

Swavesey Parish Council

7.30pm

Notes from Public Open Forum

- Re Planning application Ref: S/1635/08/F, the applicant gave a brief background on the reasons for the application and provided photographs of the existing site.
- A resident of Taylors Lane wished to express the concerns of other residents with regard to the RSPB application, which involves using Taylor's Lane as access to the lake site by heavy trucks bringing clay to/from the site – approx 80 truck loads anticipated. Also that although the RSPB have now stated that they hope to source materials from on-site, which would mean that the trucks would not be required, until amended plans have been received only the application as stands should be commented on.

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 October 2008

PRESENT

Mr M Johnston (Chairman)

Councillors : Mr S Boylan, Mr J Dodson, Mr P Marriott, Mr J Pook, Mr D Whiter, Mr K Wilderspin,
Mr W Wright

Clerk : Mrs L Miller

Parishioners : 3

County Councillor: Ms M Smith

Item		Power Action
1	TO RECEIVE APOLOGIES FOR ABSENCE M Jullien, Mr Parish, Mrs Rogers District Cllr Mrs S Ellington	
2	MEMBERS' DECLARATIONS OF INTEREST None	
3	TO SIGN & APPROVE MINUTES OF THE MEETING DATED 22ND SEPTEMBER 2008 TO SIGN & APPROVE THE MINUTES OF THE MEETING HELD TO DISCUSS THE A14 PROPOSALS, DATED 29TH SEPTEMBER 2008 It was proposed , seconded and unanimously approved that the Chairman sign both sets of Minutes with no amendments.	
3.1	Matters to report from previous minutes (for information)	
(i)	3.1(ii) It was queried as to whether the Councillors had seen the report on the trees in St Andrew's Churchyard. The Clerk confirmed that the report had been received and circulated but would circulate it again to ensure everyone had a copy. The Clerk was asked to write to South Cambridgeshire District Council to request a copy of the permission order granted for the removal of the trees.	Clerk
(ii)	4.4(ii) CCC Highways had replied that it does not consider the lack of kerb height on the section of footpath along the High St to be dangerous. The distinction between the footpath and highway is visible and a high kerb is not necessary.	
4	COUNTY COUNCIL BUSINESS	
4.1	Guided Bus	
(i) &	Reported for information:	
(ii)	<ul style="list-style-type: none"> • Contractors had been contacted to ensure that machinery did not block the temporary footpath across the junction works, as this has happened on occasion. • The Contractors had raised concerns that teenage children have been riding bicycles along the incomplete tracks – this is a construction site and can be dangerous. The Police and Village Collage have been informed. 	

- (iii) Concerns had been raised about large amounts of stone being put into the New Dock, along Middle Fen Drove. Also stone being put into the drainage ditch between Middle Fen and Mow Fen Drove, alongside the guideway. The Environment Agency and SCDC Land Drainage Manager had been contacted and both had visited the site to inspect the work. Concerns also expressed over the culvert work, particularly that the culverts under Mow Fen Drove appear to be under ground level. SCDC Land Drainage to be kept informed.
Most of the old brick culverts have now been removed and re-built, it was queried as to whether these archaeological sites had been recorded – to be raised at the next Liaison meeting.
- (iv) Next Liaison meeting to be held on Thursday 6th November, 7.30pm, Over Community Centre. Mrs Rogers, Mr Whiter and Mr Johnston could all attend.

MJ,
SR,
DW

4.2 No.15 Bus Service to/from Cambridge

The Chairman gave a verbal report on the meeting with Stagecoach on 6th October. Written notes had been circulated. Complaints were still being received by the Clerk, from residents about the length of journey time into Cambridge. Stagecoach was unable to agree to any route changes or additional buses for sixth form students. Journey times to be monitored once the Swavesey and Longstanton busway and road works have been completed. If the buses do not then run to the scheduled timetable, further complaints to be made to Stagecoach.

4.3 Hedge cutting, Over Road Cycleway

The Chairman gave a verbal report on the discussion held between the County Council's Highways Division, Over Parish Council and invited landowners along the cycleway with regard to responsibilities and arrangements for hedge cutting. It had been agreed that the landowners were responsible for cutting their own section of hedge back and would do so once a year, generally in the autumn. The County Council would then do a second cut in June each year. The County Council would clear sweepings from both cuts. A joint letter from Swavesey and Over Parish Councils to the relevant landowners would be sent, outlining the new arrangements.

Clerk

4.4 Highway Items

- (i) Longstanton Bypass. Changes to the traffic priorities along Ramper Road have caused concern over safety, this has been reported to the County Council. On 16th October the Northern section of the Longstanton Bypass opened with the Southern section due to open in approximately four weeks time. Comments had been received that this new road would be less safe for cyclists and it had been questioned as to why the Gravel Bridge Road could not have remained open for cycle/horserider/pedestrian use. The County Council had replied that due to other factors this was not possible. Plans for new cycle/bridleway routes were included within the Home Farm housing development though.
- (ii) Rose & Crown Road. Road surface damage discussed. The Clerk reported that CCC Highways are aware of the problems however they have no funding available this financial year for repair work other than minor pot hole filling. Letter to be sent to the Guided Bus Team, as it was considered the increase in the use of the road by the heavy lorries to/from the guided bus works has contributed to the damage caused.

Clerk

4.5 Correspondence for information and items for County Councillor

- (i) Cllr Mandy Smith notified Council that the next Police Neighbourhood Panel meeting would be on November 12th in Bar Hill.

5 DISTRICT COUNCIL BUSINESS

5.2 Correspondence for information and items for District Councillor

- (i) Housing Futures – newsletter & DVD received for information.
- (ii) Cambridgeshire Together – Cambs Local Area Agreement workshop will take place on 19th November in Cambourne.

6 DRAINAGE

Written notes from the meeting with the Environment Agency on 30th September 2008 were circulated and discussed. The notes were agreed as a correct record by those who had attended the meeting. It was agreed that the Parish Council would continue to support the Internal Drainage Board's objections to the Northstowe application. The draft letter to the Environment Agency regarding recommendations for foul and surface water strategies relating to Uttons Drove STW, Northstowe and A14 Improvements had not been completed, so approval was deferred until the next meeting.

7 POLICE BUSINESS

- (i) Recent crime report. Crime had increased in the parish over the past month or so, particularly break-ins to sheds, garages and houses.
It was agreed to invite the new Sector Sergeant to the next Parish Council meeting, to meet and to discuss crime and police issues relating to the village.
It was requested and agreed that a letter be sent to the Chief Constable in praise of the work that Sgt Andy Bartlett had carried out in the Swavesey area over the past few months. Also that the Parish Council hopes that the progress that Sgt Bartlett made in neighbourhood relations and improved performance will be continued.
- (ii) Speedwatch initiative – information on this new project was noted. Parish Council is still interested in taking part and would register this interest.
- (iii) S Cambs CDRP email newsletter received, plus results of recent workshops.
An email received from a resident of the village, raising concerns about the speed of traffic, particularly in Moat Way. The Chairman had replied asking the resident to ensure that specific incidents and concerns are logged and reported to the Police so that local Police Officers can act on them.
- (iv)

Clerk

8 VILLAGE AND PLAY AREA MAINTENANCE**8.1 To receive the monthly report from the Village Handyman**

- (i) No items to report from the Handyman.
- (ii) The Clerk reported that additional bark had now been provided in the play area. The Clerk thanked Mr Wilderspin for taking delivery of the bark at Fenwillow Farm and then transporting it to the play area.

8.2 Parish Noticeboard

Swavesey WI would like to purchase a new Parish Noticeboard to replace the existing one located in the High Street, outside of the Memorial Hall. The noticeboard would be made in oak by a local carpenter and would be of a similar size and design to the existing one but with four lockable sections. The members of the WI wish to donate this to the village as part of their celebrations of 80 years of the Women's Institute. The Parish Council was pleased to accept this kind offer and a letter of thanks to be sent to the WI.
At this point Mr Wilderspin wished to declare a personal interest, in that the carpenter chosen by the WI to build the noticeboard was a tenant of Mr Wilderspin's.

LAM

8.3 Trees

The Clerk reported that the Horse Chestnut Trees on the recreation green have been affected by the Leaf Minor pest, however this should only affect the leaves and not the tree as a whole. This will be monitored again next year when there is new leaf growth. The Clerk also reported that the Horse Chestnuts have not been affected by the more serious Bleeding Canker disease, which has affected other trees in neighbouring villages. This disease is fatal to the trees and something that will need to be monitored.

9 Information Boards for Constable's Rood, Swan and School Ponds

Draft designs and text for the three information boards were presented for comment, the draft designs were approved with no amendments. Details of the production, costs and budget available to produce the boards were presented. It was **proposed** and approved unanimously to place an order with Algar Signcraft, Cambridge, at a cost of £88 per board. Signs to be produced on aluminium boards, 450mm x 350mm, on aluminium poles concreted into the ground at approx 1.2M high. To be protected with anti-graffiti film. The Village Life award from Cambridge Water of £250 is to be used to pay for the signs, with an additional £14 from the pond budget. 1
It was also approved to organise an opening celebration for Constable's Rood, once the sign had been installed. Costs to come from the remaining funds in the Constable's Rood project budget. 2

10 REGISTER OF INTERESTS

The Clerk reminded all Councillors to complete and return their updated Register of Interests form as soon as possible.

All
Cllrs

11 FREEDOM OF INFORMATION ACT

A generic scheme for all public authorities has been published and which all public authorities should adopt by 1 January 2009. Adoption of the new scheme will update the Parish Council's previously adopted scheme of December 2002.

The following two resolutions were proposed and adopted unanimously.

Resolution:- "That this Council hereby resolves to adopt the New Model Publication Scheme for local authorities, without modification."

Resolution: "That this Council hereby resolves to approve the list of information to be published under the New Model Publication Scheme."

12 PLANNING**12.1 To consider correspondence received**

- (i) Ref: S/1378/08/F – Trinity Barn, Uttons Drove. Application approved, revised plans for enclosing of covered area, for information only.
- (ii) Ref: S/1765/07/F – Thorpe's Farm, Tipplers Drove. Application approved, revised plans for extensions, for information only.

12.2 Taylor Wimpey UK Ltd – Land Transfer

No further progress on the completion of the land transfer as Wimpey continue to fail to respond to correspondence from the Council's solicitor. The Clerk to meet with the Solicitor to try to progress this.

12.2 To consider planning applications received

- (i) Ref: S/1745/08/F – RSPB. Swavesey Lakes, Mow Fen Drove. Restoration of eroded banks. No objection raised to the reason for the proposed works however objections raised with regard to the materials and route as follows:
 - To bring 1800 tonnes of material (newly dug clay) by lorry along Taylors Lane and Mow Fen Drove, both of which are unsuitable for such traffic. This would amount of 90 lorry loads of material, 180 lorry journeys.
 - Mow Fen Drove is an agricultural byway and public right of way and totally unsuitable for heavy goods vehicles.
 - Taylors Lane is a narrow residential lane, with limited footpath and residents' cars parked along it at all times of the day.
- (ii) Ref: S/1693/08/O – Swavesey Garage, 20 Middlewatch. Mr & Mrs C Lamb. 6 Dwellings. The Parish Council raised no objections to the application but made the following comments:
 - The access point is located very close to the Primary School and parking and visibility around the existing garage access can be a problem. Note needs to be taken of this with regard to visibility at the new junction of the proposed access road for the development.
 - The Parish Council believes that there used to be (may still be) a right of access across the proposed development site to the rear of the property at No.18 Middlewatch. If this right still exists, it needs to be maintained and is not shown on any of the plans submitted.
- (iii) Ref: S/1635/08/F – 16 Station Road. Mr P Reilly. Granny Annexe. No objections.
- (iv) Ref: S/1499/08/F – Trinity Barn, Uttons Drove. Dr A D Stephens. Erection of two bay garage and log store. Revised location and design of garage. No objections.

12.3 Permissions

Ref: S/1374/08/LB – Trinity Barn, Uttons Drove. Alterations – infill roofed access to create bedroom 6, remove staircase adjacent to bed 1.

Ref: S/1285/08/F – 17 Market Street. Extension.

Ref: S/1378/08/F – Trinity Barn, Uttons Drove. Enclosing of covered area to form bedroom.

Ref: S/0703/08/F – Mill Farm, Middlewatch. Erection of seven new business units in alterations to planning permission ref: S/1453/04/F.

12.4 Refusals - None received

12.5 Appeals

No notification of appeal hearing date for applications relating to land at Cow Fen Drove.

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	1,938.67	26.31	1,912.36
Recreation & Village Maintenance	1,133.84	167.98	965.86
Memorial Hall – Running costs	977.05	59.70	917.35
Total:	4,011.06	253.99	3,795.57

Accounts reconciled at 21/10/08: Current a/c £16,864.80. Deposit a/c £66,596.08.

13.2 To approve Agency Service payments made on behalf of Cambridgeshire County Council, regarding Mow Fen Drove Bridleway Creation Agreements

Item deferred to November meeting, as confirmation of payment amounts not yet received.

13.3 Notice of receipts received

	Gross	VAT	Net
Hall Booking Receipts	1,872.25	0.00	1,872.25
Administration	40.26	0.00	40.26
Bank Interest	1,405.89	0.00	1,405.89
Total:	3,318.40	0.00	3,318.40

13.4 To review annual grant towards maintenance of St Andrew's Churchyard

Letter received detailing the change in the maintenance contract and subsequent increase in costs together with a request from the Parochial Church Council for the Council to consider an increase in the annual grant awarded towards the costs.

It was **proposed** and seconded that budget provision be made for the grant for 2009-2010 to be increased by £162 to £560. This would provide a 50% grant towards the proposed maintenance costs for the next year. Amount is subject to final budget approval by end December and based upon the contract costs detailed. If these should change then the grant will be reviewed. Unanimously approved.

3

13.5 Swavesey Pre-School, request to consider a grant towards outdoor play equipment for the Pre-School

Letter received detailing project and costs to provide outdoor play equipment for the new pre-school site. 50% of the cost has been raised so far by the Pre-School. It was **proposed** and seconded with all in favour that Swavesey Parish Council in accordance with its powers under **sections 137 and 139 of the Local Government Act 1972**, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:- "to provide a grant of £500 towards the remaining costs".

4

14 GENERAL CORRESPONDENCE noted as detailed below.

- (i) Charity Commission – Sealed Scheme for The George Long Charity for Swavesey Memorial Hall - 204145
- (ii) Cambridgeshire Local Access Forum and A14 Improvement Proposals
- (iii) Sue Ryder Care – support for local centre
- (iv) Magpas – support for Community First Responders
- (v) Over Day Centre – support for annual running costs of the Centre
The above three charity requests to be forwarded to the Galon Charity for consideration, where the charity assists village residents.
- (vi) Standards Board for England – newsletter
- (vii) Connections Bus Project – notice of AGM and changes to Management Committee
- (viii) Communities and Local Government – The making and enforcement of Byelaws, a consultation Over resident - HGV traffic through Swavesey and Over, a letter re presentation to S Cambs
- (ix) Traffic Management Area Joint Committee
- (x) Bar Hill Parish Council – copy of letter re HGV parking in Bar Hill
- (xi) Cambs ACRE Annual Review
- (xii) CPALC – training course information; Constitution; Notice of AGM

16 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Catherine Shilton, Rural Housing Enabler for Cambs ACRE will be attending the November meeting to discuss the Rural Exception Site policy for South Cambridgeshire.
- (ii) Mr Pook informed Council that the Parish Council is on schedule to be published before Christmas. The Youth CD had now been reviewed and the full youth questionnaire results had been received.
- (iii) Mr Wilderspin asked that the Council consider additional bollards along the western end of Market Street Green, which was now badly eroded due to vehicles parking on the edge of the green. Perhaps a noticeboard requesting people not to park on the green could also be considered. To be considered at a future meeting.
- (iv) Notice of drains blocked alongside the cycleway in Station Rd and Over Rd – to be reported to the County Council.
- (v) Rubbish has been flytipped in the gateway to the Main Drain along Over Road. This has been reported to South Cambs District Council for removal.

Next meeting date: 24 November 2008

There being no further business, the meeting was declared closed at 10pm

Signed & dated
Chairman

Powers of Expenditure

- 1 Open Spaces Act 1906, s10(b)
- 2 Local Government Act 1972, s145(e)
- 3 Local Government Act 1972, s214(6)
- 4 Local Government Act 1972, s137 and s139

**Minutes approved & signed as a correct record by the Parish Council on
24 November 2008**

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