

# *Swavesey Parish Council*

7.30pm

**Minutes**

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street  
Monday 23<sup>rd</sup> July 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,

Clerk : Mrs L Miller

In attendance

Parishioners : 1

District Councillor: Mrs S Ellington

**Item****Power Action****2018/ TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

**07-1** Cllr Ms H Parish (holiday); Cllr Ms L Boyes (holiday), Cllr Mr K Wilderspin (unwell)

**2018/****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.

**2018/ 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

Items raised by members of the public present:

- Resident: concerns over the future use of the Mick George site in Middle Fen Drove, including pollution levels through village, particularly along High St due to large number of skip lorries which will be operating from there, circa 50 lorry movements a day. Potential damage to foundations of old houses very close to the road. Condition and maintenance of the road. Increased number of lorries pass by the Primary School and along narrow roads where Village College students are cycling, in particular the junctions at Middle Fen Drove and Taylors Lane which are on the safer route to school/cyclepath to Over.

Is it possible to have the planning permission amended as conditions in the village and along the High St have changed since it was granted in 2006?

The Chairman replied that the Parish Council shares the concerns raised and will look into the particular issues raised, some of these were covered within the discussion with Mick George Ltd on 12<sup>th</sup> July (refer Minutes). The Parish Council would lobby Highways England about damage to village road surfaces due to increased traffic, in particular HGVS, caused by the A14 works/closures and more traffic travelling through villages.

Cllr Mrs Ellington added that SCDC monitors pollution levels in the district, so perhaps they can be asked to specifically monitor Swavesey High Street.

Parish Cllr Ms S Smith asked if there was a steer from the Parish Council to the Neighbourhood Plan Group, to discuss the future use of this site with Mick George Ltd?

The Parish Council reply was no, the permission is there for its business operation, the site is outside of the development framework for the village and within flood risk zone 3.

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

**2018/ 07-4 TO SIGN & APPROVE MINUTES OF THE MEETINGS DATED 14<sup>th</sup> June, 25<sup>th</sup> June and 12<sup>th</sup> July 2018**

It was **proposed**, seconded and unanimously approved that the Chairman sign all three sets of Minutes as true records with no amendments.

**4.1 Matters to report from previous minutes** (for information)

- (i) Thank you from Village College for projects arranged for students during experience week. Road safety and speed posters – following contact with the Primary School, due to the timing,
- (ii) pupils will now be asked to design posters in September, with a view to printing and installing them by early-mid Oct. Publicity will be arranged for when the posters are installed,

**4.2 Clerk's Report** – noted as published

**2018/**

**07-5 COUNTY COUNCIL BUSINESS**

**5.1 Highways Maintenance updates**

Market St potholes completed. Sewer connection for 5 Market St completed. Pothole repairs in Taylors Lane still awaited.

Ramper Rd culver works, listed as urgent by CCC Highways.

Damage to sections of footpath along Boxworth End due to recent house extension/ building projects reported to CCC for action on repairs.

**5.2 LHI Bid 2019-20**

Further to agreement at the last meeting to apply for an extended 30mph limit and new 40mph buffer zone in Rose & Crown Rd, it was agreed to also apply for 'dragons teeth' road markings for Buckingham Rd on the approach to the 30mph limit at Boxworth End, to encourage drivers to slow down before reaching the 30mph limit. Noted that this would double the application cost and Parish Council contribution would be £1,000 – approved. Also approved to request that the 40mph zone for Rose & Crown Rd be longer than the recommended 400m, so that it reaches as far as the Scotland Drove junction. 1

**5.3 County Councillor Representation**

Reply from Cllr Mr R Hickford circulated. Parish Cllrs were not satisfied with the reply received, in that it did not fully answer the concerns raised and no offer of a meeting to discuss the wider issues had been made. County Cllr Mrs Harford had also spoken to County Cllrs Hickford and Count and a further response to the Parish Council was expected. The Parish Council still wished to meet with either County Cllr Hickford or Cllr Count to discuss the concerns raised. A further request to be sent to Cllr Hickford.

**5.4 Correspondence for information and items for County Councillor**

- (i) County Cllr Ms Smith has chased up planings for the guided busway car park.
- (ii) County Cllr Ms Smith had requested vegetation be trimmed back from the guided busway near the Middle Fen Drove crossing.
- (iii) Request made for speed signs for Hale Road. As this is not an adopted Highway, CCC would not provide them. Cost to be investigated.

**2018/**

**07-6 DISTRICT COUNCIL BUSINESS**

**6.1 Loneliness Toolkit Draft – consultation**

Circulated. Parish Cllr Sandie Smith offered to respond to SCDC, with comments on including additional county-wide contact information. SS

**6.2 Licensing consultations**

Gambling Policy and Licensing Policy drafts circulated. No specific comments made. Request made to have final policies published, or linked to, on the Parish website for residents' information.

**6.3 Correspondence for information and items for District Councillor**

- (i) District Cllr Mrs Ellington reported that the Grants Committee has met and a recommendation is that Parish Councils who apply for community funding will only be allocated 50% of their request, as Parishes are able to increase Precept to cover community funding.
- (ii) The Clerk reported that she had spoken to the S106 Officer at SCDC following the discussion over Public Open Space management in the Bloor Homes development. The S106 Officer agreed that there could be potential for future conflict if the Parish did not own or was responsible for the open space. Also other S106 money may not be able to be spent on the area. This will be taken up with the Case Officer and Bloor Homes.

**2018/****07-7****A14 Improvement Project**

Continued complaints received from residents re excessive noise, vibration and numbers of vehicles travelling through the village when the overnight closures are in place at Sat and Sun nights. In particular HGVs. Video recordings now also being taken and posted. These are passed on to the A14 Team.

Over Parish Council has contacted the Chairman, to also raise its residents' concerns over the HGV overnight traffic, Chairman will meet with Over Cllrs.

Residents are also writing to Heidi Allen MP.

Parish Council to request that Highways England Officers patrol the slips roads at Fenstanton, Swavesey and Bar Hill to try to deter HGVs. However it was noted from HE replies that legally they cannot stop any vehicle from using the village roads as there are no Traffic Orders or weight limits restricting use.

Parish Council also to request that the arc of cones places at the A14 flyover/Buckingway Rd junction last Sunday, be in place for all closures, as these stop the large vehicles from turning right towards Swavesey.

**2018/****07-8 NHW and POLICE BUSINESS - No items to report****2018/****07-9 VILLAGE MATTERS**

**9.1 To receive the monthly report from the Village Handyman & notify of Maintenance Items - no items to report**

**9.2 Play Areas**

Priory Ave/Carters Way area – drain investigation completed and confirmed that the whole drain is collapsed and not working, neither is the old soakaway.

Recommendation is to replace the drain with an Aco Drain connected to the existing surface water system at the north end of the site. Quotes to be obtained.

**9.3 Recreation Green**

Quote not yet received re proposed work – defer to August meeting.

**9.4 Trees**

Cedar Trees, Station Road – approval confirmed to crown lift to improve visibility along Station Rd. Conservation Area consent to be obtained.

**2018/****07-10 DRAINAGE No further progress made.****2018/****07-11 NEIGHBOURHOOD PLANNING – To report on progress of project**

Further consultation carried out at the Festival Gala Day. Steering Group will not meet again until early Sept and will review recent engagement event.

Application to be submitted to SCDC for the Village Design Statement project.

Approved.

**2018/****07-12 PLANNING****12.1 To consider correspondence received**

Northstowe community forum 18<sup>th</sup> July – Chairman attended and gave a verbal report. He had been informed that SCDC now have the funding to complete the Mare Fen drain bank works and now need to go out to tender.

Phase 3b for Northstowe was presented, which will be further development on the west side of the B1050 behind the existing houses. Chairman asked the developers to contact the Swavesey Internal Drain Board, as this additional development will add further surface water directly into the Swavesey Main drain.

**12.2 To consider planning applications received**

- (i) Ref: S/2463/187/FL – 36 Rose & Crown Rd, Rosegate Farm, Mr B J Baker & Son. Erection of butchers shop and new vehicular entrance. No objections. Council fully supports the application and expansion of the business.

**12.3 Permissions, Refusals , Appeals** No notices received.**2018/****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 £5,319.74.

Bank Reconciliations:

Lloyds Current a/c	19/07/2018	28,653.20
Unity a/c	19/07/2018	1,704.37
CCLA - Public Sector Deposit Fund	19/07/2018	78,997.36
OPTIMUM card	19/07/2018	285.29

**13.2 Notice of receipts received**

CCLA Interest	35.78
CCC - Grass verge cutting grant	1,245.96
UK Power Networks - wayleave payment	16.88

**13.3 Grant request** – Parish clock maintenance costs, St Andrew's church

Professional clock repairs are required as volunteers have been unable to get the clock and chimes to work together. A report and quote on the work was circulated for consideration. Following discussion, Council was sympathetic to the request but as a specific amount of grant funding towards the cost was not identified, the PCC to be asked to complete a grant request form for consideration at the August meeting.

**13.4 Training** – To consider outreach training for Cllrs. The Clerk reported that having spoken to neighbouring Parish Clerks, there is a need for new Cllr training which could be arranged as a joint session in one of the villages. Cllrs asked if a one evening refresher session for existing Cllrs could also be arranged. The Clerk would enquire.**2018/****07-14 GENERAL CORRESPONDENCE**

- (i) Letter from a young resident asking about the future of the BT Phone Kiosks. Reply sent to inform of the grant application for refurbishing them.
- (ii) Magpas Air Ambulance – letter asking for support towards the service across Cambridgeshire. Councillors suggested this be passed on to the Galon Trust.
- (iii) East West Transport Corridor, invitation to attend a discussion for Parish Councils on outline proposals. Chairman offered to attend on Thurs 26<sup>th</sup> July.
- (iv) Invite to the Clerk to attend a meeting on 7<sup>th</sup> Aug of neighbouring Clerks to discuss requirement for a community bus service and comments on existing bus services.

WW

**2018/****07-15 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA** No other items raised

**Next meeting dates:**

**Planning – 7.30pm Thursday 9<sup>th</sup> August 2018**

**Full Council – 7.30pm Monday 20<sup>th</sup> August 2018**

There being no further business, the meeting was declared closed at 9.59pm

Signed & dated  
Chairman

**Powers of Expenditure**

1 Highways Act 1980, s274a

**MINUTES APPROVED AS A CORRECT RECORD AND SIGNED BY THE CHAIRMAN AT THE PARISH  
COUNCIL MEETING ON 20<sup>th</sup> August 2018**

## Swavesey Parish Council

## PAYMENTS LIST

Voucher	Code	Date	Minute	Cheque No	Description	Supplier	Net	VAT	Total
61	Telephone/Broadband	02/07/2018	2018/07-13.1	Direct Debit	Telephone & Broadband	Virgin Media	30.48	6.10	36.58
62	Miscellaneous Expenses (office)	06/07/2018	2018/07-13.1	BACS	Laptop PC repair	Stan the Computerman	55.00	0.00	55.00
63	Plants & Gardening Expenses	31/07/2018	2018/07-13.1	002372	Compost	Oakington Garden Centre	50.00	0.00	50.00
64	Recreation Green	31/07/2018	2018/07-13.1	BACS	Signs	Algar Signcraft Services	55.00	11.00	66.00
65	Grasscutting	31/07/2018	2018/07-13.1	BACS	Grasscutting	Buchans Grounds Maintenance	439.80	87.96	527.76
66	Verge Cutting	31/07/2018	2018/07-13.1	BACS	Grasscutting (verges)	Buchans Grounds Maintenance	311.64	62.33	373.97
67	Sheltered Housing SCDC	31/07/2018	2018/07-13.1	BACS	Grasscutting	Buchans Grounds Maintenance	66.30	13.26	79.56
68	Trees/Hedges/ditches	31/07/2018	2018/07-13.1	BACS	Shrub maintenance	Buchans Grounds Maintenance	272.12	54.42	326.54
69	Site running costs	23/07/2018	2018/07-13.1	Direct Debit	Allotment - water rates	Cambridge Water	43.12	0.00	43.12
70	Stationery	31/07/2018	2018/07-13.1	BACS	Stationery	Viking Direct	21.64	4.33	25.97
71	Carters Way/Priory Avenue	31/07/2018	2018/07-13.1	BACS	Drain inspection	Dalrod UK Ltd	1,250.00	250.00	1,500.00
72		28/07/2018	2018/07-13.1					0.00	
73		23/07/2018	2018/07-13.1					0.00	
74	Staff Costs	31/07/2018	2018/07-13.1	BACS	Staff Costs	Staff Costs	2,346.94	0.00	2,346.94
75		31/07/2018	2018/07-13.1					0.00	
76		31/07/2018	2018/07-13.1					0.00	
77	Bank Charges	30/06/2018	2018/07-13.1		Bank Charges	Unity Trust Bank	18.00	0.00	18.00
78	Norton (Anti-virus s/w)	07/07/2018	2018/07-13.1	Optimum Card	Norton s/w	Norton.com	29.99	0.00	29.99
79	Grant funding	31/07/2018	2018/07-13.1	BACS	Grant refund	Groundwork UK	150.00	0.00	150.00
<b>Total</b>							<b>5,140.03</b>	<b>489.40</b>	<b>5,629.43</b>