

Swavesey Parish Council - Clerk's Report

To : All Councillors

From : Linda Miller (Clerk)

Date : 15th August 2017

Purpose: Monday 21st August 2017. 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:

- Speedwatch – unfortunately no other residents could attend the August training, so hopefully a Sept date will be announced, as at least 2 more residents are required before the group can start. Longstanton Group has now started and have offered to assist Swavesey once a Speedwatch session can be arranged.
- BT has completed the transfer of ownership of the two kiosks to the PC. Consultation is currently open until 15th Sept for residents to comment on future use. Will be on Sept Agenda.

5 County Council Business

- Mare Fen Nature Reserve. Emailed questions on current and potential future use of Mare Fen by the community, from CCC.
- Highways Maintenance updates:
 - Surface water gullies cleared along Boxworth End. Buried footway gullies and pipes have been cleared and a lot of tree roots removed, hopefully providing improved drainage.
 - Priory Ave/Carters Way and Over Rd surface water – jetting tanker ordered to clear blocked gullies.
 - Market St – clearing of gullies also being arranged, following recent works.
 - Ramper Road – to be closed between 8.30am-3.30pm for three days 5th, 6th, 7th September for patching works along the road. School buses will have access. LHI 40mph works should also take place during this closure.
- LHI Bid for 2018-19 – to consider detail of scheme and cost for submission by 15th Oct (deadline extended) – Suggestions so far include: further safety improvements around the footpath and highway in front of the Primary School; purchase of mobile digital speed signs for the village.
- Primary School entrance – request to consider new entrance gate from Recreation Green to rear playground of school.
- Digital speed signs – as discussed at July meeting. Presentation from supplier arranged for Tues 12th September, 7pm, Cottenham – 9 local Parish Councils involved. 2 or 3 Cllrs plus Clerk to attend.
- CCC & Cambs ACRE consulting on the future of Cambridgeshire Libraries.
- Bus Services – we understand CCC have extended the service for up to 9 months whilst considering how to continue or provide alternative services.

6 District Council Business

- Initial contact from SCDC re feasibility of establishing Rural Travel Hubs in areas of S Cambs, Swavesey having been identified as a possible location due to the guided busway stop. A stakeholder meeting for Parishes will be arranged by SCDC in September.
- Parish Planning Forum, 12th September – up to two Cllrs to attend

7 A14 Improvement Scheme

- Update meeting still to be arranged

8 NHW and Police Business

- Chairman attended P&CC Parish Conference – report to be given at the meeting

9 Village Maintenance, Recreation and Open Space

General Maintenance

- Item of play equipment in Moat Way play area requires repairs – quotes being obtained.

- Turnbridge Drain – section over piped drain has been cleared of vegetation; request made to SCDC to clear section next to open drain.
- Play Area gates to be repaired – further quotes to consider

Tree Safety

- Clerk to report on attendance at Tree Safety Seminar. Council to consider risk assessment requirements and recruitment of a Tree Warden.

10 Flood Emergency Plan

- Clerk met with EA and CCC Flood Officers to discuss improvements to the village Emergency Plan, to provide more information in a flood situation. A working group is required to help form a flood watch group to help update the Flood Plan and gain additional support from the EA.

11 Drainage

- To report on Riverbank maintenance project

12 Neighbourhood Plan Project

- Discussion held with Cambs ACRE over support for the next stage – to apply for a Locality grant to help with detailed community consultation and identification of relevant Policies. Cost will be £400 to come from Parish Council initial funding. Decision required. NH Plan Group recommendation is to proceed with Cambs ACRE support.

13 Planning

- To update on major planning applications and appeals in progress.
- Planning Applications as per Agenda list

14 Finance

- Payments listed **for approval**

| DRAFT PAYMENTS LIST: (Cheque order) Vouchers 72 to 87 | | | | | |
|--|----------------|-----------|-----------------------------|--------------------------|-----------------|
| Vchr. | Payment | Cd | Name | Description | Amount |
| 72 | Direct Debit | 34 | Virgin Media | Telephone & Broadband | 34.00 |
| 77 | Bacs | 31 | Swavesey Village College | Photocopying | 251.41 |
| 78 | Bacs | 63 | Algar Signcraft Services | Signs | 132.60 |
| 79 | Bacs | 33 | Viking Direct | Stationery | 97.15 |
| 88 | Bacs | 56 | Trevor Wake | Gardening items | 4.00 |
| 86 | Bacs | 44 | | | |
| 80 | Bacs | 87 | Staff costs | Staff costs | 2,170.07 |
| 81 | Bacs | 82 | | | |
| 82 | Bacs | 43 | | | |
| 83 | Bacs | 32 | Linda Miller | Postage | 3.86 |
| 84 | Bacs | 30 | Linda Miller | Mileage | 19.10 |
| 73 | Bacs | 51 | Buchans Grounds Maintenance | Shrub maintenance | 345.18 |
| 74 | Bacs | 92 | Buchans Grounds Maintenance | Grasscutting | 119.62 |
| 75 | Bacs | 50 | Buchans Grounds Maintenance | Grasscutting | 411.17 |
| 87 | Bacs | 23 | PKF Littlejohn LLP | External Audit | 480.00 |
| 76 | 002359 | 47 | SLCC Enterprises Ltd | SLCC Regional Conference | 82.80 |
| 85 | 002360 | 64 | Edwin Parish | Grounds maintenance | 140.00 |
| TOTAL | | | | | 4,290.96 |

- Receipts to note:

| | |
|--|--------|
| Hale Rd Allotment Assoc (water bill reimbursement) | 106.32 |
| Bank Interest Lloyds | 0.01 |
| CCLA Interest | 17.14 |

- Bank Reconciliations:

| | | |
|-----------------------------------|----------|-----------|
| Lloyds Current a/c | 15-08-17 | 11,456.32 |
| Lloyds Business a/c | 14-08-17 | 226.23 |
| Unity a/c | 14-08-17 | 7,898.23 |
| CCLA - Public Sector Deposit Fund | 14-08-17 | 78,755.62 |
| OPTIMUM card | 15-08-17 | 239.93 |

15 General Correspondence (for information)

As listed on Agenda

16 Items for Information and Next Agenda

- Sept Full Council – BT phone kiosks, how to utilise them and what refurbishment work is required.

Forthcoming Council meetings:

Planning **Thurs 14th September – 7.30pm**

Full Council **Mon 25th September – 7.30pm**