

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 26th February 2018

PRESENT

Mr W Wright (Chairman)

Councillors : Mr J Dodson, Mr S Faben, Mr D Hunt, Mr M Johnston, Mr C Parsons, Mr J Pook,
Ms S Smith, Mr K Wilderspin

Clerk : Mrs L Miller

In attendance

Parishioners : None

District Councillor: Mrs S Ellington

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

02-1 Miss L Boyes (unwell), Ms H Parish (holiday), Mr J Dodson (late arrival)

2017/**02-2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS****2.1 Declarations of interest from councillors on items on the agenda**

Cllr K Wilderspin, Cllr J Pook – both declared registered interests in Agenda item 9.2 – Parking in Market Street – as residents of Cow Fen Drove and Market St respectively

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
02-3 declaring prejudicial interest relating to the business to be transacted, to address the
meeting.**

No addresses regarding prejudicial interests were made. No 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 22nd JANUARY 2018 AND 8th
02-4 FEBRUARY 2018**

It was **proposed**, seconded and unanimously approved that the Chairman sign the Minutes with no amendments.

4.1 Matters to report from previous minutes (for information)

(i) Location and extent of disabled person's dropped kerb access at bus stop on Over Road discussed with CCC Highways – awaiting final plans.

(ii) The EA visited Turnbridge Drain to review vegetation clearing and the fallen tree in the ditch. The Parish Council is still awaiting confirmation of when the clearing work will take place.

(iii) CCC LHI Bid –Chairman attended panel meeting, now awaiting decision.

4.2 Clerk's Report – noted as published**2017/****02-5 COUNTY COUNCIL BUSINESS****5.1 Highways Maintenance updates**

Ramper Road central carriageway repairs completed. Patching repairs to Rose & Crown Rd scheduled for 28th February.

5.2 To report on Meeting at CCC 21st Feb, re Parish Liaison and S106 requests

Report circulated to all Cllrs. CCC response that it cannot raise funds for or provide community transport schemes was disputed as Cllrs confirmed that CCC provide grant funding towards the OWLS Community Car Scheme and it was believed CCC have a Community Transport Officer. The Clerk to query this with CCC.

Clerk

5.3 Correspondence for information and items for County Councillor

- (i) Guided Bus Car Park – this still has very large holes which are filled with deep water and therefore restrict the parking area. The Clerk asked Council if it might consider asking CCC if they would do an asset transfer of the car park land to the Parish Council at nil cost. The Parish Council, as owners, would then be able to apply for grant funding to improve the facilities there. Council agreed to ask the question and depending on the reply consider this at a future meeting.

Clerk

2017/

02-6 DISTRICT COUNCIL BUSINESS**6.1 To report on Parish Planning Forum held on 21st February**

Chairman and Cllr M Johnston attended and gave a verbal report. To reduce costs and aid efficiency Cambridge City and South Cambs District Councils are amalgamating their planning departments. Cllrs noted that many other Parish Cllrs were confused as to why some planning decisions were made under delegated powers and others at Planning Committee, with fewer decisions now going to Planning Committee. Parish Cllrs were not generally in favour of increased delegated decisions.

*(8.15pm – Cllr Mr J Dodson joined the meeting)***6.2 Correspondence for information and items for District Councillor**

- (i) Planning Roadshow at Northstowe Primary School, 5th March
(ii) Cleaner Communities Pilot Scheme – reply and update on scheme received.
(iii) District Cllr engagement with Parish Councils – a consultation in the light of larger Council Wards following the next election. Comments: SCDC Cabinet-Parish Liaison and Planning Forums are good ways of engagement. District Cllr attendance at PC meetings is better than written reports, as discussion of issues is then available.
(iv) Parish e-bulletin, January - Circulated

2017/ A14 Improvement Project – to notify of progress and raise issues

02-7 Residents' comments about overnight noise 30-31 Jan had been due to concrete breaking which required a road closure, so had to be overnight. A14 Team agreed that in the future more notice would be given to local Parishes.

2017/

02-8 NHW and POLICE BUSINESS

District Cllr Mrs Ellington reported on the CDRP meeting and that Hare Coursing is an increasing issue in this area and that the last group apprehended close by were found to have firearms on them.

2017/

02-9 VILLAGE MATTERS**9.1 To receive the monthly report from the Village Handyman & Review Maintenance items**

- (i) Regular litter clearing completed. Litterbin lid in Moat Way play area broken – to be replaced.
(ii) Noted that areas of the Recreation Green play area have become very wet, due to compacted bark. Handyman to be asked to fork the areas to see if that helps.

Clerk

Clerk

9.2 Market Street – issues regarding parking on the green, verges, damage to verges and generally the amount of cars parking in the area. Cllrs Mr Wilderspin and Ms Boyes and the Clerk had met with employers in The Grange to discuss overflow parking and delivery lorries. Clerk had also corresponded with employers in Century House. Report circulated. County Council Highways reluctant to install bollards in the verges as they will be knocked. Wooden posts on Market St Green are often knocked out – some need replacing currently. Concern expressed that once building works start at No.37 Market St the situation could become very difficult. A large number of employees are due to leave The Grange in the next month which might help as at present the offices have not been re-let.

Suggestions:

- Write to the Police to strongly request enforcement of the double yellow lines, particularly near High St junction as parking around the junctions on both sides of Market St is extremely dangerous.
- Put a sign on the north-west corner of the Green to say 'No Through Road' to deter vehicles from driving down the north side of Market St.
- Consider removing the hard surface at the east end of the green (which is not adopted highway but part of the village green). Comments made that this could make matters worse as there is no turning space.
- Consider putting bollards in half way along this surfaced area, to stop through traffic. Again comments that this lead to cars parking there as it would create a cul-de-sac area.

Clerk

Swan Pond - Comment made that vehicles are parking on the grass around Swan Pond. The Clerk replied that correspondence from resident had been received re ongoing building works and vehicles parking on the grass due to lack of parking area. The grass will be made good once the contractors finish.

9.3 BT Kiosks – to review information on possible cost and relocation of the Boxworth End kiosk. Report circulated for discussion. Company found who could move the Boxworth End kiosk, however cost would be approx. £1,200-£1,500, which is more than in the budget for the project. A suggestion of moving the kiosk to next to the Memorial Hall and making it a 'Village Information Point' was made. The Clerk suggested a grant application to the A14 Community Fund to refurbish both kiosks, move the Boxworth End one to the Memorial Hall and turn the Recreation Green Kiosk into a Village History kiosk. Council agreed to put an application through to see if grant funding would be available for the project.

2017/

02-10 PARISH COUNCIL NOMINATION: CO-OPTED GOVERNOR, PRIMARY SCHOOL

Cllr Mr J Pook completes his term as the Parish Council nominated Governor at the end of March. Nominations invited for a new Council nominated Governor. Cllr Hannah Parish was proposed and seconded. Hannah had informed the Clerk in advance that she would accept a nomination as a Governor. No other nominations received. Cllr Hannah Parish was elected unanimously.

2017/

02-11 DRAINAGE

The Mare Fen item re finance for the drain improvement works were removed from the SCDC Council agenda earlier this month. Cllr Mrs Ellington reported that an application for finance was now being put through to the combined authority with regard to this but there is no reply yet. It has not been included in the budget proposals for SCDC next week.

Cllr Mr Wilderspin will be meeting with an officer from the Environment Agency in a few days' time and will ask about the riverbank works and the awaited flood modelling data. Latest EA update was on 16th Feb where they were awaiting further model runs.

2017/

- 02-12 NEIGHBOURHOOD PLANNING** – To report on progress of project Workshop led by Cambs ACRE took place on 19th February and was very helpful. The Group has concluded that a Character Assessment of the village should be drawn up. Even if not completed it would also help the Parish Council when commenting on the Reserved Matters applications for the permitted housing developments over the forthcoming year. The NHP Group will discuss this with Cambridgeshire ACRE and South Cambs District Council.

2017/**02-13 PLANNING****13.1 To consider correspondence received**

- (i) Purchase of land alongside School Lane and land between Moat Way, Chantry Close and Thistle Green – land registration now completed.

13.2 Revised Lease offer to Parish Council for playing field land associated with housing development at 18 Boxworth End – for initial review.

To accept Key Information Summary and Terms of Business from Taylor Vinters Solicitors, to act for the Parish Council with regard to Lease negotiations. Accepted. Period of 60 working days now in place for the Lease to be agreed between the Parish Council and Landowner. Council still not entirely in agreement with taking the land on a Lease and would rather have Freehold transfer.

Approval granted for the Clerk to meet with the Council's Solicitor on 6th March to review the Lease and return comments and requests on clauses the Council does not find acceptable – as per the report circulated by the Clerk in January, re the meeting on 26th January. Noted that if the Lease is not amended Council retains the right to not accept it.

13.3 To consider planning applications received

- (i) Ref: S/0341/18FL – **117 Boxworth End**, Mr & Mrs Thompson. Rear & side extension to existing house with internal refurbishment works. Comments: Although not a listed property, this house is one of the older properties in the area. Council thought the proposal was a very modern extension to an old house and it would be regrettable to lose the traditional farmhouse.
- (ii) Ref: S/0716/18/TC – land behind 19-35 Black Horse Lane, Trees alongside Taylors Lane. **Trees in Conservation Area**. Further to recent permission for work to cut damaged branches from Willows, further work is now required to pollard the trees, in order to make them safe and healthy again. No objections raised.

13.4 Permissions, Refusals , Appeals, Enforcement

Ref: S/1868/17/FL – land to the rear of 11 School Lane. **Permission granted** for two dwellings.

Ref: S/0525/17/FL – land north of Home Close and west of Moat Way (north of Fen Drayton Rd). **Permission refused** for 56 new dwellings, access and associated open space.

Turnbridge House – question raised as to safety of the roof tiles and other parts due to excessive ivy growth and lack of maintenance. **Enforcement** officers have visited and spoken to the property owner.

2017/**02-14 FINANCE****14.1 To approve payment of outstanding accounts**

RESOLVED: to approve the invoices and payments as listed in appendix 1, to the total sum of £4,822.76.

Training – GDRP Workshop – Cllr Ms S Smith and the Clerk to attend on 15th March, £35 per attendee. Approved.

Next 10 year batch of Parish Council Minutes from 1989-1999 and Parish Meeting Minutes are being bound into volumes.

Bank Reconciliations:

Lloyds Current a/c	16-02-18	£28,653.58
Unity a/c	16-02-18	£7,923.65
CCLA - Public Sector Deposit Fund	16-02-18	£78,848.17
OPTIMUM card	16-02-18	£194.28

14.2 Notice of receipts received

CCLA Interest	21.77
HMRC VAT Oct-Dec 2017	1,128.58

2017/

02-15 GENERAL CORRESPONDENCE

- (i) CAPALC: Chief Exec's Bulletin; Lobby Day, 20th March; Extra AGM 22nd March; NALC Bulletin
- (ii) Swavesey Festival 2018 – Yarn bombing, permission to use small Horse Chestnut Tree on the Recreation Green – permission granted
- (iii) Yesteryear Road Run – confirmation that Longstanton-Oakington Road will not be available and Run will not take place this year. Question raised as to whether the HCA and CCC would be making a donation in lieu of the Run not taking place, as they will be closing the airfield road which is stopping the Run from taking place.
- (iv) Letter from young resident re Youth Club provision – replied to inform of Friday Youth Club in Bethel's Compass Rooms
- (v) RAF Wyton, Annual Pathfinder March, Sat 23rd June 2018 – to be advertised on website and Facebook pages
- (vi) Notice of play area RoSPA inspections during April 2018 – noted
- (vii) Spartans Football Club – entry of Swavesey Recreation Green into the FA's Groundsman of the Year Awards 2018 – pitch inspection Mon 5th March
- (viii) CPRE – Gtr Cambridge Partnership consultation - noted
- (ix) CCVS Newsletter – circulated and noted
- (x) Thank you and acknowledgement to residents re litterpicks of the Recreation Green recently. The Clerk had thanked them on behalf of the Parish Council via Facebook.

2017/

02-16 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA

- (i) Rose & Crown Road – could a footpath be provided from Boxworth End to Scotland Drove? Speed limit along this section is also 60mph, could Council discuss if a reduced limit could be provided. March Agenda for discussion.
- (ii) The Festival will be organising a History of Swavesey exhibition. A section on the History of the Parish Council should be provided by the Council. March Agenda. Could the provision of a weight restriction through the village be reviewed? March Agenda

Next meeting dates:

Planning – 7.30pm Thursday 8th March 2017

Full Council – 7.30pm Monday 26th March 2017

There being no further business, the meeting was declared closed at 10.00pm

Signed & dated, Chairman

Powers of Expenditure – none noted

MINUTES APPROVED AS A CORRECT RECORD AND SIGNED BY THE CHAIRMAN AT THE PARISH COUNCIL MEETING ON 26th March 2018

PAYMENTS LIST

Voucher	Code	Date	Minute	Payment	Description	Supplier	Net	VAT	Total
170	Site running costs	22/01/20	2018/02-14.1	D/D	Allotment - water rates	Cambridge Water	75.39	0.00	75.39
171	Memorial Hall Charity	22/01/20	2018/02-14.1	BACS	Grant	Swavesey Memorial	489.60	0.00	489.60
174	Telephone/Broadban	02/01/20	2018/02-14.1	D/D	Telephone & Broadband	Virgin Media	31.26	6.25	37.51
175	Staff Training	28/02/20	2018/02-14.1	BACS	SLCC Practitioners Conference	SLCC Enterprises Ltd	269.00	29.80	298.80
176	Stationery	28/02/20	2018/02-14.1	BACS	Stationery	Viking Direct	29.25	5.85	35.10
172		25/01/20	2018/02-14.1					0.00	
173		16/02/20	2018/02-14.1					0.00	
177		23/02/20	2018/02-14.1					0.00	
180	Staff Costs	28/02/20	2018/02-14.1	BACS	Staff Costs		3,712.99	0.00	3,712.99
181		28/02/20	2018/02-14.1					0.00	
182		23/02/20	2018/02-14.1					0.00	
183		23/02/20	2018/02-14.1					0.00	
178	Postage	23/02/20	2018/02-14.1	BACS	Postage	Linda Miller	1.97	0.00	1.97
179	Mileage Claims	23/02/20	2018/02-14.1	BACS	Mileage	Linda Miller	51.40	0.00	51.40
184	Miscellaneous	26/02/20	2018/02-14.1	BACS	Laptop PC repair	Stan the	120.00	0.00	120.00
Total							4,780.86	41.90	4,822.76