

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 21 March 2016

PRESENT

Mr M Johnston (Chairman)

Councillors : Mr J Dodson, Mr S Faben, Mr D Hunt, 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 : None

District Councillor: Mrs S Ellington

Item**Power Action****15-16/ TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

03-1 Miss L Boyes (unwell), County Cllr Ms M Smith

15-16/**03-2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS****2.1 Declarations of interest from councillors on items on the agenda****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.

**15-16/ Meeting suspended to allow 10 minutes for the public participation forum and for persons
03-3 declaring prejudicial interest relating to the business to be transacted, to address the
meeting.**

No addresses regarding prejudicial interests were made

No members of the public were present

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

15-16/ TO SIGN & APPROVE MINUTES OF THE MEETING DATED 22nd February 2016

03-4 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) The Trustees of the Memorial Hall had agreed to the installation of the public defibrillator box on the outside of the hall. This will be arranged during April.

4.2 Clerk's Report Published and noted.*(7.35pm - Mr Dodson – apologies given for late arrival)***15-16/****03-5 COUNTY COUNCIL BUSINESS****5.1 Highways Maintenance Updates**

(i) Station Road – Cllr Ms Smith had reported that work to repair this had been scheduled, the Clerk was asked to find out exactly what was proposed and to ask if Parish Cllrs could meet with engineers to agree how to resolve the problem.

(ii) Pot hole repair works continue around the village, with Ramper Rd and Market St being a priority.

(iii) Other footpath and manhole repairs being carried out.

Clerk

5.2 Correspondence for information and items for County Councillor

- (i) LHI – bid for new footpath from Pine Grove Park to bus stop. Unfortunately this has not been successful. The Parish Council to find out if we can move the bus shelter closer to Pine Grove Park junction and provide a short footpath ourselves.

Clerk

15-16/

03-6 DISTRICT COUNCIL BUSINESS**6.1 Correspondence for information and items for District Councillor**

- (i) SCDC Community Awards – Four community groups received recognition: Swavesey Your Library; Community Warden Scheme; Friday Night Youth Club; Parish Ponds Maintenance Group.
- (ii) Parish Planning Forum, 22nd March – MJ and WW to attend.
CLlr Mrs Ellington reported:
- (iii) Highways England(HE) will be holding an A14 update exhibition in the Memorial Hall on Weds evening 23rd March. The Clerk replied that the Parish Council had not received any information on this from HE.
- (iv) There will be a special Council meeting on Weds to approve the Local Plan for re-examination, which is due to start again in June through to Sept.
- (v) Government proposals for Devolution - SCDC has agreed to go on talking about this, rather than outright objections.

15-16/

03-7 NHW and POLICE BUSINESS

- (i) Mr Hunt reported on the discussions at the Neighbourhood Panel Meeting.
- (ii) Correspondence received with regard to incidents of the footpath being blocked by parked cars outside of CostCutter, Middlewatch and the Primary School. The Primary parking is being addressed, as noted in previous Minutes. With regard to outside of CostCutter, the local PCSO has been informed and will monitor whenever he is in the village.

15-16/

03-8 VILLAGE MATTERS**8.1 To receive the monthly report from the Village Handyman**

Minor playground maintenance items noted.

8.2 Grounds maintenance – Recreation Green

The aeration work to the main and junior pitches was completed on 17th March. Grasscutting has also re-started and the green is in very good condition. It was unanimously agreed that football could now be played on all pitches by all teams. A maintenance programme is being drawn up. The Clerk will obtain quotes for top-dressing the pitch areas at the end of this playing season. Three wet ‘holes’ had appeared alongside the footpath to the play area, the Clerk to organise filling these and re-seeding or turfing.

15-16/

03-9 DRAINAGE

Swavesey IDB has withheld its permission for Anglian Water to lay the underground sewer (rising main) to connect new development in Northstowe to Uttons Drove STW, under IDB maintained land, until the drain improvement works in Mare Fen, to cope with the additional sewage outflow generated by the laying of the underground sewer, have been completed.

A date for the follow up meeting (from 23rd Oct 2015) with the Environment Agency with regard to the River Great Ouse bank maintenance works is still awaited.

Mr Dodson declared a personal interest as an affected landowner in the item relating to the laying of the underground sewer. Mr Dodson wished to ask the Council if it would support the IDB in withholding its permission to Anglian Water and in its objections to increasing the outflow of water from the treatment works into the IDB

drainage system. No agreement on the future maintenance of the drains has yet been seen from Anglian Water, who are supposed to provide for the future maintenance costs.

Council unanimously approved the request to support the IDB.

It was noted that if the matter should proceed to arbitration then the Parish Council may have to put forward a Cllr to speak in support of the decision just taken.

Fen Drayton Rd development – queried as to what the correct discharge of litres/second is to be for the surface water outflow from the balancing pond for the site. Mr Wilderspin recalled that Anglian Water had limited it to 3l/s, however it appeared that the latest drainage plans for the site show it to be discharging at 5l/s. Could this be checked, if Bloor Homes submit their proposals for the other side of the road, they were stating at their exhibition of plans that they would also be discharging into the same system. This would be big concern over flow rate and capacity.

Clerk

Noted that it was taking some time to complete the connection of the pipes from the development into the system under Moat Way and the road had been dug up for some time. Reported that a gas main had been found, which had not been identified on the construction plans and this had delayed the works.

Noted that the whole of the POS area had just about been dug up and used as a storage site for the pipe laying. Council to ensure that the area was completely rectified once the works had been completed.

Clerk

15-16/

03-10 PLANNING

10.1 To consider correspondence received

- (i) The next Northstowe Forum will be 8th June.

10.2 A Neighbourhood Plan

- (i) Cllrs had met with Cottenham Parish Council Neighbourhood Plan Cllrs to discuss their project and gain advice – a report was circulated. The meeting had proved helpful and comments from other local Parish Councils also embarking on NH Plans had also been obtained.
- (ii) Mr Hunt and Mr Wright had attended an NH Plan workshop earlier in the day, organised by the CPRE and Cambs ACRE. It had been well attended, a verbal report was given.
- (iii) A short presentation on what an NH Plan is, how it is drawn up and what benefits it brings to a parish was given and discussed, with a view to giving such a presentation at the Annual Parish Meeting on 13th April.

A detailed discussion took place on a possible timeline for doing an NH Plan and how consultation could take advantage of the Festival Week events. Also how businesses and services in the village would be important stakeholders and consultees. Following the Annual Parish Meeting presentation, this subject to be an Agenda item for the April meeting to decide how to move forward. Working party membership to be confirmed at the April meeting.

Clerk

Bloor Homes to be asked for feedback information from their development proposal exhibition held earlier this year.

10.3 To consider planning applications received

- (i) Ref: S/0055/16/FL – 42 School Lane, Claire Waterman. Single storey rear extension. No objections.
- (ii) Ref: S/0293/16/FL – 27 Station Road, Mr & Mrs Harvey. Single/two storey extension and car port to rear of house. Concerns raised over imposing aspect on the adjoining property No.29, particularly following the large rear extension the other side of the property at No.31.
At the end of the meeting, it was noted that the car port proposal had been overlooked and comments were made on the large footprint of the proposed car port and that this would be at the end of the rear garden of No.29.
- (iii) Ref: S/0379/16/LD – 26 Whitegate Close, Mr & Mrs Sorensen. Lawful Development Certificate to convert garage to bedroom and shower room. Comments made that this property has previously had an extension carried out which reduced the number of off-road parking spaces for the property, whilst making the property larger. This present request now proposes to remove another off-road parking space by converting the garage into living accommodation. In residential areas such as this, many properties have more vehicles than they have off-road parking spaces for and therefore residential roads often become full of parked vehicles. The Parish Council consistently objects or comments against the removal of off-road parking spaces and therefore wishes to make this point with this application.
- (iv) S/0476/16/VC – Land adj 24 Taylors Lane, Daleway Development Ltd. Variation of condition 2 (materials), 3 (surface water drainage), 4 (archaeology), 8 (landscaping), and 11 (approved plans). Amendments noted and the use of soakaway for SW drainage noted, although in many areas of the village soakaways do not work. The Council also reiterated its concerns re the west boundary and plot to the west of the application site, as made in response to S/1559 in 2011, relating to this site. Dividing the original site raised concerns over potential for a second dwelling on the western plot, which is outside of the development boundary and to which the Parish Council confirms its strong objections.
- (v) Tree works in the Conservation Area – 19 Taylors Lane. Crown reduction of three trees in front garden. No objections.

10.4 Permissions, Refusals , Appeals None received

15-16/

03-11 FINANCE**11.1 To approve payment of outstanding accounts**

RESOLVED: to approve the invoices and payments as listed in appendix 1. To the sum of £7,860.93.

Accounts reconciled at 15/03/2016:

Bank Balances

Lloyds Current a/c	£14,291.18
Lloyds Business a/c	£67,216.17
Unity a/c	£1,447.46
ALTO card	£343.22

Correspondence from Lloyds Bank noted with regard to changes to the way interest is paid from 6th April 2016.

11.2 Notice of receipts received

HMRC VAT refund Oct-Dec 2015	£11,459.72
Lloyds Business a/c - monthly interest	£2.27

15-16/**03-12 GENERAL CORRESPONDENCE**

- (i) Newsletters and magazines
- (ii) A14 improvement works – concern raised by Swavesey & District Bridleways Assoc re lack of Bridleway provision for the NMU bridge at Swavesey – noted.
- (iii) Thank you letter from St Andrew's PCC with regard to churchyard maintenance grant for 2016.

15-16/**03-13 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA**

- (i) Reminder Annual Parish Meeting, Weds 13th April, 7pm
- (ii) New Cllr training courses booked for Mr D Hunt to attend in March and May.
- (iii) Query received from a resident in Greenside Close with regard to a payment to be made to St Andrew's Church. This was confirmed as a Vestry Fund payment and some properties were still liable for such payments. The resident should contact the Church and his solicitor for more information.
- (iv) The old Police House alongside the A14/Trinity Foot is collapsing, is dangerous and there is a huge amount of flytipping on the site. The Clerk replied that SCDC are aware of the situation and enforcement is taking place to demolish the building. The site will become part of the A14 improvement land.
- (v) Neighbourhood Planning – noted that the Government will be launching a national campaign to encourage Neighbourhood Planning on 23rd May.

Next meeting dates:**Planning – 7.30pm Thursday 7th April 2016****Full Council – 7.30pm Monday 25th April 2016**

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

Signed & dated
Chairman

Powers of Expenditure

None

MINUTES APPROVED AT THE FULL COUNCIL MEETING HELD ON 25TH APRIL 2016 AND SIGNED BY THE CHAIRMAN

23 March 2016 (2015-2016)

Swavesey Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Cheque No	Description	Supplier	Net	VAT	Total
174	PWLB Loan 2 - Pavilion	29/03/2016	15-16/03-11.1	Direct Debit	Loan repayment (Pavilion)	PWLB	2,442.73	0.00	2,442.73
175	Telephone/Broadband	02/03/2016	15-16/03-11.1	Direct Debit	Telephone & Broadband	Virgin Media	71.93	14.39	86.32
178	Street Furniture	14/03/2016	15-16/03-11.1	002291	Streetlighting	Cambridgeshire County Council	32.61	0.00	32.61
179	Recreation Green Play Area	21/03/2016	15-16/03-11.1	002292	Bark for play area	Bannold Supplies and Services	245.86	49.17	295.03
180	Meeting Room Fees	21/03/2016	15-16/03-11.1	002293	Meeting room hire	Swavesey Memorial Hall	122.50	0.00	122.50
181	Computer equipment	21/03/2016	15-16/03-11.1	002294	PC Monitor	PCWorld	109.97	22.00	131.97
187	Moat Way Play Area	21/03/2016	15-16/03-11.1	002295	Grounds maintenance	Edwin Parish	435.00	0.00	435.00
188	Trees/Hedges/ditches	21/03/2016	15-16/03-11.1	002296	Trees/shrubs/hedges	Atlas Tree Surgery	400.00	80.00	480.00
190	Councillor Training	21/03/2016	15-16/03-11.1	002298	Training	Orchard Park Community Council	70.00	0.00	70.00
191	Noticeboards	21/03/2016	15-16/03-11.1	002299	Noticeboard repairs	Faben Joinery	130.00	0.00	130.00
192	Indoor community facilities	21/03/2016	15-16/03-11.1	002292	Gravel	Bannold Supplies and Services	78.80	15.76	94.56
176	Grasscutting	25/03/2016	15-16/03-11.1	BACS	Grasscutting	Buchans Grounds Maintenance	49.25	9.85	59.10
177	Trees/Hedges/ditches	25/03/2016	15-16/03-11.1	BACS	Trees/shrubs/hedges	Buchans Grounds Maintenance	554.06	110.81	664.87
189		21/03/2016	15-16/03-11.1	002297					
182		30/03/2016	15-16/03-11.1						
183		30/03/2016	15-16/03-11.1						
184	Staff Costs	25/03/2016	15-16/03-11.1	BACS	Staff Costs	Staff Costs	2,815.74	0.00	2,815.74
185		25/03/2016	15-16/03-11.1						
186	Bank Charges	01/03/2016	15-16/03-11.1	BACS	ALTO card fee	ALTO Mastercard	0.50	0.00	0.50
Total							7,558.95	301.98	7,860.93