

# *Swavesey Parish Council*

7.30pm

**Minutes**

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street  
Monday 27<sup>th</sup> June 2016

**PRESENT**

Mr W Wright (Chairman)

Councillors : Miss L Boyes, Mr J Dodson, Mr S Faben, Mr D Hunt, Miss H Parish, Mr C Parsons,  
Mr J Pook, Ms S Smith

Clerk : Mrs L Miller

In attendance

Parishioners : 0

NHW Scheme: Mr A Jennings, Village Co-ordinator

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

**Item****Power Action****2016/ TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

**06-1** Mr M Johnston, Mr K Wilderspin (unwell), Mr J Dodson (late arrival)

**2016/****06-2 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.

**2016/ Meeting suspended to allow 10 minutes for the public participation forum and for persons  
06-3 declaring prejudicial interest relating to the business to be transacted, to address the meeting.**

No addresses regarding prejudicial interests were made

- Mr Pook proposed a vote of thanks to Mr Martin Johnston for his leadership as Chairman of the Parish Council since taking on the Chairman's role in May 2003. Approved by unanimous support from everyone present.

**Public forum closed in order for the Parish Council meeting to commence.****2016/ TO SIGN & APPROVE MINUTES OF THE MEETINGS DATED 23<sup>rd</sup> and 26<sup>th</sup> May 2016**

**06-4** It was **proposed**, seconded and unanimously approved that the Chairman sign both sets of Minutes with no amendments.

*(7.35pm – Mr Dodson joined the meeting)***4.1 Matters to report from previous minutes** (for information)

- (i) S106 open space contributions re development on land behind 18 Boxworth End. The Clerk & District Cllr Mrs Ellington had met with Planning Officers at SCDC and the Clerk had arranged to meet with the Groundsman for Cambs FA & ECB to view the field proposed by the developers as additional recreation space for the village, to gain a formal assessment as to what would be involved and at what cost, to make it suitable for sports use.

**4.2** Clerk's Report – published and noted.

**2016/ COUNTY COUNCIL BUSINESS****06-5****5.1 Highways Depot Open Day**

Chairman reported on attending the Open Day and updated on various outstanding issues including:

- Station Rd – flooding by guided busway junction appears to have been resolved, following jetting of gullies and pipes. To be monitored.
- Over Rd – highway water flooding into driveway of No.25. Gullies to be inspected and jetted.
- Market St – TROs for parking bay and double yellow line markings expected to be processed during July. CCC questioning registered land ownership, as Market St green registration shows PC ownership stretching into half of car parking area, therefore CCC questioning their responsibilities. Clerk to follow up. Clerk
- Black Horse Lane and Gibraltar Lane surface water flooding – both roads have been allocated funding within this financial year. For Gibraltar Lane the proposal is to lay additional pipes to take water under the passageway into Priory Ave SW drains. For Black Horse Lane, the proposal is to feed the water under two driveways and through into Chantry Close SW system.
- Grasscutting – verges in Whitton Close are due to be cut within the week.
- Pot holes – work is ongoing. Table junction at Gibraltar Lane/Middlewatch – to report crumbling of slopes. Clerk
- Ramper Road – serious safety issues raised re crumbling road edges making the road very dangerous for passing traffic (recent collision which closed the road for 2 hours on a Friday afternoon noted).
- Chairman spoke to Highways Officers to ensure they were aware of all the current planning applications for major developments, in relation to concerns raised over proposed new junctions.
- Fen Drayton Road – Chairman had raised serious concerns over the state of the road, however the reply had been that there is no budget available for re-surfacing this year.
- Chairman reported that winter gritting is being cut by 50% this year and he understood that Ramper Road will not be gritted this year. County Cllr Ms Smith was asked to question this as Ramper Rd constantly has accidents during the winter with cars sliding into ditches at the sharp bends. Lack of gritting will only make this much more dangerous. It is also a public transport route. Cllr  
MS

**5.2 Grass Verge Cutting**

Verges in Whitton Close have not been cut yet this season. This has been due to an oversight in a contract change and the verges not included in the 2016 schedule. SCDC had previously cut them however their contract was amended to remove the verge cutting in autumn 2015, but CCC had not included it within the Parish schedule. This has happened in many other South Cambs villages. As mentioned above, the verges should be cut within the week.

**5.3 Correspondence for information and items for County Councillor**

- (i) Market Street, outside of No.21 the blocked drain caused a huge lake during heavy rainfall. Clerk to ask for the drain to be jetted through. Clerk
- (ii) Council raised concerns over the introduction of charges to order Library books online for collection at local libraries. This is very discouraging for rural libraries, in particular Local Access Points such as Swavesey Your Library, which has many customers collecting books ordered online.

Cllr Ms M Smith reported:

- (iii) Annual Public health Report issues – copy received.
- (iv) Taylors Lane – temporary closure notice issued for 6-12<sup>th</sup> Sept, diversion via Black Horse Lane. The Clerk confirmed that the footpath will still be open therefore the Safer Route to School for Village College students will still be accessible. CCC notified that SVC students use the route and CCC will confirm details to SVC as part of residents' notification.
- (v) High St parking – comments received about the increasing level of parking along High Street between Wallman's Lane to Black Horse Lane, making the road more difficult to pass parked vehicles and more dangerous. Some residents are finding parking is blocking visibility pulling out of driveway accesses. Residents' use of the Memorial Hall car park was questioned. Trustees present explained that with increasing use of the Memorial Hall, where users pay to use the car park as part of their hire fee, residents have had to be asked not to park in the private car park. This is unfortunate but the car park is there for the hall users. With more cars around now, parking is becoming a serious issue all over the village, there is no easy answer. The Clerk had replied to let residents whose driveway accesses are being blocked know that they can apply to the County Council for white access protection markings. These are chargeable but residents could group together to cover costs.
- (vi) The County Council are in the process of cutting highway verges around villages.
- (v) Parking around Primary School – the new flashing signs, 20mph limit and access protection markings around the school entrance are now in place. CCC asked if the requested changes to the single yellow line parking restriction in Middlewatch, to include a new no-parking limit across weekday lunchtimes, to coincide with Pre-School start/finish was still required. Due to the cost involved CCC wishes to check. Following discussion Council agreed that they wished to pursue the additional parking restriction times, to ensure safety at all school open/close times.  
Cllr Ms M Smith noted that some savings could be made if these TROs were advertised at the same time as the Market St parking bay TROs.  
It was also noted that the tree overhanging one of the new flashing signs at Greenside Close junction requires cutting back to ensure the sign is visible.
- (vi) Busway Team at CCC have been discussing whether to introduce parking charges at the Over Road car park. Council replied that when the car park was recently extended, at that time parking charges were dismissed due to the cost involved in providing the services and equipment. Council would not wish to see parking charges applied here. Cllr Ms M Smith added that the discussion has not been taken any further yet.  
The Clerk reported there is a very large hole in gravel surface of guided busway car park – to be reported.
- (vii) Noted that the new footbridge proposed over the new A14 would not now be for bridleway use as well, was anyone taking this change up? Clerk replied that the Swavesey Bridleways Assoc had strongly objected to the changes, supported by the Parish Council.
- (viii) CCC will be discussing the Devolution proposals and initial consultation at Full Council tomorrow. A public consultation will be launched in July.
- (ix) Flash flooding of Middlewatch, o/s Primary School entrance in recent heavy downpours. Noted but water does flow away soon after. Similarly in High St o/s Foxgloves Furniture premises. Request for drains to be jetted through.
- (x) Was CCC going to provide white giveaway markings for the cycleway along Buckingham Rd at its junction with Tiplers Drove? Clerk recalled that CCC had decided against putting in white lines. Noted but Cllrs thought this was still a dangerous situation and could the decision be revisited.

Clerk

**2016/ DISTRICT COUNCIL BUSINESS****06-6****6.1 Correspondence for information and items for District Councillor**

- (i) Cabinet Liaison meeting, Weds 13<sup>th</sup> July, Chairman would attend. One other place to be confirmed.

Cllr Mrs S Ellington reported:

- (ii) The Land Drainage Manager, recently retired, will be returning for a short-term contract to oversee the completion of the Covell's Drain embankment works.
- (iii) SCDC would also be discussing Devolution proposals. Much discussion over what Devolution might mean to the County took place. Cllr Mrs Ellington confirmed a consultation would be launched in July.

**2016/****06-7 NHW and POLICE BUSINESS**

Crime & NHW report discussed with the Village Co-ordinator.

Speeding was raised an item to take to the next Neighbourhood Panel. Residents in Ramper Rd were still very concerned over speeding. The Clerk had forwarded contact details for the Speedwatch officer to residents again.

**2016/****06-8 VILLAGE MATTERS****8.1 To receive the monthly report from the Village Handyman & general maintenance**

Overgrown vegetation above Turnbridge Drain, between Thistle Green and Moat Way causing problems to a neighbouring garden. Area requires strimming. Land ownership is unknown, it is not Parish Council, SCDC or Taylor Wimpey, therefore maintenance work is never carried out. Agreed that Parish Council will organise a one-off clearance. The Clerk to contact Taylor Wimpey again about potential land transfer of other land above this drain.

Clerk

**8.2 Carters Way-Priory Ave Open Space Improvements**

The working party had met to review a draft design for a mix of community garden and low-level play items. The cost was more than originally expected, therefore it was agreed that the amendments discussed by the working party should be fed back and a new design produced.

Council recorded its thanks to Joshua Fretwell for instigating this project and for his continued enthusiasm and assistance in the planning of it.

**8.3 Recreation Green - To review potential budget for additional sports equipment**

Following a request from a group of 12-13 year old boys for a basketball net/goal end wall, plus information received on permanent table tennis tables, the Clerk updated Council on amounts held from S106 outdoor community sports and recreation facilities receipts. Potential costs and type of equipment were discussed and it was agreed that the Clerk should obtain budget quotes for the items discussed and find out how much space on the green they would require. In particular what surfacing would be required as grass would not be suitable.

**Proposal:** To allocate a budget of up to £25,000 for the Carters Way-Priory Ave area from existing S106 funds. This would allow a project without the need to apply for additional grant funding. **1**

**Proposal:** To obtain budget quotes and specifications for basketball/goal end walls and table tennis table. To allocate up to £10,000 from the existing S106 funds and to apply for grant funding for the additional costs once known. **2**

**2016/****06-9 DRAINAGE**

The Council recorded its best wishes to Cllr Keith Wilderspin following his recent accident and hopes for a speedy recovery.

Constituency report from the Environment Agency (EA) to Heidi Allen MP circulated. Noted that it did not appear the outstanding projects were any further forward, even after the recent meetings with EA officers.

Mr Dodson declared an interest as a landowner with regard to the current works to lay the sewage pipe from Northstowe to Uttons Drove.

## 2016/

### 06-10 PLANNING

#### 10.1 To consider correspondence received

Cllr Mrs Ellington informed Council that a New Head of Planning & Development was now in place at SCDC, the new position being a joint Cambridge and S Cambs role.

- (i) Ref: S/1027/16/OL – Bloor Homes, up to 99 dwellings on land off Fen Drayton Rd Change of description from ‘for 99 dwellings’ to ‘up to 99 dwellings’. Noted
- (ii) Home Close, Fen Drayton Rd – surface water discharge – no reply from Anglian Water yet with regard to the flow control rate for the Home Close balancing pond.
- (iii) 37 Market St – Planning Officers will be meeting with owner and agent on 4<sup>th</sup> July, an update to be given at the July Council meeting.

#### 10.2 To consider planning applications received

- (i) Ref: S/0895/16/FL – RSPB, Fen Drayton Lakes. Creation of scrapes, bank and island reprofiling for wildlife habitat enhancement. Ferry Lagoon. No objections.
- (ii) Ref: S/1358/16/PA – For information only. 107 Boxworth End – single storey rear extension.
- (iii) Ref: S/1096/16/LD – For information only. 18 Moat Way – single storey side extension

Noted that the agents for the land behind 130 Middlewatch, for up to 70 new homes, have submitted the planning application to the District Council. Cllr Mrs Ellington and County Cllr Mrs Harford will be meeting with the agents later this week. The application should be published for consultation within the next week.

#### 10.3 Permissions, Refusals , Appeals

Ref: S/2088/15/FL – 35 Ryders Farm. Permission for use of residential annexe as a dwellinghouse.

## 2016/

### 06-11 FINANCE

#### 11.1 To approve payment of outstanding accounts

**RESOLVED:** to approve the invoices and payments as listed in appendix 1 to the total of £8,531.86.

#### Bank Balances - reconciled against statements 22/6/16

Lloyds Current a/c	£106,602.93
Lloyds Business a/c	£2,222.04
Unity a/c	£2,442.23
ALTO card	£201.87

Transfer approved of £80,000 from Current a/c to the new Public Sector Deposit Fund, as previously approved.

#### 11.2 Notice of receipts received None

#### 11.3 To consider a proposal for a new community grant in association with CostCutter Store and to review grant application process

Report considered on discussions with CostCutter store, Middlewatch with regard to a community grant scheme operated jointly with the Parish Council, as part of the CostCutter ‘Local Pride’ scheme. Initial ideas were well received. The Parish Council would now look at formalising its community grant application system with a view to further discussions with CostCutter later this year.

**2016/****06-12 GENERAL CORRESPONDENCE**

- (i) CAPALC – Annual Catch-up Day for Clerks and Councillors – Clerk to attend.
- (ii) CCC and OWLS Car Scheme – CCC are developing ‘good practice’ websites for Parish Councils and an article on the OWLS Scheme and support from Parish Councils has been written for one of the websites.

**2016/****06-13 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA**

- (i) Chairman reported that the Parish Council’s Neighbourhood Plan stall at the Festival Gala Day had received a good amount of interest and a number of residents had signed up as consultees or expressed interest in the working party for the Plan. The initial working party of Cllrs will meet between now and the August meeting in order to put a recommendation to Council on how to move forward with this.
- (ii) The 5-a-side charity day on the Recreation Green has been postponed until Sun 24<sup>th</sup> July.
- (iii) Agenda item to discuss the vehicle entrance to the recreation green.

**Next meeting dates:****Planning – 7.30pm Thursday 14<sup>th</sup> July 2016****Full Council – 7.30pm Monday 25<sup>th</sup> July 2016**

There being no further business, the meeting was declared closed at 10.14pm

Signed & dated  
Chairman

**Powers of Expenditure**

1 & 2 Local Government (Miscellaneous Provisions) Act 1976, s16

**MINUTES APPROVED AS A CORRECT RECORD AND SIGNED BY THE CHAIRMAN AT THE MEETING HELD ON 25<sup>TH</sup> JULY 2016**

**Swavesey Parish Council**  
**PAYMENTS LIST**

Voucher	Code	Date	Minute	Cheque No	Description	Supplier	Net	VAT	Total
29	Festival	16/06/2016	2016/06-11.1	002311	Grant	Swavesey Festival Ltd	1,270.50	0.00	1,270.50
30	Handyman's/Gardening Expenses	27/06/2016	2016/06-11.1	002312	Compost	Oakington Garden Centre	41.67	8.33	50.00
31	Improvement Works	27/06/2016	2016/06-11.1	002313	Verti-draining recreation green	Cambridgeshire Cricket Ltd	350.00	0.00	350.00
32	Improvement Works	27/06/2016	2016/06-11.1	002313	Top dressing Recreation Green	Cambridgeshire Cricket Ltd	300.00	0.00	300.00
33	Handyman's/Gardening Expenses	27/06/2016	2016/06-11.1	002314	Refuse Sacks	ESPO	17.23	3.45	20.68
34	Miscellaneous Expenses (office)	27/06/2016	2016/06-11.1	002314	Flipchart easel	ESPO	51.00	10.20	61.20
35	Miscellaneous Expenses (general)	27/06/2016	2016/06-11.1	002315	Projector servicing	Audio Visual & Electrical Services Ltd	76.00	15.20	91.20
36	Handyman's/Gardening Expenses	27/06/2016	2016/06-11.1	002316	Plants	N J & C L Gill	132.60	0.00	132.60
37	Stationery	27/06/2016	2016/06-11.1	002317	Stationery	Viking Direct	30.96	6.19	37.15
38	CAPALC	27/06/2016	2016/06-11.1	002318	Annual subscription	CAPALC	443.96	0.00	443.96
39	Equipment	08/06/2016	2016/06-11.1	ALTO	Gazebo accessories	Mountain Warehouse	22.41	0.00	22.41
40	Dropbox	26/05/2016	2016/06-11.1	ALTO	Annual subscription	Dropbox	79.00	0.00	79.00
41	Equipment	25/05/2016	2016/06-11.1	ALTO	Gazebo accessories	Halfords	10.82	2.17	12.99
42	Telephone/Broadband	02/06/2016	2016/06-11.1	Direct Debit	Telephone & Broadband	Virgin Media	71.93	14.39	86.32
44	Handyman's/Gardening Expenses	29/06/2016	2016/06-11.1	BACS	Gardening items	Trevor Wake	8.74	0.00	8.74
46	Postage	29/06/2016	2016/06-11.1	BACS	Postage	Linda Miller	2.40	0.00	2.40
47	Miscellaneous Expenses (general)	29/06/2016	2016/06-11.1	BACS	Refreshments (Meeting)	Linda Miller	5.13	0.00	5.13
43		29/06/2016	2016/06-11.1	BACS					
45		29/06/2016	2016/06-11.1	BACS					
48	Staff Costs	01/07/2016	2016/06-11.1	BACS	Staff Costs	Staff Costs	3,630.19	0.00	3,630.19
49		01/07/2016	2016/06-11.1	BACS					
50		27/06/2016	2016/06-11.1	002319					
51	Grasscutting	30/06/2016	2016/06-11.1		Grasscutting				
52	Verge Cutting	30/06/2016	2016/06-11.1	BACS	Grasscutting (verges)		844.73	168.95	1,013.68
53	Sheltered Housing SCDC	30/06/2016	2016/06-11.1		Grasscutting	Buchans Grounds Maintenance			
54	Grasscutting	30/06/2016	2016/06-11.1		Grasscutting				
55	Sheltered Housing SCDC	30/06/2016	2016/06-11.1	BACS	Grasscutting		739.38	147.88	887.26
56	Improvement Works	30/06/2016	2016/06-11.1		Weedkiller				
57	Equipment	26/05/2016	2016/06-11.1	ALTO	Gazebo accessories	Outdoor Camping Direct	22.46	4.49	26.95
<b>Total</b>							<b>8,151.11</b>	<b>381.25</b>	<b>8,532.36</b>