

Swavesey Parish Council

7.30pm

Notes from Public Open Forum

Re Agenda item 9 - Market Street. Comments raised on whether proposals being discussed for the parking and safety issues in Market Street would actually make the situation better or create other problems. Points noted included:

- Any consultation should include an option to do nothing/leave as is.
- Would formal marking up of parking areas be detrimental to passing trade being able to stop, which would then affect local businesses in Market Street?
- A loading bay area would be useful but how would this be 'policed'?
- Could Market St residents and businesses be consulted first, before a village-wide consultation?
- What about potential problems with the Guided Bus?
- Need to review occasional parking use, eg ramblers groups/business training days, which are generally the main cause of excess parking

The Chairman noted all of the points raised, which would be considered during the discussion item.

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 22 June 2009

PRESENT

Mr M Johnston (Chairman)

Councillors : Mr S Boylan, 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 : 2

County Councillor: Ms M Smith (late arrival)

District Councillor: Mrs S Ellington

Item	Power Action
<p>1 TO RECEIVE APOLOGIES FOR ABSENCE County Cllr Ms M Smith (late arrival)</p>	
<p>2 MEMBERS' DECLARATIONS OF INTEREST Personal interests declared in Item 9 – Market Street from Councillors residing in Market Street: Mr Wright, Mr Marriott, Mr Pook, Mr Whiter, Mr Wilderspin Mr Wright declared Prejudicial Interest in Item 14 – Yesteryear Road Run, as he would be providing the lunches for vehicle owners if the stop takes place in Swavesey. Mr Whiter declared a personal interest in Item 14 – Yesteryear Road Run, as a Committee Member for the Swavesey Festival who raise funds during the Road Run. Mr Pook & Mr Wilderspin declared personal interests in Item 15.1(i) – Cow Fen Drove, as landowners along Cow Fen Drove.</p>	
<p>3 TO SIGN & APPROVE MINUTES OF THE MEETING DATED 18 May 2009 It was proposed, seconded and unanimously approved that the Chairman sign the Minutes with no amendments.</p> <p>TO SIGN & APPROVE MINUTES OF THE MEETING DATED 11 June 2009 It was proposed, seconded and unanimously approved that the Chairman sign the Minutes with no amendments.</p>	
<p>3.1 Matters to report from previous minutes (for information) No matters to report</p>	

4 COUNTY COUNCIL BUSINESS**4.1 Guided Bus Updates**

Letter sent to Mr P Matthews, Land Drainage Manager at SCDC, regarding the concerns over the wildlife tunnel installed into the Covel's Drain west bank by the Guided Bus (CGB) construction team. This was also raised directly with the CGB Team at the Liaison meeting on 16th June. CGB representative to contact the Parish Council to discuss what will be done.

There were no further items to report from the Liaison meeting. The next meeting will be on 28th July in St Ives, when the CGB team hope to announce opening dates.

To be raised at the next Liaison meeting – that future local forum meetings continue once the guideway is open and running to give a forum to raise any problems and discuss the operation of the service.

**CGB
Mtg**

4.2 Speed Limit Review – High Street

Item deferred as no reply received from the County Council.

4.3 Correspondence for information and items for County Councillor

(i) No general correspondence received or items to raise with the County Councillor

5 DISTRICT COUNCIL BUSINESS**5.1 Nominations for SCDC Standard Committee**

No nominations put forward.

5.2 Correspondence for information and items for District Councillor

(i) Low Carbon Living for All – event at The Guildhall, Cambridge, Tues 23rd June – noted.

(ii) Housing Futures – the tenants ballot returned a vote of 72.6% against a transfer. SCDC will retain ownership of the council housing stock.

(iii) Cllr Mrs Ellington reported that the Gypsy & Traveller Development Plan site options consultation has been published and will be open for consultation from 10th July to 9th October. Councillors agreed to hold a special meeting in early Sept to discuss their response to the consultation. An article to be put into the Meridian Magazine, asking residents to put any comments they have to the Parish Council by the end of August. Payment of business and council taxes by travellers living on existing sites was questioned. This to be investigated and noted for future comment.

6 POLICE BUSINESS

Crime figures for the past month circulated for information.

Noted that there was an illegal rave on land behind Boxworth End Farm on Saturday night 20th June. The Police had been called out and attended the event.

Non-emergency police telephone number is changing to: 0345 456 456 4 – to give an 0345 number instead of 0845, to allow for free local calls.

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

(i) Plant tubs in Market Street had been damaged on both Saturday night 6th and 13th June.

(ii) The plants have been saved and replanted. Other vandalism had also occurred through the village on the night of 6th June. All reported to the Police.

7.2 To report on Play Area RoSPA inspection

No major risks reported. It was noted about the risk associated with the pond being alongside the footpath to the play area. The deepest section is the other side of the pond to the footpath and is marked up with a warning post and depth gauge.

Installation of a fence/railings between the footpath and the pond was discussed but not taken up, as it was felt this might encourage some to climb over it and be closer to the pond than before. Low bark levels in some areas of the play area were noted, additional bark to be ordered. Also noted that the spiral pole on the central equipment was slightly loose, Handyman to be asked to tighten this.

7.3 Grasscutting of Recreation Green

First cut to the green (plus Moat Way areas) carried out 28/29th May. Following this the grass on the extension to the green was still unsuitable for cylinder cutting. Therefore an additional flail cut was authorised at £125.00, completed 11th June. On 19th, the cylinder mower would still not cut the grass, therefore another flail cut was necessary at £125.00. Having completed these cuts weekly, the cylinder mower should now be able to cope with the grass within its regular 2-weekly cuts. Costs approved out of the S106 money.

The mounds of earth behind Greenside Close have now been flattened and re-seeded.

The Moat Way areas are satisfactory and will now be cut 2-weekly.

Other items reported for information

Two areas of verge, outside of No.1 Turnbridge Court on High Street and alongside the footpath at Turnbridge Court have been missed out of the verge cutting. CGM to be informed.

Clerk

Notified that a culvert under Taylor's Lane between the Cemetery and the drainage ditch on the east side may be collapsing – Clerk to notify County Council Highways Dept.

Clerk

Reported that the lorry tracks in Market St green have been filled and re-seeded. Additional posts around the edge of the green will be installed over the next month.

7.4 To consider hedge cutting quotations

Updated quotation received from CGM, who are not willing to undertake circular saw cutting of the hedges. Instead a new cost for flail cutting followed by chain saw tidying is submitted. Quotation from Lattenbury Services not yet received. Item to be deferred until further quotes received.

8 DRAINAGE

Copy of letter from Swavesey IDB to the Environment Agency received, regarding the history of the responsibility for the Swavesey Main Drain.

Parish Council to respond to the letter from the Environment Agency, regarding actions following the meetings held in Sept and January.

KW/
Clerk**9 MARKET STREET**

Draft village consultation leaflet circulated for discussion. The comments put forward in the public forum session were included within the discussion, together with written comments received from other residents and businesses over the past month. It was agreed that the option to do nothing and leave the situation in Market Street unchanged should be included in any consultation issued. It was also noted that comments and problems regarding parking and safety in the village, including Market Street, had been raised in Parish Plan questionnaire returns.

The question of whether to issue a detailed consultation village-wide was then discussed.

Proposal: To delay the village-wide consultation leaflet for six months. In the meantime to contact directly and meet with businesses and residents around Market Street to listen to their views on the existing situation and possible changes – to organise this via a letter and forum meeting.

Proposal seconded and vote recorded: 9 in favour, 1 against, 1 abstention

10 STEAM RALLY, 25/26TH JULY

The Clerk circulated notes from the Safety Advisory Group meeting held on 19th May, which had met with the rally organisers to ensure that the event was being organised to the required procedures and safety regulations. The Group had been satisfied with the event organisation plans. The MG Owners Club had contacted the Parish Council having only recently found out about the event with concerns over its affect on their business on the Saturday. They had been asked to contact the organisers direct. This raised a concern that it appeared the organisers had not contacted local/neighbouring businesses and residents as they had been asked to earlier. The Chairman had also raised the event dates with the guided bus contactors, as works were taking place on the construction of the kiss'n'drop site next to the event field.

11 PARISH PLAN

Mr Pook gave a verbal update on the progress of the action plan, with regard to follow up to local clubs and organisations that had been consulted during the compilation of the Plan. A list of organisations needing assistance will be published in the Meridian magazine, with a request for those who had offered their help to contact the relevant organisation.

12 SWAVESEY ACTION FOR YOUTH – GRANT REQUEST

An update on the work of Swavesey Action for Youth (SAY) was copied to all Councillors, together with a request to consider a grant for this financial year of £1,000. To be used as £500 towards summer youth activities and £500 towards a new after school drop-in session at the Environment Room in the Village College. Councillors agreed that they should continue to support the SAY Committee and the following grant was **proposed** and unanimously approved: £500 towards summer youth activities. **2**

With regard to the second £500, it was proposed that Councillors meet with the SAY Chairman to discuss the exact nature of the new drop-in activity and how young people will benefit from this, before funding is provided. Councillors would like to see specific activities planned rather than just funding a 'drop-in' club.

(Cllr Ms M Smith arrived – apologies given for late arrival)

13 PLANNING COMMITTEE

Following discussion it was proposed, seconded and unanimously approved that Full Council Planning Meetings would be organised between regular meetings, to discuss planning applications and other related matters. A separate Planning Committee would not be established. Meetings would be scheduled for the second Thursday each month and cancelled if not required.

14 YESTERYEAR ROAD RUN 2010

Mr Wright declared Prejudicial Interest in this item, as he would be providing the lunches for vehicle owners. Mr Wright then left the room.

The organisers of the road run wished to ask the Parish Council to consider a road closure for Market Street on the day of the run, to enable all vehicles to park in Market Street for the lunch stop. Having considered this, the Parish Council did not agree to a road closure, as access would have to be provided for the many residents, trading businesses and the many horse owners in Cow Fen Drove.

Mr Wright rejoined the meeting at the end of this item.

15 PLANNING**15.1 To consider correspondence received**

- (i) Planning Enforcement, Cow Fen Drove. No further action taken. Housing Dept still progressing matters and action cannot be taken until such time as housing issues are finalised.
Formal complaint to SCDC regarding lack of updates and action on enforcement has been made and acknowledged. A reply from SCDC is awaited.

- (ii) Gypsy & Traveller Development Plan, site options consultation – discussed earlier.

15.2 G Wimpey UK Ltd – Land Transfer

Land transfer documents from the Treasury Solicitor for the extension to the recreation green, to sign by the Parish Council, presented and signed.
Only areas now awaiting transfer are the three Crown owned areas within Moat Way and Chantry Close.

Correspondence received re concerns over the safety of the Leylandii Trees on the corner of Chantry Close. These are on land not yet owned by the Parish Council. Concerns were noted and an inspection and updated quote on felling them would be obtained once the Council owned the land.

15.3 To consider planning applications received

None to discuss

13.3 Permissions

Ref: S/0363/09/LB – 87 Middlewatch, Mill Farmhouse. Alterations approved.

Ref: S/0386/09/F – 28 Thistle Green. Extension approved.

Ref: S/0543/09/F – 27 Over Road. Extension and alterations approved.

Tree works at 19 Wallmans Lane approved.

Tree works at 5 Station Road approved.

15.4 Refusals - None received**15.5 Appeals** - None received**16 FINANCE****16.1 To approve payment of outstanding accounts**It was **proposed**, seconded and carried unanimously to approve invoices and cheques as listed.

	Gross	VAT	Net
Administration and salaries	5,960.84	232.95	5,727.89
Agency Services (Grass verge cutting – CCC)	327.75	42.75	285.00
Recreation maintenance	1,244.30	162.30	1,082.00
Village Maintenance	1,224.05	151.57	1,072.48
Total:	8,756.94	589.57	8,167.37

Accounts reconciled at 22/06/09: Current a/c £6,657.59. Deposit a/c £91,398.28

16.2 Notice of receipts received

CCC – village maintenance grant	1,525.03	0.00	1,525.03
HM Customs & Revenue – VAT refund	320.99	0.00	320.99
Transfer (re legal fees/S106 receipts)	1,814.00	0.00	1,814.00
Total:	3,660.02	0.00	3,660.02

16.3 Training

- (i) Power of Wellbeing Training for the Clerk (additional CiLCA module) was approved. **3**
Course scheduled for 15th July at a cost of £25 plus £15 registration fee.
- (ii) Councillor Professional Development course approved for Mr Dennis to attend. Cost of £105 for the three training sessions during Sept/Oct. **4**

16.4 Purchase of Local Council Administration publication **5**

Approved to purchase the latest reprint at a cost of £53.60.

16.5 Annual ReportDraft circulated for approval. No amendments made, approved for print as circulated. 250 colour copies to be printed at a cost of £70. **6****16.6 Over Day Centre – Grant request**

Request received for assistance towards providing an air conditioning system to the existing minibus. Having discussed the request it was decided against supporting the project, due to the seemingly excessive cost quoted.

16.7 Quarterly Budget Report - copied to all Councillors for information. No questions raised.**17 GENERAL CORRESPONDENCE**

- (i) CPALC – notice of cancellation of the Parish Forum meetings, which will be rescheduled for September/October.
- (ii) Letter from a resident in Gibraltar Lane expressing concerns over college students cycling along the footpath thinking it is a cycleway. The Clerk confirmed that it is not a designated cycleway. The village college has acknowledged the concern and will work to ensure students are aware of this.
- (iii) Thank you letter from St Andrew's Parochial Church Council for the churchyard maintenance grant.
- (iv) Newsletters and magazine for information.

18 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Query as to the progress of the Buckingham Road cycleway project. The Clerk replied that no further information had been received since the traffic calming plans.
- (ii) Mr Wright reported that one of the Japanese Knotweed areas appears to be re-growing. To be reported to the County Council.

Next meeting date: 27 July 2009

There being no further business, the meeting was declared closed at 9.40pm

Signed & dated
Chairman

Powers of Expenditure

- 1 Local Government (Miscellaneous Provisions) Act 1976, s19
- 2 Local Government (Miscellaneous Provisions) Act 1976, s19
- 3 Local Government (Miscellaneous Provisions) Act 1982, s45
- 4 Local Government Act 1972 Part VII, s111
- 5 Local Government Act 1972 Part VII, s111
- 6 Local Government Act 1972, Part VII, s111(1)

Minutes approved & signed as a correct record by the Parish Council on 27 July 2009

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