

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 23rd January 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 : None

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

Item**Power Action****2017/****01-1 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE** None, all present**2017/****01-2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS****2.1 Declarations of interest from councillors on items on the agenda**

Mr Pook declared a registered interest in Agenda item 5.1 with regard to work in Market St, as a resident of Market St.

Mr Wilderspin declared a registered interest in Agenda item 5.1, as a resident of Cow Fen Drove (Market St).

Mr Wright, Mr Johnston and Mr Wilderspin declared registered prejudicial interests in Agenda item 13.3 – Grant to the Memorial Hall, as Trustees of the Hall.

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/**

01-3 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.

No items raised by members of the public.

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

2017/**TO SIGN & APPROVE MINUTES OF THE MEETING DATED 19th December 2016 and 12th****01-4 January 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) A planning application has been submitted to SCDC for the site at 37 Market St. This is being validated and should be sent to the Parish Council for comment in a week or so. Planning Officers from SCDC will attend the Parish Council meeting when the application is discussed.

4.2 Clerk's Report – notes as published

2017/**01-1 COUNTY COUNCIL BUSINESS****5.1 Highways Maintenance Updates**

- (i) TRO consultation report – Market St and Middlewatch. No objections received. A resident had spoken to a Parish Cllr about residents' parking bays. The Clerk had confirmed that this was not possible. To designate such spaces the local authority has to take out a Civil Enforcement Order over its whole area, then residents have to pay for the administration of the scheme. The Order would have to cover the whole village and costs would be prohibitive. It would also be extremely difficult to enforce.
- (ii) Maintenance issues were discussed including requirements along Fen Drayton Rd and Ramper Road. Plus deep potholes in the Guided Bus car park. The Clerk had reported them all online and the Chairman would raise them with the Highways Officer when he visits CCC Highways on Mon 30th Jan.

5.2 Draft on Corporate Energy Consultation No comments made**5.3 Correspondence for information and items for County Councillor**

- (i) Gritting routes revised and back to previous levels, inc Ramper Road.
- (ii) LHI Scheme 2017-18. Chairman will attend the Cllr Panel Meeting on Mon 30th January in support of application for speed reduction along part of Ramper Rd. Cllr Ms M Smith asked if an additional request had been submitted for extra warning signs at the Uttons Drove junction. The Clerk had not submitted this yet and would this week. **Clerk**
- (iii) Flood & Water Management Update – noted.
Cllr Ms M Smith reported:
- (iv) Recent RFCC Meeting confirmed that the Environment Agency is consulting on works for this summer re Swavesey Flood Protection. Council agreed this would be the riverbank works. The Clerk reported that despite chasing the EA, no update has been received since the November meeting on-site. The Clerk to chase again. **Clerk**
- (v) CCC is introducing a Good Neighbour scheme, which will include support of No Cold Calling areas. CCC is looking for a link person(s) within villages to disseminate information. Council suggested contact the Community Warden, with regard to information to elderly residents.
- (vi) Will help to arrange a date for the meeting with the A14 construction team.
Questions for Cllr Ms M Smith
- (vii) In recent S106 Planning Reports, it was noted that CCC are requesting S106 money towards Library Service improvements if additional dwellings are to be built in the village, up to £7,000 was proposed. How can we ensure that this money, or at least a proportion of it actually comes into Swavesey library services and is the Local Library Access Point able to put forward improvements that it would like this money to be spent on? Cllr Ms M Smith would investigate and report back. **Cllr MS**

2017/**01-6 DISTRICT COUNCIL BUSINESS****6.1 Proposed new service to parish councils for tree H&S surveys**

To respond yes, if the service was competitive Parish Council would consider using it.

6.2 Correspondence for information and items for District Councillor

- (i) N Parishes Patch Meeting (Transport) 25th Jan, Swavesey – Cllrs to attend to discuss ideas for a joint community transport project with neighbouring villages.
Cllr Mrs S Ellington reported:
- (ii) CCG is consulting on the out-of-hours doctors' service at Chesterton Hospital moving to Addenbrookes site and being enlarged. The move being to re-direct non urgent A&E patients to the out-of-hours clinics. Cllr Mrs Ellington and Ms Smith both encouraged people respond to the consultation.

2017/**01-7 A14 IMPROVEMENT PROJECT**

No date set yet for a site meeting as the compound is not yet open. Meeting is scheduled for within the next month. Items to raise include: surface water and foul water discharge from the site and how will this impact on the Swavesey drainage system; safety along Boxworth Road (mud on road, white lines).

Not relevant to A14 but raised at this point – contractors at Cygnus Park, Middlewatch are leaving mud on the road and it has become quite dangerous. To be reported.

Clerk

2017/**01-8 NHW and POLICE BUSINESS**

Discussion regarding the recent break-ins at the Newsagent's in Market St. Suggestion as to whether a bollard could be installed in the highway near the front door, to deter vehicles from ramming the door/building. The Clerk to discuss this with the owners and CCC Highways. To be discussed further at the February meeting.

Feb
Mtg**2017/****01-9 VILLAGE MATTERS****9.1 To receive the monthly report from the Village Handyman**

- (i) Bag of dog waste thrown into the children's play area.
- (ii) Swing chain broken just after New Year in Moat Way play area. Now repaired at no cost, due to local company being in the area and no spare parts required. The Clerk noted that the manufacturer of the equipment, however, had quoted nearly £700 for someone to visit to carryout the repairs!

9.2 Poplar Trees, Moat Way pond - To consider selective felling and height reduction. From quotes received it was **Proposed**, seconded and **carried** **1** **unanimously** to approve work to reduce the height of the trees by approx. 6-8ft and fell up to 5 (to be identified) at a cost of £2,850. Additional work to pollard the Willow and remove low branches from the Ash also approved at a cost of £280.00. Work to take place around 29th March.

2017/**01-10 DRAINAGE**

No update received from the Environment Agency with regard to the Riverbank work – the Clerk to continue to chase.

Clerk

2017/**01-11 PURCHASE OF POS LAND**

Request from owner of No.56 High Street, who is converting the premises to residential dwellings, to purchase POS land between Turnbridge footpath and No.56 High St. The land would increase the available parking and turning space within the new development site. In principle no objections raised, however Council would wish to see a restriction placed on the use of the land that it is only for parking and turning. Sale of such land is permissible under the Local Government Act 1972, s127 & s123. The Clerk was asked to contact a land agent to enquire about what restrictions would be possible and the value of the land.

Clerk

(8.40pm – Cllr Ms M Smith left the meeting)

2017/**01-12 PLANNING****12.1 To consider correspondence received**

- (i) Ref: S/2922/16/FL Additional Information for info only – **39 Station Rd**, Mr M Parker. Preliminary ecological assessment and noise impact assessment – Noted.
- (ii) To note new application from Swavesey Ventures Ltd for land at 130 Middlewatch Ref: S/0053/17/OL - Agenda item for Planning Meeting 9th Feb 2017. Request from Carter Jonas to meet Cllrs to discuss the new application – meeting arranged for Weds 1st Feb, 7.30pm.

12.2 S106 Public Open Space and Community Facilities Contribution

Development at 28 Middlewatch S/2701/13/FL. **RESOLVED:** To approve and sign S106 Indemnity Agreement with South Cambridgeshire District Council, for contribution in lieu of Public Open Space and Community Facilities.

12.2 To consider planning applications received

- (i) Ref: S/006/17/FL – **3 Boxworth End**, Mr & Mrs Shephard. Two storey rear extension. No objections.

12.3 Permissions, Refusals , Appeals None to report

2017/

01-13 FINANCE**13.1 To approve payment of outstanding accounts**

RESOLVED: to approve the invoices and payments as listed in appendix 1 to the sum of £5,148.56.

Bank Reconciliations:

Lloyds Current a/c	5,878.75	17-01-17
Lloyds Business a/c	2,225.97	16-01-17
Unity a/c	1,267.47	16-01-17
CCLA - Public Sector Deposit Fund	113,606.15	16-01-17
OPTIMUM card	133.19	16-01-17

13.2 Notice of receipts received

Hale Rd Allotment Association – water bill reimbursed 114.97

13.3 Grant to the Memorial Hall – purchase of electric floor cleaner

Mr Wright, Mr Johnston and Mr Wilderspin all declared registered interests, as Trustees of the Hall Charity and all left the meeting during this discussion. The Clerk also declared an interest as a Trustee but was asked to remain to explain the request.

Grant approved in principle at the December meeting. Since then the Trustees had had a demonstration of the equipment by the manufacturer and were satisfied that it was the right machine for the hall. **Proposed**, seconded and **unanimously approved** to provide a grant, from S106 Community Indoor Facilities fund, for £1,229.67 for the purchase of the floor cleaning machine.

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13.4 To approve final figures for 2017-18 Budget

Figures circulated, no amendments proposed. Draft budget approved unanimously.

13.5 To approve Precept amount for 2017-18

Proposed, seconded and **carried unanimously** to set the Precept for 2017-18 at £60,750. An increase of £5,150 7.1%. Equates to a £4.22 increase for a Band D property per year.

Increase to cover initial funding towards the Neighbourhood Plan Project, which following consultation and public meeting last year has been strongly supported within the village. Also increased admin costs and other general cost increases.

2017/

01-14 GENERAL CORRESPONDENCE

- (i) Healthwatch Briefing – Mon 20th Feb, 7pm, Swavesey Memorial Hall
- (ii) NALC – Announcement of appointment of Parish Council External Auditors for 2017/18-2021/22
- (iii) Heidi Allen MP – letter seeking feedback about public transport provision in S Cambs
- (iv) CAPALC – Buckingham Palace Garden Party nomination 2017 (Past Chairmen)
- (v) CAPALC Bulletin
- (vi) Newsletters and magazines

2017/**01-15 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA**

- (i) New standing item for each Full Council meeting – Neighbourhood Plan Update
- (ii) Footbridges across the Swavesey drain, FP no.9, bridges need resurfacing. Clerk to report.
- (iii) Report of resident breaking her leg on the access road across the iron bridge to the RSPB Nature Reserve recently. Question raised as to who is responsible for this road. Clerk to enquire.
- (iv) News that Dr Skinner, former GP in the village, had died suddenly over Christmas in New Zealand. The Clerk to send a card to his family from the Parish Council.
- (v) Mare Fen – the information noticeboard has disappeared – to be reported to CCC.
- (vi) The Clerk to chase up SCDC with regard to machinery hire for work to Swan Pond.
- (vii) Chairman informed Council that as a resident of the village, he has written to SCDC to complain about the decision to grant permission to two new houses on land along Middlewatch, due to the 'urban' design of the proposed dwellings. No reply received yet. The Clerk added that following the Council discussion a similar letter had been sent from the Parish Council, including Council's concern over the decision being delegated rather than via SCDC Planning Committee.
- (viii) The Chairman and Clerk would be meeting with representatives from Laragh Homes to tomorrow, at Laragh's request, to update the Chairman on the proposed planning application for land off Fen Drayton Rd.

Next meeting dates:**Carter Jonas/Swavesey Ventures – 7.30pm Wednesday 1st February 2017****Planning – 7.30pm Thursday 9th February 2017****Full Council – 7.30pm Monday 27th February 2017**

There being no further business, the meeting was declared closed at 9.30pm

Signed & dated
Chairman

Powers of Expenditure

- 1 Highways Act 1980, s96
- 2 Local Government Act 1972, s133 Provision of Parish & Community Buildings

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

Voucher	Code	Date	Minute	Cheque No	Description	Supplier	Net	VAT	Total
163	Bank Charges	31/12/2016	2017/01-13.1	BACS	Bank Charges	Unity Trust Bank	18.00	0.00	18.00
164	Telephone/Broadband	03/01/2017	2017/01-13.1	Direct Debit	Telephone & Broadband	Virgin Media	74.84	14.97	89.81
165	Site running costs	23/01/2017	2017/01-13.1	Direct Debit	Allotment - water rates	Cambridge Water	114.97	0.00	114.97
166	Stationery	23/01/2017	2017/01-13.1	002345	Stationery	Viking Direct	42.01	8.40	50.41
167	Miscellaneous Expenses	31/01/2017	2017/01-13.1	BACS	Website pages & logins	Cambridge Web Solutions	10.00	0.00	10.00
168	Recreation Green Play	31/01/2017	2017/01-13.1	BACS	Play Area maintenance	Fenland Leisure Products	1,166.11	233.22	1,399.33
170	Postage	27/01/2017	2017/01-13.1	BACS	Postage	Linda Miller	3.71	0.00	3.71
162		20/12/2016	2017/01-13.1	002343					
169		27/01/2017	2017/01-13.1						
171	Staff Costs	31/01/2017	2017/01-13.1	BACS	Staff Costs		3,299.55	0.00	3,299.55
172		31/01/2017	2017/01-13.1						
173		27/01/2017	2017/01-13.1						
174	CPRE	21/12/2016	2017/01-13.1	002344	CPRE Membership	CPRE	36.00	0.00	36.00
175	Stationery	23/01/2017	2017/01-13.1	002345	Stationery	Viking Direct	30.60	6.12	36.72
176	Christmas Lights	23/01/2017	2017/01-13.1	OPTIMUM	Christmas Lights	Lights4fun	74.97	14.99	89.96
Total							4,870.76	277.70	5,148.46