

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 24th February 2014

PRESENT

Mr M Johnston (Chairman)

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

Clerk : Mrs L Miller

In attendance

Parishioners : 3 (inc NHW Co-ordinator)

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

Item**Power Action****1 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Mr S Boylan

2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS**2.1 Declarations of interest from councillors on items on the agenda**

Mr Wilderspin declared a disclosable pecuniary interest in Agenda item 5.2 – Buckingham Road footpath/cycleway project, as a landowner adjacent to the proposed route.

Mr Wright, Mr Wilderspin and Mr Johnston all declared disclosable pecuniary interests in Agenda item 11.3(i) – Planning application for land at 19 Wallmans Lane, as Trustees of the Memorial Hall Trust, whose car park backs on to Wallmans Lane.

Mr Pook declared disclosable pecuniary interest in Agenda item 11.3(ii) – Planning application for land at 19 Wallmans Lane, as his wife is a Trustee of the memorial Hall Trust.

2.2 Requests to Speak No requests received to speak on any items as declared above.**2.3 To receive requests for dispensations** No requests received.**2.4 To grant requests received** The granting of dispensations to be made by Full Council.**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 27th January and 13th February 2014**

It was **proposed**, seconded and unanimously approved that the Chairman sign both sets of Minutes with no amendments.

4.1 Matters to report from previous minutes (for information)

(i) Winter gritting of Fen Drayton Road – 13 buses take students to/from the Village College using this road twice a day.

(ii) Mr John Shepperson wished to thank the Parish Council for their kind nomination for him to attend a Royal Garden Party, but he declined the offer for personal reasons.

5 COUNTY COUNCIL BUSINESS**5.1 Highway Maintenance**Cllr Mandy Smith reported:

(i) Fen Drayton Road – Agree with request to upgrade to priority gritting route and that more repair work is required. Will be meeting with a Highways Officer at Fen Drayton Rd to discuss the problems. CCC Highways are also to review the whole winter gritting programme before next autumn.

- (ii) Cllr Ms Smith will meet with Highways Officer to discuss other general highways items next week.
- (iii) Taylor's Lane double yellow lines – scheduled to be painted this week. Request for Market St and Blackhorse Lane white and yellow lines also to be re-painted.
- (iv) CCC has approved proposals to introduce car parking charges at the City park & ride sites and concessionary bus passes will be stopped on p&r buses in 2015.
- (v) Cambridgeshire Future Transport – meeting in Cambourne tomorrow evening for Area E. Cllr Ms Smith will attend. This initiative could provide the opportunity to set up a Community Bus Service for local villages, to compensate for loss of commercial bus services due to CCC subsidy cuts. Noted that OWLS Car Service is very successful and would not wish to compete with a community bus service. OWLS is part funded by the County Council.

Parish Councillors reported:

- (vi) Carters Way/Priory Avenue – road is in a poor state of repair. Cllr Ms Smith noted this and will add it to the Highways discussions.

5.2 Buckingway Road cycle & footpath project

Cllr Ms Smith reported that the County project officer is meeting with landowners to discuss the proposals and will attend the Parish Council meeting on 24th March.

Mr Wilderspin did not leave the meeting for this item, as it was just an update and no discussion took place.

5.3 Whitegate Close drainage ditch

CCC Riparian officer will meet with the resident concerned over the ditch maintenance.

5.4 Correspondence for information and items for County Councillor

- (i) Taylor's Lane double yellow lines – mentioned above.
- (ii) Bus Service – comments from local residents received by the Clerk, forwarded to County Cllr, re future changes to park & ride service, as mentioned earlier, and problems with Citi 5 Service. County Cllr Ms Smith with liase with the Clerk to meet to find out more about the Cambridgeshire Future Transport project and potential for community bus services.
- (iii) Local Highways Improvements Initiative – Direction sign board for front of Village College site to assist with College parking, application approved for funding. Sign design requested from the College, to be discussed at a future meeting.
- (iv) Further bike thefts reported from the Swavesey guided bus stop, request from local resident asking if the Parish Council can do anything to help make the cycle racks more secure. Chair asked that discussion be held under Agenda item 7 – NHW and Police.
- (vi) Taylor's Lane – works adj 24 Taylor's Lane. Complaints received re mud on the road from the building contractors and delivery vehicles, plus damage caused by large vehicles to the roadside verges and drainage ditch. Police and CCC Enforcement Officers have visited to speak to contractors and request the road is regularly cleaned/swept. County Cllr Ms Smith has requested that the verges be repaired, but this would need to wait until the building work has been completed.
- (vii) Cllr Ms Smith reported that the County Council part of the Council Tax will be going up however the Fire Authority have not raised their part this time.

6 DISTRICT COUNCIL BUSINESS

6.1 Swavesey Byways

- (i) Byeways Rate – not being raised for landowner rate payers, however the Clerk questioned the Parish Council rate, as noted in Byeways Meeting Minutes and reports, as it appears to have been increased by a large amount and is well over past years' rates. District Cllr Mrs Ellington will question the amounts shown.
- (ii) Hale Road Allotment Association has funding set aside for this year, to purchase one load (20 tonnes) of road planings, additional to the amount provided by SCDC.

6.2 Correspondence for information and items for District Councillor

- (i) Community Awards 2014 – invitation for two members of the Parish Council to attend the awards ceremony on Thurs 20th March, Cambourne Village College. Chairman and Vice-Chairman would attend.
- (ii) District Cllr Mrs Ellington reported that the District's share of the Council Tax is to be increased by 20p/week = £10.40/yr on a Band D property.
- (iii) Mr Wright asked if Cllr Mrs Ellington could find out why a large rise in Licensing regulation fees is being introduced.

Cllr
SE**7 NHW and POLICE BUSINESS**

Crime & NHW report circulated to all Cllrs for information. Co-ordinator notified of two additional incidents since circulating the report.
No reply from Insp Sutherland yet, to the letter sent last month.

Ms Boyes reported on the new format for the Local Neighbourhood Panel meetings. The recent meeting was not well attended by Parish Councils in the panel area, considering the Police now expect items to be raised through Parish Councils. It was **proposed** and unanimously agreed that the Parish Council would nominate our NHW Co-ordinator to represent and put forward items from Swavesey at the Panel Meetings.

Bike thefts from the guided busway stop. The Parish Council would like to see the Police give more priority to this increasing crime. Discussion over CCTV coverage of bike racks. County Cllr Ms Smith would speak to the guided bus team re CCTV. The Parish Council would be prepared to discuss funding support for a specific camera for the bike racks. CCTV to be on the Agenda for the March meeting.

Cllr
MSMar
PC

The Chairman raised concerns over Police knowledge and reaction to local knowledge of local crimes. The Chairman would contact the new area Sergeant to discuss this.

Agreed to invite Inspector Sutherland to a Parish Council meeting.

Clerk

The Chairman thanked Mrs Wilderspin, NHW Co-ordinator for her work re the NHW Scheme.

8 VILLAGE MATTERS**8.1 To receive the monthly report from the Village Handyman**

Noted that a delivery of bark is required within the next month for the play area – Clerk to arrange as soon as ground allows for delivery.
Willows behind School Pond have been pollarded. Noted that they might look better if the trunks are cut down to level with top of hedge.
Hedge between the play area and the primary school needs trimming back. Weeds within the hedge encroaching into play area.

1

Clerk

8.2 Moat Way Play Area Project

Report from working party circulated and option designs on display.
Proposal from working party is to apply for grant funding, based on a quotation from Kompan Ltd, as follows:
WREN £25,000; AmyCespa £10,000; With £1,000 from Parish Council
Approved that the Council would also provide the third party funding of £3,750.

2

8.3 Recreation Green Grounds Maintenance

Discussion held with new Grounds Maintenance contractor to agree the details of the proposed improvement works to the green and football pitches, report circulated. The following was agreed:
Weedkilling to whole of green early May: £159.76 and autumn £254.76
Fertilize pitches, autumn £493.60. These costs within Parish Council budget provision.
Football Clubs to purchase and spread as required, grass seed to most worn areas.
Pitch aeration to be slit tining during Oct-Nov-Dec, paid for within contribution from football clubs to the Grounds Maintenance budget.
Grasscutting confirmed at every 2 weeks, however budget will allow for additional cuts if required, depending on weather and growing.

8.4 Community Warden Scheme

Minutes of recent Steering Group meeting circulated. The Clerk had contacted Over Parish Council to ask if they would consider extending the scheme for Over residents. Job advertised for maternity cover for the Warden. The scheme would benefit from additional clients, article to be placed in next Meridian magazine.

9 DRAINAGE

Letter sent to new Central Area Manager at the Environment Agency (EA), awaiting reply. Cllr Mrs Ellington reported that District Council Leader Cllr Mr Manning has also written to the Environment Agency.

Agenda item for next meeting to discuss letter responses.

Mar
Agda

10 ANNUAL PARISH MEETING

NALC Legal Briefing Note received, notifying: "Article 5 of the 2013 Order amends paragraph 14(1) of Schedule 12 to the Local Government Act 1972 with the effect that for Parish Councils for which 2014 is a year of ordinary elections, the annual meeting of the parish meeting shall take place between the fourth day after the date of the elections and 31 July." Elections are due on 22 May.

Proposed and unanimously agreed to re-arrange the Annual Parish Meeting to Weds 2 July 2014.

Suggested to invite Insp Sutherland to address the meeting.

Clerk

11 PLANNING**11.1 To consider correspondence received**

(i) Northstowe parish forums – next meeting 19th March. Noted that there is a local drop-in session on Sat 8th March at The Ploughman's Hall, Willingham, which will include discussion on drainage, including a representative from the EA. Mr Wilderspin and Ms Boyes would both attend.

KW
LB

(ii) Noted that the Middle Level Commissioners have written to South Cambs District Council with concerns over the flood risk and drainage report for the proposals for affordable housing on Fen Drayton Rd.

11.2 Enforcement Action Updates

- (i) Taylor's Lane tree works – South Cambs District Council have written to the property owner with regard to the tree works carried out without Conservation Area permission, requesting a site meeting.
- (ii) 37 Market Street – request to contact the Conservation Officer for updates, as the property is now in a terrible state and deteriorating still further.

Clerk

11.3 To consider planning applications received

(8.50pm - District Cllr Mrs S Ellington left the meeting)

- (i) Ref: S/0111/14/FL – Land at 19 Wallmans Lane. One and a half storey 3-bedroom dwelling and separate single garage. No objections. Comments made in favour: The Parish Council considers the proposed dwelling to be an improvement on the existing buildings on the proposal site. The Council is also pleased to see that provision has been made for two off-road parking spaces, plus a garage of a size that can accommodate a vehicle. The Council would have preferred to see the dwelling located not so close to the corner of the site, however appreciates that this is the location of the original house and fits well with consideration for the Conservation Area.
- (ii) Tree works in the Conservation Area – 19 Wallmans Lane, Mrs S Ellington. To fell Leylandii in the garden. No objections or comments.

11.4 Permissions

Ref: S/2694/14/FL – Swavesey Village College. Demolition of existing 1960's teaching block and erection of new buildings.

11.5 Refusals - None received**11.6 Appeals**

Ref: S/1064/13/FL – 67 Whitton Close. Bungalow. Appeal dismissed.

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 in appendix 1 to the sum of £2,052.45.

Vchr 159-165 Administration & Staff	2,032.62	19.83	2,052.45
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Accounts reconciled for February at: Current a/c £10,032.73. Deposit a/c £41,794.27

12.2 Notice of receipts received

Bank interest	2.17
WISER Recycling – donation from Oct'13 collection	157.08
Community Pavilion Trust – re recreation green repairs	200.00

12.3 Updates

- (i) A legislative reform order will shortly go through Parliament, repealing the statutory requirement for 2 elected members to sign cheques for payment. This will enable councils to take an overall approach to financial control and allow the use of internet banking for payments. The Clerk to bring the Council's financial controls to a future agenda for review.
- (ii) Updated contribution rates for the new Local Government Pension Scheme (LGPS) for 2014 published. The Clerk will amend contribution rates as appropriate. Also, once the requirement for 2 elected members to sign cheques has been repealed, the LGPS will require monthly contributions to be paid by BACS transfer and not cheque. Noted for future financial review.

**Future
Agenda**

13 GENERAL CORRESPONDENCE

- (i) Annual Pathfinder March will take place on Saturday 21st June – going through the village from Cow Fen to Middle Fen.
- (ii) Correspondence from a resident in Station Rd, asking about emergency sandbags in flood risk situations. Clerk to reply directing them to South Cambs District Council.

Clerk

14 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) A number of residents had contacted members of the Council about the increase in dog fouling on footpaths. The Clerk to report this to South Cambs District Council and ask if a street cleaning machine could visit. Also investigate if enforcement officers could visit. FA & RFU Event on 30th March in St Ives, on Grounds Maintenance for sports pitches.
- (ii) Copied to the Football Clubs.
Ramper Rd, reported that 7 vehicles have ended up off-road along there since August.
- (iii) Speeding most likely cause. A warning chevron sign is missing – noted for County Council Highways to replace. Barriers at the bridge half-way along the road have been damaged.
Vintage Vehicle Rally is taking place again this April and organisers welcome local village fundraising and events on the day.
- (iv) The Clerk reported that two new volunteers for litter picking in the village have been clearing along Rose & Crown Rd and much litter has been collected for which the Council thanked them. Fly tipping in roadside ditches along there has also been reported.
- (v) Additional bark is required in the play area, ideally before April when the RoSPA inspection will take place. The Clerk to organise.
- (vi)

Next meeting dates:

Planning – 7.30pm Thursday 13th March 2014

Full Council – 7.30pm Monday 24th March 2014

There being no further business, the meeting was declared closed at 9.20pm

Signed & dated, Chairman

Powers of Expenditure

1 & 2 Local Government (Miscellaneous Provisions) Act 1976, s19

Minutes approved & signed as a correct record by the Parish Council on 24th March 2014

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