

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 27th October 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, Ms S Smith, Mr K Wilderspin, Mr W Wright

Clerk : Mrs L Miller

In attendance

Parishioners : 9

NHW Scheme: Mrs P Wilderspin, Village Co-ordinator

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

South Cambridgeshire District Council, Cllr Mr M Howell, Portfolio Holder for Housing

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

None

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

Ms Boyes declared a personal interest in Item 4, Exception Site Housing, as Ms Boyes owns land in the vicinity of the housing site.

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 Item 4 – Exception Site Housing, to address the meeting.**

The Chairman stated that a further Public Forum session would cover other agenda items after agenda item 4, as Cllr Howell has to leave the meeting early.

No addresses regarding prejudicial interests were made

Items raised by members of the public present:

- Mr D Hunt, local resident, had written to the Parish Council expressing concern over the change of dwellings proposed for the site and the concept that if the District Council develop the site as SCDC rented properties, they will no longer be available specifically for local residents and with Right to Buy, may well all become market housing in a few years. This is not the intention of exception site affordable housing.

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

4 DISTRICT COUNCIL BUSINESS – EXCEPTION SITE AFFORDABLE HOUSING

The Chairman welcomed and introduced Cllr Mark Howell, Portfolio Holder for Housing at South Cambs District Council (SCDC).

Cllr Howell stated that he would not be able to comment on planning queries but would be able to discuss the management of District Council Housing on the site. In background to the discussion, Cllr Howell explained that following the granting of planning permission to build 20 affordable dwellings on exception site land on Fen Drayton Rd, the housing association involved has since pulled out and a replacement has not come forward. In order not to lose the opportunity to provide affordable housing for local people and that SCDC is looking for sites to build new Council homes, SCDC has purchased the land with a view to building 20 one- and two-bed homes. Cllr Howell confirmed that SCDC is able to build on exception sites.

Cllr Howell acknowledged there is an issue with regard to the legal obligation for Council tenants of Right to Buy, which SCDC cannot stop, however SCDC would look to include in the tenancy agreements that SCDC would have first option to buy back the property if a tenant purchased and then decided to sell. SCDC would at present be able to keep that promise for 10 years. SCDC anticipate that within that time, approximately one or two properties would be purchased and then sold.

Parish Council asked if the existing planning permission was still valid for SCDC to use, as it was granted for exception site in perpetuity dwellings, which would not be the case for the above proposal. Also that it was a detailed design, different to the proposal just discussed. Cllr Howell would find out and reply to the Parish Council during November.

Parish Council asked why SCDC could not develop the site as a Housing Association, keeping the original aim and policy stipulation of development on exception sites. Cllr Howell replied that SCDC can only build either as rented Council Houses (subject to Right to Buy), or, under the newly established Ermine St Housing company, for market value rent. Therefore cannot provide lower cost affordable housing not including Right to Buy.

The only way to keep the site as originally applied for, would be to find another Housing Association to take on the development and future management and currently three Associations have decided not to proceed.

Cllr Howell stated that he would not wish for SCDC to develop the site without the Parish's approval and would like to continue detailed discussions to find a way forward. The Chairman replied that a further working party meeting would be arranged very soon to discuss how the site could be developed and to look into the issues of Right to Buy, keeping the properties there in perpetuity for local residents and if the existing planning permission needs to be re-submitted or amended.

The Clerk would arrange a meeting date for early November.

The Chairman thanked Cllr Howell for attending the meeting and Cllr Howell left at 7.52pm

Meeting suspended to allow 10 minutes for the public participation forum and for persons declaring prejudicial interest relating to the business to be discussed to address the meeting.

No addresses regarding prejudicial interests were made

Items raised by members of the public present:

- Mr & Mrs Pollitt questioned a letter from the County Council, asking that they cut back overhanging vegetation from their property, overhanging Gibraltar Lane. They believed they did not have any overhanging vegetation from within their property. All residents of Priory Ave had been written to regarding this.

The Chairman replied that this related to Riparian Rights of responsibility, where if a property borders a ditch or drain, each landowner either side has a responsibility to maintain the vegetation and keep the ditch clear. Although the ditch is no longer between Priory Ave and Gibraltar Lane, the properties in Priory Ave still have a Riparian responsibility to maintain the vegetation along the verge. The County Council letter should have included the Riparian Rights explanation leaflet, which Mr Pollitt would also be able find on the County's website.

- Mr Dyer raised concerns over increased parking along Gibraltar Lane, overflowing from the Village College car park, which residents believed was due to staff parking in the front car park, when there is a staff car park available at the rear of the college.

The Clerk replied that lighting and a footpath were currently being provided from the rear car park into the College, which will be available after this week. The Principal will then instruct all staff not to use the front car park. It is hoped this will then provide more spaces for visitors and less parking on Gibraltar Lane. A new direction signboard will also be provided soon for the front car park, to direct visitors out of College hours, to the rear car park if the front car park is full.

- Mr Bowles also raised concerns regarding Gibraltar Lane as the footpath is a 'Safer Route To School'. Mr Bowles asked if yellow lines could be provided along part of the residential side of the Lane, with residents' parking only along the remainder.
The Chairman replied that yellow lines could be provided but CCC Highways are unlikely to pay for the installation, which then fall to the Parish to pay. Yellow lines could be investigated but it is not a quick solution, it can take months to consult and find available funding. Council would discuss this later in the Agenda.

5 TO SIGN & APPROVE MINUTES OF THE MEETINGS DATED 22nd September and 9th October 2014

It was **proposed**, seconded and unanimously approved that the Chairman sign the Minutes of 22nd September and 9th October with no amendments.

5.1 Matters to report from previous minutes (for information)

- (i) Community Pavilion – the building has been inspected by a local builder and Trustees are satisfied that the cracks in the ceiling have not been caused by structural damage. They will now proceed with repair work, which the Parish Council has agreed to help fund.
- (ii) Daffodil bulbs from the County Council have been planted along Buckingham Road – the Clerk thanked all the volunteers who helped, particularly the Sea Scouts, who also helped with work at Swan Pond.
- (iii) Swan Pond – Reeds and vegetation have been cleared. Volunteer students from the Village College who helped together with local residents and Sea Scouts were thanked.

6 DISTRICT COUNCIL BUSINESS

6.1 Report from SCDC Parish Cabinet Forum

Report from the Chairman circulated on discussions at the forum covering land for Exception Site development, flooding and parish budgets.

Cllr Mrs Ellington reported that a meeting had been arranged at SCDC for 18th November, with parishes affected by flash flooding in August. Cllr Mrs Ellington would be attending together with Parish Cllrs Ms Boyes, Mr Dodson and Mr Wilderspin.

Ms Smith offered to review and update the Parish Emergency Plan, particularly with regard to contact numbers in flood events.

6.2 Neighbourhood Planning – Service Level Agreement

After consideration, it was agreed that this was not something the Parish Council was ready to take any further in the short-term, therefore no attendance was planned for the workshop. No comments were returned on the consultation.

6.3 Correspondence for information and items for District Councillor

- (i) Playing Pitch Strategy consultation – the Clerk and Mr Ladell, on behalf of Football Clubs, had met with the consultant re playing pitch provision and maintenance.
- (ii) Parish e-bulletin circulated and noted.

7 COUNTY COUNCIL BUSINESS

7.1 Buckingham Road Cycle/Footpath

Updates: solar studs will be fitted by end Oct; ditches still need to be cleared. Mr Wilderspin declared an interest as a farmer regularly using Tiplers Drove junction. Mr Kerley, Thorpes Farm, had written with his concerns over safety at Tiplers Drove junction between vehicles, cyclists using the cycleway and who has right of way. CCC Officer has met with Mr Kerley and confirmed to the Parish Council that right of way will be given to vehicles on the highway, cyclists will have to stop and give-way to road users.

Mr Pook will attend the Local Highway Initiative Panel on Weds 29th Oct to speak re the application for funding to reduce the speed limit along Buckingham Rd from 60mph to 40mp.

7.2 Gibraltar Lane

Parking overflowing from the Village College has been a big issue recently. The Chairman would meet with the Principal at the College to discuss what additional action the College can take – Clerk to arrange a meeting during November, which will also review the staff parking following installation of lighting to the rear car park.

The request for yellow lines was acknowledged, however experience from similar situations in the village is that CCC Highways are unlikely to fund yellow lines. Either the Parish would have to fund the whole cost, or apply for LHI funding which is not guaranteed and has very lengthy timescales.

The Clerk to review the planning permission conditions for the Venue, to see if parking arrangements were detailed.

Clerk

A new planning application for Phase 2 of building works at the College has now been received and parking concerns would be raised when reviewing the application.

Updated direction signboard design received – comment made that direction arrows on roads should be added to make it very clear how to find the rear car park. A pointer sign on School Lane, opposite Gibraltar Lane junction would also help. Comments to be returned to the College and CCC to be notified to proceed with the LHI funding.

7.3 Highways – General

- (i) Over Road Cycleway – hedges overhanging, reported to the County Council who replied that it is landowners' responsibility. The Clerk had copied the former agreement with CCC Highways about help with hedge cutting adjacent to the cycleway, however CCC now state that due to lack of budget they cannot help. Noted that one hedge has been cut.

- (ii) Overhanging vegetation behind Priory Ave into Gibraltar Lane. Letter sent by CCC to all Priory Ave residents asking them to cut back overhanging vegetation. As per comments made in Public Forum, Riparian Rights information had not been sent with the letter, therefore there may be a lack of understanding over responsibilities. Cllr Ms Smith offered to follow this up.

Cllr MS

Clerk

- (iii) Overgrown vegetation alongside No2 Moat Way, overhanging School Lane footpath. Believe land is still owned by Taylor Wimpey, Clerk to contact them to arrange work or cut back and send bill to Taylor Wimpey.

Cllr MS

- (iv) Streetlighting – work has resumed on the new lighting. Balfour Beatty to be asked when it will all be completed.

Market St Green – Clerk to check that electricity connection is still on to the supply on the Green for the Christmas lights.

Clerk

Clerk has confirmed to CCC that the energy bill for the Parish light in Whitton Close is still to be sent to the Parish Council.

7.4 Primary School Parking

Further correspondence from CCC regarding highway improvements around the Primary School – Parish Council to reiterate its original request for additional parking restrictions at lunchtimes, updated warning signs and driveway protection markings.

Village PCSO reported that a complaint about traffic congestion and concerns over pedestrians' safety had been received from Swavesey Garage. The Clerk to contact the Garage to let them know how the Council is addressing the safety concerns. Additional PCSO patrols to be requested where possible. Mr Pook will discuss this with the school.

Clerk

JP

7.5 Correspondence for information and items for County Councillor

Cllr Ms Smith reported:

- (i) Additional cycle racks are to be provided at the guided busway, together with a public cycle pump.

Parish Council:

- (ii) Correspondence from owners of 4owners of 47 Gibraltar Lane asking if CCC will increase the size of the pipe under the Gibraltar Lane/School Lane junction to alleviate highway flooding problems in the area. Parish Council is working with CCC to try to clear the ditch between Gibraltar Lane and Priory Avenue which will also help take water away more quickly, however Cllrs believe there could still be a problem as the pipe goes under Priory Ave and down to Turnbridge so a larger pipe under Gibraltar Lane would not solve the problem.

- (iii) Black Horse Lane – queried whether CCC Highways have investigated drainage problems raised a while ago. Cllr Ms Smith to raise the query with the Area Officer.

8 NHW and POLICE BUSINESS

Crime & NHW report circulated to all Cllrs for information. Apologies from PCSO Tom Baugh who was called away at the start of the meeting. The Chairman read out a report from the PCSO. Concerns from Swavesey Garage over parking and traffic along Middlewatch, safety of children and access to their entrance were noted. The Parish Council continues to discuss with the County Council, the issues regarding traffic and parking around the school. Thefts from vehicles in the College car park also noted. Increased patrols by PCSOs will take place. Neighbourhood Panel meeting had not been well attended. Parking is a big issue for many parishes. The format of the meetings is being reviewed and NHW Schemes are being consulted.

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

Report noted.

10 DRAINAGE

- (i) Report on ongoing discussions re the Land Drainage Solution and outstanding work along Mare Fen Drain circulated. No further report from the Environment Agency received. The following **Resolution** was tabled:

Vote of No Confidence in South Cambridgeshire District Council and the Environment Agency

The EA and SCDC have failed to deliver measures to protect the village of Swavesey against increased flood risk arising as a result of the development of Cambourne and the proposed development of Northstowe. This is principally because the authorities failed to undertake appropriate levels of due diligence into the cost of the delivering the Land Drainage Solution, which was designed to mitigate against flood risk and as a result secured inadequate contributions from developers and Anglian Water to enable delivery. As a result they have now run out of money.

We have sought reassurance that the Land Drainage Solution that was consulted on and promised as part of the planning process for both developments would be delivered in full by the EA and SCDC, but neither authority have provided the required reassurances, or convinced us that processes are in place that would enable full delivery.

Swavesey Parish Council no longer has confidence in the ability or the intent of either authority to deliver the mitigation for flood risk that was promised to the village throughout the planning process. Homes and land in the village are being placed at increased risk of flooding due to the lack of diligence demonstrated by the EA and SCDC.

Vote carried unanimously. RESOLVED To issue a press release to local Television and News Media.

- (ii) IDB Precept Expenditure. Mr Wilderspin spoke on discussions between the IDBs and EA as to how IDB Precept monies could be identified for local works. Swavesey IDB had identified contributions from its Precept towards work on the Great Ouse Banks, dredging of Chain Ditch and a contribution towards agitation dredging on the Hundred Foot/Tidal River. Support from the Parish Council for these proposals would be appreciated by the IDB. All agreed to write to support the proposal.

11 QUALITY COUNCIL SCHEME

Deferred to next meeting (due to lack of time).

12 PLANNING**12.1 To consider correspondence received**

- (i) Northstowe Parish Forum held 22nd October, to report given. Next meeting 19th November.
(ii) S/1861/14/LD – Ryders Farm, 35 Middlewatch. Application for Lawful Development Certificate withdrawn.

12.2 Enforcement

- (i) 37 Market Street – Cllr Mrs Ellington reported that she had met with the Planning Portfolio Holder and Historic Buildings Officer. SCDC will take action to ensure the property owner weather-proofs the building more appropriately. An Enforcement Notice will be issued. The Historic Buildings Officer is meeting with English Heritage next week and will discuss the property. The Council asked that SCDC consider either taking action themselves and re-charging the owner, or compulsory purchase.
- (ii) The Clerk reported that no response had been received regarding the concerns raised over the dead Alder tree on Turnbridge drain bank. Cllr Mrs Ellington to chase up.

12.3 S106 Agreement

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 residential development at 24Taylors Lane. Agreement approved and signed by Chairman and Vice-Chairman.

12.4 To consider planning applications received

- (i) Ref: S/2097/14/VC – Gallagher Longstanton Ltd. Removal of condition 14 (housing-room sizes) of outline planning permission S/0388/12/OL. No comment made.
- (ii) Ref: S/2259/14/FL – Revised scheme for pumping station at Webb's Hole Sluice, Technical Note – consultation responses relating to the FRA and Station design. Noted that the Technical Note issued amended the references to the riverbank design height. No further comment made.

12.5 Permissions – None received

12.6 Refusals - None received

12.7 Appeals - None received

13 FINANCE**13.1 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 £3,046.79.
Accounts reconciled at 26/10/14: Current a/c £6,791.95. Deposit a/c £67,273.07

Report for Income and Expenditure to end of half-year (30/09/14) copied to all Cllrs. No questions raised.

13.2 Notice of receipts received

Vchr 20 Memorial Hall, Handyman's maintenance work	45.60
Vchr 21 UK Power Networks wayleave payment	49.50
Vchr 22 Interest 09/10/14	2.59

The Clerk was pleased to confirm that grant funding of £10,722 has been awarded by AmeyCespa Community Fund towards the Moat Way Play Area Project. The full amount of funding has now been received and arrangements will be made to sign the funding contracts and place the order for the new play equipment.

13.3 To consider the use of online banking and electronic payments

The Clerk had circulated a report detailing how online payments could be introduced following the recent Legislative Reform Order 2014 which came into force in March 2014. Comparisons of different banking options were covered, with a proposal to open an online account with Unity Bank, which would allow multiple authorisations of online payments and the use of an ALTO Pre-paid Mastercard for online purchasing. **Resolved:** Cllrs unanimously agreed that an online payment system should be set up and it was **Proposed, seconded and carried unanimously** to open an account with Unity Bank. The Clerk to work with the Finance Cllrs (Mr Dodson and Mr Jullien) to set everything up.

14 GENERAL CORRESPONDENCE

- (i) CAPALC – September bulletin circulated and noted. AGM 20th November, information circulated and noted re review of annual affiliation fee structure.
- (ii) Cambs ACRE News digest – noted
- (iii) Cambs and Peterborough Clinical Commissioning Group Newsletter – circulated
- (iv) A14 Roadworks notification – circulated
- (v) CCC Mental Wellbeing information circulated
- (vi) Mr Dean, Fun Fair – Request from Mr Dean for the fair to return to the village in 2015 and annually thereafter. Although historically the Fair visits Market St on the first Bank Holiday in May, Mr Dean asked if consideration could be given to using the Recreation Green, High St on a different date (to avoid football season). Council wished to consult with the village before deciding – the request to be added into the PC News for the next Meridian Magazine. **JP**
- (vii) Enquiry from a resident about land in the village which might be able to be rented for use as a Dog Park. Suggestion that the resident asks in the Meridian Magazine. The Clerk to find out more information on how such a venture might work. **Clerk**

15 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Meeting dates for 2015 circulated – no changes to be made. **Clerk**
- Question over additional rubbish appearing in bags on the front of the green – Clerk to investigate, as SCDC will charge for removal of additional rubbish.
- Mr Pook asked if Council might consider use of S106 indoor facilities money to help with the Swavesey Your Library. The Clerk to check if such use was permissible – Future Agenda item. **Clerk**
- National Joint Council for Local Government Services – Pay consultation update – Future Agenda item.
- NALC – Update to Model Financial Regulations – Future Agenda item.

Next meeting dates:**Planning – 8.00pm Thursday 13th November 2014****Full Council – 7.30pm Monday 24th November 2014**

There being no further business, the meeting was declared closed at 10.20pm

Signed & dated
Chairman

Powers of Expenditure

- 1 Local Government Act 1972 Part VII, s111 Subsidiary Powers of Local Authorities

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

Swavesey Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	Net	VAT	Total
116	Telephone/Broadband	02/10/2014	10-14/13.1	Lloyds c/a	Direct Debit	Telephone & Broadband	Virgin Media	62.20	12.44	74.64
118	Postage	20/10/2014	10-14/13.1	Lloyds c/a	002188	Postage	Linda Miller	8.95	0.00	8.95
119	Stationery	20/10/2014	10-14/13.1	Lloyds c/a	002188	Diary	Collins Debden	7.86	0.00	7.86
122	Trees/shrubs/hedges (S106 areas)	27/10/2014	10-14/13.1	Lloyds c/a	002190	Tree Felling	Atlas Tree Surgery	120.00	24.00	144.00
123	Miscellaneous Expenses (general)	27/10/2014	10-14/13.1	Lloyds c/a	002191	First Aid Kit	Viking Direct	33.47	6.69	40.16
124	Grasscutting	27/10/2014	10-14/13.1	Lloyds c/a	002192	Grasscutting	Buchans Landscaping & Grounds Maintenance	130.41	26.08	156.49
125	Grasscutting (S106 areas)	27/10/2014	10-14/13.1	Lloyds c/a	002192	Grasscutting (106 areas)	Buchans Landscaping & Grounds Maintenance	226.33	45.26	271.59
126	General Repairs	27/10/2014	10-14/13.1	Lloyds c/a	002193	Fencing Repairs	B Scott Garden Services	260.00	0.00	260.00
127	Street Furniture	27/10/2014	10-14/13.1	Lloyds c/a	002194	Streetlighting	Cambridgeshire County Council	30.38	0.00	30.38
117	Salary - Clerk	20/10/2014	10-14/13.1	Lloyds c/a	002188	Salary - Clerk				
128	Salary - Handyman	27/10/2014	10-14/13.1	Lloyds c/a	002195	Salary - Handyman				
120	Pension Contributions - employee	14/10/2014	10-14/13.1	Lloyds c/a	002189	Pension Contributions - employee		2,052.72		2,052.72
121	Pension Contributions - employer	14/10/2014	10-14/13.1	Lloyds c/a	002189	Pension Contributions - employer				
Total								2,932.32	114.47	3,046.79