

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 19th December 2016

PRESENT

Mr W Wright (Chairman)

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

Clerk : Mrs L Miller

In attendance

Parishioners : 3

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

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

12-1 None, all present

2016/**12-2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS**2.1 **Declarations of interest from councillors on items on the agenda** None2.2 **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
12-3 declaring prejudicial interest relating to the business to be transacted, to address the
meeting.**

No addresses regarding prejudicial interests were made

No items raised by members of the public present.

Public forum closed in order for the Parish Council meeting to commence.**2016/ TO SIGN & APPROVE MINUTES OF THE MEETING DATED 28th November 2016**12-4 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) Decision sent to Taylor Wimpey re land transfer – no reply to-date.

(ii) LHI Bid submitted, awaiting any questions. CCC Panel will meet in late Jan to consider bids.

(iii) A14 Swavesey Section Project Officer, invites Councillors to a site visit of the new construction compound mid-late January, to discuss surface water and other items raised by Cllrs with regard to the A14 work. Clerk to confirm a date in the New Year. Cllrs agreed to draft an agenda for this meeting at the Planning meeting on 12th Jan. Request, approved, that the A14 works become a standard Agenda item for all PC meetings now that construction work has started.

(iv) Byways – one load of planings received for Hale Rd however more are required and have been requested of SCDC.

(v) Leaflets handed out to parents parking around Primary School on Mon 5th Dec. To be repeated late Jan/early Feb. Cllr Mrs Ellington added that SCDC are investigating possible funding in order to employ a Traffic Warden for the S Cambs Area, which could work in partnership with Parish Councils.

4.2 Clerk's Report – noted as published

2016/ COUNTY COUNCIL BUSINESS**12-5****5.1 Highways Maintenance**

- (i) Gritting routes reinstated, Ramper Road will be added back into the gritting schedule.
- (ii) Concern that the roadside gullies in Station road near the busway are not working correctly and require jetting through. To be notified to CCC Highways.

Clerk

5.2 Correspondence for information and items for County Councillor

- (i) Traffic Regulation Order consultation now taking place for the extension of double yellow lines in Market St and the marking of parking bays, plus the extension of time limited parking opposite the primary school entrance.
- (ii) Information re HGV Covenant to help reduce the impact of large lorries on local roads.
- (iii) Cllr Ms M Smith reported:
Detailed information on the reinstatement of gritting routes will be published shortly. The decision to turn off the streetlights between 2am-6am has been reversed. LHI Panel will be meeting 21/22 Jan to consider applications. Cllr Ms M Smith is still looking into the addition of giveaway white line markings on the cycleway along Buckingham Road at the junction with Tipplers Drove.

2016/**12-6 DISTRICT COUNCIL BUSINESS****6.1 Correspondence for information and items for District Councillor**

- (i) North Parishes Patch Meeting planned for January, topic to be Community Transport.

2016/**12-7 NHW and POLICE BUSINESS**

Cllrs had distributed leaflets about inconsiderate parking around the Primary School entrance to parents collecting children on the afternoon of Mon 5th Dec. This will be repeated early in the New Year. Chair of Governors had thanked the Council for its help in trying to overcome the problem of parking and safety around the school entrance. This issue to be mentioned in the Meridian magazine and on village facebook sites. Primary School also makes constant reference in parents' newsletter.

*(County Cllr Ms M Smith left the meeting)***2016/****12-8 VILLAGE MATTERS****8.1 To receive the monthly report from the Village Handyman**

No items to report

2016/**12-9 DRAINAGE**

No update received from the Environment Agency re the proposed riverbank work. Correspondence that the Clerk to the Swavesey IDB will be retiring at the end of December and notice of the new clerk. Written reply sent thanking the Clerk for all of his support to and work with the Parish Council.

2016/**12-10 SOCIAL MEDIA POLICY**

Having set up a facebook page and website, a Social Media Policy is required to regulate use of the sites. Draft circulated, based on the SLCC Model Policy. **Proposed**, seconded and **carried unanimously to adopt** the Policy with no amendments.

2016/**12-11 PLANNING****11.1 To consider correspondence received**

- (i) Tree works in Conservation Area. Concerns raised by a neighbour over proposed work to trees which are not in the applicant's garden Ref: S/2843/16/TC. Noted for SCDC Tree Officer to liaise.
- (i) SCDC December Planning Policy Update – circulated and noted.

11.2 CPRE Membership

Following discussion with the local branch representative at the Parish Conference in November, the Chairman proposed that the Parish Council becomes a member of the CPRE, who are able to support Councils on rural planning issues as well as lobby central government on planning issues and legislation. Details circulated for consideration.

Proposed, Seconded and **carried unanimously** to take out a year's membership at £36. 1

11.3 37 Market Street

No further update yet on when the owner will be submitting a planning application. Following discussion the Council agreed to request that SCDC put in a compulsory purchase order for the site or to take decisive action to ensure the owner submits a planning application. District Cllr Mrs Ellington said she would speak to the Planning Officers to support the Council's concerns and request.

Clerk

Cllr
SE**11.4 To consider planning applications received**

- (i) Ref: S/3185/16/FL – **Land to west of 136 Boxworth End**. Mr S Hodson. New self build dwelling and garage. Swavesey Parish Council, although raising no objections to the design and layout of the proposed new dwelling house, is concerned that this is yet another large new dwelling in the village, putting additional pressure on village infrastructure.

Swavesey currently has well above its planned amount of new housing development and every additional property adds to the cumulative effect on traffic congestion, school places and surface water drainage capacity, among other issues.

Compliance with Local Plan – in that this is yet more development in a village which currently has approx. 269 new dwellings in the planning application system, a further 55 in pre-application and 81 having been granted permission over the past year.

- (ii) Ref: S/2922/16/FL – **Land at 39 Station Rd**. Flood risk assessment amendment. No further comments.
- (iii) Ref: S/3214/16/FL – **St Andrew's Church**. Change the Chancel roof covering from lead to terne coated stainless steel. No objections.
- (iv) Ref: S/3209/16/FL – For information only. **6 School Lane**, Ms C Symonds. Lawful development certificate for proposed single storey rear extension.

11.5 Permissions, Refusals , Appeals

Ref: S/2643/16/FL – 31 Thistle Green. Permission granted for single storey side and rear extension, garage conversion and first floor side extension.

Ref: S/2623/16/FL – Trinity House, Uttons Drove. Permission granted for two storey side and rear extension (resubmission of planning approval S/2226/13/FL).

Ref: S/2675/16/FL – 100 Boxworth End. Permission granted for single storey front and side extension and rear alterations.

(District Cllr Mrs Ellington left the meeting)

2016/

12-12 FINANCE**12.1 To approve payment of outstanding accounts**

RESOLVED: to approve the invoices and payments as listed in appendix 1 to the sum of £6,952.05.

Bank Reconciliations:

Business Account	£2,225.88	at 12/12/16
Current Account	£34,859.84	at 19/12/16
Unity Account	£2,201.82	at 12/12/16
CCLA Deposit Account	£92,097.22	at 12/12/16
OPTIMUM Card Account	£133.19	at 13/12/16

12.2 Notice of receipts received

VAT refund for half-year £1,858.46

12.3 Soc of Local Council Clerk's Practitioner's Conference, 23/24th February 2017. 2

Approval granted for the Clerk's attendance at this conference. Cost £249.00

12.4 Draft Budget Proposals 2017/18

Draft figures for the budget and Precept were circulated for discussion. The draft precept figure of £61,432 was approx. £5,800 more than the current year. This is due to a new budget inclusion of £3,000 towards the Neighbourhood Plan Project, £2,000 more into staff costs to cover increase in staff hours and costs, plus other smaller increases over other budget headings. The Precept increase would equate to an increase of just under £5/year for a Band D property. As the Neighbourhood Plan and staff costs due to other Council projects, were the main reason for the increase and acknowledging the strength of feeling from residents with regard to the major development proposals coming through and the support for a Neighbourhood Plan, it was agreed in principle that the Precept would be increased as the draft figures show. Final figures to be discussed at the January meeting when the Precept is to be approved.

2016/**12-13 GENERAL CORRESPONDENCE**

- (i) Newsletter and magazines
- (ii) ACRE/CCC – report on Parish Council’s Conference of 18th November – noted
- (iii) Environment Agency – confirmation that the website flood data for planning is now correct for Swavesey
- (iv) Cambs and Peterborough CCG Newsletter – Ms S Smith comment on items to note from this publication, in particular with regard to the Hinchinbrooke and Peterborough Hospitals merger with Stamford Hospital.
- (v) Christmas cards: Bannolds, Agrostis.
- (vi) Wings for Life World Run 2017 – route and date published for Sun 7th May 2017. The route will not be through Swavesey this year.

2016/**12-14 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA**

- (i) 37 Market Street – planning proposals update
- (ii) Disabled persons parking bays at the Memorial Hall are still being used by non-disabled drivers. At a recent Craft Club booking disabled drivers needed to use the spaces which had been taken up by drivers without blue badges in the car. To be reported to the Hall Administrator.
- (iii) Swan pond clearing out of reeds – Clerk to chase up SCDC re use of their machinery.
- (iv) Thanks passed on to Stuart for arranging the Christmas meal out again, which was excellent.

Next meeting dates:**Planning – 7.30pm Thursday 12th January 2017****Full Council – 7.30pm Monday 23rd January 2017**

There being no further business, the meeting was declared closed at 9.05pm

Signed & dated
Chairman

Powers of Expenditure

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

MINUTES APPROVED AS A CORRECT RECORD AND SIGNED BY THE CHAIRMAN AT THE FULL COUNCIL MEETING ON 23RD JANUARY 2017

PAYMENTS LIST

Voucher	Code	Date	Minute	Cheque No	Description	Supplier	Net	VAT	Total
144	Telephone/Broadband	02/12/20	2016/12-12.1	Direct Debit	Telephone & Broadband	Virgin Media	77.17	15.44	92.61
145	Christmas Lights	12/12/20	2016/12-12.1	OPTIMUM card	Christmas Lights	Lights4fun	45.81	9.16	54.97
146	Stationery	19/12/20	2016/12-12.1	002339	Stationery	Viking Direct	19.27	3.85	23.12
147	SLCC	13/12/20	2016/12-12.1	002340	SLCC Membership	The Society of Local	157.00	0.00	157.00
148	Christmas Lights	20/12/20	2016/12-12.1	BACS	Christmas Lights	D S Martin Electrical	95.00	19.00	114.00
149	Memorial Hall Charity	20/12/20	2016/12-12.1	BACS	Grant	Swavesey Memorial Hall	870.98	0.00	870.98
150	Improvement Works	19/12/20	2016/12-12.1	002341	Verti-draining recreation	Cambridgeshire Cricket	375.00	0.00	375.00
151		23/12/20	2016/12-12.1					0.00	
152		23/12/20	2016/12-12.1					0.00	
153	Staff Costs	30/12/20	2016/12-12.1	BACS	Staff Costs		2,221.18	0.00	2,221.18
154		30/12/20	2016/12-12.1					0.00	
155		23/12/20	2016/12-12.1					0.00	
156	Meeting Room Fees	19/12/20	2016/12-12.1	002303	Meeting room hire	Swavesey Memorial Hall	403.00	0.00	403.00
157	Improvement Works	20/12/20	2016/12-12.1	BACS	Drainage work	Bury Turfcare Ltd	1,300.25	260.05	1,560.30
158	Grasscutting	19/12/20	2016/12-12.1	BACS	Grasscutting	Buchans Landscaping &	82.42	16.48	98.90
159	Trees/Hedges/ditches	19/12/20	2016/12-12.1	BACS	Hedge cutting & ditch	Buchans Landscaping &	636.24	127.25	763.49
160	Trees/Hedges/ditches	19/12/20	2016/12-12.1	BACS	Trees/shrubs/hedges	Buchans Landscaping &	31.25	6.25	37.50
161	Constable's Rood	19/12/20	2016/12-12.1	002342	Grasscutting	Edwin Parish	180.00	0.00	180.00
Total							6,494.57	457.48	6,952.05