

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 25 January 2010

PRESENT

Chairman: Mr J Pook, Vice-Chairman
Councillors : Mr S Boylan, Mr N Dennis, Mr J Dodson, Mr J Jullien, Mr P Marriott, Mr D Whiter,
Mr K Wilderspin, Mr W Wright
Clerk : Mrs L Miller

In attendance

Parishioners : 3
County Councillor: Ms M Smith
District Councillor: Mrs S Ellington (from Agenda item 8.3 onwards)
Mr G Hay, Enforcement Officer, Cambridgeshire County Council

Item	Power Action
<p>1 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE Mr M Johnston (Chairman), Mr T Parish</p>	
<p>2 MEMBERS' DECLARATIONS OF INTEREST Personal interests declared by: Mr Wright – items 8.2, 8.3 & 8.4 – resident of Market Street Mr Pook – items 8.2, 8.3, 8.4 – resident of Market Street Mr Marriott – items 8.2, 8.3, 8.4 – resident of Market Street Mr Whiter – items 8.2, 8.4 – resident of Market Street. Item 10 – committee member of Festival 2010</p>	
<p>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:</p> <ul style="list-style-type: none"> • Football Committee would like to arrange a working party meeting with the Parish Council to update on the new pavilion project progress. The Clerk replied that she would arrange this. <p>Public forum closed in order for the Parish Council meeting to commence.</p>	
<p>4 TO SIGN & APPROVE MINUTES OF THE MEETINGS HELD ON: Full Council, Monday 14th December 2009, Planning Meeting, Thursday 14th January 2010. It was proposed, seconded and unanimously approved that the Chairman sign the Minutes, as dated above, with no amendments.</p>	
<p>4.1 Matters to report from previous minutes (for information) Gritting of Gibraltar Lane could not be added into the County's gritting route this winter, however it will be considered for next winter.</p>	
<p>5 COUNTY COUNCIL BUSINESS</p>	
<p>5.1 Guided Bus Updates Liaison Forum meeting to be held on Tuesday 2nd February, St Ives Town Hall. Mr Jullien and possibly the Chairman Mr Johnston to attend. Reported that saplings are being planted alongside the guideway, however they appear to be very close to the concrete tracks and once grown their branches will overhanging the guideway. They may also overhang the emergency evacuation strip once they are fully grown. These points to be raised at the Liaison Forum meeting.</p>	

5.2 Correspondence for information and items for County Councillor

- (i) Cambridgeshire Local Transport Plan – consultation information noted.
- (ii) Notice that Housing Growth Fund is being severely cut by Central Government to Cambs County Council, therefore funding is being terminated for Countryside Access projects with effect from 1st April.
- (iii) Chairman welcomed Mr George Hay, Enforcement Officer to the meeting. Mr Hay spoke about his responsibilities with regards to Highways Enforcement and rights of way issues. He is working in partnership with the Police and SCDC Enforcement Officers on various issues. With regard to enforcement action relating to land in Cow Fen Drove, an order to cut back hedges overhanging the right of way has been made to a landowner. With regard to dogs loose on the right of way, this can be enforced if they obstruct anyone using the right of way, which includes putting people off from using it. All incidents reported to the Police, Mr Hay is following up on and appropriate action will be taken when possible. Mr Hay will keep the Parish Council informed on the situation.
The Chairman thanked Mr Hay for being able to attend the meeting and Mr Hay then left.
- (iii) Cllr Mandy Smith reported that a public meeting has been arranged with representatives from the Environment Agency on 18th February, 7.30pm in Connington, to discuss local flooding concerns relating to the proposed A14 improvement scheme.
- (iv) Council asked Cllr Mandy Smith to contact CCC Highways about urgent repairs to the potholes in Over Road and Rose & Crown Road. Also to ask about the kerbstone raising along Boxworth End, which was due to have been carried out last November.

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

- (i) Community Clean Up – joint initiative with Keep Britain Tidy – noted.
- (ii) Community Transport Consultation on strategy for 2010-2013 – noted.

7 POLICE BUSINESS

- (i) Crime figures for past month reported.
- (ii) NHW Report circulated for information. Cambs NHW Group Conference being held on 6th February at Hinchingsbrooke. NHW co-ordinator will be attending.
- (iii)

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

- (i) No items to report.

8.2 To consider consultation on Market Street, Parking

Following decision in June 2009 to delay full consultation until after the guided busway had opened but in the meantime to contact local businesses to find out their comments and thoughts on the problem and possible solutions, the Clerk asked if the Council would consider setting a date for an open meeting with local business representatives. A draft letter was circulated for comments.

Following discussion the **proposal** to set a date for a meeting and approve the draft letter was considered. Vote recorded 2 in favour, 4 against, 1 abstention, 2 non-votes.

Further action to be deferred until the guided busway opens to see if it affects the situation in Market Street. This decision to be reviewed quarterly.

8.3 Christmas Lights

The Clerk is discussing with the County Council if lights could be powered from nearby streetlight poles, for lights in the trees on the green.

8.4 Visit of the Fair to Market Street

Mr Dean had asked if the Council would reconsider its decision of the past two years for the Fair not to open on Friday and Saturday evenings, as these were the main evenings for the largest attendance. Following discussion and consideration of the problems of underage drinking and anti-social behaviour, also considering the potential cost of additional police presence, it was **proposed** and unanimously agreed that the Council did not agree to the fair opening on Friday and Saturday evenings. The Clerk to inform Mr Dean and report back at the next meeting as to if the Fair would still visit.

- 9 DRAINAGE**
- (i) Copy of letter from IDB to Environment Agency (EA), regarding the Swavesey Main Drain Award - noted.
 - (ii) Mr Wilderspin had attended a meeting with the EA on 18th December. There will be an IDB meeting on 11th February to continue these discussions and Mr Wilderspin asked if a Parish Councillor would be able to attend. Mr Pook and Mr Whiter agreed to attend.
 - (iii) Notice of consultation and invitation to comment on the Great Ouse Tidal River Strategy. This should have been received in December, however notice was only received today (25th Jan) with a response extension time given until 5th February. Parts of the proposed strategy will affect the Swavesey area, namely the proposed raising of the Earith Sluice gate drawmark. **Proposed**, seconded and agreed that Mr Wilderspin would write a response for the Clerk to return to the EA.
- KW
Clerk**
- 10 GRANT FUNDING WORKING PARTY**
Following attendance at an SCDC meeting, it had been suggested the Council set up a working party to identify potential grant opportunities for Council and community group projects. Council was informed about Cambridge Voluntary Services organisation and that they hold a lot of grant funding information and can help source funding for community projects. This to be investigated first.
- Clerk**
- 11 ANNUAL PARISH MEETING**
Request for possible speakers. RSPB – update on works around the nature reserve, and/or Festival 2010 – update on programme of events. Clerk to contact both.
- Clerk**
- 12 CUT YOUR CARBON PROJECT**
The Village College and GEO project is progressing, with monitors now out in households and business premises around the village. Additional monitors are still available for anyone wishing to take one. An energy day was hosted on 22nd Jan to monitor energy usage and help reduce use with all existing project members. The monitor at the Memorial Hall will be kept on for a further three months.
- 13 REQUEST FOR LETTER OF SUPPORT**
Item is confidential and a motion to exclude the public and press during the discussion was requested. It was agreed to defer this item until the end of the meeting when the request would be considered.
- 14 PLANNING**
- 14.1 Transfer of Public Open Space**
- (i) Final legal costs. Due to the requirement for further work by the Solicitor, as previously approved, the Solicitor's costs had been revised by £200, to £950 + VAT. These are the final costs and are still a reduced amount. Together with the Treasury Solicitor's costs, the final draft invoice from Thomson Webb & Corfield will be £1,102, which will require an additional transfer of £179 from the S106 fund into the Legal Costs reserve fund. **Resolved** to approve the required transfer.
 - (ii) Statutory Declaration forms to enable transfer of the final strip of unregistered land in Moat Way play area to be transferred, approved by Council and signed by the Clerk.
 - (iv) Completion of land registration on two areas of public open space (CB350521) and east of the recreation green (CB110225) was noted.
- 1**
- 14.2 Update on Enforcement Action**
Update received from SCDC on 7th January and circulated at the time to Councillors. No further updates received to-date. Site visits still taking place and legal action is progressing accordingly. Clerk to write to request a further update with details on what specific action is being taken legally.
- Clerk**
- 14.3 To consider planning applications received - none received**
- 14.4 Permissions – none received**
- 14.5 Refusals - None received**
- 14.6 Appeals**
Ref: S/1147/09/F – 26 High Street. No additional comments from the Parish Council.

15 FINANCE**15.1 To approve payment of outstanding accounts**

It was **proposed**, seconded and **carried unanimously** to approve the invoices and cheques as listed.

Administration and salaries	1,416.27	21.25	1,395.02
Village Maintenance	1.49	0.00	1.49
Total:	1,417.76	21.25	1,396.51

Accounts reconciled at 19/01/10: Current a/c £6,632.77. Deposit a/c £71,670.91

15.2 Notice of receipts received

HMRC VAT Refund Oct-Dec £691.02

15.3 To approve the Budget and set the Precept for 2010/11

Final budget figures circulated together with Precept calculation, recommendation and comparison with previous years' amounts.

It was **proposed** and seconded to accept the budget as circulated with no amendments.

Vote recorded 2 in favour, 7 against. Not carried.

Following discussion it was **proposed** to amend the budget to show only one new loan repayment to be made from Precept funds, a second repayment if required (depending on when the loan is taken out), to be made from reserve funds. This would reduce the Precept requirement to £49,000. Vote recorded unanimously in favour.

Precept would be paid in two instalments, by 19th April and by 24th September 2010. No objections raised.

15.4 Interim Audit Report

Completed on 14th January. Two comments reported:

- a) relating to risk assessment of general reserves held. Comments on levels against precept noted. Management Risk Assessment amended to show annual review and level of reserves held.
- b) Contractor's liability – Method Statement. Management Risk Assessment amended to include requirement to obtain a method statement prior to work being carried out.

- 15.5 Scribe 2000** accounting software ordered and installed. A 3-month lead-in subscription also taken out to cover set up and training in order for the Clerk to be ready to use the new system for the new financial year. Invoice not due for payment until April. **2**

16 GENERAL CORRESPONDENCE

- (i) Community Chest grant application for NHW – funding not provided due to fund being completely allocated for 09/10. NHW will re-apply in April.
- (ii) Swavesey Village College, December 2009 newsletter – noted.
- (iii) A14 roadwork restriction and closure dates and times - noted.
- (iv) 'Show ground' access – concern expressed over security of access. To be passed on to the field owner for action. **Clerk**
- (v) Cambs Association of Local Councils – Training schedule for 2010; Queens Garden Party nominations. Noted.
- (vi) NHS - Public consultation on Musculoskeletal Services in S Cambs and NHS - Public consultation on changes to NHS hearing services in Cambs No responses made.
- (vii) War Memorials Trust - notice of conference in Cambridge – noted.
- (viii) Newsletters and magazines for information.

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 to be considered confidentially at the present time.

Members of the public left the meeting.

13 Deferred from earlier in the meeting.

Item removed from this public document due to confidentiality at present time.

Members of the public were invited back into the meeting, although no-one returned.

17 Items for information and next meeting agenda

The Clerk was asked to send a card to Mr Alan Morris.

Next meeting dates:

Full Council Planning Meeting 11th February, 8pm

Full Council 22nd February 2010, 7.30pm

There being no further business, the meeting was declared closed at 9.45pm

Signed & dated

Chairman

Powers of Expenditure

1 Local Government Act 1972 Part VII, s111

2 Local Government Act 1972 Part VII, s111

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

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