

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 18th August 2014

PRESENT

Mr M Johnston (Chairman)

Councillors : Miss L Boyes, Mr S Faben, Mr J Jullien, Miss H Parish, Mr C Parsons, Mr J Pook,
Ms S Smith, Mr K Wilderspin, Mr W Wright

Clerk : Mrs L Miller

In attendance

Parishioners : 5

NHW Co-ordinator: Mrs P Wilderspin

County Councillor: Ms M Smith

Balfour Beatty: Ms K Russell, Head of Client Liaison

Item**Power Action**

- 1 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**
Parish Cllrs Mr J Dodson (working), Mr J Jullien (unwell); District Cllr Mrs S Ellington (away)
Parish Cllr Mr K Wilderspin (late arrival)
- 2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS**
- 2.1 Declarations of interest from councillors on items on the agenda**
- 2.2 Requests to Speak** No requests received to speak on any items as declared above.
- 2.3 To receive requests for dispensations**
Renewal of dispensations granted to Mr Wilderspin and Mr Dodson, to enable both Cllrs to continue to be involved in drainage discussions relating to the Swavesey Main Drain with reference to Cambourne and Northstowe developments, the Environment Agency and other associated organisations. Previous dispensations expired at the end of the last Parish Council term.
- 2.4 To grant requests received** The granting of dispensations to be made by Full Council.
Resolved by unanimous agreement that under Section 33 of the Localism Act 2011 a dispensation is granted to Mr Wilderspin and Mr Dodson to take part in discussions on drainage matters relating to flood risk and safety of the parish from expiration of previous dispensation and for four years or such time as the land drainage scheme under discussion has been completed (whichever is earliest). The dispensation is granted under section 33(2) (c) that it is otherwise appropriate to grant a dispensation.
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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:

- Mr M Harvey, Middlewatch – property was one of the number of houses flooded on the ground floor on Friday evening 8th August during heavy rain. Why were the roadside gullies not cleaned out on a regular basis? Mr Harvey stated that the gully outside of his house has been blocked for ages. Also asked why the pumping station at Longstanton was not switched on. The Chairman read out a report from District Cllr Sue Ellington following a meeting with residents on 15th August to review the situation. SCDC Officers will liaise with CCC Officers to clear the roadside gullies and check the highway drains. The Chairman stated that the Parish Council will report the residents views to the County Council. County Cllr Ms Smith was present at this meeting and heard the comments put forward. Parish Cllr Ms Smith reported that Wallmans Lane highway was also flooded although water did enter any properties it came close to front doors.

Parish Cllr Mr Wilderspin added that the Longstanton pumping station does not affect Swavesey, however the IDB pump at Over Rd, would pump water from the village out to the river, however due to the speed of water building up in Middlewatch/Ramper Rd, the automatic switch-on for the IDB pump would not have happened soon enough to help the situation, as the water was not reaching the IDB pump.

The Chairman replied that the Parish Council would put pressure on CCC and SDCD to clear the drains.

- Mrs Heidi Allen introduced herself as a prospective Conservative candidate for the South Cambridgeshire seat in the next General Election, to replace Mr Andrew Lansley MP. Mrs Allen was visiting Parish Council meetings to hear issues and discussions. The Chairman welcomed Mrs Allen to the meeting.

Public forum closed in order for the Parish Council meeting to commence.

4 TO SIGN & APPROVE MINUTES OF THE MEETING DATED 28th July 2014

Not all Cllrs had received a copy of the draft Minutes, therefore a proposal to approve them was deferred until the next meeting.

4.1 Matters to report from previous minutes (for information)

- No further progress made yet on formal advice re the layout of parking bays in Market St, to be deferred to a later meeting.
- Lighting on Scotland Drove site – the Decision Notice states that a lighting scheme is required. A copy has not yet been located, the Clerk to enquire of SDCD Planning Dept. Request also made for a copy of the landscaping plan.
- Pavilion grant request – Trustees were disappointed that the Parish Council had not been able to agree a grant towards maintenance costs. A meeting between Cllrs and Trustees will be arranged for early Sept.
- Covell's Drain bank footpath – grasscutting is CCC, Countryside Access responsibility and the path will next be cut mid-Sept.

5 COUNTY COUNCIL BUSINESS

5.1 Streetlighting replacement works

The Chairman welcomed Ms Keeley Russell from Balfour Beatty to the meeting to update Council on the current works. The following was discussed and noted:

- Ms Russell explained there were still huge problems with UK Power Networks' underground cabling, which Balfour are unable to work on and are therefore waiting for UKPN. No date for completion is available yet but it is hoped mid-September.
- Balfour will be able to return to complete the replacement works as soon as UKPN have completed their works.
- At present all complaints from local residents have been investigated and closed.
- The removal of a light in Priory Avenue is still an issue with local residents and Balfour are corresponding with residents, however Ms Russell explained that with the 10% reduction requirement of the contract, lights have had to be removed on some roads.
- Ms Russell confirmed that the costs involved in the delay and additional work is being picked up by Balfour and not by the County Council (tax payers).
- The Parish Council will be kept informed on progress.

The Chairman thanked Ms Russell for attending the meeting, Ms Russell then left.

5.2 Buckingham Road footpath/cycleway project

Official opening planned for Tues 2nd September, 11am, the Chairman of the Parish Council to formally open the cycleway.

Mr Wilderspin declared an interest as a landowner alongside the route and asked if the ditch has been cleared and if not if it will be. The Clerk reported that the latest update from the Project Officer had noted that the ditch had been cleared, the Clerk to find out the exact situation and request that the whole length of the ditch is cut and cleared. (*Mr Wilderspin was not asked leave the meeting as this point was the only discussion on the cycleway works*).

5.3 Guided Busway – Drop-off/parking area

Chairman, Clerk and County Cllr had met with CCC Officers to discuss extending the existing area to provide space for short-term parking. Officers' initial response was cost prohibitive but the possibility would be investigated as the land was already there, it just required clearing, re-surfacing and signage.

5.4 Community Bus Service (CFT Project)

Updated options and timetables received for comments. No comments on the route and times were made. The Clerk had noted that no decision on ticket cost has been made, however a comment had been returned that sixth form students would have Stagecoach bus passes, therefore if the community bus should be contracted to Whippet this may cause a problem.

Council noted that when the A14 improvement scheme eventually starts, a link bus to the Guided Busway would be even more vital, as travel on the A14 would be a major issue.

5.5 Local Highway Improvement Scheme bid 2015/16

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Bids to be submitted by 12th September. Option for consideration: To request speed limit reduction from 60mph to 40mph for the entire length of Buckingham Road, in the interests of safety following the foot/cycleway installation.

Noted that the cost of such a project has been estimated at between £2,500-£5,000, depending on the number of signs required and length of scheme. If successful the Parish has to provide at least 10% of the scheme cost.

Proposed and unanimously carried to submit a bid for speed reduction scheme.

Clerk

Noted that the Cycleway Project Officer had stated that a warning sign saying 'cyclists crossing', for drivers approaching the end of the cycleway at Boxworth End, could not be installed as it was not the true meaning of a sign such as this, ie a formal crossing is not provided.

5.6 Correspondence for information and items for County Councillor

- (i) Gibraltar Lane – lorries are still using Gibraltar Lane as a through-route, even though the new 'Unsuitable for HGVs' sign has been provided. Situation noted and will be monitored.
- (ii) CCC Consulting on Household Recycling Service, with potential reduction in opening hours and sites being considered as part of overall budget cuts. Online survey open until 26th September – notice posted to village website.

Cllr Ms Smith reported:

- (iii) CCC now consulting on budget for 2015/16.
- (iv) Highway drains – Cllr Ms Smith had not been aware of the residents meeting with Distrcit Cllr Mrs Ellington therefore had not attended. Cllr Ms Smith will find out when the drains are to be cleared.

Cllr
MS

Noted that delivery of sandbags (by SCDC) to residents in threat of property flooding was not quick enough.

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

- (i) Exception Site Affordable homes on Fen Drayton Rd. Concerns expressed over the District Council developing this site for SCDC rented homes, as SCDC tenants have a 'Right to Buy' after a certain period. This would lead to properties being sold on the open market, which is not the intention of exception sites. Conflicting replies have been received on initially raising this concern with Officers at SCDC. The Council to write to Cllr Howell, Housing Portfolio Holder to raise the concerns and ask to meet to discuss this further. It was also questioned as to whether an amended planning application ought to be submitted if SCDC are to take over the development of the site.
- (ii) Parish e-bulletin circulated to all Cllrs for information.
- (iii) Flooding – Report from Cllr Mrs Ellington following meeting with residents who had been flooded had been read out earlier in the meeting. SCDC had also arranged to collect bulky household items damaged by flooding on Sat 16th August.

Clerk

7 NHW and POLICE BUSINESS

- (i) Crime & NHW report circulated to all Cllrs for information. Update on local issues deferred until next meeting, due to confidentiality of ongoing investigations.

- (ii) Concerns raised by residents in Market St over speed of traffic using the north side of the green, to access the entrance to The Grange. This is not a through-route, as the road across the green is not adopted highway. The Clerk to contact The Grange to ask that employees use only the south side of Market Street. **Clerk**
- (iii) Further request for 'children playing' warning signs on approaches to Recreation Green, High St area, following concerns over speed of traffic. No reply had been received from CCC Highways, Clerk to chase-up reply. **Clerk**
- (iv) Discussion held over residents' complaints regarding noise from music/events around 2/3rd August until early hours. No assistance from Police or Environmental Health Dept. NHW concerned over lack of provision by these organisations for assistance to residents. Two possible events mentioned and contact had been made between resident(s) and event holder(s).
- (v) Correspondence from Police Traffic Officer re recent speed checks in Boxworth End, catching a number of drivers exceeding the speed limit. Noted that Ramper Rd residents had commented to District Cllr about speed along Ramper Rd. Reminder that residents can help by forming a Speedwatch Group and monitoring speed along local roads. Reminder to be put into next Meridian magazine. **Clerk**

8 VILLAGE MATTERS

8.1 To receive the monthly report from the Village Handyman & report on general maintenance items

Handyman – general duties completed. Additional work to spray weeds along Turnbridge drain between Thistle Green and Chantry Close.

8.2 Tree Works

The Clerk met SCDC Trees Officer to review work to trees in the Conservation Area:

- Turnbridge drain bank – dead tree leaning towards High St. Concern over safety, Officer will try to arrange for SCDC to fell the tree, as it stands on land for which there is no registered owner.
- Damaged tree along footpath between High St and Chantry Close, ownership Parish Council. Agreement for tree to be felled as it is diseased and potentially unsafe. Clerk to obtain quotation and arrange for work. **2 Clerk**
- Limes, Market St Green. Agreement for crown lifting to raise branches and future health of trees. Clerk to obtain quotation (noted that one tree still has Christmas lights around it).
- 18 Station Rd. Concerns from neighbours about overgrown garden and height of Leylandii and other trees. Clerk to contact property owner and ask that he take action to reduce the trees and tidy the overgrown vegetation.

8.3 Recreation Green

Request from Football Clubs to be able to hold barbeques on the recreation green as part of a hire of the Pavilion. At present barbeques are not permitted with any pavilion hires, the only barbeques permitted on the green are in association with the bi-annual festival or annual Spartan's Day events. Reason due to insurance and potential damage to the green. Decision deferred, to be discussed further with Club and Pavilion representatives.

9 DRAINAGE

Environment Agency (EA) update following meeting held on 24th July, circulated. Cllrs did not agree that they should accept a lower standard of protection along the drain in the Mare Fen reach, than originally designed for the scheme and did not believe that the EA's option 2 would work. Also EA update did not report on the meeting held with the District Council, Council would like to know what decisions were made. Response to be made to the EA that the Parish Council would like to see the work completed as per the original design and not to a lower standard.

10 POLICIES AND PROCEDURES

The Clerk was pleased to confirm that WREN had awarded the Parish Council a grant of £24,447 towards the refurbishment of the Moat Way Play Area. Approved to apply for a further grant of just over £10,000 to AmeyCespa.

In order to apply for this further grant, the following policies were adopted:

Equal Opportunities; Safeguarding Procedures; Conflict of Interest; Public Access and Amenity Statement.

Copies of the policies had been circulated. Agreed to amend the Safeguarding Procedures to include reference to future appropriate training.

Proposed, seconded and carried unanimously, to adopt all four policies.

11 PLANNING

11.1 To consider correspondence received

- (i) Northstowe Parish Forum meeting 20th August – Agenda circulated.
- (ii) Northstowe Phase 2 planning application due Sept-October. The Clerk had arranged for planning officers to attend the 9th Oct Swavesey Planning Meeting, to discuss the Phase 2 details, prior to Council having to return comments to SCDC.
- (iii) Mr Pook reported that he has twice in the last couple of months written to South Cambs District Council asking what action is being taken re the property at 37 Market Street but no response has been received. The Parish Council to write to ask what the situation is.

Clerk

11.2 To consider planning applications received

- (i) Ref: S/1668/14/F – 10 Boxworth End, Mrs L Pope. Non-material amendment to re-site the approved dwelling 1m northwards. Noted.
- (ii) Ref: S/1775/14/F – 18 Gibraltar Lane, Mr M Miller. Reserved Matters approval for appearance, landscaping, layout and scale following granting of outline permission for 3 dwellings (Ref: S/1354/11). No objections.

11.3 **Permissions** - None received

11.4 **Refusals** - None received

11.5 **Appeals** - Ref: S/0691/13/FL – 35 Middlewatch, Ryders Farm – appeal withdrawn.

12 FINANCE

12.1 To approve payment of outstanding accounts

It was **proposed**, seconded and carried unanimously to approve the invoices and cheques to the sum of £3,065.20 inc VAT.

Vchr 81,83-87 Administration & Staff	2,104.75
Vchr 88-91 Grounds Maintenance	809.74
Vchr 92 Water Rates – Allotment site	150.71

Accounts reconciled at 12/08/14: Current a/c £6,789.22. Deposit a/c £48,388.50

12.2 Notice of receipts received

Allotment Association, reimbursement of Water bill	150.71
South Cambs District Council – S106 receipts	7,234.84
WISER Recycling donation	193.68

12.3 Community Grant Requests

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Care Network Cambridgeshire – Swavesey Social Circle. Following receipt of further details on the group, it was **Proposed**, seconded and **unanimously approved** to award a grant of £100 towards materials and activities for the group.

13 GENERAL CORRESPONDENCE

- (i) Invitation to Over Day Centre 25th Birthday Party, Sat 13th September – noted.

14 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Recent publicity has increased the client base for the Community Warden from 6 to 15 clients.
- (ii) Mr Parsons had attended the Northstowe Transport Forum and reported on additional traffic counts now taking place for the B1050. He noted that attendees were concerned about Highways Agency using mobile phone tracking to count vehicles. Also that Parish Councils can request traffic count data from the Highways Agency, if they wished to investigate traffic levels through villages.

Next meeting dates:

Planning – 8.00pm Thursday 11th September 2014 – may be cancelled

Full Council – 7.30pm Monday 22nd September 2014

There being no further business, the meeting was declared closed at 9.30pm

Signed & dated

Chairman

Powers of Expenditure

- 1 Highways Act 1980,s274
- 2 Highways Act 1980, s96
- 3 Local Government (Miscellaneous Provisions) Act 1976, s19(3a)

Minutes approved & signed as a correct record by the Parish Council on 22nd September 2014.

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