

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 23rd June 2014

PRESENT

Mr M Johnston (Chairman)

Councillors : 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 : 2 (inc NHW Co-ordinator)

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

Police: Sgt Mark Rabel (part of meeting)

RPS Planning & Development (Trinity Foot Site): Mr P Derry

Item	Power Action
1 Miss L Boyes (prior commitment)	TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE
2 2.1 Mr Wright, Mr Wilderspin and Mr Johnston all declared Disclosable Pecuniary Interests in Agenda Item 12.4 – Request for Grant Funding for the Memorial Hall. All are Trustees of the Hall Charity. Mr Wilderspin declared a Disclosable Pecuniary Interest in Agenda Item 6.2 – Buckingham Road Cycleway, as a land owner alongside the cycleway.	MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS
2.2	Declarations of interest from councillors on items on the agenda
2.3	Requests to Speak No requests received to speak on any items as declared above.
2.4	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 were raised by members of the public present: Public forum closed in order for the Parish Council meeting to commence.	
4 It was proposed , seconded and unanimously approved that the Chairman sign the Minutes with no amendments.	TO SIGN & APPROVE MINUTES OF THE MEETING DATED 3rd June 2014
4.1 (i) Chairman and Clerk would be meeting with the Principle at the Village College on Tues 24 th to discuss car park signage and receive an update on the site building proposals. (ii) Swavesey 1 st Sea Scouts will be planting and gardening around the sheltered housing area on the evening of Friday 4 th July. (iii) Mr Pook reported that the Your Library service will be moved on 18th July from the Resource Centre at the Village College, to a smaller space at the front of the College site (former entrance area) whilst the building works take place and for the next year. Following completion of the works, the Library will remain at the front of the College site in purpose-provided space within the new Resource and Community Centre.	Matters to report from previous minutes (for information)
5	PLANNING
5.1	To consider correspondence received
(i)	Northstowe Parish Forum 18 th June – noted.
(ii)	SCDC Monthly planning update: Local Plan independent examination to be heard in October; CIL consultation closes 7 th July (comments made earlier in Agenda); Long term transport strategy for Cambs consultation 5 June to 11 July.
5.2	Enforcement Action Update
5.2	No updates received.

5.3 Applications

The Chairman welcomed Mr Paul Derry, RPS Planning & Development to the meeting, to discuss the application for a Truckstop and associated services at the Trinity Foot Site.

- (i) Ref: S/1197/14/OL – Kerio Ltd. Outline application for truckstop and fuel station, utility and accommodation buildings.

Mr Derry gave a background to the site, its use, current situation and proposals within this application. The new application had been amended as follows:

- Reduction from 91 to 80 lorry parking spaces
- Now a specialist lorry park, Cars could make use of the pub facilities and small car park but the site will be aimed at lorries.
- This is outline only at present and the final detail may not show buildings and services as depicted currently.
- Drainage balancing lakes may move.
- Access will remain as shown in this outline application.
- The transport plan includes the comments from the Highways Agency, who have stated they will not objection to the application at present.
- The lorry park access road has been widened to provide better turning for the large vehicles.

Parish Council does not raise any objection in principle but makes the following comments:

- Additional new site access dangerous so close to existing A14 flyover junction and Buckingway Business Park junction, with traffic changing lanes and accelerating away from junctions.
- Would like to see roundabout replace the A14 flyover junction and the proposed HGV site junction.
- Would like to see a weight limit restriction for traffic using Swavesey as a through-route.
- Concerns raised over surface water attenuation from the site.
- With A14 proposals for the Swavesey junction not yet confirmed, this proposal may not be possible.

The Chairman thanked Mr Derry for attending the meeting and Mr Derry left at 8.03pm.

The Chairman asked Cllrs if the Planning Item could now be stopped and deferred until after the next item, as Sgt Rabel had arrived and the Chairman would like to discuss the Police and NHW item earlier. All agreed.

8 POLICE AND NHW BUSINESS (Brought forward)

The Chairman welcomed Sgt Mark Rabel to the meeting, who thanked the Council for re-arranging their agenda.

Sgt Rabel introduced himself as the new Area Sgt operating from Histon Station. Sgt Rabel is aware of the village crime history as he previously worked this area a few years ago.

The Chairman suspended the meeting at this point in the discussion, due to discussion of confidential items.

Meeting resumed - The Chairman thanked Sgt Rabel for his time in attending and Mrs Wilderspin, NHW Co-ordinator, for inviting Sgt Rabel to the meeting. The Parish Council would write to Sgt Rabel re its strong concerns regarding long-term and recent anti-social behaviour and speeding issues in the Cow Fen and Market St area.

NHW report circulated and noted.

5.3 To consider planning applications received

- (ii) Ref: S/1207/14/FL – Mr & Mrs Reddish, 31 Station Road. No objections or comments.
- (iii) Ref: S/1284/14/FL – 21 Over Road, Mr Barlow. No objections or comments raised.
- (iv) Ref: S/1329/13/FL – Rear of Cygnus Business Park, Middlewatch. Erection of 12 residential units including 7 affordable units.
Objection raised as site is outside of the development boundary and contrary to policy DP/7 of the Local Development plan. To return the same objection and comments as for the original application and reiterate that the vehicle access road is not considered suitable for the amount of traffic the site will generate and the increase in units will make this worse.
Application will go to SCDC Planning Committee Weds 2nd July for decision. Parish Council to register a Cllr to speak at the meeting. Clerk to ensure neighbours to the site are aware of the amended application. **Clerk**
- (v) Cllr Mrs Ellington reported that enforcement action is being taken against the development in School Lane (rear of 20 Moat Way). The measured height of the building is within the tolerance limit but overall the building is larger than the original plans and the house has not been built to the specifications of the original plans. A retrospective application is now expected.

The Clerk was asked to obtain an update on the enforcement action being taken for work in Taylors Lane. **Clerk**

5.4 Permissions

Ref: S/1977/13/LB – 4 High Street, Alterations.
Ref: S/0686/14/F – 16 Moat Way, single storey rear extension.

5.5 Refusals - None received**5.6 Appeals** - None received**6 COUNTY COUNCIL BUSINESS****6.1 Local Highways Improvement Initiative**

Bidding round to 2015/16, applications to be returned by 12th September. Suggestion to apply for a reduction in the speed limit along Buckingham Road, to 40mph. **August Agenda**
Clerk to draw up an application to be discussed at the August meeting.

6.2 Buckingham Road cycle/footpath update

Cllr Ms Smith reported that work is now 60% complete with an opening ceremony planned for 1st August.

6.3 Guided Busway, Kiss & Drop Site – short term parking

CCC looking into the possibility of extending the site and allowing short-term parking. Awaiting a reply later in July.

6.4 Draft Long-term Transport Strategy for Cambridgeshire

Mr Pook reported on attending the consultation exhibition at the Village College.

6.5 Correspondence for information and items for County Councillor

- (i) Cambridge Future Transport meeting 24th June – Clerk attending.
Cllr Ms Smith reported:
- (ii) LHI – now requires Police consultation and approval for bid schemes.
- (iii) Ramper Road – will look at possibility of a temporary speed limit during the period of the Gravel Bridge Road closure, as this may lead to increased traffic along Ramper Rd.
- (iv) Northstowe meeting – Cllr Ms Smith will be attending.
- (v) Parish Council letter to be sent to CCC to register concerns over the streetlight replacement work and number of complaints received from residents.

7 DISTRICT COUNCIL BUSINESS**7.1 CIL Consultation**

Agreed to request the following items be added to the Draft Regulation 123 List:

- Localised flood defence work/provision
- Localised land/surface water drainage improvements

Clerk

This is requested as continued development puts consistent pressure onto existing drainage infrastructure and flood defences around low lying villages. The impact of this is not always met by developers, particularly small developments. Additional funding from CIL towards improvements and maintenance of such infrastructure would be enormously beneficial to local communities.

7.2 Correspondence for information and items for District Councillor

(i) Annual Report – noted that the affordable housing article should mention 'Exception' site affordable housing. Clerk to amend electronic copy.

Clerk

(ii) Overgrown vegetation and trees were cleared along Tunbridge drain today.

(iii) Chairman complained about the grasscutting around the sheltered housing site, it is badly cut and maintained. Cllr Mrs Ellington reported that residents also were highly critical of the work and had raised this at a recent meeting. The Clerk added that the PC had on at least two occasions asked if the PC could take over this service from SCDC but SCDC were not willing to transfer the service. Cllr Mrs Ellington would continue to discuss this possibility with SCDC Housing Officers.

(iv) Parish Planning Forum, 21st July. Cllrs attending: Chairman and Sandie Smith.

(v) Concerns raised over the dead tree at the end of Turnbridge footpath, alongside the drain and High Street. Last year UK Power Networks had said they would fell the tree, the Clerk to find out why it was not felled and if it could be assessed for safety. It is not on Parish Land but thought to be on former Barwells land (now reverted to Crown Land).

8 NHW AND POLICE BUSINESS - discussed earlier in Agenda

NHW Co-ordinator also reported that concerns raised at recent Panel Meetings have been addressed by Insp Sutherland and wished to record her thanks for the actions taken. Other recent crime incidents notes. The Chairman thanked Mrs Wilderspin for her work with NHW.

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

General duties completed.

Maintenance items raised by Cllrs:

Grass very overgrown on footpath near the vehicle barrier at the back of the recreation green. Clerk to check and advise on who is responsible for cutting it.

Blue bin at Cow Fen Drove/Market St has been removed along with all the dog waste bags and a new litter bin put in its place.

Clerk**10 DRAINAGE**

Meeting with Environment Agency Area Manager and Operations Delivery Manager arranged for 24th July, 8.30am at Mare Fen (Memorial Hall if wet). Mr Wilderspin and Mr Faben to attend, plus Ms Boyes if available.

Still awaiting a July date for a meeting with Andrew Lansley MP – Clerk to inform Cllrs when date known.

Clerk**11 ANNUAL PARISH MEETING**

Weds 2nd July. Agenda circulated. Apologies noted from Ms S Smith, from County Cllr Ms M Smith and Festival Chairman Mr S Shore.

12 FINANCE

Noted that the Internal Audit Check for 2013-14 accounts has been completed with no queries and the final auditors report received.

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 £4,805.84

Vchr 45,47-53,55 Administration & Staff	3,137.56
Vchr 41-44,46-47 Grounds Maintenance	1,623.59
Vchr 40,54 Village Maintenance	44.69

Accounts reconciled at 18/06/14: Current a/c £8,296.30. Deposit a/c £53,414.25

12.2 Notice of receipts received

UK Power Networks – wayleave £16.56
Bank interest £2.43

12.3 Training

- (i) Clerk – approval given for Clerk’s booking for training day 11th July, cost of £25. To include updates on cheque signatories, electronic banking, audit procedures and other subjects. **1**
- (ii) Councillors – Agreed to organise a joint training session from CAPALC with Over and Willingham Parish Councils for a date in September. **2**

12.4 Grant Request – Swavesey Memorial Hall

Chairman, Mr Wright and Mr Wilderspin declared Disclosable Pecuniary Interests as Trustees of the Hall Charity.

Mr Pook, Vice-Chair, took over the Chair for this item but before the Cllrs/Trustees left the meeting, Mr Pook asked if they would answer some questions regarding the request for the grant funding.

Mr Wright, Chairman of Trustees, explained the situation re the hall flooring and why new flooring was urgently required. Mr Wright also explained the hall finance situation. The total cost of the project would be £5,570. A grant for £1,400 has been applied for to South Cambs District Council and a decision is awaited. The Hall Trust could provide up to 50% of the cost: £2,770. The Trustees therefore wished to ask if the Parish Council could provide the additional £1,400.

Cllr Trustees left the meeting.

The Clerk confirmed that S106 indoor community funds received and due by end July would cover the request for £1,400. Further S106 funds were also to be received following this, so any other community grant requests would still have funds to draw from.

Proposed, seconded and **agreed** unanimously to award the Hall Trust a grant of £1,400 towards the cost of replacement main hall floor covering. **3**

Cllr Trustees returned to the meeting and were informed of the decision, for which the Chairman of Trustees thanked the Council for their continued support of the Hall. Trustees were asked to keep the Parish Council informed of the SCDC grant request decision.

13 GENERAL CORRESPONDENCE

- (i) EACH, Milton – letter with request to consider donation. Noted.
- (ii) Ouse Washes Landscape Partnership – Community Heritage fund grant scheme. Posters displayed and information circulated around the village.

14 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Sea Scouts will be planting and gardening around Sheltered Housing on Friday 4th July.
- (ii) Parish Council extended its thanks and congratulations to the Festival Steering Group and all involved in putting on a very successful Festival last week.
- (iii) Grasscutting has been missed along Over Rd between Busway and Main Drain. Clerk to contact contractors.
- (iv) Cllrs and Clerk will be meeting with SCDC Planning Officers to further discuss the request for an Article 4 Directive for The White Horse Inn, Tuesday 24th June.
- (v) Water main bursts in Hale Road over the past week or two. A very bad one close to the Windmill causing substantial residential damage. Parish Council would like to speak to Cambridge Water about continued problems with this main, Clerk to contact and invite someone to the next PC meeting.
- (vi) RSPB permissive path along the Covell's Drain needs cutting, grass is very high. Request to be made to RSPB.

Next meeting dates:**Planning – 8.00pm Thursday 10th July 2014****Full Council – 7.30pm Monday 28th July 2014**

There being no further business, the meeting was declared closed at 9.45pm

Signed & dated
Chairman

Powers of Expenditure

- 1 Local Government (Miscellaneous Provisions) Act 1982, s45
- 2 Local Government Act 1972 Part VII, s111
- 3 Local Government (Miscellaneous Provisions) Act 1976, s19

Minutes approved & signed as a correct record by the Parish Council on 28th July 2014.

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