

# *Swavesey Parish Council*

7.30pm

**MINUTES**

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street  
Monday 24 August 2009

**PRESENT**

Mr M Johnston (Chairman)

Councillors : Mr S Boylan, Mr N Dennis, Mr J Jullien Mr P Marriott, Mr T Parish, Mr J Pook,  
Mr D Whiter, Mr K Wilderspin, Mr W Wright

Clerk : Mrs L Miller

Parishioners : 6

County Councillor: Ms M Smith                      District Councillor: Mrs S Ellington

<b>Item</b>		<b>Power Action</b>
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**1 TO RECEIVE APOLOGIES FOR ABSENCE**

Mr J Dodson

**2 MEMBERS' DECLARATIONS OF INTEREST**

Mr Pook – Personal interest in item 12.4(ii) as a resident of Market Street.

Mr Whiter – Personal interest in item 12.4(ii) as a resident of Market Street.

Mr Wright – Personal interest in item 12.4(iii) as property is opposite Mr Wright's residence.

**3 Meeting suspended to allow 10 minutes for the public participation forum and for persons declaring prejudicial interest relating to the business to be transacted, to address the meeting.**

No addresses regarding prejudicial interests were made

Items raised by members of the public present:

- Mrs Wilderspin, NHW Co-ordinator gave a verbal report on NHW items. The Police will now be setting up an action plan for monitoring ASB problems around the passageways to/from Priory Avenue and Carters Way. Sgt Rogerson has also agreed to a bi-monthly meeting with the NHW co-ordinator to raise and discuss issues raised through the NHW scheme, which Mrs Wilderspin wished to thank Sgt Rogerson for.
- A local resident raised the complaint that the Police have not kept records of reports made about ASB around the Priory Avenue/Gibraltar Lane passageway.

**Public forum closed in order for the Parish Council meeting to commence.****4 TO SIGN & APPROVE MINUTES OF PREVIOUS MEETINGS**Full Council 27<sup>th</sup> July 2009: It was **proposed**, seconded and unanimously approved that the Chairman sign the Minutes with no amendments.Planning Meeting 13<sup>th</sup> August 2009: It was **proposed**, seconded and unanimously approved that the Chairman sign the Minutes with no amendments.**4.1 Matters to report from previous minutes (for information)**

(i) No items were reported

**5 COUNTY COUNCIL BUSINESS****5.1 Guided Busway**

- (i) Press release regarding anticipated opening date, end November, for the busway - noted.
- (ii) Mr Whiter had circulated the Liaison Forum report, which informed that the Kiss'n'Ride site is to be withdrawn from the contract. Following this the Clerk had written to express the Parish Council's serious concerns regarding safety along Over Road if this is to happen. It will leave no safe place for vehicles dropping off or collecting people using the busway to turnaround. Many village residents will not walk to the busway, as many live over a mile or more away from the bus stop. The Busway Team had replied that the withdrawal of the site was a contractual issue which at present it is not possible to resolve. The council's concerns will be raised again at the Liaison Forum on 15<sup>th</sup> September and a further letter is to be sent to the Busway Team. The Council also requested that our County Councillor contact the Guided Bus Team to strongly represent the Parish Council's concerns over safety if the drop-off site is not provided.

Clerk

- (iii) The Clerk had passed on the Liaison Forum update to the resident who spoke at the last meeting about Police powers along the guideway. CCC had replied that Cambs Police have the necessary powers, however a Sgt from Sawston Police Station had contacted the Clerk to say that he was not aware of these powers and would investigate this further with the County Council.

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

- (i) Cambridgeshire Together Newsletter – noted for information
- (ii) County Cllr Ms Smith reported that a resident in Over Road had expressed continued concern over the safety at the give-way chicane, with cars still driving on the wrong side of the road around it.

## **6 DISTRICT COUNCIL BUSINESS**

### **6.1 Chairman's Delegation Procedure (Planning)**

Notice of proposed changes to the procedure. Comberton and Caxton Parish Council's have both written to object to the proposed changes and ask if other Parish Councils have the same views and would write with their objections. Mr Pook outlined the effect the changes would have on Parish Council representation when decisions were made on planning applications by Officers and at Chairman's Delegation meetings. It was proposed, seconded and unanimous in supporting the views of Comberton Parish Council and a letter stating this to be sent to the Planning Portfolio Holder.

Clerk

### **6.2 Emergency Planning**

- (i) Emergency Planning Awareness Seminar, Thurs 1<sup>st</sup> Oct, 6pm, at SDCDC offices, Cambourne – in conjunction with Cambridgeshire County Council. Mr Johnston, Mr Pook and Mr Wilderspin would try to attend – 3 places to be provisionally booked (FOC).
- (ii) Letter received asking for possible facilities that could be used as emergency vaccination centres, if required for small-scale Swine Flu vaccinations to vulnerable people. Details for the Memorial Hall and Thistle Green Community Centre to be returned to SDCDC.

Clerk

Clerk

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

- (i) Letter regarding new arrangements for Indemnity Agreements for the transfer of open space contributions under S106 agreements. Further details to be requested.
- (ii) Northstowe Parish Forum meeting to take place on Thurs 10<sup>th</sup> Sept, Cottenham Village College. The Chairman will attend. Clerk to find out further details on the Environment Agency presentation listed on the Agenda.
- (iii) Standards Committee Newsletter, Summer 2009 – noted for information.

Clerk

Clerk

## **7 POLICE BUSINESS**

- (i) Crime report – circulated for information. The Chairman reported on the Neighbourhood Panel meeting held on 18<sup>th</sup> August. This is now being looked at to try to open up the meetings to County and District Council items as well as Police items.
- (ii) NHW Report – circulated to Councillors. Anti-social behaviour problems around the passageways between Carters Way/Priory Avenue into School Lane and Gibraltar Lane are currently causing concern. Having met with a Police Liaison Officer, it has been suggested that the cycle barriers be changed to ones that young people cannot sit on. CCC has replied it has no funds to replace the barriers. The Clerk to investigate this further with regard to possible grant funding from CDRP. Clerk also to speak to local Youth Workers, to see if they can work with those young people hanging around in these areas to encourage other activity.
- (iii) Correspondence: Letter from a resident regarding car damage and Police response – noted.

Clerk

## **8 VILLAGE AND PLAY AREA MAINTENANCE**

### **8.1 To receive the monthly report from the Village Handyman**

- (i) The Handyman has passed the PA1 City & Guilds Certificate in the Safe Use of Pesticides and is now able to carryout weed spraying in the Council controlled public open spaces.
- (ii) The Bark has been delivered and will be put into the play area as soon as convenient.
- (iii) Damage reported to the play equipment in the Moat Way play area. Wooden slats have been removed from the end wall of the platform above the slide. This has been reported to the Police and NHW co-ordinators. Most of the slats have been recovered and will be refitted.

**8.2 To consider hedge cutting quotations**

From quotations received, it was **proposed**, seconded and unanimously approved to place the following order with Lattenbury Services Ltd:

To flail hedgerow at the rear of the playing field, side of hedge on track to be flailed. Top of hedgerow and side in recreation green to be cut by multiple head saw and all arisings cleared from site. To cut side and top of hedgerow backing on to other properties (field at rear of Greenside Close) by multiple head saw, leaving mature trees and clearing all arisings. All for the total cost of £1,200 + VAT.

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**9 DRAINAGE**

Reply letter sent to the Environment Agency – awaiting response.

Mr Wilderspin reported that he had attended a second site meeting to discuss flood risk concerns with members of the Regional Flood Defence Committee.

**10 PARISH PLAN**

Mr Pook reported that actions were still ongoing. He would be contacting Green Energy Options to find out what is now happening with regard to the loaning out of the energy monitors during this autumn.

**11 SWAVESEY ACTION FOR YOUTH (SAY)**

- (i) The Chairman reported that he had met with the Chairman of SAY on 18<sup>th</sup> August to discuss Parish Council funding and future youth events. SAY would be starting up the new 'drop-in' youth club in September, on a Tuesday afternoon straight after school. If a core group of young people could be established via this club, then new activities and events could be planned. The Chairman had confirmed that the Parish Council would continue to support SAY but would like to support specific events rather than just general funding.

A County Youth organised 'Fun Day' was held on the recreation green on Monday 24<sup>th</sup> August, free for any young person to attend. One of many organised throughout the summer in villages in this area. It had been a big success with over 50 children attending.

- (ii) SAY Committee – Mr N Dennis was nominated, seconded and elected as Parish Council representative to the SAY Committee.

**12 PLANNING****12.1 To consider correspondence received**

- (i) Gypsy & Traveller DPD Consultation

Letter from Mr A Lansley MP regarding the Gypsy & Traveller Development Plan consultation and asking for Council's views on the Scotland Drove site. Clerk to reply with details of planning meeting to discuss the consultation.

Clerk

Agreed to re-arrange the September Planning Meeting to Monday 21<sup>st</sup> September, 8pm at the Memorial Hall.

It was reported that a 4acre site in Fen Drayton has been sold to a resident already on the temporary traveller site in Rose & Crown Rd, Swavesey.

The Clerk informed Council of an email from the Parishes Joint Action Group to Swavesey, Willingham and Cottenham Councils, to seek professional legal help with the Gypsy & Traveller DPD document. The cost to be divided between the three councils according to the Council Tax Base. This to be considered on the Agenda of the meeting on 21<sup>st</sup> September.

The Chairman had attended the briefing meeting at SCDC on 30<sup>th</sup> July, notes would be circulated to Councillors for 21<sup>st</sup> September.

Clerk

- (ii) Ref: S/0976/09/F – 25 Gibraltar Lane. Amended plans for revised front elevation, change to window detail. For information only.

**12.2 Enforcement Action Update**

Letter received from South Cambs District Council updating on enforcement action and informing Council that Enforcement Officers are also working with the Police with regard to anti-social behaviour issues. A reply to be sent, to report that living accommodation on the site is not only within the caravan and also that the Council trusts that enforcement action when required will not be restricted by costs.

Clerk

**12.3 Affordable Housing**

Notes from meeting with Housing Association representative on 12 August, circulated for information. The Housing Association representative is now contacting landowners and discussing potential sites with District Council Planning Officers. At present no site large enough to fulfil the housing needs results has been identified. However discussions and investigations are still ongoing and the Parish Council will be kept informed.

**12.4 To consider planning applications received**

- (i) Ref: S/1069/09/F – 16 Chantry Close, Mr & Mrs Hackshaw. Insertion of two dormer windows. No objections.
- (ii) Ref: S/1101/09/F - 17 Market Street, Mr & Mrs Kinns. Installation of flue. No objections.
- (iii) Ref: S/1095/09/F – 8 High Street, Mr A Arthurs. Extensions & erection of garage. No objections.

**12.5 Permissions** - None received**12.6 Refusals** - None received**12.7 Appeals**

Ref: S/1693/09/O – Swavesey Garage. Appeal against refusal for plans for potential re-development of site for 6 dwellings. Parish Council raised no objections against the original application but commented on access to site and right of access to neighbouring property, these comments to be reiterated to the Inspector. Also a further comment to be made to remind officers of the required maintenance access to the culvert underneath the site.

**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.

	<b>Gross</b>	<b>VAT</b>	<b>Net</b>
Administration and salaries	2,800.02	7.99	2,792.03
Recreation maintenance	500.25	65.25	435.00
Village Maintenance	25.22	0.00	25.22
<b>Total:</b>	<b>3,325.49</b>	<b>73.24</b>	<b>3,252.25</b>

Accounts reconciled at 19/08/09: Current a/c £7,219.45. Deposit a/c £67,442.63.

**13.2 Notice of receipts received**

No receipts received this month.

**13.3 SLCC Cambs Branch, Workshop 18<sup>th</sup> September**

Notice of meeting open to Clerks and Councillors. Clerk will be attending.

**14 GENERAL CORRESPONDENCE**

- (i) Cambs ACRE – S Cambs Local Strategic Partnership event 16<sup>th</sup> September; AGM 29<sup>th</sup> September – noted.
- (ii) MAGPAS newsletter – for information.
- (iii) NHS Cambs Community Services – AGM 22 September, Ely – noted.

**15 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA**

- (i) Swavesey History book now being given out to local clubs and organisations to sell in order to raise funds.
- (ii) Table of forthcoming workshops and meetings circulated with request for Councillors to let the Clerk know who can attend which meetings in order for places to be booked. A rolling table of events will be circulated each month.

**Next meeting dates:**

**Planning Meeting, including GTDPD Consultation – 21<sup>st</sup> September 2009, 8pm**  
**Full Council - 28 September 2009, 7.30pm**

There being no further business, the meeting was declared closed at 9.10pm

Signed & dated  
 Chairman

**Powers of Expenditure**

1      Open Spaces Act 1906, s10

**Minutes approved & signed as a correct record by the Parish Council on 28  
September 2009**

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