

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 22 March 2010

PRESENT

Mr M Johnston (Chairman)

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

Clerk : Mrs L Miller

In attendance

Parishioners : 4 (inc NHW Co-ordinator)

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

Bar Hill Children's Centre: Sally Stephenson

Item		Power Action
1	TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE Mr N Dennis, Mr P Marriott, Mr T Parish, Mr J Dodson (late arrival)	
2	MEMBERS' DECLARATIONS OF INTEREST Mr Whiter declared a personal interest in item 9.3 – Festival Heritage Information Boards, as Trustee of the Festival Charity. Mr Johnston, Mr Wilderspin, Mr Wright all declared personal interests in item 12.3(ii) – Tree works in the Conservation Area, as Trustees of the Memorial Hall Charity. Mr Pook declared a personal interest in item 12.3(ii) – as his wife is a Trustee for the Hall charity.	
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 No items were raised by members of the public present Public forum closed in order for the Parish Council meeting to commence.	
4	TO SIGN & APPROVE MINUTES OF THE MEETINGS HELD ON : Full Council, Monday 22 nd February 2010; Planning Meeting, Thursday 11 th March 2010. It was proposed , seconded and unanimously approved that the Chairman sign the Minutes, as dated above, with no amendments.	
4.1	Matters to report from previous minutes (for information)	
(i)	No items reported	
5	BAR HILL CHILDREN'S CENTRE The Chairman welcomed Sally Stephenson from Bar Hill Children's Centre to the meeting. Sally thanked the Parish Council and gave a short talk on the new Children's Centre and the services it can provide to families who have children aged between 0-5 years. These include health, education and social care assistance and advice. Leaflets were left with the Council for distribution. A link to the Children's Centre website would be placed on the Swavesey village website.	Clerk

6 COUNTY COUNCIL BUSINESS

6.1 Guided Bus Updates

Concerns expressed over the past month regarding safety along the busway, in particular about:

- Tree planting close to the busway and drove junctions. CCC replied that some trees have been planted incorrectly and this is being corrected.
- Posts on the maintenance track – reflective panels are being added to these to make them more visible, particularly in the dark.
- Safety at drove crossings. CCC consider that once the busway is operational, people will be aware of buses approaching and will take care when crossing the junctions, therefore barriers or lights are not required.
- Fencing. CCC replied that “the guideway and path next to the track is similar to a normal road layout, where there is a path alongside a road. Fencing is not required for either. There are a number of rights of way crossing points along the guideway, as well as road junctions, where people need to be able to cross the track. If there was fencing along the whole route this could lead to a situation where a pedestrian was caught on the wrong side of the fence making it dangerous.”

RESOLVED: That the Parish Council query that in new road layouts with a cycleway, where the road is above a 30mph limit, a verge has to be between the road and path/cycleway, why not with the guided busway?

Clerk

(8.43pm – Mr Dodson apologised for late arrival)

6.2 Cambs & Peterborough Minerals and Waste Plan Consultation

Proposals for clay borrow bits alongside the A14 around the Trinity Foot junction, to be used for the A14 improvement works. **RESOLVED:** To reiterate previous comments that the sites should be restored to full agricultural use and not used for flood storage.

Clerk

6.3 Correspondence for information and items for County Councillor

- (i) Stagecoach No15 bus service – changes effective from 4th April. No15 being replaced by extended Citi 5 service. New Sixth Form morning and afternoon bus route also being introduced.
- (ii) Highways maintenance items still being chased up for work to be completed. Work to resurface sections of Over Road should be carried out 25th March for three days.
- (iii) Rose & Crown Road – footpath/cyclepath. CCC has replied to say that they are aware of the problems along the road and of our request for a footpath/cycleway, however due to lack of highway space to build one and lack of funding for these projects, construction could not be planned in the near future.
RESOLVED: To write to CCC Guided Bus Team to continue to request safety improvements and to write to the District Council with regard to footpath provision for Travellers Sites, if the Rose & Crown Road/Scotland Drove site is to remain there.
- (iv) Library Service. Mr Pook reported that there would be a 39% cut in the Library Services by the County Council in the forthcoming year. This is likely to affect Swavesey’s Mobile Library service and the book supplies for the LAP ‘Your Library’. Exact details are not yet known.
- (v) Question asked as to the situation with the Buckingham Road cycleway plans. Cllr Ms Smith replied that no recent updates have been received however Cllr Smith will make enquiries.
- (vi) Cllr Ms Smith is still waiting for a date from the Police Speedwatch Co-ordinator, to hold a Speedwatch session outside of the Primary School.
- (vii) County Council Local Transport Plan, consultation still open until 9th April.

Clerk

Cty
Cllr

7 DISTRICT COUNCIL BUSINESS

7.1 Correspondence for information and items for District Councillor

- (i) Big Tidy Up Campaign. **RESOLVED:** To work with the District Council in organising a village tidy up day. To write to other village organisations and existing volunteer litter clearers for support and assistance. Date to be arranged for sometime in the summer. Clerk
- (ii) Stickers on Bins. 250 stickers will be supplied. This will give, at 4 per household, 5 sets of 10/11 houses each, for areas between Over Rd and Boxworth End plus Ramper Road. The Clerk to organise distribution with the local PCSO. Clerk
- (iii) Dog Warden. Reply received stating that the Portfolio Holder for Environmental Services is giving active consideration to possible solutions to the lack of a District Dog Warden.
- (iv) Questionnaire from the Standards Committee, to be completed and returned by 12 May. The Clerk had circulated this to Cllrs for comments. Clerk
- (v) Cllr Mrs Ellington reported:
- The District Council's Best Kept Village competition is being revised to become: 'Community Hero Award' and 'Community Spirit Award'
 - There is a Cabinet and Parish Councillor meeting at District Council Tues evening 23rd March. The Chairman and Mr Jullien would attend.

8 POLICE BUSINESS

- (i) Our new PCSO Claire Whiteman held a surgery at the White Horse on 9th March, which was well received. Further public surgeries will be arranged and Claire will be attending the Annual Parish Meeting on 7th April. Dates for Neighbourhood Panel meetings for the remainder of this year circulated.
- (ii) NHW Report circulated.
- District Council confirmed that the CDRP budget has approved funding to continue the ASB Caseworker post for a further year.
 - The village NHW Scheme has re-applied to the District Council for a grant of £1,000 from the Community Chest Grant Fund, towards replacement barriers at Carters Way/School Lane and Priory Ave/Gibraltar Lane. To discourage ASB from these passageway areas. If awarded, the difference in the cost of the barriers is to be covered by the Parish Council, as agreed during last year.

9 VILLAGE MATTERS

9.1 To receive the monthly report from the Village Handyman

Dog waste is still being left in the litterbin in Cow Fen Drove. A request to the District Council to replace this bin with a dog waste bin has been refused. Also a request to empty a dog waste bin supplied by the Parish Council has also been refused. District Cllr Mrs Ellington to speak to the Officer at the District Council to see if an agreement on emptying the bin can be reached.

9.2 Spartans Football Clubs' use of recreation green

Letter sent to the Club to confirm the use of the recreation green for all Spartans training and match requirements. Requested to support a grant application for new mini-soccer goalposts, as Spartans do not own the land they play on.

9.3 Heritage information boards

A grant of £4,500 has been received by the Festival Local History Project for the heritage information boards. The project team ask if the Parish Council would install the boards on Parish Council land, as this would not require planning permission. There would be no cost to the Parish Council. **RESOLVED:** That the Parish Council agrees to install the boards on behalf of the project team.

9.4 Recreation green

Concern had been raised by a local resident about free-range chickens in a field bordering the recreation green and that dogs may be able to enter the field from the green. On inspection it was found that the hedging was reasonably thick and where there was a gap in the corner, wire had been put up by the owners. It was the owner's responsibility to ensure the chickens were protected and dog owners should ensure their dogs do not enter other property. Therefore there was no responsibility involved from the Parish Council.

10 DRAINAGE

Meeting held with Atkins Ltd regarding current flood risk assessment relating to possible changes to the eastern bank of Covell's Drain, see Minutes of 11th March 2010.
Copy letter received for information, from Swavesey IDB to Mr Lansley MP, querying the statutory powers of the Environment Agency (EA) regarding work to Swavesey Main Drain. Reply received from the EA regarding the Great Ouse Tidal River Strategy consultation – circulated to all Cllrs. Noted and to be copied to those persons copied in on the original Parish Council letter to the EA.

11 CPALC – Local Service Delivery by Parish Councils

Quality Councils have been invited to consider taking part in pilot schemes to look at local Service Delivery and partnership working with County and District Councils. Full information on the proposals copied to all Cllrs, with a request to suggest possible service delivery areas, which the Parish Council would consider investigating further.

RESOLVED: To continue discussions with CPALC about taking part in the pilot schemes and to return the suggestion form with service delivery areas as discussed.

12 PLANNING**12.1 To consider correspondence received**

- (i) Land transfers and registrations of all areas of Public Open Space have now been completed with Taylor Wimpey. Final Solicitor's costs have now been received and are presented for payment under Agenda item 13.1.
- (ii) Local Development Framework – Statement of Adoption, Supplementary Planning Documents adopted on 2 March 2010. Noted.
- (iii) Northstowe Eco-Town announcement – noted.
- (iv) Letter received from Kerio Ltd asking if the Parish Council would support an application for an overnight lorry park in an area adjacent to the A14 and Buckingham Business Park. Without a formal planning proposal the Parish Council could not support or object but acknowledged that currently in excess of 50 lorries regularly park-up overnight around Buckingham Business Park. An overnight parking facility is required in this area, provided that no additional land is taken to provide it, other than that already identified for the A14 improvements. Clerk to write back accordingly.

Clerk

12.2 To update on Enforcement Action

No new information received. Council considered it appalling that it is taking so long by the relevant authorities to act on the continued breaches in enforcement and High Court injunction conditions. Also that it is taking so long to gain a High Court hearing with regard to these breaches.

12.3 To consider planning applications received

- (i) Ref: S/0269/10/F – 24 Gibraltar Lane. Mr & Mrs Solanki. Extensions and alterations. No objections.
Tree works in the Conservation Area. Willow tree to be pollarded, in the corner of the Memorial Hall car park. No objections.

12.4 Permissions – None received**12.5 Refusals - None received****12.6 Appeals - Ref: S/1147/09/F – 26 High Street. Appeal dismissed.**

- 12.7 37 Market Street** – query raised over current situation of this property. Clerk to write to the Conservation Officer to ask for an update and timetable for action to be taken.

Clerk

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

For 2009/10

Administration and salaries	3,595.73	14.53	3,581.20
Legal Fees (POS transfer)	1,142.00	147.00	995.00
Village Maintenance – Street lighting	48.13	0.00	48.13
PWLB Loan repayment	3,073.84	0.00	3,073.84
Total:	7,859.70	161.53	7,698.17

For 2010/11

Memorial Hall Running Costs Grant	5,500.00	0.00	5,500.00
Administration	427.40	63.65	363.75
Total:	5,927.40	63.65	5,863.75

Accounts reconciled at 17/03/10: Current a/c £11,861.61. Deposit a/c £61,670.91

13.2 Notice of receipts received - No receipts received this month**13.3 Churchyard and Cemetery Maintenance Grants**

Grants for 2010 approved as follows:

St Andrews Churchyard – confirmation received that the costs for grasscutting would remain the same as 2009. **RESOLVED:** To provide a grant of £560.

Non-conformist Cemetery – **RESOLVED:** To increase the grant by 5% and provide a grant of £170.

It was requested that the Clerk ask St Andrew's PCC what future plans they have with regard to the maintenance and safety of the Cedar Trees in the churchyard.

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Clerk

13.4 Internal Audit – Interim Audit Report

Interim audit carried out on 14th Jan and comments reported at Full Council meeting on 25th January. Written report now received, no additional comments reported.

13.5 Year end report

Summary receipts and payments figures for year to end 31 March 2010 were circulated for comments. No comments were raised. These draft figures will be available at the Annual Parish Meeting on 7th April.

14 GENERAL CORRESPONDENCE

- (i) RoSPA – playground inspections will take place during April
- (ii) Cambs Association of Local Councils – Future Jobs Fund notice
- (iii) Question from Bethel Church about Parliamentary Election hustings in the village. Parish Council cannot be involved in promoting political views, however have no objection to Bethel arranging parliamentary hustings meetings for the village.
- (iv) National Family Week, 31 May – 6 June. Noted and forwarded to the WI.
- (v) Youth survey results for S Cambs, from Mr A Lansley MP.
- (vi) Notice of the Festival 2010 Parade, with invitation to join in.
- (vii) Newsletters and magazines

15 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Student invitation to Parish Council meetings. Suggestion of June Full Council meeting, with subjects to include: Youth provision, Parish Plan, Annual Fair, Annual Year 11 Prom, NHW subjects.
- (ii) Yesteryear MAGPAS Roadrun will be Sunday 25th April. Vehicles will stop at Swavesey Village College for lunch.
- (iii) Cambridgeshire Steam Rally will take place in the village again this year, 25/25th July.
- (iv) The Chairman gave his apologies for the Annual Parish Meeting on 7th April. Mr Pook, Vice-Chairman to Chair the meeting instead.
- (v) Highways Authority has published notice of the forthcoming public enquiry into the A14 improvement proposals. No dates announced yet.

Next meeting dates:**Planning – 8.00pm Thursday 8th April 2010****Full Council – 7.30pm Monday 26th April 2010**

Motion to exclude Public and Press: Under Public Bodies (Admission to Meetings) Act 1960, the meeting was closed to the public and press in order to discuss the following agenda item, which was considered to be confidential in relation to personnel matters.

16 ANNUAL ALLOWANCE AND SALARY REVIEW 2010/11**2****Salary Review – Clerk, Handyman**

The Clerk offered to leave the room during this discussion, however the Council unanimously asked if the Clerk would remain. The Clerk agreed not to leave the meeting.

Local Government Services salary scales for 2009/10 were circulated and the 1% national increase noted.

It was **proposed** and seconded that as the Parish Council had awarded an increase of more than 1% for 2009/10, in order to stay in line with the national pay scales, salaries for both the Clerk and Handyman would remain unchanged for 2010/11. When the national agreement is published later this year, salaries will be reviewed again and if a higher increase has been agreed then any changes will be backdated accordingly.

The vote recorded 7 in favour, 1 abstention.

RESOLVED: That salaries for the Clerk and Handyman remain unchanged for 2010/11.

Annual Working From Home Allowance Review

It was proposed, seconded and unanimously approved to increase the allowance paid to the Clerk by 3.5%, in line with the current CPI rate.

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

Signed & dated
Chairman

Powers of Expenditure

- 1 Local Government Act 1972, s214(5)
- 2 Local Government Act 1972, s112

Minutes approved & signed as a correct record by the Parish Council on 26 April 2010

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