

Swavesey Parish Council

7.30pm

Minutes

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

PRESENT

Mr M Johnston (Chairman)

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

Clerk : Mrs L Miller

In attendance

Parishioners : 6 (inc NHW Co-ordinator)

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

Police: Sgt P Rogerson

Item		Power Action
1	TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE Mr T Parish	
2	MEMBERS' DECLARATIONS OF INTEREST Mr Whiter declared personal interests in items 8.2 – Trustee of the Festival 2010 and 12.2 – landowner in Cow Fen Drove. Mr Pook declared personal interest in item 12.2 – landowner in Cow Fen Drove Mr Wilderspin declared personal interest in item 12.2 – landowner in Cow Fen Drove Mr Wright declared personal interest in item 11 – Sponsor of a football team	
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 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 MEETING DATED 25 January 2010 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)	Fair – Mr Dean will visit Swavesey again this year from Monday 3 rd May to Friday 7 th May, opening on the Tues/Weds/Thurs evenings only. Mr Dean was disappointed that the Council did not agree to the Fair re-opening on the Fri and Sat evenings, however he would try this again this year. The showground field was suggested as an alternative venue but Mr Dean considered it would be too far out of the village to attract visitors. He would like the Council to consider him using the recreation green. The visit to again be reviewed after May.	
(ii)	Confirmed that Mr Green, SCDC Emergency Planning Officer would attend the Annual Parish Meeting on 7 th April as the main speaker.	
5	POLICE BUSINESS	
(i)	Crime report. Sgt Rogerson reported on recent crime incidents and that generally in this area burglary is increasing at the moment, however overall crime is much reduced from this time last year. The new Police Station at Cambourne will be opening mid-June, however the Swavesey neighbourhood will still be co-ordinated from Histon Police Station. Swavesey neighbourhood PC Hall has now moved on to Cambourne area and PC Alex Rendell will be starting in Swavesey shortly. PCSO John Mason has now moved on to Milton/Waterbeach area and PCSO Claire Whiteman is now covering Swavesey area.	

(7.42pm – Mr Dodson arrived – apologies given for late arrival)

- (ii) NHW Report circulated. The Co-ordinator asked if noticeboard space could be given to NHW information, as not all residents are on email. The Clerk replied this could be given in the main Parish Noticeboard. Mr Wright offered to provide a noticeboard on the outside of the White Horse Inn, Market St. The Co-ordinator thanked the Council for this. Reminder that the Neighbourhood Panel meeting takes place at Willingham Primary School, tomorrow evening – Tues 23rd at 7.30pm.
- (iii) Speedwatch. The Clerk reported that this initiative has not been able to be started yet, as those trained during 2009 have not been able to arrange suitable dates. Also a co-ordinator for the project is required. New notices and posters have been displayed to gain more volunteers. County Cllr Mandy Smith is to organise a speedwatch session outside of the Primary School as this is a speeding issue area and also it is hoped to attract further interest and volunteers from the parents.
- (iv) Concern raised over parking along Taylors Lane, on both sides of the road, which is causing problems for large vehicles and may well delay access by emergency vehicles. Sgt Rogerson to ask local officers to monitor the situation.

The Chairman thanked Sgt Rogerson for being able to attend the meeting, Sgt Rogerson then left.

6 COUNTY COUNCIL BUSINESS

6.1 Guided Bus Updates

- (i) Notes from Liaison Forum held on 2nd February not received yet – to be forwarded to Cllrs.
- (ii) Public Art at Trumpington Park & Ride now installed and includes views taken in and around Swavesey.
- (iii) Reply received from Chief Executive regarding request for a public inquiry – circulated.
- (iv) Concerns over the tree planting, raised last meeting, have been reported to CGM Team.
- (v) Concerns raised over the kiss'n'drop site and lack of security. CCC to again be requested to ensure the entrance is secure.

Clerk

6.2 Highways

- (i) Potholes – letter received from Imtech-Aqua regarding the deteriorating state of Rose & Crown Road. The Clerk had replied and many of the potholes have now been repaired by CCC Highways, however others still remain. Clerk to remind CCC Highways of the remaining holes. Over Road is also bad with many filled holes now opening up again. Request for footpath and/or cycleway along Rose & Crown Road received. The Clerk has contacted CCC to request consideration of this. Clerk to also contact SCDC, as their requirements for access to/from traveller's sites requires safe footpath access and there is an approved (temporary) site along Rose & Crown Road. The culvert under Ramper Road continues to sink. Clerk to contact CCC Highways to find out what measure are being taken to repair this.
- (ii) Still no date received for the planned work to raise the kerbstones along Boxworth End.
- (iii)
- (iv)

6.3 Correspondence for information and items for County Councillor

- (i) Consultation received on the Cambs & Peterborough Minerals and Waste supplementary planning documents. Public exhibition of proposals at the Village College on Fri 26th February. Comments to be deferred to the March Council meeting.
- (ii) Temporary closure notified of public bridleway No 19 (Nature Reserve access road), to allow repairs to the bridge over Covel's Drain. Closure for 5 days at the beginning of March.
- (iii) Training workshops for P3 Scheme during May, July & Sept. Further details from the Clerk.

7 DISTRICT COUNCIL BUSINESS

7.1 Dog Warden

Resolved to write a letter to the District Council to request that a Dog Warden, with appropriate powers to deal with all dog-related issues, is re-employed by the District Council. In support of a request from District Councillor Mrs Ellington.

7.2 Speed Stickers on Bins Initiative

Support approved for the mph roundel stickers to be distributed to groups of houses along Over Road, High Street, Middlewatch, Boxworth End and Ramper Road. The stickers, to be affixed to the sides of wheelie bins, will be delivered with an accompanying letter and are being funded through the Crime & Disorder Reduction Partnership. The Clerk to arrange the details with the District Council and Police.

7.3 Community Clear Up Campaign

Workshop in association with Keep Britain Tidy Group to take place on Mon 8th March. Clerk to attend to gain information on organising village litter clear days.

7.4 Correspondence for information and items for District Councillor

- (i) Cllr Mrs Ellington reported that further funding within the Housing Budget has been identified for next year, to enable the sheltered housing warden service to be maintained next year.
- (ii) A Cabinet meeting with Parish Councillors is to take place on Tues 23rd March. The Chairman, Mr Pook and Mr Jullien would attend.
- (iii) Tree Warden meeting to take place on Sat 6th March. Mr Parish is unable to attend. The Clerk to obtain information on Tree Preservation Order reviews which is to be discussed at the meeting.
- (iv) Standards Committee Newsletter, Winter 2009-10.

(8.23pm – Cllr Mrs Ellington gave apologies for having to leave the meeting early)

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

- (i) Reported that a litterbin at Cow Fen Drove is being used as a dog-waste bin, with the Handyman having to empty the contents. Request to be made to SCDC for a dog waste bin at this location. If refused, approval given that the Parish Council purchase 1 a new dog waste bin and ask SCDC to empty it.

8.2 Festival 2010 Local History Project

Letter received asking for permission from the Parish Council, as landowner, for a local history permanent information board on the former docks, to be sited at either Swan Pond or Market Street green. Also for a permanent board on the Castle site to be installed at Constable's Rood, if other sites were not available. Permission was granted in principle for parish land to be used for the information boards. It was suggested that Market St green be used for the docks board, as Swan Pond already has an information board in place. It would be preferred if Constable's Rood was not used as there is another information board already in there, however if no other suitable sites were available, this would be reconsidered.

8.3 Annual Parish Meeting Agenda

Draft agenda approved.

9 DRAINAGE

Clerk to write to Mr Newton, Environment Agency (EA) to ask what action is being taken regarding the points identified at the last meeting on 6th October.
Clerk reported that the EA intend to close a section FP2 (Riverbank) around Webb's Hole Sluice from summer 2010 through the winter into 2011, whilst works take place to replace the pump there. Further details will be provided nearer the time.

10 PARISH COUNCIL ANNUAL GENERAL MEETING – MAY 2010

Councillors were asked to note that a second provisional date of Monday 7th June is required for the AGM, as well as the scheduled date of Monday 24th May. This is due to the General Election being expected on 6th May and if there is a Parish Poll, this would not be able to take place on the same day as a Parliamentary Poll. The Parish Poll would therefore be delayed until 27th May. The AGM in the year of an election has to take place within 14 days of Councillors taking office, therefore it may have to be delayed until 7th June.

11 FOOTBALL PAVILION PROJECT

- (i) Discussion over surface water drainage arrangements. The Planning Application information stated that a new soakaway would be provided, however use of direct discharge via a land drain to the Greenside Close drain was discussed. The Clerk to investigate further and the letter to accompany the planning application to be revised accordingly following further advice obtained. **Clerk**
- (ii) Letter approved to confirm site availability for the new building and support of grant applications by the Committee.
- (iii) Letter approved to confirm Parish Council grant of £40,000 towards the project.
- (iv) Letter to be sent to the project committee asking for clarification of the following points: **Clerk**
- Demolition of existing building
 - When is this planned for?
 - Who will carry out the work and confirmation required that all H&S requirements will be complied with.
 - Site to be made secure during and after demolition
 - Could the existing building be taken down and sold/re-used instead of demolishing?
 - Project Management – the Parish Council would like copies of the meeting Minutes and accounts, to provide an audit trail and information to support the capital grant being given to the club by the Parish Council.
 - A new lease for the use of the building on the recreation green to be drawn up and agreed between the Parish Council and Pavilion Committee.
 - Parish Council would like confirmation that all aspects of sustainability and eco-friendly materials are being considered as part of the building proposals.

12 PLANNING**12.1 To consider correspondence received**

- (i) SCDC adopted the Site Specific Policies DPD on 28th January, a new Proposals Map for Swavesey now published, with no changes to the development boundary.
- (ii) Notice received of the Public Local Inquiry for the A14 proposals. No dates announced yet.
- (iii) Copy letter from Mr Lansley MP, to Costain Skanska expressing his intention to try and resolve objections raised by local parishes before the public inquiry.
- (iv) Reply received from SCDC re query over permission for box dormer at 12 Whitegate Close. This is permitted development in accordance with the General Permitted Development Amendment Order 2008.
- (v) Cambridgeshire Horizons, Green Infrastructure Strategy Review consultation.

12.2 Enforcement Action

Cow Fen Drove - Report on non-compliance with High Court Injunction conditions reported by SCDC back to the High Court. Now awaiting a date for a new hearing. Further reports given of dogs off leads on the public highway, in particular one incident on 19th March. This to be reported to the Police.

12.3 Northstowe Planning Meeting

The Chairman had been unable to attend this meeting. No report available yet.

12.4 To consider planning applications received

- (i) Ref: S/1818/09/F – Land to west of 24 Taylors Lane. Application withdrawn.
- (ii) Swavesey Village College – Cambridge Meridian Educational Trust
Ref: S/0163/10/F – Temporary Marquee (retrospective). No objections.
- (iii) Ref: S/0164/10/F – Staff Car Park (retrospective). Mr Pook declared a personal interest in that a relative owns the field adjacent to the application. No objections, however comment that a condition be placed on the permission, to state that any future application to tarmac the car park surface must include adequate provision for surface water drainage to be disposed of.
- (iv) Ref: S/0162/10/F – Two classroom extension (to rear of former Youth Building). No objections, however comment made on surface water drainage arrangements, these to be specified in greater detail.

- (v) 18 Blackhorse Lane. Mrs Cowdry. Tree works in conservation area. T1 Prune Beech in rear garden – subject to TPO. No objections provided Trees Officer give approval.
- (vi) Ref: S/0176/10/F – 18-20 Station Road. R & J Mitham. Dormer and two velux windows to roof and rear extension. No objections, comment re dormer window not being characteristic of the conservation area.
- (vii) Ref: S/0184/10/F – Octagon House, Over Road (MG Owners Club). Extension of time limit for permission granted 5th April 2007. No objections, comments made re the first application to be reiterated.

12.5 Permissions

Ref: S/1824/09/F – 34 School Lane. Extensions

Ref: S/1095/09/F – 8 High Street. Extensions

12.6 Refusals - None received

12.7 Appeals - None received

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.

Administration and salaries	1,732.02	7.27	1,723.75
Total:	1,732.02	7.27	1,723.75

Bank transfer notified, £10,000 from deposit to current account.

Accounts reconciled at 16/02/10: Current a/c £13,599.25. Deposit a/c £61,670.01

An additional payment of £40 to the Land Registry has been notified, regarding the registration of the final strip of land in Moat Way – acknowledged.

13.2 Notice of receipts received - No receipts received.

13.3 Purchase of New Standing Orders for Local Councils

NALC Standing Orders have been revised and published. A free copy has been downloaded of Part 2 (model orders) however the full book will cost £25 from CPALC. 2
Resolved to purchase a copy.

The Clerk to review Standing Orders and bring for adoption to the May AGM.

Clerk

14 GENERAL CORRESPONDENCE

- (i) Swavesey Village College open evening to raise awareness of the new community performance hall, currently under construction. 25th February 6-8.30pm.
- (ii) CPALC Winter bulletin – copies distributed to Cllrs.
- (iii) Cambs ACRE – Playing Fields Assoc newsletter.

15 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

No items notified

Next meeting dates:

Planning Meeting, 8pm Thursday 11th March 2010

Full Council Meeting, 7.30pm Monday 22nd March 2010

There being no further business, the meeting was declared closed at 9.17pm

Signed & dated, Chairman

Powers of Expenditure

- 1 Litter Act 1983, s5&6
- 2 Local Government Act 1972 Part VII, s111

Minutes approved & signed as a correct record by the Parish Council on 22 March 2010

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