

Swavesey Parish Council

7.30pm

Minutes

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

PRESENT

Mr W Wright (Chairman)

Councillors : Miss L Boyes, Mr J Dodson, Mr D Hunt, Miss H Parish, Mr C Parsons, 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**

- 11-1** Mr M Johnston (unwell), Mr S Faben (unwell), Ms H Parish (late arrival),
Ms S Smith (to leave by 9pm)
District Cllr Mrs S Ellington (late arrival).

Chairman suggested Agenda item 6 – District Council Business, be deferred until the District Cllr arrived later in the meeting. All Cllrs approved the request. Item 6 deferred.

2017/**11-2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS****2.1 Declarations of interest from councillors on items on the agenda**

Ms L Boyes declared a registered interest in Agenda item 12.2(i) – Planning application for Freisland Farm, as a resident of Hale Road

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.

(7.40pm – District Cllr Mrs Ellington arrived)

**2017/ Meeting suspended to allow 10 minutes for the public participation forum and for persons
11-3 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:

- Mr Jones – asked if the Parish Council had ever considered establishing a Community Orchard. He would like to set up a working group to see if there was suitable land in the village for an orchard and what funding might be available. The orchard could grow heritage and local varieties and associated activities could be organised, eg information workshops on trees, pruning, use of crop and education.
The Chairman and Clerk replied that the Parish Council could certainly support such a project financially through various means. The Parish did not own very much land however the Clerk offered to meet with Mr Jones to discuss possible options and grant funding.

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

2017/ 11-4 TO SIGN & APPROVE MINUTES OF THE MEETING DATED 23rd October and 9th November 2017

It was **proposed**, seconded and unanimously approved that the Chairman sign both sets of Minutes as a correct record with no amendments.

4.1 Matters to report from previous minutes (for information)

- 40mph signs installed on Ramper Rd and speed limit is now in force.
- Moat Way Play Area - shelf broken on play equipment within a week of it being repaired!
- SCDC contacted about grass cutting around balancing pond in Moat Way. Parish Council contractor cut back some of the overhanging branches over the footpath on Moat Way/Fen Drayton Rd corner.
- SCDC Environmental Health have contacted the owner of the property Turnbridge House and discussed safety issues and requested maintenance action.
- Satellite dish, High Street. A planning application is required for a satellite dish in the Conservation Area of the village, owners have been written to by SCDC with regard to this.

4.2 Clerk's Report – noted as published

2017/

11-5 COUNTY COUNCIL BUSINESS

5.1 Highways Maintenance updates

- (i) Rose & Crown Road – Pot holes and road surface cracking and sinking – Clerk noted they had already been reported on the CCC online system. Clerk
3 x roadside gullies full of rubbish on Over Road – to report to CCC.
- (ii) To consider quote for bollards in Market St – item deferred as quotation not received.
- (iii) Temporary Road Closure notice, part of Middle Watch, 28/02/18-06/03/18. Clerk
Objections raised as this would cause enormous disruption for a week. Response to be made to request part closure and lights instead, to carry out work on one half of the road at a time.
- (iv) Chairman raised a complaint on behalf of residents and businesses disrupted three weeks ago when works to relay communications cables along Middle Watch and Boxworth End suddenly took place without prior warning. Chairman asked County Cllr Ms M Smith why these works were not notified in advance, Cllr Ms M Smith to find out and report back. Cllr MS
- (v) Question asked as to why the works in School Lane are taking so long to complete. Thought they are emergency gas works but no information is available.
County Cllr Ms M Smith reported:
- (vi) CCC will investigate disability access for the Citi 5 bus stop on the south-bound side of Over Rd, as currently there is no dropped kerb near the guided busway car park at the bus stop.
- (vii) A14 – there will be piling work near the Bar Hill junction for 2 days from Mon 4th Dec. Road will not be closed.

5.2 Correspondence for information and items for County Councillor

- (i) Parish & Town Conference, 17th Nov. Chairman and Cllr Ms S Smith gave verbal report on attendance, together with the Clerk. Conference had been well attended but Cllrs felt that the workshops this year covered items Swavesey was already involved with, however the networking opportunities in attending are good.

2017/

11-6 DISTRICT COUNCIL BUSINESS

6.1 Correspondence for information and items for District Councillor

- (i) Taxi Licensing consultation – no comment made.
- (ii) Greater Cambridge Partnership – Parish Cllr Ms S Smith attended workshop on 29th Nov. Covered transport and housing issues. Parish Cllrs attending wanted sensible solutions to infrastructure to help cope with increased growth. Interim report will be published in January.

Clerk to find out if online consultation is open and if so will respond asking how this initiative is to support the housing growth in villages. Otherwise comments made at the workshop from Cllr Smith will cover the Council's response.

Chairman will attend Parish/Cabinet Liaison Forum, 29th Nov.

District Cllr Mrs S Ellington reported:

- (iii) End Loneliness in Cambs conference, 11th Dec, Madingley
Young People's Questionnaire for use with NH Plan passed to Mr Hunt.
- (iv) Mr Wilderspin asked about the outstanding work to Mare Fen Drain. Previous
- (v) minutes and reports to be found by the Clerk and Mr Wilderspin and passed to Cllr
- (vi) Mrs Ellington as discussions at SCDC currently seem to be backing out on the previous agreement to complete the works.

(8.06pm – Cllr Ms H Parish joined the meeting)

2017/

11-7 A14 Improvement Project

Chairman and Mr Johnston had attended the One Year On event. The Clerk has requested a meeting in Swavesey to view the drainage plans but no date arranged yet. Mr Wilderspin had met recently with the Environment Agency (EA) Regional Director and spoke of previous flood events in Swavesey and concerns over future and A14 impact.

2017/

11-8 NHW and POLICE BUSINESS

No further information on a new Village Co-ordinator.

8.1 Speedwatch and Speed Signs

Speedwatch – Potential locations now assessed by the Police for safety, awaiting confirmation before any sessions can take place. Local residents will be informed. Longstanton group have offered to help train our volunteers in using the equipment. Speed Sign – Permission now given from Balfour Beatty to use streetlight poles. First two signs to go up in Cottenham & Willingham today (27th) for two weeks. Swavesey & Oakington next (11th & 18th), Fen Drayton, Elsworth, Over and Longstanton will follow through January. Data collected will be passed to Parish Councils immediately at the end of each session.

2017/

11-9 VILLAGE MATTERS

9.1 To receive the monthly report from the Village Handyman

One of the gates to the recreation green play area still not closing – maintenance company has been asked to return to repair it.

Moat Way play area – recently repaired item broken again. Repair company to revisit. If this happens again part of the item will be removed and made safe. Could be replaced later next year.

9.2 Trees

The new Tree Warden is doing brilliant work photographing and inspecting all Parish responsibility trees. Data is being recorded against the Tree Inspection Report of 2012. Work has been identified on Market St Green including the felling of one old Crab Apple tree, which the Trees Officer at SCDC has approved. Quotation for the work reviewed and approved unanimously, cost of £250. 1

2017/

11-10 DRAINAGE

Mr Wilderspin had met with the Regional Director for the EA and discussed the riverbank maintenance project. He had drawn his attention to current works on the bank at Sutton Gault where it has been reinstated to a crest width of 3M – which the EA had been insisting to Swavesey Parish Council that they could not do for the Swavesey bank section as they were not permitted within H&S Regulations! In response to comments about the Swavesey works not been within the required cost-

benefit limit, comparisons with areas recently improved such as Godmanchester and St Ives where equivalent cost-benefit had been much higher per population were given. Also that banks through Cow Fen were in a poor condition and if the EA wished to do works to re-direct flood water across to Cow Fen, these banks may not be able to cope. We now await the next meeting with the EA to be arranged in January.

A letter had been sent to Mrs Heidi Allen MP after the last meeting, who had written to the Regional Director and the reply circulated to Cllrs. This hadn't included any new information, just a complete summary of this year's updates and meetings.

FOI request had been replied to and circulated to Cllrs. In summary the EA replied that the costs involved in the project to date have been within the 10% range accepted as proportionate.

(8.45pm County Cllr Ms M Smith left the meeting)

2017/

- 11-11 NEIGHBOURHOOD PLANNING** – To report on progress of project Grant application to be submitted for £2,660 to cover further support from Cambridgeshire ACRE during January and February. Ratified by Parish Council. A Steering Group Workshop will be held on 19th February with Cambs ACRE.

2017/

11-12 PLANNING

12.1 To consider correspondence received

- (i) S/3391/16/OL Gladman Developments, Appeal Hearing to take place at SCDC offices in Cambourne on 5th December. Chairman, Clerk and District Cllr to attend and speak to reiterate objections raised.
- (ii) The Clerk had received a draft Unilateral Undertaking with regard to the Gladman Appeal, detailing the S106 contributions. The SCDC S106 Officer had queried the Libraries and Lifelong Learning CCC request, as the request had now been withdrawn by CCC, as it was for mobile library improvements which CCC cannot now provide due to previous contributions received. However Swavesey has a Library Access Point and a request will be made to reinstate the S106 contribution towards the LAP if the mobiles cannot be funded. Clerk and a Library Trustee to meet with S106 Officer tomorrow. The Clerk will also question potential S106 to CCC towards Real Time Passenger Information (RTPI) (Digital displays) for Swavesey bus stops – are they required and the correct means of mitigation, as so few buses come through Swavesey. A total of £189,000 is being requested from 3 major applications. This funding could be more effectively spent by investing in a community transport scheme.

The Clerk raised again the total lack of consultation and engagement with Parish Councils from CCC Officers in relation to major planning applications and benefits which could be obtained for Parishes. The above examples illustrate this as the Parish Council had not been aware of these requests by CCC until now. The Clerk to contact the new County Area Liaison Cllr to raise these concerns.

- (iii) Ref: S/0525/17/FL - Laragh Homes application is now expected at SCDC Planning Committee in January, not December.

(9.15pm – Parish Cllr Ms S Smith left the meeting)

- (iv) Ref: S/4009/17/NM (for information only) – Non-material amendment, alteration to position of new front door and porch window. Update on South Cambridgeshire Local Plan from SCDC – circulated for information.

12.2 To consider planning applications received

- (i) Ref: S/3932/17/FL – Freisland Farm, Hale Road, Mr & Mrs Johnson. 2 No. new dwellings. Resubmission of previous application, now including Arboricultural and Ecological Appraisal Reports. No new comments made. However discussion held over increasing number of new dwellings being proposed along Bye-ways, in particular Hale Rd, and the detrimental effect increased traffic levels will have on the bye-way surface, which is maintained to a minimal level. To be raised with Bye-ways Committee.

12.3 Permissions, Refusals , Appeals

Ref: S/1658/17/VC – Land at Buckingham Business Park. Permission granted variation of Condition 2.

2017/

11-13 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 £6,322.08.

Bank Reconciliations:

Lloyds Current a/c	20/11/2017	36,571.22
Unity a/c	20/11/2017	5,723.40
CCLA - Public Sector Deposit Fund	20/11/2017	78,794.81
OPTIMUM card	20/11/2017	194.28

13.2 Notice of receipts received

CCLA Interest	11.40
Swavesey Institute Football Club - donation	250.00
SCDC - S106 receipts	5,503.43

- 13.3 Draft Budget 2018/19** To be circulated for December meeting, as Budget meeting not being held until 30th November.

- 13.4 Parish Precept Consultation** Payments to be made in April and Sept as usual – no response to consultation required. New tax base figure noted for Precept calculation.

2017/

11-14 GENERAL CORRESPONDENCE

- (i) CAPALC AGM 7th December
 (ii) Annual Public Health Report 2017 – noted.

2017/

11-15 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Cycle Racks in Market St? Clerk to chase CCC for possible supply and installation.
 (ii) Bollards are needed on the corner of Cow Fen Drove and Market St, cars from employees in The Grange are regularly parking on the grass verge to the north side. The Clerk to contact Whitfield Group at the Grange with regard to this.
 (iii) Range Rover parked in Market St without moving for some considerable time – has been reported to the Police to find out if it is a local owner.
 (iv) The boards alongside the footpath RoW between Cow Fen and Church Green have been removed. No indication of any further maintenance work.
 (v) Waste bin for the recreation green has been delivered, however it may have to wait for placement on the green due to ground conditions and not being able to drive across.
 (vi) Why has the skip in Market St been left on the highway on double yellow lines and not in a parking space? Clerk to contact skip company.
 (vii) Clerk to chase SCDC re help with pond clearing work, use of machinery, disposal of vegetation.

Next meeting dates: Full Council – 7.30pm Monday 18th December 2017

There being no further business, the meeting was declared closed at 9.55pm. Signed & dated, Chairman
Powers of Expenditure: 1 Highways Act 1980, s96

MINUTES APPROVED AS A CORRECT RECORD AND SIGNED BY THE CHAIRMAN AT THE PARISH COUNCIL MEETING ON 18th December 2017

Swavesey Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Cheque No	Description	Supplier	Net	VAT	Total
127	Plants & Gardening	27/11/2017	2017/11-13.1	002365	Bedding plants	Oakington Garden Centre	44.42	8.88	53.30
128	Recreation Green	27/11/2017	2017/11-13.1	002366	Recreation Green repairs	Edwin Parish	200.00	0.00	200.00
129	Moat Way Play Area	30/11/2017	2017/11-13.1	BACS	Play Area maintenance	Fenland Leisure Products Ltd	106.14	21.22	127.36
130	Photocopying	30/11/2017	2017/11-13.1	BACS	Photocopying	Swavesey Village College	50.00	0.00	50.00
131	Website hosting + domain	30/11/2017	2017/11-13.1	BACS	Website and email hosting	Cambridge Web Solutions	148.00	0.00	148.00
132	CPRE	30/11/2017	2017/11-13.1	BACS	Subscription	CPRE	36.00	0.00	36.00
133	Grasscutting	30/11/2017	2017/11-13.1	BACS	Grounds maintenance	Buchans Grounds Maintenance	342.64	68.53	411.17
134	Sheltered Housing SCDC	30/11/2017	2017/11-13.1	BACS	Grounds maintenance	Buchans Landscaping & Grounds Maintenance	99.68	19.94	119.62
135	Legal Fees	30/11/2017	2017/11-13.1	BACS	Legal Fees - Land Purchase	Thomson Webb & Corfield	886.00	160.00	1,046.00
136	Street Furniture	30/11/2017	2017/11-13.1	BACS	Litterbin and plant tubs	Amberol Ltd	372.75	74.55	447.30
137	Byeways Contribution	30/11/2017	2017/11-13.1	BACS	Byways maintenance	South Cambridgeshire District Council	143.42	0.00	143.42
138	Professional Costs	30/11/2017	2017/11-13.1	BACS	Neighbourhood Plan	Cambridgeshire ACRE	400.00	80.00	480.00
139	Improvement Works	30/11/2017	2017/11-13.1	BACS	Verti-draining recreation	Cambridgeshire Cricket Ltd	375.00	0.00	375.00
140	Staff Costs	30/11/2017	2017/11-13.1	BACS	Staff Costs	Staff Costs	2,642.28	0.00	2,642.28
141		30/11/2017	2017/11-13.1	BACS					
142		29/11/2017	2017/11-13.1	BACS					
146		29/11/2017	2017/11-13.1	BACS					
143	Postage	29/11/2017	2017/11-13.1	BACS	Postage	Linda Miller	1.88	0.00	1.88
144	Mileage Claims	29/11/2017	2017/11-13.1	BACS	Mileage	Linda Miller	6.75	0.00	6.75
145	Telephone/Broadband	02/11/2017	2017/11-13.1	D/D	Telephone & Broadband	Virgin Media	28.33	5.67	34.00
Total							5,883.29	438.79	6,322.08