

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 27th February 2017

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 (Papworth & Swavesey), Mrs L Harford (Bar Hill)

District Councillor: Mrs S Ellington

For Agenda item 5 – 37 Market Street – planning application:

John Henry, landowner; Ann Blythe, Graham Handley Architects

SCDC: Rebecca Ward, Senior Planning Officer; Jane Green, Head of New Communities

Item	Power Action
2017/ 02-1	TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE
Miss L Boyes (late arrival)	
2017/ 02-2	MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS
2.1	Declarations of interest from councillors on items on the agenda
	Mr Wilderspin, non-pecuniary registered interest, Agenda item 5 – resident of Cow Fen Drove
	Mr Pook, non-pecuniary registered interest, Agenda item 5 – resident of Market Street
	Mr Pook, registered pecuniary interest, Agenda item 14.2 – landowner bordering application site
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.
2017/ 02-3	Meeting suspended to allow 10 minutes for the public participation forum and for persons declaring prejudicial interest relating to the business to be transacted, to address the meeting.
	No addresses regarding prejudicial interests were made
	Items raised by members of the public present:
	<ul style="list-style-type: none"> Resident – thanked the Parish Council for taking up hers and other parents concerns over safety when crossing Middlewatch and High St near to the Primary School, in particular following the recent incident when her daughter was almost hit by a vehicle. Crossing the road near to the Primary School is becoming very dangerous and there is currently no Crossing Patrol Person.
	Public forum closed in order for the Parish Council meeting to commence.
2017/ 02-4	TO SIGN & APPROVE MINUTES OF THE MEETINGS DATED 23rd January and 9th February 2017
	It was proposed , seconded and unanimously approved that the Chairman sign both sets of Minutes with no amendments.

4.1 Matters to report from previous minutes (for information)

- (i) Chairman had attended the LHI panel, do not expect to hear bid decisions until mid-March
- (ii) No date yet for Market St work
- (iii) Guided Busway car park potholes reported again, CCC say planings have been ordered but no date given for delivery
- (iv) Planning permission would not be required for a bollard in front of the Newsagents, nor listed building permission. Request made to CCC to discuss installation but no response yet.
- (v) Chairman and Clerk had met with Laragh Homes, the planning application is scheduled for discussion at the 9th March Parish Council Planning meeting
- (vi) Request submitted to CCC for resurfacing of the footpath bridges across the Swavesey Drain
- (vii) RSPB own the concrete road from Fen Drayton Rd into the Nature Reserve inc the bridge

4.2 Clerk's Report – noted as published

(County Cllr Ms M Smith joined the meeting – apologies for late arrival)

2017/ 37 MARKET STREET – PROPOSALS FOR REDEVELOPMENT OF THE SITE

- 02-5** Ref: S/1069/17/LB and Ref: S/0168/17/FL Cardinalis Development Ltd. Repair & alterations to the Listed Building including demolition & replacement of rear extensions. Construction of two new dwellings and associated access.

Chairman welcomed the site owner and architect for the proposal, plus Planning Officers from South Cambs District Council. The Council meeting was suspended and opened to the public in order to hear a presentation on the proposals and for Cllrs to discuss this with the applicant and Planning Officers.

A brief background to the site was given, together with an overview of the proposals and the new vehicle access from Cow Fen Drove. It was explained that two new dwellings were required in order to fund the expensive restoration of the listed cottage and a viability report had been included with the planning application detailing this. Proposals included:

- Significant trees to be retained on the site
- New dwellings built on stilts to avoid the loss of flood storage, due to the site being within the flood zone 3
- New dwellings will be timber boarded with zinc roofs to blend in with landscape

(7.48pm – Parish Cllr Lisa Boyes joined the meeting)

Response from the Parish Council included:

- Did not consider financial viability a material planning consideration. Jane Green replied that financial viability does have relevance when it is to fund listed building restoration. South Cambs District Council (SCDC) is obtaining an independent review of the viability assessment.
- SCDC recognises that it has taken far too long to bring proposals to application stage, however enforcement has not been progressed as the risk to SCDC would be that it would have had to purchase the site. SCDC has worked with the owner to bring this re-development proposal forward.
- The Environment Agency (EA) has taken its time to respond on flood risk data.
- Concern raised re setting a precedent for new buildings on stilts in other flood zone areas in the parish.
- Site is considerably lower than Cow Fen Drove. Water sitting on the Drove at this point during heavy rainfall would flow down into the site, what will be done to prevent this? Owner would speak to County Council about this.
- Concerns raised re water attenuation for other surface water, Swavesey IDB may raise concerns about this.
- There is a very old water main running under the grass verge alongside the property, which regularly bursts.

- Concern over construction traffic using Cow Fen Drove: damage to the drove surface, narrow width of drove, congestion, difficulty turning into and out of the site for large vehicles, lack of space for vehicles to park close to the site, etc. A planning condition would be required to regulate and restrict vehicles and sizes during construction.
- Concerns raised over proposed felling of some of the viable trees on the site, which is in the Conservation Area.

Comments from the public:

- Very concerned over access to the site via Cow Fen Drove, particularly during construction but also afterwards, as there is no width for parking on the Drove.
- Concern that height of new buildings could dominate the low listed cottage.
- Would prefer to see one traditional-style new dwelling rather than two modern new dwellings.

Site owner confirmed that the listed building would be renovated first, with work ready to start this year. A S106 condition could be provided to include a delivery timeframe for the project together with construction conditions.

The Chairman thanked everyone for the presentation and comments, the Council meeting was then re-opened for Council consideration of the application.

Council's decision was unanimous in objection to the application:

Over-development of the site, with two new dwellings
 Limitations with regard to site access, parking and turning
 Cumulative impact of further new dwellings on the infrastructure and facilities in the village – roads, education facilities, doctor's surgery, etc
 Site is on flood zone 3, impact of this for the site and surrounding area
 New dwellings will be on stilts with limited garden space
 Concern that new dwellings will dominate over listed cottage
 Effect on mature trees on and close to the site, within the Conservation Area
 Request that SCDC Planning Committee visit the site and give sufficient time to consider the impact on the site and listed cottage.

Mr Henry, Mrs Blythe, Mrs Ward and Mrs Green thanked Council for their time and left the meeting.

2017/

02-6 COUNTY COUNCIL BUSINESS

6.1 Highway Safety – Primary School entrance, Middlewatch

Following concerns raised over crossing safety and currently no Crossing Patrol Person (CPP) at the school entrance, the Chairman, Clerk and County Cllr met with a CCC Highways Safety Officer to discuss possible options around recruiting a CPP or installing a zebra or pelican crossing. Report circulated to Cllrs. An update for residents to go into the April-May Meridian Magazine. A further meeting to be arranged to include the Police and Head of the Primary School. The Chief Inspector and Police & Crime Commissioner to also be copied in for information.

Clerk

5.2 Highways Maintenance updates

- (i) Question over why are the road works with lights on Middlewatch are taking so long, and the lights have not worked on some days, causing a danger? Clerk to find out.
- (ii) Noted that the roads and pavements are in an appalling state of repair, particularly Boxworth End – Middlewatch.

Clerk

5.2 Correspondence for information and items for County Councillor

No further correspondence

2017/**02-7 DISTRICT COUNCIL BUSINESS**

- 7.1 Parish Patch meeting-Transport** Chairman and Lisa Boyes had attended, a short verbal report was given. Will continue to investigate possibility of community transport within neighbouring parishes.
- 7.2 Correspondence for information and items for District Councillor**
- (i) Community Awards Presentation, 9th March. John Pook to attend. (Apologies noted from Mr Pook and Cllr Mrs Ellington for Council Planning meeting the same date)
 - (ii) Parish Council Elections – will be May 2018, together with all-out District elections.

2017/**02-8 A14 IMPROVEMENT PROJECT**

Meeting with Stakeholder Manager held on 16th Feb, notes circulated.
 Mobile visitor centre is now available to book to visit villages and events.
 Notified that on completion of the improvement scheme, CCC has currently submitted an expression of interest to take over the works compound at the Swavesey junction area, for an area Highways compound. Parish Cllrs have continued concerns over surface water attenuation with regard to this, as the existing scheme is for temporary use only. This to be monitored.

2017/**02-9 NHW and POLICE BUSINESS**

- (i) Notice received that the Village co-ordinator is standing down, an advert for the role will be published.
- (ii) No Cllrs had been able to attend the Neighbourhood Panel meeting on 22nd Feb.
- (iii) Correspondence from Chief Insp Sutherland of the new online web-page for reporting concerns over parking, which will provide information for the Police to organise 'crack-down' days to target dangerous and inconsiderate parking in villages.
- (iv) Community Safety Day, 18th March, SCDC Cambourne.

2017/**02-10 VILLAGE MATTERS****10.1 To receive the monthly report from the Village Handyman** No items to report.

- (i) Wooden barrier between the recreation green and Brick Kiln Drove had collapsed, due to rotted posts. Repairs arranged immediately to ensure no vehicles or animals could get onto the green. Cost of £180. 1
- (ii) Horses from the field behind the recreation green have been escaping their field and pushing through the hedge onto the green. Owners have been contacted to remove the horses and ensure they do not escape their field. If the horses continue to escape the field, they are to be reported to SCDC Enforcement as loose horses on the green are a danger. The Clerk arranged for gaps in the recreation green hedge to be blocked with wire fencing, cost of £45. This cost also included removal of a large split branch on the smallest Horse Chestnut Tree on the front of the green. 2

10.2 Sale of POS land alongside Nos 48-56 High Street

Agent & Solicitor appointed to handle the sale of the land on behalf of the Parish Council, with all costs associated with the sale to be covered by the purchaser. A restrictive covenant can be applied to ensure land is only used for parking and turning in perpetuity. All details circulated to Council for consideration. The purchaser had agreed to all conditions and the Council's agent recommended acceptance of the offer negotiated. **Proposed and carried unanimously** to accept the offer and sell the land.

10.3 Taylor Wimpey – Transfer of land over Turnbridge Drain and in School Lane

Final offer from Wimpey still requires Council to pay the legal fees for the transfer of the land. Unanimous agreement that Council did not wish to pay for the transfer of the land, as Council would be paying for future maintenance. Therefore agreed not to

pursue this any further. Clerk to write to confirm and to request that Wimpey ensure the vegetation is regularly cut back between Apr-Oct.

10.4 Recreation Green, Vehicle Entrance

Quote reviewed to provide stability to the ground between the footpath and into the recreation green for vehicle access. Excavation and cost of installing grid paving and soil considered to be very costly for the occasions on which it would be required. Agreed to reconsider and look at costs of roll-out temporary tracking instead.

10.5 Swan Pond

The reeds along the lower road edge of the pond have been cleared with the assistance of the District Council's machine and using S106 Ecology Improvement funding. The material removed from the pond has been left along the bank edge to dry but should not need removing from the site.

2017/

02-11 DRAINAGE

Still no response from the Environment Agency as to progress with the proposed riverbank maintenance work. Mr Wilderspin will be attending a drainage meeting with EA Officers later this month, so will chase this face-to-face.

2017/

02-12 NEIGHBOURHOOD PLANNING – To report on progress of project

- (i) Steering Group Terms of Reference circulated, no amendments proposed. Terms of Reference were ratified by the Council.
- (ii) Mr D Hunt was confirmed as the Parish Council Liaison with the Steering Group. Mr Hunt reported on discussions at the recent Group meeting.
- (iii) Future meeting dates for the Steering Group were confirmed as the first Monday each month.

2017/

02-13 TO REVIEW THE APPLICATION FOR QUALITY AWARD – LOCAL COUNCIL AWARD SCHEME

To adopt updated and new policies required for the above:

Grant Funding Policy; H&S Policy; Community Engagement Scheme and associated action plan and budget; Complaints Against the Council Procedure.

Proposed and seconded to adopt all of the above policies as read. Carried unanimously.

RESOLUTION: This Council confirms that it publishes online all of the required criteria for the Local Council Award Scheme Quality Status. Carried unanimously.
The application will be submitted to CAPALC

2017/

02-14 PLANNING

14.1 To consider correspondence received

- (i) Full planning application submitted from Laragh Homes to South Cambs District Council for 56 new dwellings on land north of Fen Drayton Rd/west of Moat Way.

14.2 To consider planning applications received

- (i) Ref: S/0267/17/FL – **27 Station Road**, Mr & Mrs Harvey. Part single and part two storey rear extension. No objections.
- (ii) Ref: S/0495/17/FL – **White Willows, Hale Rd.** Mr DJ & B Ratcliffe. New dwelling. Ms Boyes – non-pecuniary registered interest - owns property further along Hale Rd. Mr Pook – pecuniary registered interest as owns land adjacent to the application site. Neither Cllr took part in discussion re item 14.2(ii).

Objections raised:

- Outside of the development area.
- Not adjoining the village development boundary, the site is in open countryside. This could lead to applications from any site in the rural area of the parish for a new residential building.
- Policy HG9 only allows for new dwellings in the countryside when they are to support a rural based enterprise, which this application is not.
- Hale Road is a Swavesey byway, with other dwellings already on land off of the byway having been built with agricultural ties.
- Access to site is along a byway/footpath with no lighting, no separate pedestrian footpath and the byway surface maintained to agricultural standards only.
- Yet another new dwelling in a village which is struggling to cope with existing infrastructure and pressure for additional development.

Above discussion closed.

Ms Boyes reported to Council on the recent Byways maintenance meeting, where concerns had been raised with regard to potential new dwellings accessing off of the Byways. The Byways rate is very low as historically the Drovers have only been used by limited agricultural traffic and maintained on a voluntary basis by those farmers using them. However more traffic is using the Byways and planning applications are being received for additional development along them. The Maintenance Committee are discussing if the way in which maintenance is managed and paid for needs to be reviewed, particularly if any large proposals are submitted. The Parish Council will be kept informed.

- (iii) Ref: S/2967/16/FL – **Amended. Fen Drayton Farm, Swavesey Rd.** Amber REI Holdings Ltd. Proposed upgrade of existing poultry unit inc demolition of 12 existing poultry sheds and erection of 4 new sheds. No comments.

14.3 Permissions, Refusals , Appeals - None received

(9.42pm – County Cllr Ms M Smith & District Cllr Mrs S Ellington left the meeting)

2017/

02-15 FINANCE**15.1 To approve payment of outstanding accounts**

RESOLVED: to approve the invoices and payments as listed in appendix 1, to the total sum of £6,220.37

Bank Reconciliations:	Business Account	£2,226.06	at 09/02/17
	Current Account	£9,224.37	at 20/02/17
	Unity Account	£639.76	at 21/01/17
	CCLA – Deposit A/c	£113,626.77	at 14/02/17
	OPTIMUM Card	£43.23	at 20/02/17

15.2 Notice of receipts received

Swavesey Institute Football Club - Annual agreement towards pitch work	250.00
HMRC VAT refund Oct-Dec 2016	871.92
S106 Receipts Open Space & Community Indoor improvements	5,307.64
Public Sector Deposit Fund - CCLA dividend January	20.63

15.3 To approve Data Protection Registration with the ICO

Annual fee of £35. Absolute requirement to register. Approved Direct Debit. **3**

2017/**02-16 GENERAL CORRESPONDENCE**

- (i) CPRE Cambs & Peterborough – joining information and newsletters
- (ii) Cambridge Water – notice of future changes re Government’s Open Water initiative, noted.
- (iii) Survey of Town & Parish Councils – Cllrs online survey – reminder to complete survey
- (iv) RoSPA – Moat Way and Recreation Green Play Areas will be inspected during April
- (v) Resident in Moat Way wishes to discuss Laragh Homes’ application with a Cllr – Clerk to arrange a suitable time to meet.
- (vi) Concern from a resident over a new close boarded fence alongside the footpath in Moat Way and whether planning permission should have been sought. Clerk to refer the resident to SCDC for clarification.
- (vii) Newsletters and magazines

2017/**02-17 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA**

- (i) Chairman will be attending the SCDC Planning Committee on 1st April, to hear discussion re Gladman Developments Ltd application for housing development in Cottenham.
- (ii) Storm Doris on Thurs 23rd Feb, ripped part of the roof panel of the wooden bus shelter on Boxworth off. It landed in the front driveway of No.71 Boxworth End, causing damage to the paintwork of a car and to railings and bricks on the boundary wall. Both residents have contacted the Council with regard to an insurance claim. Insurance details are being provided. Quotes for the repair to the bus shelter will be obtained.
- (iii) Card received from the family of Dr Clive Skinner, thanking the Council for their thoughts.
- (iv) Byways Meeting report given earlier in the Agenda.
- (v) Willow trees alongside land behind Black Horse Lane are overhanging Taylors Lane, owner to be contacted.
- (vi) Next meeting to review options for the basketball hoop, 5-a-side goal and table tennis table on the recreation green, also plans for Carters Way-Priory Ave open space refurbishment.

Next meeting dates:**Planning Thurs 9th March 2017 – 7.30pm**Provisionally to include: Laragh Homes application for 56 dwellings N of Fen Drayton Rd
Offer/lease of playing field land west of 18 Boxworth End development**Full Council Mon 27th March 2017 – 7.30pm**

There being no further business, the meeting was declared closed

Signed & dated
Chairman

Powers of Expenditure

- 1 & 2 Open Spaces Act 1906, s10
- 3 Local Government Act 1972 PART VII, s111

MINUTES APPROVED AS A CORRECT RECORD AND SIGNED BY THE CHAIRMAN AT THE PARISH COUNCIL MEETING ON 27TH MARCH 2017

PAYMENTS LIST

Voucher	Code	Date	Minute	Cheque No	Description	Supplier	Net	VAT	Total
177	Telephone/Broadband	02/02/20	2017/02-15.1	Direct Debit	Telephone & Broadband	Virgin Media	74.84	14.97	89.81
178	Byeways Contribution	27/02/20	2017/02-15.1	002346	Byeways maintenance	South Cambridgeshire	399.20	0.00	399.20
179	Staff Training	27/02/20	2017/02-15.1	002347	SLCC Conference	SLCC Enterprises Ltd	249.00	23.20	272.20
180	Staff Training	27/02/20	2017/02-15.1	002348	Training	SLCC Cambs Branch	5.00	0.00	5.00
181	Street Furniture	27/02/20	2017/02-15.1	002349	Streetlighting	Cambridgeshire County	33.38	0.00	33.38
182	Memorial Hall Charity	28/02/20	2017/02-15.1	BACS	Grant	Swavesey Memorial Hall	1,229.67	0.00	1,229.67
183	Data Protection	27/02/20	2017/02-15.1	BACS	Data Protection	ICO Data Protection	35.00	0.00	35.00
184		28/02/20	2017/02-15.1					0.00	
185		28/02/20	2017/02-15.1					0.00	
186	Staff Costs	24/02/20	2017/02-15.1	BACS	Staff Costs	Staff Costs	3,446.16	0.00	3,446.16
187		24/02/20	2017/02-15.1					0.00	
189		24/02/20	2017/02-15.1					0.00	
188	Postage	24/02/20	2017/02-15.1		Postage	Linda Miller	6.95	0.00	6.95
190	General maintenance	27/02/20	2017/02-15.1	002350	Recreation Green repairs	Edwin Parish	478.00	0.00	478.00
191	General maintenance	27/02/20	2017/02-15.1	002350	Recreation Green repairs	Edwin Parish	45.00	0.00	45.00
192	Recreation Green	27/02/20	2017/02-15.1	002350	Recreation Green wooden	Edwin Parish	180.00	0.00	180.00
Total							6,182.20	38.17	6,220.37