

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 28 June 2010

PRESENT

Mr M Johnston (Chairman)

Councillors : Miss L Boyes, Mr S Boylan, Mr N Dennis, Mr J Dodson, Mr J Jullien, Miss H Parish,
Mr D Whiter, Mr K Wilderspin, Mr W Wright

Clerk : Mrs L Miller

In attendance

Parishioners : 1 (inc NHW Co-ordinator)

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington:

Swavesey Village College Student Council Members: Alex Blake, Tom Poole, Bryn Thomas

Item	Power Action
1 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE Mr J Pook, Mr K Wilderspin (late arrival)	

The Chairman welcomed and introduced three Village College Student Council members to the meeting. At Agenda item 7, the meeting would be opened to allow discussion between Councillors and the students on items as listed on the Agenda.

2 MEMBERS' DECLARATIONS OF INTEREST Mr Wright declared a personal interest in Agenda items 9.3 as a resident of Market Street and 11.3 (vi) & (vii) as a resident of Market Street. Mr Whiter declared a personal interest in Agenda items 9.3 as a resident of Market Street and 11.3 (vi) & (vii) as a resident of Market Street.	
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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: <ul style="list-style-type: none"> • Could the Council, on its next Agenda, please discuss the condition of the bus shelter outside of the Memorial Hall, High Street as it is in very bad repair. The Clerk replied that this would be included on the Agenda and both of the wooden bus shelters (High St and Boxworth End) would be checked during the month to ensure they are safe. 	
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Public forum closed in order for the Parish Council meeting to commence.

4 TO SIGN & APPROVE MINUTES OF THE MEETING DATED 24 May 2010 It was proposed , seconded and unanimously approved that the Chairman sign the Minutes with no amendments.	
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4.1 Matters to report from previous minutes (for information) (i) No items reported	
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5 **COUNTY COUNCIL BUSINESS****5.1** **Guided Bus Updates**

Correspondence received from a resident on the following:

- Large pieces of shredded rubber tyre from the central areas of the busway are appearing along the ditches and bank of Covell's drain.
- Many of the trees planted along the busway are already dying or dead and many tree stakes have never had trees planted alongside them.
- There are still many surveyors sticks, half buried blue sheeting and signs littered along the busway.

The correspondence had been forwarded on to the Guided Bus Team with a request to clear the rubbish and replant the trees. No response received to-date.

- The RSPB had also forwarded the information on to BAM Nuttall, who had replied that they would investigate.
 No opening date for the busway received yet.
 Agreed to write to the County Council to ask how the recent trip by Mr Menzies to Australia to speak at a conference about the guided bus project was funded. Clerk
- 5.2 Highways Maintenance Updates**
- A14 Flyover. Has been resurfaced in patches and holes filled in Buckingham Road and sections of the Cambridge Services roundabout.
 - Gibraltar Lane/School Lane junction. CCC notified of the faded centre line markings, making the junction dangerous as vehicles are turning in from School Lane too far over the centre of the road and into on-coming traffic. Following a site visit, CCC Highways are now arranging to repaint the markings.
 - Middlewatch Verges. The Parish Council are not permitted to install the wooden posts for H&S reasons, however CCC Highways contractors will now carry out the work.
 - Low tree branches along Station Road, overhanging the cycleway will be cut back.
- 5.3 Correspondence for information and items for County Councillor**
- (i) Cuts are being proposed to the Connexions & Youth Work services budget over the next five years. S Cambs area consultation meeting will take place on Mon 12th July, 12.30pm at The Meadows Community Centre, Arbury Road, Cambridge. Parish Councillors are encouraged to attend. Lisa Boyes to attend on behalf of the Parish Council. LB
- (ii) Bus Service changes notified – no direct affect to any Swavesey Services.
- (iii) Cuts are being proposed to the County Library services budget. Cabinet are to consider proposals on 5th July. This subject to be an Agenda item for the 26th July Parish Council meeting, to discuss the potential effect on the Swavesey Local Access Point service. Clerk to contact the Your Library Committee for their comments. Clerk
- 6 DISTRICT COUNCIL BUSINESS**
- 6.1 Community Pride & Village Hero Awards** Clerk
- County Cllr Mandy Smith proposed that Alan Morris be nominated for the Village Hero Award, to recognise his long-serving work to the Meridian Magazine, Village Website and many other contributions he makes to the village community. Seconded and unanimously accepted. No other nominations were put forward.
 The Chairman proposed that the Clerk submit a nomination for the Community Pride Award on behalf of the Parish Council. Seconded and unanimously accepted.
- 6.2 Standards Committee Parish Council Member Nomination**
- Notice of two nominees received. Having considered information on both, it was proposed that the Parish Council's vote be given to Cllr Iain Booth, Cambourne Parish Council.
 Vote recorded 8 in favour, 1 abstention.
- (7.56pm – Mr Wilderspin, late arrival)*
- 6.3 SCDC Website – Parish Council contact details**
- Approved for Clerk and Chairman's contact details to be published on the SCDC Parish Councils webpage, as previously approved.
- 6.4 Correspondence for information and items for District Councillor**
- (i) Standards Board for England – guide to using social media. To be kept by the Clerk for Councillors information.
- (ii) Standards Committee newsletter and update – information also available on SCDC Website.
- (iii) Clerk informed Council of complaint received regarding raw sewage leaking into the agricultural drain/ditch alongside Rose & Crown Road. SCDC and the Environment Agency are aware of the problem, which it is suspected is originating from a cesspit on the Travellers site. Unfortunately at the present time no direct action can be taken until the source is confirmed but SCDC Environmental Health Dept are investigating. A letter highlighting the problem and concerns of the Parish Council to be sent to SCDC.

7 Swavesey Village College Student Council

The Chairman welcomed the three students from the Village College to their first Parish Council meeting and added that this new liaison had been discussed with the Principle at the College with the intention of bringing mutual discussion items to both Parish Council and Student Council meetings.

Meeting suspended to allow the students to participate in discussion in the following subjects.

- (i) Youth provision/activities
Discussion on work carried out by Swavesey Action for Youth (SAY), the various youth activities that the three students present take part in, potential for a youth club and ideas on future youth activities. The students would try to arrange a meeting at the College for further discussions on youth clubs and activities and how to encourage other students to be involved with SAY.
- (ii) Annual visit of the Fair
Students agreed that there had been less ASB problems over the past three years with the Fair only opening on weekday evenings. Students felt that moving the Fair to the showground field would not be a problem for those wishing to attend. The Council would continue to discuss the visit of the Fair, when further consultation responses had been received from village residents. Further discussions with students on attending the fair would also be held.
- (iii) Annual year 11 Prom
It was acknowledged that the 'after-prom parties' were the main cause of nuisance and problems for village residents, not just in Swavesey. These were out of the control of the College and are arranged privately by students. This year Swavesey had not suffered with after-prom problems, as the Festival finale had been held on the same evening, however other villages had. Liaison with the College re Prom events would continue.
- (iv) NHW Scheme
The Chairman outlined how the scheme works and the Village NHW Co-ordinator also spoke on NHW partnership working with local Police Officers. The recent project to replace the cycle barriers in the passageways, because young people gather there and use them as seats, causing nuisance to local residents was discussed.
- (vi) Parish Plan
Briefly discussed, with information on how the actions arising from the questionnaire results are now being reviewed and taken forward by the Parish Council.
- (vii) Future liaison and student council meetings.
The Student Council meets once each half term and consists of students from all year groups. The Chairman added that it would be very helpful and interesting if one or two Councillors could attend a Student Council meeting to meet with a wider range of students and see what items they discuss. Also to explain more about Parish Council responsibilities and students and Councillors can work together on various projects. The Students to see if this can be arranged.

The Chairman thanked the students for attending and for taking an enthusiastic part in the discussions. The Council looked forward to more joint meetings. The students were welcome to stay for the remainder of the meeting.

Student forum closed in order for the Parish Council meeting to commence**8 POLICE BUSINESS**

- (i) Crime & NHW report circulated. Noted that recent speed checks had resulted in 21 speeding offences in Boxworth End between 11th & 16th June.
- (ii) South Cambs District Council's Community Chest Grant Scheme has awarded the NHW Scheme a £1,000 grant towards the costs in replacing the kee-klamp barriers at the Gibraltar Lane/Priory Ave and Carters Way/School Lane passageways with vis-rail barriers, which will not be able to be used as seats by young people gathering in the passageways. A final costs quote from CCC Highways to supply and install the new barriers is still awaited. The Parish Council had previously agreed to fund additional costs over the £1,000, which at the time of the grant application looked to be around £200. A proposal as detailed below was unanimously approved. **RESOLVED:** To approve additional funding from the Parish Council to a limit of 20% of the grant award, to enable the work to be carried out as soon as possible. If the final quote is more than an additional 20%, the request to come back to the Parish Council at the July meeting. **1**
- (iii) No items raised for the Neighbourhood Sgt

9 VILLAGE AND PLAY AREA MAINTENANCE

9.1 To receive the monthly report from the Village Handyman

- (i) Mostly litterpick duties this month. Lots of beer cans and bottles cleared from recreation green on Sunday morning 30th May. All flower tubs have now been replanted.

9.2 Play Area RoSPA Reports

- (i) Inspections carried out on both play areas during April and reports received.
- Recreation Green – Overall risk rating given as High, however this is only due to the open water pond being close to the footpath leading to the play area. All equipment is rated medium/low risk and there are no repairs required. One loose bolt which will be tightened and bark levels need replenishing. Having checked with SLCC H&S Advisor and RoSPA Inspector, no action is required regarding the pond unless the Parish Council deems it necessary. Having considered general risk and the situation of the pond, the Council did not wish to fence the pond or take any other action. There is a Deep Water warning sign already in place and a depth indicator.
Bark - the Clerk recommended 6 bags be ordered at a cost of £37.01 per bag + VAT, which is the same cost as last year from Bannold's, Fen Drayton.
RESOLVED: to order 6 bags of bark for delivery to the play area as soon as possible. 2 Clerk
 - Moat Way – Self-closing gate needs attention as it closes too quickly. Safety surfacing has been damaged under a section of the equipment and needs repairing, Clerk to obtain quotes. Clerk
- (ii) New signs also ordered for recreation green play area, reinstating age limit on the larger play area and that no dogs are to be taken into the play areas. This followed reports in of persons allowing dogs into the play area whilst they and their children were using the equipment. Signs are now both visual and textual.
- (iii) A Councillor raised a concern from a member of the public about a section of the boundary wall of the play area in Carters Way/Priory Ave, at the rear of the garden at 11 Priory Avenue, which is in danger of collapsing. The Clerk to investigate and contact the property owner. Clerk

9.3 Market Street - Quarterly review of safety and parking in Market Street

Most recent comments from residents circulated for information together with comments from Cllr Mr Pook, who was unable to attend this meeting. The safety aspects of access by large vehicles along Market Street was a continuing concern. Parking, particularly alongside the highway verge outside of Century House and towards the The Grange was causing difficulty for large vehicles. Notices and letters had been issued to all properties and businesses previously but the problems continue. To proposals were put forward:

1. To write again to all businesses in Market Street and in the Eyes of Swavesey Business units, pointing out that large vehicles and emergency vehicles must be able to pass through and asking people to ensure they park sensibly. Clerk
2. To notices to be installed, one on the highway verge outside of Century House and one on Market Street Green, stating words to the effect that "Access by large/wide vehicles constantly required, please do not block highway access". Clerk

10 DRAINAGE

- (i) CFMP response still to be written up but will be sent before 9th July. Clerk
- (ii) Reply from the Environment Agency (EA) noted clarifying that monitoring equipment at Overcote Road culvert will be in place for at least 12 months, also that desilting of Church End Drain will only be carried out to the Station Rd to Cow Fen Drove section, not downstream of the flood gates.
- (iii) Notes received from a resident who had visited the EA's public exhibition for the CFMP consultation. Concerns expressed over difficulties in obtaining Household insurance quotes for properties in the CB24 area due to flood risk maps. Other flood protection concerns raised have already been raised with the EA by the Parish Council, who now awaits responses to both the CFMP and Tidal River strategy consultations and promised public meetings by the EA on the Earith Drawmark review.
District Cllr Mrs Ellington reported that she had raised the issue of the Earith Drawmark review and the effect this would have on parishes downstream, directly with Mr Jim Paice MP, Minister for Agriculture & Food.

11 PLANNING**11.1 To consider correspondence received**

- (i) NW Cambridge University Development. Project masterplan workshop and public exhibition dates published for end June – dates noted.
Also noted that there are still concerns being expressed over the boundary of the proposed development and that of Girton parish. Also that if the A14 improvement proposals are cancelled, this could have a serious effect on the NW Cambridge development as the transport network around the development will be affected.
- (ii) A14 improvements public local enquiry now postponed in light of the Government Spending Review.
- (iii) Letter from Mr A Lansley MP, informing of the abolition of regional planning assemblies and future powers for local councils in tackling unauthorised developments. Noted.

11.2 To update on Enforcement Action

All comments received on persons still occupying the site in Cow Fen Drove overnight since the last Enforcement visit on 7th June being forwarded to SCDC Enforcement. The Chairman stated that he wished to meet directly with Mr Hampson, Executive Director at SCDC to discuss exactly what enforcement action SCDC will now take to stop residential occupation of the site, which does appear to be continuing. District Cllr Mrs Ellington to arrange a date and time for the meeting.

11.2 To consider planning applications received

- (i) Ref: S/0285/10/F – Swavesey Parish Council, Swavesey Recreation Green, New Community Sports Pavilion following demolition of existing building. No objections. Comments noted from Primary School regarding existing water supply from the Primary School and request that new building is provided with its own direct mains water supply. Also noted that shutters protecting the glass windows and doors would be advisable, both for security and to protect from flying stones damage from grasscutting machinery.
- (ii) Ref: S/0771/10/F – Swavesey Primary School, Middlewatch. Canopy extension. No objections raised.
- (iii) Ref: S/0874/10/LDC – 175 Boxworth End, Mr T Seidel. Application for a lawful development certificate for an existing extension. No comments made.
- (iv) Ref: S/0847/10/F – Land adj 24 Taylors Lane, Mrs D Thwaites. Dwelling & garage. Application for anew planning permission to replace all extant planning permissions in order to extend the time limit for implementation. Objections raised as for original application (Ref: S/1183/07).
- (v) Ref: S/0988/10/F – 106 Middlewatch, Mr M Mason & Miss N Shee. Rear extension. No objections raised.
- (vi) C/11/17/088/01 TPO Ref: 06/64 – 24 Blackhorse Lane, Mr Kisielowski. Request to fell five trees, two of which are subject to Tree Preservation Orders. The Clerk reported that the District Council's Trees Officer would be recommending that permission is refused to fell the two TPO trees, as the reasons given are not adequate. Parish Council also raised an objection to the felling of the two TPO trees.
- (vii) Ref: S/0602/10/F – Land east of 6 Market Street, Mr R Hodson. Demolition of brick walls (remains of 2 former barns). Comments from neighbours objecting to the demolition of the eastern boundary wall with 10 Market Street were reported and noted. The wall is to be rebuilt using different bricks, as the reclaimed bricks are intended for the new house. Council raised no objections to the demolition of the two walls.
Ref: S/0601/10/F – Land east of 6 Market Street, Mr R Hodson. New dwelling. Query raised over the street scene, as there is no detail on the height of the new dwelling, in relation to the neighbouring property at 10 Market Street. Comment also made that a simple front elevation without the pointed Gable in the roof line over the front door would be more in keeping with the street scene and neighbouring property, particularly as the site is within the Conservation Area. No objections made to the building of a new dwelling on the site, however consideration to be given to the street scene with the new dwelling in relation to the existing dwelling at 10 Market Street.

11.3 Permissions

Ref: S/0549/09/F – 44 Moat Way. Extensions.

Ref: S/0162/09/F – Swavesey Village College. Two classroom extension.

11.4 Refusals - None received**11.5 Appeals** - None received

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.

Vchrs 33,35-37,39,47-50,52-53			
Administration	2,833.85	8.73	2,842.58
Vchr 34,38,41,54			
Village Maintenance	470.94	64.07	535.01
Vchr 40,45 Play Area Maintenance	141.00	24.68	165.68
Vchr 42-44 Grass & verge cutting	795.00	139.13	934.13
Vchr 46 Swavesey Action for Youth Grant	1,000.00	0.00	1,000.00
Total:	5,240.79	236.61	5,477.40

Accounts reconciled at 21/06/10: Current a/c £2,203.80.

12.2 Notice of receipts received

Vchr 32 Alliance & Leicester Bank Interest £71.05

12.3 Final internal audit report received. No additional comments to note.

12.4 Grant payment to Swavesey Action for Youth

RESOLVED: To award a Grant of £1,000 to Swavesey Action for Youth for the 2010/11 financial year, as budgeted. **3**

13 GENERAL CORRESPONDENCE

- (i) Bethel Baptist Church – notice of intention to address the issue of cars parked on the road outside of the Church. Noted.
- (ii) Notice of Swavesey Village College consideration of becoming an Academy.
- (iii) Notice of Pathfinder March, Sat 19th June
- (iv) Cambs Association of Local Councils Newsletters and magazines

14 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) The following items were requested for the next Agenda: Village Collage Academy Status; Christmas Lights
- (ii) Mr Boylan informed Council that he and a neighbour had successfully completed a 140 mile cycle ride across the weekend of 18/19 June, raising funds towards the Community Pavilion Project.
- (iii) To inform CCC Highways that the 'dead end' road sign in Market Street is now virtually unreadable and needs to be replaced.
- (iv) The Clerk informed Council that the Memorial Hall Trustees have successfully been awarded all of the grant funding they applied for, for the refurbishment of the main hall. They have received up to £30,000 from WREN, £15,000 from Donarbon, £9,500 from South Cambs District Council and with their own £12,500, should now be able to complete all of the planned works during August 2010.

Next meeting dates:

Planning – 8.00pm Thursday 15th July 2010

Full Council – 7.30pm Monday 26th July 2010

There being no further business, the meeting was declared closed at 10pm

Signed & dated

Chairman

Powers of Expenditure

- 1 Local Government & Rating Act 1997, s31 1(c)
- 2 Local Government (Miscellaneous Provisions) Act 1976, s19
- 3 Local Government (Miscellaneous Provisions) Act 1976, s19 3(a)

Minutes approved & signed as a correct record by the Parish Council on 26 July 2010
Accounts are published in summary, full details can be obtained from the original Minutes