

Swavesey Parish Council - Clerk's Report

To : All Councillors

From : Linda Miller (Clerk)

Date : 18th October 2016

Purpose: Monday 24th October 2016. To highlight matters on agenda and update Council on issues arising since last meeting.

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

- No comments from residents re closing the BT phone kiosks or the Parish Council adopting them. Initial request now made to BT to find out if the kiosks can be adopted.
- Chairman attended SCDC Planning Committee – see notes in Planning Meeting Minutes 13th Oct.
- Solicitors contacted re legal advice on lease for playing field site. Solicitors happy to act for the Council once draft lease received. A quote for the work will be issued once the content of the lease has been seen.
- Repair work to the recreation green (drop in level by footpath and holes alongside play area footpath) will take place in next couple of weeks.
- Standard letter re vegetation overhanging public footpath/highway received from CCC, which Parish Council can use.
- TROs for Market St line marking and parking restriction changes opp Primary School due to be advertised w/c 31st Oct.

5 County Council Business

- Local Highways Initiative bids open for projects for 2017-18, applications close 30th Nov. Council to consider potential bid (only one bid per Parish Council permitted).
- Winter gritting routes confirmed, cuts to budgets have reduced gritting routes. Ramper Road has been removed from the gritting route.
- Parish & Town Councils Conference – Fri 18th Nov, St Ives. Attendance to be confirmed. Two community projects in Swavesey will be presented (OWLS Car Scheme, Allotment Site).

6 District Council Business

- Community Awards – nominations open for various categories. To consider nominations.

7 NHW and Police Business

- Neighbourhood Panel Meeting held 20th October in Swavesey. Concern had been raised by residents of quad bikes being ridden through Turnbridge footpath to Chantry Close area.

8 Village Maintenance, Recreation and Open Space

General Maintenance

- Deadwood to be removed from trees around Market St green, no Conservation work application required for this type of work.

Recreation Green

- Since the last meeting sand has now been applied to the sand slits, plus the surface 'brushed'. The green is now much safer and level, recent rainfall is also helping. Institute Football Club is inspecting the ground this week with a view to playing on 22nd Oct. Spartans are still using other grounds and will return to the main pitch once they have inspected the ground and teams have resumed playing.

Land over Turnbridge Drain

- Taylor Wimpey has revised its decision and a new offer to transfer the land over the drain (between Chantry Close/Moat Way/Thistle Green) has been sent to the Council for consideration.

9 Drainage

- No updates received regarding Mare Fen or Riverbank maintenance work.
- Covel's Drain – Chairman met with Drainage Officer from SCDC earlier in the month and to report on discussion at the meeting.

10 Planning

- 130 Middlewatch (70 homes) – Revised surface water drainage solutions received from Carter Jonas, which Swavesey IDB have initially accepted. Questions asked about future maintenance of the system and how it will be funded (S106 or precept).
- Fen Drayton Rd (99 homes) - IDB continue to discuss surface water concerns, update to be given at the meeting.
- 40mph limit to be applied to Buckingway Road and A14 flyover from 1st Nov to Dec 2020, for duration of A14 construction works.
- S106 Receipts – Indemnity Agreement to be signed for further receipts to the Parish Council.
- Neighbourhood Plan – Area Designation Application to be approved.
- SCDC – two questionnaires to be completed and returned regarding: 1) proposed changes to validation list documentation for applications; 2) electronic notification to Parishes of applications
- Applications to comment on as listed on Agenda

14 Finance

- Payments listed **for approval**

DRAFT PAYMENTS LIST: (Cheque order) Vouchers 114 to 126

| Vchr | Cheq | Cde. | Name | Descriptio | Amount |
|---------------------|--------|------|-----------------------------|-----------------------|-----------------|
| BACS | | | | | |
| 119 | | 50 | Buchans Grounds Maintenance | Grasscutting | 406.32 |
| 120 | | 92 | Buchans Grounds Maintenance | Grasscutting | 118.20 |
| 121 | | 87 | Staff Costs | Staff Costs | 1,938.23 |
| 122 | | 82 | | | |
| 126 | | 44 | | | |
| 123 | | 43 | | | |
| 124 | | 30 | | | |
| 125 | | 32 | | Mileage | 8.10 |
| | | | | Postage | 7.10 |
| 114 | | 24 | Unity Trust Bank | Service Charge | 18.00 |
| Direct Debit | | | | | |
| 115 | | 34 | Virgin Media | Telephone & Broadband | 101.92 |
| Cheques | | | | | |
| 116 | 002332 | 33 | Viking Direct | Stationery | 35.12 |
| 117 | 002333 | 95 | Bury Turfcare Ltd | Grounds maintenance | 810.00 |
| 118 | 002334 | 47 | CAPALC | Training | 30.00 |
| TOTAL | | | | | 3,472.99 |

- Receipts to note:

UK Power Networks - Wayleave 51.24

- Bank Reconciliations at 17/10/2016:

| | |
|-----------------------------------|-----------|
| Lloyds Current a/c | 29,740.20 |
| Lloyds Business a/c | 2,225.70 |
| Unity a/c | 2,404.31 |
| CCLA - Public Sector Deposit Fund | 80,056.58 |
| OPTIMUM card | 200.00 |

- Government proposal to extend Council Tax referendum principles to town and parish councils – consultation for comment.

At this point the meeting will be closed to the public & press under Public Bodies (Admission to Meetings) Act 1960, in order to discuss the following agenda item, which is considered to be confidential due to the content of the discussion.

- 12** Parish Council and Clerk's job evaluation, profiling and salary scale – A review and recommendation for change

Meeting re-opened

- 13** General Correspondence (for information)
As listed on Agenda

- 14** Items for Information and Next Agenda

Forthcoming Council meetings:

Planning **Thurs 10th November 2016 – 7.30pm**

Full Council **Mon 28th November 2016 – 7.30pm**