

# *Swavesey Parish Council*

**7.30pm**

**Notes from Public Open Forum**

District Cllr Mrs Ellington asked if the Parish Council would formally write to thank the Festival Steering Group on the hugely successful Festival week. The Chairman replied that the Council would be thanking all of those involved.

**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 30 June 2008

**PRESENT**

Mr M Johnston (Chairman)

Councillors : Mr J Dodson, Mr J Pook, Mrs S Rogers, Mr D Whiter, 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 S Boylan, Mr P Marriott, Mr T Parish, Mr J Tait

Mrs Rogers apologised but may have to leave the meeting early.

The Clerk read out a letter of resignation from the Parish Council, from Mr James Tait. Due to other village commitments on his time Mr Tait is unable to give the Council the time that he would wish to. The Chairman wished to pass on the Council's thanks to Mr Tait for his time on the Council over the past years.

The Clerk therefore declared a casual vacancy and will notify the District Council. A notice calling for a Bye-election will be posted, if after the required number of days an election is not called, then a notice requesting applications for co-option to the Council will be posted. The Clerk to keep Councillors informed regarding the situation.

**Clerk**

**2 MEMBERS' DECLARATIONS OF INTEREST**

None declared

**3 TO SIGN & APPROVE MINUTES OF THE MEETING DATED 19 May 2008**

It was **proposed**, seconded and unanimously approved that the Chairman sign the Minutes with no amendments.

**3.1 Matters to report from previous minutes** (for information)

No matters were reported

**4 COUNTY COUNCIL BUSINESS**

**4.1 Guided Bus**

(i)

Information items

- Visits for Councillors to the guideway and construction site take place during July, August and September. Councillors to contact CCC direct if they wish to attend any.
- Letter from a local resident regarding the junction plans, copied for information.
- An update on the proposed junction works was given to Councillors. The road is expected to close completely to all vehicular traffic from 8<sup>th</sup> Sept to 27<sup>th</sup> October.
- Details on the bus service changes are still to be confirmed.
- Question raised on whether there will be any compensation to local businesses for loss of business during the closure of the road, as many businesses in Swavesey rely on trade from Over residents and on customers travelling through the village. Cllr Smith replied that she would put the question to the County Council.

- (ii) To review plans and design of Mow Fen and Lairstall Drove junctions. No comments or objections raised.
- (iii) Mow Fen Drove, FP6. Notice received of temporary closure of the footpath crossing of the disused railway between 14<sup>th</sup> July and 6<sup>th</sup> October. An alternative route, approx 15m to the east, will be in place to allow access across the disused railway during this time.

#### **4.2 Correspondence for information and items for County Councillor**

- (i) Resurfacing works – complaints received re stones on the footpaths and white lining. These have been passed on to the County Council.
- (ii) Complaints received regarding parking problems along Taylors Lane and Blackhorse Lane. These to be passed on the Police and County Council.
- (iii) Northstowe Area Footpath and Cycleway Network Project final report published.
- (iv) Cambridgeshire Childcare Sufficiency Assessment summary 2007-08.
- (v) County Cllr Ms Smith reported that discussions are still progressing with landowners along Buckingway Road, with regard to providing a cycleway along the east side of the road. Agreement in principle has been reached and the cycleway is also now on the official County Council cycleway list. Cllr Smith will keep the Parish Council informed as discussions progress.

### **5 DISTRICT COUNCIL BUSINESS**

#### **5.1 Recycling Site**

Copy of the letter sent by SCDC to St Andrew's PCC regarding the future of the recycling site, circulated for information. The PCC has not met yet to discuss this, the Parish Council to wait for the PCC's response before making any comments to SCDC. District Cllr Mrs Ellington added that possible commercial use of the site has been noted and once plastic doorstep collection starts in October, the site will be reviewed with regard to public collection facilities.

#### **5.2 Review of Street Trading Consent**

The consultation on whether SCDC should designate the whole of South Cambridgeshire as a Consent Street Trading area was discussed. Council agreed that it wished the situation to remain as it is, with Consent being designated only on application and where considered necessary.

#### **5.3 Northstowe Update – Parishes and Joint Action Group**

The Chairman had attended the meeting called by SCDC on 12 June and gave a verbal report on the S106 discussions. The next meeting is scheduled for Tues 8<sup>th</sup> July (TBC) main discussion will be on flood risk assessments.

#### **5.4 Correspondence for information and items for District Councillor**

- (i) Local Development Framework – Supplementary Planning Documents public participation. No comments to be made.
- (ii) Boundary review between SCDC and Cambridge City Council – documents circulated for information. No comments to be returned.
- (iii) Housing Futures information – Advisory meeting in Swavesey on Thurs 17<sup>th</sup> July.

### **6 POLICE BUSINESS**

- (i) Recent Crime Figures – no serious crimes reported for this month.
- (ii) Correspondence for information:
  - A special Neighbourhood Panel 'speeding' meeting will be held in Sawston on 22 July. The evening will also launch the 'Neighbourhood Speedwatch' initiative.
  - S Cambs Crime & Disorder Reduction Partnership conference, Weds 10<sup>th</sup> Sept.
  - Crime & Disorder questionnaire, further copies to be circulated to Councillors and NHW co-ordinators.Enquiries regarding NHW co-ordinators for areas of the village had been received, these to be passed on to Mr Morris.  
Reported that logs, making up a wildlife log-pile in Constable's Rood had recently been stolen. Suspicions as to who was responsible had been passed on to the Police.

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

- (i) A young tree at the rear of the recreation green has been vandalised and should be replaced. Clerk to inform Taylor Wimpey UK Ltd who is still responsible for this land. Plant tubs have been planted with summer bedding, however a larger display planned to coincide with the Festival had been reduced due to continuing thefts of plants from the tubs.

**7.2 RoSPA Report**

Annual inspection report received with no problems reported. Bark in some areas needs topping up, this will be carried out once the drainage works have been completed. A Councillor reported that one of the cradle swings sticks where its chain meets the fixing at the top of the swing frame – to be investigated and repairs carried out as required.

**7.3 Drainage of Play Area**

Following repeated dates for commencement of drainage works as ordered in July 2007, Arthur Peacock & Son, the firm appointed still had not started the work. The Clerk presented a new quotation from Paul Dawson for Council to consider and if approved the Clerk requested that the original order be cancelled.

The quotation was considered against the order placed with Peacock's and other quotes obtained at the time. It was proposed and unanimously approved that a new order be placed with Paul Dawson for works as quoted, for the total sum of £2,600.00. The Clerk to inform Peacocks of the cancelled order.

1

Clerk

Council also requested an additional quotation for work to scrape out and clear the drainage ditch alongside Greenside Close, to enable the water to drain from the green and play area into the ditch more efficiently.

**8 BT PUBLIC PAYPHONE BOXES**

Notice received that BT intend to remove the two public payphones in the village at Boxworth End and High Street. This is due to lack of use and constant maintenance costs due to vandalism. Public consultation is open until 6<sup>th</sup> September. Usage figures for both payphones have been requested. Notices asking for comments from village residents have also been published. Discussion and comments to be deferred until the Council meeting on 18<sup>th</sup> August.

Aug  
Mtg**9 PROPOSED POST OFFICE CLOSURES**

A meeting for elected Councillors is to take place at SCDC offices in Cambourne on 16<sup>th</sup> July, to discuss the proposed closure list, which is due to be published on 8<sup>th</sup> July. Agreed to book two places and the Clerk to confirm attendance nearer the time.

Clerk

**10 MEMORIAL HALL COMMITTEE**

- (i) Election of fourth Councillor Member. No nominations were put forward. It was suggested that as existing Councillors were already committed to many other committees, the new Councillor when in place in a couple of months, could joint the Hall Committee. In the meantime the Chairman offered to return to the Hall Committee temporarily.
- (ii) Committee Terms of Reference. Approved with no amendments.

**11 PLANNING****11.1 To consider correspondence received**

- (i) Cow Fen Drove – Enforcement Action. On Weds 25 June, SCDC published details of two appeals now registered by Mrs Cuff against the refusal of planning permission for S/1823/07/F and S/1834/07/F in December 2007. Further enforcement action by SCDC will not now be possible until these appeals have been determined. Councillors requested a meeting with the Legal and Appeals Officers at SCDC to discuss the situation and request a clear explanation of the procedure with regard to the appeals and further enforcement action against the ongoing breaches in planning regulations relating to the site.
- (ii) Notice of CCC Development Control meeting on 16<sup>th</sup> June. Agenda will include applications S/00335/08/CM and S/00441/04/CW relating to land adj to Covill's Drain.

Clerk

- (iii) A14 Action Group. Letter to all Parish Council members of this group, following the last meeting, detailing discussions with the Highways Agency, Costain Skanska and the County Council, together with the long response from Costain Skanska – copies circulated for information. Next meeting is planned for 8<sup>th</sup> July, again with Costain Skanska.

### 11.2 Taylor Wimpey UK Ltd

- (i) Land Transfer. The Land Transfer Deed for all of the public open space (POS) land currently registered to G Wimpey UK Ltd within the Moat Way/Chantry Close/Whitegate Close development was approved and signed by the Parish Council. The Deed to be returned to Wimpey's for their signature and Completion. The remaining three small areas, two still registered to Barwell Properties (in Receivership) Ltd and one unregistered, to be transferred separately.
- (ii) Leylandii Trees and POS land, corner of Blackhorse Lane and Chantry Close. Correspondence received enquiring about felling the trees and the future use of the adjacent land. The trees are still registered to Barwell Properties (in Receivership) Ltd, Wimpey's have agreed to fell the trees but not until they own the land on which they sit for which they are still trying to arrange a transfer. Neither this land nor the POS land alongside are the responsibility of the Parish Council yet, therefore the Council is unable to enter into any negotiations with regard to its use or future at present. This reply to be passed on. In the meantime enquiries to be made with the District Council to confirm the status of the POS land and its future use.

### 11.3 To consider planning applications received

- (i) Ref: S/0855/08/F – Swavesey Pre-School. Erection of a 5-bay modular building for use as pre-school accommodation on land at Swavesey Primary School. No objections.
- (ii) Ref: S/0986/08/F – Mr & Mrs S Boylan, 17 Thistle Green. Two storey rear extension. No objections.
- (iii) Ref: C/11/40/88 – Mr A Arthurs. Consent for tree works in the Conservation Area at 4 High Street. Removal of silver birch tree on boundary of garden at 4 High Street. No objections.
- (iv) Ref: S/1022/08/F – Mr & Mrs Love, 17 Taylors Lane. Conservatory/greenhouse. No objections.

### 11.4 Permissions

- Ref: S/1452/04/LB – Mill Farm, Middlewatch. Approval of window amendments to barn elevations.
- Ref: S/0769/08/F – Swavesey Village College, Gibraltar Lane. Erection of wind turbine and installation of solar panels.
- Ref: S/0574/08/F – 30 Market Street. Extension.
- Ref: S/0303/08/F – Buckingham Business Park. Erection of 15 units including car parking and landscaping, erection of 4 terraced units with car parking and landscaping.
- Ref: S/0672/08/F – 41 Wallmans Lane. Extension.
- Ref: S/0697/08/F – 1 Turnbridge Court. Extension.

### 11.5 Refusals - None received

### 11.6 Appeals

- Ref: S/1765/07/F – Thorpes Farm, Tipplers Drove – Mr J Kerley. Appeal against refusal of permission for extensions to house. Appeal hearing scheduled for Thurs 17<sup>th</sup> July 2008 at SCDC offices, Cambourne. District Cllr Mrs Ellington will attend and speak on behalf of and in support of the Parish Council's comments.

## 12 FINANCE

### 12.1 To approve payment of outstanding accounts

The Clerk informed Council that last week the cooker in the Memorial Hall had become dangerous and could not be repaired. After consulting with the Chairman and Chairman of the Hall Committee, a new cooker had been ordered and will be installed tomorrow, as bookings were confirmed at the hall that required the use of a cooker. The cost is £309.78 + VAT. Payment being authorised outside of a meeting via Financial Regulations para 3.4(b) urgent expenditure by the Hall Administrator, limited to £500.

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

	<b>Gross</b>	<b>VAT</b>	<b>Net</b>
Administration and salaries	3,059.04	13.45	3,045.59
Agency Services (CCC verge cutting)	334.88	49.88	285.00
Recreation & Village Maintenance	1,122.77	113.40	585.00
Memorial Hall – Running costs	1,029.31	54.95	974.36
Capital – windows, Memorial Hall	3,399.10	506.25	2,892.85
<b>Total:</b>	<b>8,945.10</b>	<b>737.93</b>	<b>8,207.17</b>

Accounts reconciled at 24/06/08: Current a/c £17,481.40. Treasurer's a/c £61,558.08

## 12.2 Notice of receipts received

Hall Booking Receipts	1,218.25	0.00	1,218.25
Bank interest	25.62	0.00	25.62
Tenancies – Electricity Wayleave	14.51	0.00	14.51
VAT Recovered	927.79	0.00	927.79
<b>Total:</b>	<b>2,186.17</b>	<b>0.00</b>	<b>2,186.17</b>

## 12.3 First Quarter Budget Report

Receipts and Payments figures for the end of the first quarter were circulated to Councillors. No questions were raised.

## 15 GENERAL CORRESPONDENCE

- (i) Mr A Lansley MP – further correspondence re HGV parking
- (ii) Highways Agency – Girton interchange to close for resurfacing works, 18 July to 21 July. Cambridge Water/CEN Village Life Fund Awards 2008
- (iii) Cambs Association of Local Councils
- (iv) Newsletters and magazines

## 16 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Correspondence received regarding a complaint made about the Connections Youth Bus, direct to the Youth Bus Manager. The Police had been involved and the complaint was found to be unfounded, no further action taken.  
The Project Manager and one of the Trustees from the Youth Bus charity will be attending the August Parish Council meeting to report on the visits of the bus to Swavesey over the past year.
- (ii) Complaints reported of vehicles taking space in the hall car park, which were not those of people attending events at the hall. The Clerk replied that the wrecked car and untaxed car had been traced and a letter has been sent to the owner of both vehicles requesting they be removed. The removal lorry parked overnight is a local resident's who parks overnight only, rather than on the narrow High Street. If it should cause a problem then he will be asked to move it.

**Next meeting date: 28 July 2008**

There being no further business, the meeting was declared closed at 9.30pm

Signed & dated  
Chairman

## Powers of Expenditure

- 1 Open Spaces Act 1906, s10(b)
- 2 Local Government (Miscellaneous Provisions) Act 1976, s19

**Minutes approved & signed as a correct record by the Parish Council on  
28 July 2008**

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