46 Carters Way. Extension.
Ref: S/0577/07/F – Cloverfield Farm, Over Road. Erection of portable unit adjacent to existing building to provide toilet facilities.
Ref: S/0541/07/F – 113 Middlewatch. Extension.
Ref: S/0954/04/F – Trinity College Farm, Uttons Drove. Addition of window and repositioning of window and door in storage outbuilding.

14.5 Refusals - None received**14.6 Appeals** - None received

15 FINANCE**15.1 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	4,302.99	7.32	4,295.67
Memorial Hall – Running costs	1,266.43	29.82	1,236.61
Village & recreation maintenance	1,872.92	154.76	1,718.16
Total:	7,442.34	191.90	7,250.44

Accounts reconciled at 19/06/07: Current a/c £23,528.67. Treasurer's a/c £53,556.00

15.2 Notice of receipts received

Hall Booking Receipts	785.58	0.00	785.58
VAT Recovered	239.81	0.00	239.81
CCC P3 Scheme Grant	150.00	0.00	150.00
CCC Verge cutting Grant	1,416.99	0.00	1,416.99
EDF Wayleave	14.20	0.00	14.20
SCDC Ponds restoration Grant	402.78	0.00	402.78
Total:	3,009.36	0.00	3,009.36

15.3 First Quarter Budget Report

Figures to 20 June 2007 circulated to Councillors. No comments returned.

15.4 Treasurers'/Deposit Account

Following notification of the closing down of the NS&I account, alternative savings accounts have been investigated. Having considered account requirements and interest rates the Clerk wished to recommend that an Alliance & Leicester Community 30-day notice account be opened to replace the NS&I account. **Proposed**, sec, and unanimously approved to open the recommended account and transfer all savings. Clerk to obtain application pack. Signatories to be confirmed at the next meeting.

Clerk

16 GENERAL CORRESPONDENCE

- (i) Over Day Centre – request to consider a grant towards Day Centre running costs. Defer to budget setting for next financial year.
- (ii) A14 – letter from Mr A Lansley MP regarding the Night Owl Truckstop, Alconbury
- (iii) Letter from Mrs Pheysey informing Council of her resignation as Secretary to the Events Committee. The Clerk to contact the Committee to ask about the funds the Parish Council is holding on behalf of the Committee and what plans there are to use them, also to enquire as to the future of the Committee.
- (iv) Newsletters and magazines

Clerk

17 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) The Clerk updated Council on the quotes being obtained for replacement windows at the Hall. Planning permission has not yet been approved for the re-application for part upvc and part timber double glazed units.
- (ii) Queries raised over notification of re-surfacing work to Ramper Road and Swavesey Road. The clerk confirmed that CCC had not sent out any notification of the work.
- (iii) A cover is missing from a concrete manhole in the grass verge opposite Mere Fen – CCC to be informed.
- (iv) Agenda item for the next meeting requested for Over Cricket Club. A letter from the Club will be sent to the Clerk.

Next meeting date: 23 July 2007

There being no further business, the meeting was declared closed at 9.50pm

Signed & dated
Chairman

Powers of Expenditure

- 1 Local Government Act 1972, s111
- 2 Open Spaces Act 1906, s10

**Minutes approved & signed as a correct record by the Parish Council on
23 July 2007**

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