

# Swavesey Parish Council - Clerk's Report

To : All Councillors

From : Linda Miller (Clerk)

Date : 19<sup>th</sup> April 2016

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## For Meeting on 25<sup>th</sup> April 2016

**Purpose:** To highlight matters on agenda and update Council on issues arising since last meeting. Issues requiring particular ratification or note **in bold**.

### 4.1 To update on Matters Arising and Actions from last meeting:

- Bloor Homes – initial feedback from visitors to the exhibition of proposals in January received, detailed information will be sent within the Statement of Community Engagement, as part of the forthcoming planning application.
- Fen Drayton Rd house building works – ditches alongside School Lane to be cleaned out Fri 22<sup>nd</sup> April.

### 5 County Council Business

- Highways Updates:  
Station Rd - CCC has requested full drawings for the drainage as-built for the Guided Busway junction, to review the surface water flooding issues. The officer is discussing whether this has to be raised as a defect against BAM the builders of the Busway and will report back to the Parish Council.

### 6 District Council Business

- Notice of changes to Legal Services and shared services with Hunts District Council and Cambridge City Council

### 7 NHW and Police Business

- Report to be given at the meeting

### 8 Village Matters

#### Maintenance

- Report to be given at the meeting

#### Play Areas

- RosPA Inspections carried out early April – reports received and maintenance items to be discussed. **Decision**

#### Recreation Green

- To review the proposed maintenance programme for the year, together with costs and cost share
- To consider top-dressing cost for main pitch during May – **Decision**

#### Bethel Pond - Ducks

- Correspondence received re the amount of the ducks on the pond and the dangers of ducks crossing the road. Request received to consider a warning sign, to stop ducks being killed and ensure drivers slow down near the pond.

### 9 Drainage

- To report on meetings with the Environment Agency with regard to outstanding work to Mare Fen drain and Riverbank

### 10 Planning

- Neighbourhood Plan – to continue discussion on consultation on whether to produce a Neighbourhood Plan.

- S106 Public Open Space Contribution – Fen Drayton Road housing development. **Resolution** to approve in order for payment to be made to the Parish Council.
- Planning Applications – as listed on Agenda

#### 14 Finance

- Payments listed **for approval**

#### Swavesey Parish Council - April 2016 Report

DRAFT PAYMENTS LIST: Vouchers 1 to 15

Vchr.	Cheque Cd	Name	Description	Amount	
<b>Direct Debit</b>					
1	34	Virgin Media	Telephone & Broadband	86.32	
<b>BACS</b>					
11	50	Buchans Grounds Maintenance	Grasscutting	433.11	
12	92	Buchans Grounds Maintenance	Grasscutting	118.20	
9	43				
10	32				
13	44	Staff Costs	Staff Costs	1,891.32	
8	87				
14	82				
7	7	Swavesey Memorial Hall	Grant	2,500.00	
<b>Cheques</b>					
<i>(now BACS not cheque payment)</i>					
2	002300	42	Scribe 2000 Ltd	Annual s/w Licence	294.00 (che)
3	002301	63	Playsafety Ltd	RoSPA site inspections	117.60
4	002301	62	Playsafety Ltd	RoSPA site inspections	88.20
5	002302	62	Edwin Parish	Grounds maintenance	810.00
6	002304	33	Viking Direct	Stationery	21.40
15	2305	98	Over & Swavesey First Responders	Grant towards Defibrillator	400.00
<b>TOTAL</b>				<b>6,760.15</b>	

- Receipts to note: None to-date
- Bank Reconciliations:
 

Business Account	£67,216.17	at 14/03/16
Current Account	£7,017.49	at 07/04/16
Unity Account	£1,634.86	at 31/03/16
ALTO Card Account	£343.22	at 31/03/16

- Cemetery & Churchyard Maintenance Grants - **To approve**
- Correspondence - As listed on Agenda

#### 15 General Correspondence (for information)

As listed on Agenda

#### 16 Items for Information and Next Agenda

- Two pages taken from the latest SLCC magazine
  - (i) Finance updates for year end – to note that NI contributions will be increased this year due to pension scheme changes, which we were not aware of when setting the budget.
  - (ii) Admin changes to the Annual Return, order of approval of the various sections and that the unaudited Annual Return now has to be published online.
  - (iii) Planning Aid Charity – general information but also advice on neighbourhood planning.
- Enquiry received to hold a charity fundraiser 5-a-side football event on the Recreation Green on Sunday 3<sup>rd</sup> July. Further information being obtained.
- MayFest – Barrel Rolling will take place on Market St Green on Sun 1<sup>st</sup> May, organised via The White Horse Inn.

#### **Forthcoming Council meetings:**

**Planning**                      **Thurs 12<sup>th</sup> May – 7.30pm**

