

# *Swavesey Parish Council*

7.30pm

**Minutes**

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street  
Monday 14 December 2009

**PRESENT**

Mr M Johnston (Chairman)

Councillors : Mr N Dennis, Mr J Dodson, 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 : 3

County Councillor: Ms M Smith

<b>Item</b>		<b>Power Action</b>
<b>1</b>	<b>TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE</b> Mr S Boylan Apologies also received from District Cllr Mrs S Ellington and NHW Co-ordinator Mrs P Wilderspin	
<b>2</b>	<b>MEMBERS' DECLARATIONS OF INTEREST</b> None	
<b>3</b>	<b>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.</b> No addresses regarding prejudicial interests were made. No items were raised by members of the public present <b>Public forum closed in order for the Parish Council meeting to commence.</b>	
<b>4</b>	<b>TO SIGN &amp; APPROVE MINUTES OF THE MEETING DATED 23 November 2009</b> It was <b>proposed</b> , seconded and unanimously approved that the Chairman sign the Minutes with no amendments.	
<b>4.1</b>	<b>Matters to report from previous minutes</b> (for information) No matters reported	
<b>5</b>	<b>COUNTY COUNCIL BUSINESS</b>	
<b>5.1</b>	<b>Guided Bus Updates</b>	
(i)	Mr Lansley MP has written to the County Council supporting the Parish Council's concerns over the withdrawal of the Kiss'n'Ride site.	
(ii)	Information received to confirm that there are emergency arrangements in place to cover bus breakdowns or accidents on the guideway. Also a recovery company has been contracted to remove broken down buses from the guideway.	
(iii)	Concern raised and noted from the Bridleway Association regarding the lack of fencing along a section of the maintenance track between the Ouse bridge and the St Ives P&R site, where there is an almost vertical drop of 5 metres into a lake. CCC had replied that there are no plans to fence this section.	
(iv)	Complaints also noted about the worsening state of Middle Fen Drove and that BAM Nuttall's vehicles are still using this as an access to the busway, when they should not be. Parish Council supported requests that CCC/BAM Nuttall should carry out urgent repair work.	
<b>5.2</b>	<b>P3 Scheme</b> Approved to continue membership of the Parish Paths Partnership (P3) Scheme. No specific maintenance items identified. An amount of £31.04 is to be carried over from last year. No grant to be applied for this year.	

**5.3 Correspondence for information and items for County Councillor**

- (i) Winter gritting. Agreed to request that Gibraltar Lane be added to the gritting route, as this is the Village College road. Clerk
- (ii) Information regarding reduced cost for purchase of salt bins for parishes. Agreed that a bin would not be required for Swavesey.

**6 DISTRICT COUNCIL BUSINESS****6.1 Correspondence for information and items for District Councillor**

- (i) Information circulated on a private Warden Scheme in Teversham Parish, run by Age Concern with funding support from the Parish Council, SCDC and third parties. Information noted for future reference should the SCDC Warden Scheme in Swavesey change significantly in the future.
- (ii) Wheelie Bin collection information over the Christmas/New Year holiday noted.
- (iii) The Chairman and Mr Pook had attended the Cabinet meeting and gave a verbal report. SCDC Portfolio Holder Councillors were interested in attending Parish Council meetings to discuss their relevant portfolios if required, this was noted for future meetings.
- (iv) The Chairman, Mr Pook and Mr Jullien had attended the Parish Planning Forum and gave a verbal report.
- (v) The Clerk reported, on behalf of District Cllr Mrs Ellington, that the Environment Agency had allocated a budget for the provision of a new pump at Webb's Hole Sluice. Also that Cllr Mrs Ellington had attended an A14 consultation meeting at which she had pressed for the need to provide a footpath/cycleway connection across the A14 from Buckinghamway Business Park to the Cambridge Services.
- (vi) SCDC forum for Parish Councillors to discuss Exception Site development for affordable housing, on Mon 18<sup>th</sup> January, 5.15pm in Cambourne.

**7 POLICE BUSINESS**

- (i) Notes from the Neighbourhood Panel Meeting circulated for information. Residents in Boxworth End had written and raised with the Police, problems of vehicles blocking the footpath. The Police would contact vehicle owners and local residents regarding this. Brief notes from the NHW Co-ordinator for this month circulated.
- (ii) The Chairman and NHW co-ordinator had met with Mr Bacon, Village College Principal to discuss the College Prom and NHW items. The Chairman reported on a positive meeting and that to develop closer links with the College and its students perhaps Cllrs could visit the Student Council and students could attend a Parish Council meeting to discuss relevant items. The Clerk had written to Mr Bacon and a reply was awaited. Correspondence and items to be raised with the Neighbourhood Sgt. Correspondence received regarding the dangers of vehicles turning too fast into Market Street, lack of footpath along the north side and dangers to pedestrians. Also of speeding, parking on the hatched area and use of the parking area. All of these to be considered as part of the ongoing review of parking in and around Market Street this year.

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

- (i) A large amount of offensive graffiti had been sprayed onto the walls around the play area between Carters Way and Priory Avenue. SCDC had been asked if they could arrange to remove it and the Clerk was organising this for as soon as possible. If it could be cleaned off with water it should be free of charge, otherwise charges would apply for chemical cleaning.
- (ii) Correspondence from a local resident about the increasing amount of dog mess appearing on the footpaths. Clerk had replied with information about the number of dog waste bins currently around the village and the law relating to dog fouling. An article to be placed in the Meridian magazine on this.

**9 DRAINAGE**

Copy letter received from Swavesey IDB to the Environment Agency regarding ongoing discussions relating to the maintenance of the Swavesey Drain system. A meeting between the IDB and EA is scheduled for 18<sup>th</sup> December. Mr Wilderspin will be attending. Reported that issues raised at the last meeting between Parish Councillors and the EA are being progressed subject to funding availability.

**10 TO ESTABLISH WORKING PARTIES**

1. Emergency Planning Procedures. Thurs 28<sup>th</sup> Jan, 7.30pm at the Memorial Hall to be the first working party meeting to draw up a comprehensive Emergency Procedure Plan for the village. MJ, JJ, ND, the Clerk plus NHW representative(s) to attend.
2. Grant Funding. To establish a working party to investigate sources of grant funding for Parish Council and community projects. Discussion deferred as Mr Boylan, who had requested this item was not present at the meeting.

Clerk

Jan

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

No general correspondence received.

**11.2 To update on Enforcement Action**

Following issue of an Injunction Order on land at Cow Fen Drove, Enforcement Officers have visited the site and breaches of the Order have been recorded and submitted to the Legal Office. Parish Council to keep SCDC informed of the situation and we await further information as to action to be taken by SCDC.

Clerk

**11.3 To consider planning applications received**

No applications received.

**11.4 Permissions**

Ref: S/1432/09/F – 13 Ramper Road. Extensions.

**11.5 Refusals**

Ref: S/1450/09/F – 87 Mill Farmhouse. Erection of wall and gates.

**11.6 Appeals**

Ref: S/1693/08/O – 20 Middlewatch, Swavesey Garage. Appeal against refusal of permission dismissed.

**12 FINANCE****12.1 To approve payment of outstanding accounts**It was **proposed**, seconded and **carried unanimously** to approve the invoices and cheques as listed.

Administration and salaries	3,035.61	11.16	3,024.45
Village Maintenance	46.00	6.00	40.00
Agency Services – verge cutting	327.75	42.75	285.00
Recreation – Tree, shrub and hedge work	2,323.00	303.00	2,020.00
Grant to Swavesey Action for Youth	500.00	0.00	500.00
<b>Total:</b>	<b>6,232.36</b>	<b>362.91</b>	<b>5,869.45</b>

Accounts reconciled at 09/12/09: Current a/c £10,550.78. Deposit a/c £71,670.91

**12.2 Notice of receipts received**

None this month.

**12.3 Internal Audit**

Dr M Williamson was re-appointed Internal Auditor for the Parish Council for the year 2009/10. Interim audit arranged for 14<sup>th</sup> January.

**12.4 Budget Planning 2010/11**

Updated spreadsheets circulated to Councillors. No further amendments requested. Copies of the Pavilion Project Business Plan were circulated to Councillors for information. Final budget to be approved and Precept to be set at the January meeting. Precept to be submitted to SCDC by 1<sup>st</sup> February, payments will be made during 2010 in April and September. Council Tax base for Swavesey for 2010 will be 956.7. Elections – Parish Council and District Council elections are due in May 2010. If both hold elections and jointly share the cost, the cost to the Parish is estimated at £1,500, which has been allowed for within the Elections earmarked fund.

**13 GENERAL CORRESPONDENCE**

- (i) CPALC Bulletin – copies circulated to all Councillors  
Swavesey Festival 2010 – thank you letter received for grant award  
Highways Agency – A14 improvement scheme newsletter  
Newsletters and magazines for information

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

Mr Dennis asked what progress was being made on the Buckingham Road cycleway.  
County Cllr Mandy Smith updated the Council that land negotiations were currently taking place.

Mr Pook reported that a Parish Plan Volunteers article would be placed in the next Meridian magazine asking for volunteers and work required.

Noted that the A14 flyover road surface is deteriorating and very dangerous. Needs urgent attention.

30mph speed sign on Station Road not flashing correctly – to be reported.

Christmas lights – Mr Wright was asked if he could supply the plug for the lights across to the Newsagents shop.

**Next meeting dates:**

Planning Meeting, Thursday 14<sup>th</sup> January 2010

Full Council Meeting, Monday 25<sup>th</sup> January 2010

There being no further business, the meeting was declared closed at 8.30pm

Signed & dated  
Chairman

**Minutes approved & signed as a correct record by the Parish Council on 25 January 2010**

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