

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 28th July 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,
Ms S Smith, Mr K Wilderspin, Mr W Wright

Clerk : Mrs L Miller

In attendance

Parishioners : 0

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

NHW Co-ordinator: Mrs P Wilderspin

South Staffs Water (Cambridge Water): Mr M Styles, Head of Service Delivery

Item**Power Action**

- 1 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**
Mr J Pook (holiday), Mr J Dodson (working)
- 2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS**
- 2.1 Declarations of interest from councillors on items on the agenda**
All relating to Agenda item 5 – Water Main
- Chairman and Mr C Parsons – declared a disclosable pecuniary interest as renting an allotment plot along Hale Rd which uses the water main
 - Ms L Boyes – declared a disclosable pecuniary interest as owner of property in Hale Road which uses the main and has been severely affected by the water main problems
 - Ms L Boyes and Ms H Parish – declared disclosable pecuniary interests as both are Byeways Committee Representatives appointed by the Parish Council – Hale Rd and Cow Fen are both byeways which the water main runs under
 - Mr K Wilderspin - declared a disclosable pecuniary interest as owner of land and property along Cow Fen which uses the water main
 - Mr K Wilderspin – declared a disclosable pecuniary interest as he is Chairman of the Swavesey Internal Drainage Board – Cow Fen is within IDB area
 - Mr W Wright – declared a disclosable pecuniary interest as a Parish Council appointed Trustee for the Galon Charity, which owns land in Hale Rd
- Agenda item 5.4(ii) – Mr J Jullien declared a disclosable pecuniary interest as the Parish Council appointed member of the Community Pavilion Trust.
- 2.2 Requests to Speak** No requests received to speak on any items as declared above.
- 2.3 To receive requests for dispensations**
Requests received from the Chairman, Mr Parsons, Ms Boyes, Ms Parish, Mr Wilderspin, Mr Wright (all present) and Mr Pook and Mr Dodson (in writing in their absence), all relating to disclosable pecuniary interests in Agenda item 5 – Water Main discussion.
- 2.4 To grant requests received** The granting of dispensations to be made by Full Council.
The Clerk had explained that with 8 Cllrs having declared registered interests in Agenda item 5, if dispensations were not granted then the meeting would be inquorate and could not continue.
Resolved by unanimous agreement that under Section 33 of the Localism Act 2011 a dispensation is granted to Mr Johnston, Mr Parsons, Ms Boyes, Ms Parish, Mr Wilderspin, Mr Wright, Mr Pook and Mr Dodson to take part in discussions relating to the Water Main under Halre Rd-Cow Fen Drove for a period of 12 months from this meeting, or earlier if the issue is resolved. The dispensation is granted under section 33(2) (a) so many members of the decision-making body have disclosable pecuniary interests that it would impede the transaction of the business (ie the meeting would be inquorate).

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 were raised in the public forum.

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

4 TO SIGN & APPROVE MINUTES OF THE MEETING DATED 23rd June 2014

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) Noted that the right of way along Covell's drain is still uncut – request to be made to CCC, as RSPB had replied it was not their responsibility to cut that path.

5 WATER MAIN, COW FEN DROVE-HALE ROAD

The Chairman welcomed Mr Styles from South Staffs Water (owners of Cambridge Water). Mr Styles explained that the main under Hale Rd-Cow Fen was an old asbestos-cement pipe, which unfortunately suffers from corrosion of the joints, hence the problems with numerous bursts. The 5-yr business plan for 2015-2020 just submitted to OFWAT, includes budget to replace this main (4km length) and it is anticipated this work will take place between 2016-2017. A further cast iron main between Boxworth End-Whitton Close will also be replaced.

Hale Rd-Cow Fen main - In low customer density areas the pipe will be re-lined, this will happen along Hale Rd and Cow Fen. In high density areas the complete pipe will be replaced, ie Taylors Lane-Market St. There will be some significant disruption but full consultation will take place with all residents before works commence.

The Chairman thanked Mr Styles for attending the meeting and Mr Styles then left.

6 COUNTY COUNCIL BUSINESS

6.1 Buckingway Road Cycle/footpath Update

Chairman noted that the work over the flyover has been causing traffic tailbacks at peak times, backing up around the Camb Services roundabout and back along the slip-road from the A14 which is dangerous. County Cllr Ms Smith noted and will follow this up with the contractors.

Cllr Ms Smith reported that an opening ceremony would be arranged for the new route at end Aug-early Sept. Also that work has been completed to resolve the flooding and land drainage problems at the culvert near the gas sub-station.

6.2 Streetlighting replacement

Complaints still being received from residents about the new lights, also no dates known yet as to when the replacement lighting will be completed. Balfour Beatty to be invited to the next PC meeting to discuss the situation.

Clerk

6.3 Guided busway kiss & drop site – short term parking

Deferred to August meeting, as awaiting meeting date to discuss request.

6.4 Cambridge Future Transport – Community bus services

The Clerk & County Cllr Ms Smith had attended the CFT meeting on 24th June and reported on the discussions and proposal to introduce a busway link service between Elsworth and Swavesey GB stop. The route would include Rose & Crown Rd and Boxworth End, thereby providing an additional service through the village, where the previous service had been removed. Exact times not known yet but initially would be early morning and late afternoon commuter times. Full details will be circulated when the next update proposals are published shortly.

6.5 Correspondence for information and items for County Councillor

- (i) Charges for parking at Cambridge Park & Rides sites will be introduced on 22nd July.
- (ii) Request from some residents for signs on main road verges, reminding drivers to slow down, particularly near Swan Pond and High Street as children are playing nearby and crossing the road. The Clerk confirmed that signs could be put on Parish owned land, provided they were not close to the roadside and within CCC size guidelines, Swan pond is parish owned land. Elsewhere CCC would have to provide and install signs. Noted that some villages have 'please drive slowly' signs as part of their village entrance signs. Cllr
Cllr
MS
- (iii) Ms Smith would enquire about these with CCC Highways.
Question raised about highway signs for the new cycleway, as cyclists and pedestrians will have to cross Boxworth End to access or exit the new route close to the bends in the road and traffic is often in excess of 30mph entering the village. Cllr Ms Smith to arrange a meeting to discuss signs for the cycle/footpath route.
Cllr
MS
- (iv) Questionnaire response requested from CCC re surface water flooding in villages. Response required by 7th Aug. The following areas to be identified: Fen Drayton Rd-Moat Way junction; Boxworth End near Gas sub-station; Station Road (low rd); Turnbridge/High St/Wallmans Lane junction; Station Rd near guided busway junction; Taylors Lane opp gateway to yard at No24; Market Street.
Clerk

7 DISTRICT COUNCIL BUSINESS**7.1 Parish Planning Forum**

Chairman and Sandie Smith had attended and gave a verbal report including:

- SCDC has agreed to purchase the land on Fen Drayton Rd in order to develop the exception site affordable housing, to become SCDC rented housing.
- Local Plan hearing will take place soon.
- Concern expressed over recent Waterbeach development permission for land outside of the development boundary. This could impact on other areas around South Cambs and concern was expressed over Bloor Homes' statement last Dec that they still intended to pursue an application for housing on land behind Gibraltar Lane.

County Cllr Ms Smith gave her apologies and left the meeting.

- District Cllr Mrs Ellington explained that at the present time and until the new Local Plan has been adopted, the calculation used by the Planning Inspector who reviewed the Waterbeach appeal, concluded that the District Council was approx. 1500 homes short of the expected 5-year bank of deliverable housing, therefore he allowed the Waterbeach appeal. The District Council is questioning this decision and wishes to work with the City Council on calculating deliverable housing, as a number of sites which could be included in the SCDC area are joint with Cambridge City.

7.2 Community Right to Challenge

Agreed unanimously to submit an Expression of Interest application to SCDC, to take on the grounds maintenance service (grasscutting and shrub maintenance) for the sheltered housing communal areas, Thistle Green. To start from April 2015.

Noted that the current SCDC contract will be up for re-tender this autumn and that SCDC are proposing, following consultation with residents, to provide an improved contract.

Parish Council wishes to discuss the new proposals with SCDC as part of the Right to Challenge interest.

Clerk

7.3 Correspondence for information and items for District Councillor

- (i) District Cllr Mrs Ellington informed Council that she expects to meet with a Government Minister on Weds morning to formally announce the A14 improvement scheme.

8 NHW and POLICE BUSINESS

Crime & NHW report circulated to all Cllrs for information.

Mrs Wilderspin, NHW Co-ordinator, asked for her verbal report to be heard In Camera, due to the confidential nature of the information to be given.

Parish Council unanimously agreed and the meeting was suspended at this point.

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 hear a report from the NHW Co-ordinator, on items which were considered to be confidential in relation to Police matters.

Meeting re-opened, the Chairman thanked Mrs Wilderspin for her report and her work on behalf of the village.

9 VILLAGE MATTERS**9.1 To receive the monthly report from the Village Handyman**

General monthly duties completed. Play equipment repairs now all completed. Noted that the concrete base of the fireman's pole on one of the items needs attention.

9.2 Trees

- (i) In overnight winds on 9th July a large section of a tree alongside Turnbridge footpath (to Chantry Close) fell and blocked the path. The Clerk arranged for the section to be cleared and will be meeting with the SCDC Trees Officer on 15th Aug to review the rest of the tree, as it is in the Conservation Area. It may have to be felled completely.
- (ii) At the meeting on 15th, the Clerk also to enquire about the dead tree alongside Turnbridge drain, which is leaning towards High Street. This is thought to be on former Barwell's Land and not known who is responsible for its maintenance. Again this is in the Conservation Area.
- (iii) Email from a resident, concerned over excessively tall trees in the garden of 18 Station Rd, property has been empty for many years. Also overgrown shrubs around garden boundary and into Cheques Court. To be raised with Trees Officer on 15th.
- (iv) Drainage ditch between Gibraltar Lane and Priory Avenue is still overgrown with brambles and dead trees, most elder, some of which recently fell into the road. Reminder letter to be sent to residents responsible for maintaining the ditch (Riparian ownership).

Clerk

10 WHITE HORSE INN

Mr Wright reported on meeting held with Planning Officers with regard to the request for an Article 4 Directive for the building. This is now being pursued by the Action Group who will write up a Case Study on the use of the Inn by the community, with a view to submitting this to District Council late autumn in support of the request.

Mr Wright also reported on attendance at the SCDC Pubs Meeting on 10th July, which had been well attended.

CAMRA's planning group will be meeting at the Inn to discuss the Article 4 Directive with the Action Group, shortly.

District Cllr Mrs Ellington gave her apologies and left the meeting

11 MERIDIAN MAGAZINE – 25 YEARS AND 150 EDITIONS

In October the magazine will celebrate its 150th edition and 25 years of providing a village magazine. The Committee wish to commemorate this in the village and propose providing a traditional style wooden bench to be installed next to Swan Pond, Station Rd, to be carved with a suitable inscription. If approved they would like to ask that the bench be maintained in the future by the Parish Council together with other village benches. A bench at Swan Pond would serve those walking to/from the guided busway, those walking the public rights of way nearby and others wishing to sit by the pond.

A second bench is also suggested within the new children's play area in Moat Way, funds allowing.

Councillors unanimously agreed to the proposal for a bench at Swan Pond and to include future maintenance with other benches. The Meridian Committee to provide a plan showing the type of bench, inscription and location.

12 ANNUAL PARISH MEETING

Draft minutes circulated, no comments or amendments made. With regard to taking forward the discussion on parking bays for the central area, discussion to be deferred to the August meeting.

13 DRAINAGE

Mr Wilderspin reported on the meeting held on 24th July with Environment Agency (EA) Officers to discuss the works to the main drain as it runs through Mare Fen, as part of the conditions of the Cambourne 950 and Northstowe developments. Full notes/minutes will be circulated. In conclusion the EA will return to the housing developers, Anglian Water and SCDC to discuss funding requirements to ensure the work is carried out according to the original proposals, of providing a wide berm and bank suitable for future drain maintenance.

In the meantime, it was agreed that preliminary work to the soak drain behind the existing drain bank will take place.

The Clerk informed Council that Mr Lansley MP's office had offered a meeting with Mr Lansley on Weds 31st July at 11.30am. It was agreed to decline the meeting now, as progress was being made with the EA, as discussed above.

14 PLANNING

14.1 To consider correspondence received

- (i) LDF Monthly updated noted.
- (ii) Northstowe Parish Forum meeting 16th July – not attended. Written report will be circulated by SCDC. Next meeting 20th August.
- (iii) Copy received of correspondence to SCDC asking about action re the continued decay of the listed cottage at 37 Market Street and why the District Council is not taking any action to save the cottage.1

14.2 Enforcement Action

No updates available.

14.3 S106 Indemnity Agreement

Agreement received for payments relating to 35 Middlewatch.

RESOLUTION: To approve and sign the S106 Indemnity Agreement with South Cambridgeshire District Council, for Public Open Space and Community Indoor Space provision, in relation to planning permission for development at 35 Middle Watch, Swavesey.

Unanimously agreed to sign the Indemnity Agreement, dated 28th July 2014.

The Clerk reported that the second instalment of S106 payments from the development at Scotland Drove has been received.

With regard to this site, it was questioned as to whether the lighting on site has been approved as the light at night from the site is extremely bright. The Clerk to investigate.

Clerk

14.4 To consider planning applications received

- (i) Ref: S/1288/14/FL – For information only, Swavesey Village College. Non-material amendments noted.

14.5 Permissions

Ref: S/1007/14/F – 167 Boxworth End, two storey side and single storey front extension.

14.6 Refusals - None received

14.7 Appeals - None received

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 to the sum of £6,136.89

Vchr 56,57,61,62,71-79 Administration & Staff	2,840.04
Vchr 59,63-68 Grounds Maintenance	1,392.84
Vchr 58,60,80 Office equipment & s/w	139.69
Vchr 69 Memorial Hall – Grant towards flooring	1,400.00
Vchr 70 Byways Maintenance Rate	364.32

Accounts reconciled at 21/07/14: Current a/c £3,035.46. Deposit a/c £53,416.78

15.2 Notice of receipts received

SCDC	S106 payment – 2 nd instalment, Scotland Drove	4,967.04
CCC	Village Maintenance Grant (verge cutting)	1,200.96
Memorial Hall	Handyman work	38.00
Lloyds	Interest	2.53

15.3 Q1 Accounts Report

Report for end of quarter 1 budget and expenditure circulated with no questions raised.

15.4 Request for Grants

(i) Care Network – Social Circle Group, for elderly residents. Grant of £100 requested to help purchase materials for the activities provided and towards the long-term sustainability of the group. Questions raised as to who within the village could attend, as group meets at the Sheltered Housing Community Room. How many attendees, if there is funding from elsewhere. As questions could not be answered at the meeting, the Clerk was asked to speak to Care Network and bring the request back to the next meeting.

(ii) Community Pavilion Trust – Request for grant of £384 to cover costs for replastering cracks in the changing room ceilings.

Mr Jullien declared a disclosable pecuniary interest as the Parish Council representative on the Trust Committee and left the meeting during this discussion.

Questions raised as to the level of income for the Pavilion if the accounts cannot cover this level of maintenance work. Also as to how much the football clubs provide and support the Pavilion, plus if the Trust received any grants from the Festival receipts. As the questions could not be answered at this meeting, the Clerk was asked to speak to the Chairman of Trustees and bring the request back to the next meeting. The Chairman asked that a couple of Cllrs and himself meet with the Chairman of Trustees to discuss this further.

Mr Jullien returned to the meeting.

16 GENERAL CORRESPONDENCE

(i) Thank you letters from St Andrew's PCC and Trustees of Swavesey Cemetery for the grants towards annual maintenance.

(ii) Royal British Legion, letter re Centenary Gardens Project – noted

(iii) Age UK – promotion of gardening services. Posters displayed.

(iv) South Cambs Magazine, SLCC magazine.

(v) CAPALC Newsletter – circulated

(vi) Invitation to the Chairman to a Cadets open day event.

17 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

(i) The Clerk gave a short report on attending the CAPALC Clerk' Update Day, which had been very useful with regard to electronic banking and payments in particular.

(ii) Cllrs commented on how nice the additional flowers planted up around the village have been, for the Festival. The flowers had been planted in old tyres by the Allotment Association. It was asked if the additional planters could be provided every year? The Clerk to speak to the Allotment Association.

Clerk

(iii) The Football Clubs to be thanked for re-seeding the goal mouth areas on the recreation green this year.

Next meeting dates:

Planning – 8.00pm Thursday 7th August 2014

Full Council – 7.30pm Monday 18th August 2014

There being no further business, the meeting was declared closed at 10.04pm

Signed & dated

Chairman

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