

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 24th July 2017

PRESENT

Mr W Wright (Chairman)

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

Clerk : Mrs L Miller

In attendance

Parishioners : 2

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

Item**Power Action****2017/ TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

07-1 Mr D Hunt (personal), Mr C Parsons (personal), Ms L Boyes (late arrival)

2017/**07-2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS**

2.1 **Declarations of interest from councillors on items on the agenda** None

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/ Meeting suspended to allow 10 minutes for the public participation forum and for persons
07-3 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.

2017/ TO SIGN & APPROVE MINUTES OF THE MEETINGS DATED 26th June and 13th July 2017

07-4 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) College Experience Week – another very successful round of community projects completed by groups of students from the Village College. The Parish Council's project around Moat Way pond went well and thanks were given to Hannah and Helen Parish for their time over the two days supervising the building of two large bug hotels and a large newt hibernaculum. Four other projects had taken place elsewhere in the village.

4.2 Clerk's Report – noted as published

2017/**07-5 COUNTY COUNCIL BUSINESS****5.1 Local Nature Reserves – Mare Fen**

Discussion with County Officers future opportunities for Mare Fen Reserve.

Unfortunately the Officer had not arrived for the start of the meeting so the item was deferred.

(Noted when Minutes were typed up that due to lack of bus service that evening from Cambridge, the Officer had been unable to reach Swavesey in time for the meeting, apologies had been received the following morning)

5.2 Highways Maintenance updates

- (i) Blocked surface water gullies – tankers have been ordered to unblock drains in Boxworth End, Priory Ave and Over Road in the next few weeks. Noted that following recent rain the large puddle formed again across Station Rd just south of the guided busway – to be reported to CCC Highways. Clerk
- (ii) Road flooding along north side of Market St Green will need new surface water pipes installed to help resolve this, which is a long-term project for CCC Highways. Agreed to see what surface water drainage is to be installed if the 37 Market St proposals are permitted and if something could be linked in with that work.
- (iii) Noted that the Area Highways Officer is moving roles and new Officer starts today. Gibraltar Lane surface water works are not taking place this summer, the new Officer to be contacted re organising this for next summer now. Clerk
- (iv) LHI project – 40mph speed limit on Ramper Rd – updated proposal approved.
- (v) LHI bids 2018-19 – new bid procedure, applications required by 30th Sept 2017. Cllrs to consider possible projects to be Agenda discussion at August meeting. Aug

5.3 Correspondence for information and items for County Councillor

- (i) County Cllr Ms M Smith reported that she had met with H&S Officers and Head Teacher at the Primary School to discuss safety around the Primary School entrance. The Parish Council was asked about views on a rear entrance to school from the Recreation Green. Council replied that this had been discussed around 2-3 years ago. It may be possible but it's not a simple solution due to where on the green boundary it might be, having to provide new footpath access, being aware of space required and use of the green for football pitches, also creating potential other crossing points on the High St where there would not be a Crossing Patrol, etc. Also the cost involved. Agreed that Cllrs should meet at the school with the Head Teacher to 'brainstorm' possibilities and see what might or might not be suitable for the school and highway. Clerk
- (ii) Noted that new signs increasing the parking restrictions outside of the school had not yet been provided, the Clerk to ask CCC Highways when these would be installed. Clerk
- (iii) Cllr Ms M Smith reported that CCC & A14 Scheme Officers had met to discuss the request for a temporary weight limit through the village, however asked for more information on when and which vehicles were travelling through. Cllrs to log sightings, to be reported back to CCC. Clerk

(8.04pm - County Cllr Ms M Smith left the meeting)

2017/

07-6 DISTRICT COUNCIL BUSINESS

6.1 Parish Liaison Meeting The Chairman and Cllr Ms S Smith had attended the Liaison meeting earlier this month and a verbal report was given. Chairman added that the Director of Planning at SCDC had spoken with him at the end of the meeting to reassure that SCDC was very aware of the issues on development proposals and flood and drainage risks around Swavesey.

6.2 Correspondence for information and items for District Councillor

Cllr Mrs Ellington reported:

- (i) Enforcement Officers are using a drone to survey and review enforcement issues identified around the District.
- (ii) A new Chief Executive has now been appointed and Cllr Mrs Ellington will meet with her in Swavesey to explain the main issues for the village.
- (iii) Reminder that a new grant fund is being discussed for next financial year, to help in the community for renewable projects, physical activities and other areas.
- (iv) The Out-of-Hours service move from Chesterton to Addenbrookes in due to start in August. There have been some issues delaying this and some still to be resolved.
- (v) The litter bin outside of CostCutters is shop responsibility to ensure it is not overflowing, they have been asked to keep a check on the bin.

- (v) The Clerk reported:
Complaint received about overgrown vegetation along the east side of Turnbridge Drain, between High St and Thistle Green, could the District Council cut it back as the drain is SCDC responsibility? The Clerk had put a request into SCDC.

2017/

- 07-7 A14 Improvement Project** – to notify of project progress and raise issues for the Project Team. Follow-up meeting date still to be arranged.

2017/

07-8 NHW and POLICE BUSINESS

- (i) Cllr Mrs Ellington asked if Cllrs could email her their opinions on the Neighbourhood Panel Meetings. Noted that crime figures are rising in S Cambs and that the daily Alert emails list many crimes in local villages. The Clerk to copy Cllr Mrs Ellington in to the Alert emails for info. Clerk
- (ii) Speedwatch update and information on radar speed signs. Three residents have now attended Police training for Speedwatch, a further 2 or 3 have offered to attend in August. Longstanton Speedwatch group have also offered to help with initial Speedwatch sessions in Swavesey, the Clerk to co-ordinate. Clerk
- (iii) Information on Morelock Speed Signs for villages circulated. Interest shown with a possible LHI or A14 Community Grant application. The Clerk to arrange a presentation from the supplier. Clerk
- (iv) Cambs & Peterborough Fire Governance Consultation – no comments returned. P&CC Parish Council Conference, 11th August. Chairman to attend.

2017/

07-9 VILLAGE MATTERS

9.1 To receive the monthly report from the Village Handyman

- General tasks completed no issues reported. Clerk
Working party for spreading bark in the play area on 29th July cancelled, to rearrange The Handyman to be congratulated on his watering and maintenance of the plants outside the Memorial Hall and in Market St, particularly during the recent hot weather. Clerk

9.2 Carters Way-Priory Ave POS Area – drainage

- To consider comparison quote for maintenance work. **Proposed**, seconded and **carried unanimously to proceed** with investigation work from Dalrod at cost of £1,250.00, who can also then quote and carryout, if accepted, repairs or relaying of the drains. Comparison quote is only for investigation, any repair works would then require another suitable contractor. 1

9.3 Recreation Green

- (i) To consider quote for new light on Pavilion to light table tennis area and possible solar lights for basketball unit. **Proposed**, seconded and **carried unanimously** to accept quotation for work from D S Martin, at cost of £195.00. Solar lights not considered suitable as liable to be damaged. If lighting is required, following monitoring of use of equipment over this winter, then to be reconsidered next spring. 2
- (ii) To consider cost and size of signs for table tennis and basketball units. **Proposed**, seconded and **carried unanimously** to order signs as proposed by Algar Signcraft, cost of £110.50 for three signs. 3
- (iii) To consider cost of litter bin for alongside bench by basketball unit. **Proposed**, seconded and **carried unanimously** to purchase a Topsy litterbin from Glasdon, as per other bins on the recreation green, at cost of £286.12. 4

9.4 Boxworth End Bus Shelter

- To consider further correspondence with regard to insurance claim. Claimant to be written to reiterating that this is to be dealt with via insurance companies and all information relating to any dispute of the claim to be sent to the Council's insurer.

Noted that Go Whippet Buses are informing users that the No.15 Over-St Ives bus, which is now the only bus travelling along Boxworth End is to be withdrawn from early September. If this proceeds, the necessity for a bus shelter on Boxworth End may have to be reviewed. CCC are looking at what they might be able to do to help re the service withdrawals as a number of village Whippet services are to be stopped.

2017/

07-10 DRAINAGE

No update on riverbank maintenance from the EA to-date. Chairman asked that the Director of Planning at SCDC be copied into correspondence from now on. Reply from Heidi Allen MP to say she will contact the EA in response to our continued request for work to the riverbank, a meeting will also be arranged. Mr Wilderspin added that it is now 13 months since the last SCDC reply re work to Mare Fen drain which stated that work would start summer 2017 and nothing has started yet. Mr Wilderspin questioned the Homes & Communities Agency at the recent Northstowe Forum about the Mare Fen work. The reply had been there is no progress as they are awaiting a response from the Environment Agency.

2017/

07-11 NEIGHBOURHOOD PLANNING – The Clerk gave a verbal update on progress. Next Steering Group meeting on 7th August will include a discussion with Cambs ACRE NH Plan Officer re advice and support. The Pre-consultation survey is being circulated to various groups around the village, to help identify the areas for the main village questionnaire which will be circulated in early 2018. The Clerk to circulate the pre-consultation survey to Cllrs.

Clerk

2017/

07-12 PLANNING

12.1 To consider correspondence received

- (i) Outstanding major planning applications at SCDC Planning Committee – Bloor Homes south of Fen Drayton Rd second application unlikely to be at August meeting, expect September. Laragh Homes north of Fen Drayton Rd application amendments to go out for consultation so expect at October meeting.

Noted that the Chairman, District Cllr Mrs Ellington and County Cllr Mrs Harford will all not be available for the September SCDC Committee, if the Bloor application in on the agenda, therefore another Parish Cllr will be required to attend to speak on behalf of the Parish Council (or the Clerk if a Cllr is unable to). To be reviewed at the August Full Council meeting.

Aug
Agda

- (ii) Date of Bloor Homes Appeal Hearing, 19th September at SCDC Offices. Chairman will attend and speak on behalf of the Council.

12.2 To consider planning applications received

- (i) Ref: S/2466/17/FL – 100 Boxworth End, Nicola Taylor. Single storey front and side extension and rear alterations – resubmission of planning permission S/2675/16/FL. No comments or objections.

12.3 Permissions, Refusals , Appeals

Ref: S/1345/17/PA – 68 Boxworth End. Permission granted change of use of building from office to dwelling house.

2017/

2017-64

07-13 FINANCE**13.1 To approve payment of outstanding accounts**

RESOLVED: to approve the invoices and payments as listed in appendix 1, to the total sum of £22,756.64.

Bank Reconciliations:

Lloyds Current a/c	17-07-17	14,152.68
Lloyds Business a/c	17-07-17	226.22
Unity a/c	17-07-17	1,788.58
CCLA - Public Sector Deposit Fund	17-07-17	103,738.48
OPTIMUM card	19-06-17	143.90

13.2 Notice of receipts received

Bank Interest Lloyds £ 0.01

Bank Interest CCLA £20.87

2017/**07-14 GENERAL CORRESPONDENCE**

- (i) CPRE – Planning training 2nd Nov – noted
- (ii) From owner of a field off Lairstall Drove, to confirm sale and moving of horses which will take place overnight, should any concerns be raised when the horses are moved.
- (iii) Newsletters and magazines - noted

2017/**07-15 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA**

- (i) Clerk attending Tree Safety Seminar, 27th July
- (ii) Clerk meeting with EA and CCC Flood Resilience Officers 26th July re Village Emergency Plan
- (iii) Article on use of BT Phone Kiosks for village magazine and social media consultation
- (iv) Noted there is an increasing instance of dogs being loose in the village, as posted on the Village Life Facebook page, in particular large Rottweilers. Concerns raised as to how the dogs are getting out. Clerk to share the link re dog ownership, as on the facebook site.
- (v) Trees on Market St Green to be checked, one is full of fruit with branches hanging very low.
- (vi) A car was recently damaged by overgrown vegetation at Middle Fen busway crossing. Could the field owner be asked to cut the tree branches back? Noted also there are a number of tents in the field – to be monitored if persons are living there.
- (vii) Is there any news on repair work to the collapsing footpath between Cow Fen Drove and Church Green. The Clerk replied that CCC had been notified and replied that they would visit to arrange repair work – to be chased up.

Next meeting dates:

Planning – 7.30pm Thursday 10th August 2017

Full Council – 7.30pm Monday 21st August 2017

There being no further business, the meeting was declared closed at 9.45pm

Signed & dated
Chairman

Powers of Expenditure

1, 2, 3 & 4 Open Spaces Act 1906, s10

MINUTES APPROVED AS A CORRECT RECORD AND SIGNED BY THE CHAIRMAN AT THE FULL COUNCIL MEETING DATED 21ST AUGUST 2017

PAYMENTS LIST

Vchr	Code	Date	Minute	Bank	Cheque No	Description	Supplier	Net	VAT	Total
50	Bank Charges	30/06/2017	2017/07-13.1	Unity Bank Online	BACS	Service Charge	Unity Trust Bank	18.00	0.00	18.00
51	Telephone/Broadband	03/07/2017	2017/07-13.1	Lloyds Current	Direct Debit	Telephone &	Virgin Media	28.33	5.67	34.00
52	Staff Training	26/06/2017	2017/07-13.1	Lloyds Current	002357	Tree Safety Seminar	Hunts District Council	52.00	0.00	52.00
53	Miscellaneous	17/07/2017	2017/07-13.1	Pre-payment Card	Card	Gift	Burwash Larder	23.98	0.00	23.98
54	Grasscutting	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Grasscutting	Buchans Grounds Maintenance	414.75	82.96	497.71
55	Sheltered Housing	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Grasscutting	Buchans Grounds Maintenance	99.68	19.94	119.62
56	Verge Cutting	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Grasscutting (verges)	Buchans Grounds Maintenance	306.52	61.30	367.82
57	Site running costs	21/07/2017	2017/07-13.1	Lloyds Current	Direct Debit	Allotment - water rates	Cambridge Water	106.32	0.00	106.32
58	Plants & Gardening	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Plants	N J & C L Gill	133.00	0.00	133.00
59	Recreation Green Play	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	SUDS-bond surfacing	Caloo Ltd	5,400.00	1,080.00	6,480.00
60	Recreation Green Play	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Table Tennis and	Caloo Ltd	9,572.75	1,914.55	11,487.30
61	Memorial Hall Charity	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Grant	Swavesey Memorial Hall	1,092.50	0.00	1,092.50
63	Postage	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Postage	Linda Miller	1.12	0.00	1.12
64	Plants & Gardening	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Gardening items	Linda Miller	11.00	0.00	11.00
65	Miscellaneous	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Key cut	Linda Miller	8.00	0.00	8.00
66	Miscellaneous	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Refreshments	Linda Miller	8.70	0.00	8.70
67	Staff Costs	28/07/2017	2017/07-13.1	Unity Bank Online	BACS	Staff Costs	Staff Costs	2,233.58	0.00	2,233.58
68		28/07/2017	2017/07-13.1	Unity Bank Online						
69		28/07/2017	2017/07-13.1	Unity Bank Online						
70	Miscellaneous	18/07/2017	2017/07-13.1	Lloyds Current	002358	Adopt a Kiosk	BT Payphones	2.00	0.00	2.00
71	Norton (Anti-virus)	20/07/2017	2017/07-13.1	Optimum Pre-	Card	Annual s/w Licence	Symantec - Norton	66.66	13.33	79.99
Total								19,578.89	3,177.75	22,756.64