

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 28th January 2019

PRESENT

Mr W Wright (Chairman)

Councillors : Miss L Boyes, Mr J Dodson, Mr S Faben, Mr D Hunt, Mr M Johnston, Mr C Parsons,
Mr J Pook, Mr K Wilderspin

Clerk : Mrs L Miller

In attendance

Parishioners : 2

District Councillor: Mrs S Ellington

Item

Power Action

2019/ TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

- 01-1 Cllr Mr D Hunt (vacation)
County Cllr Ms M Smith, County Cllr Mrs L Harford, District Cllr Mrs S Ellington (late arrival)

2019/

01-2 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.

2019/ Meeting suspended to allow 10 minutes for the public participation forum and for persons 01-3 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.

2019/ TO SIGN & APPROVE MINUTES OF THE MEETING DATED 17th December 2018 and 10th 01-4 January 2019

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). No items reported
4.2 Clerk's Report – noted as published

2019/

01-5 COUNTY COUNCIL BUSINESS

5.1 Highways Maintenance updates

- (i) Report circulated on meeting with Area Highways Engineer 22/01/19. Items noted:
- Ramper Rd – Chevron sign will be replaced within the next week.
 - Minor, emergency pothole repairs being carried out this week.
 - Fen Drayton Rd – Concerns raised by College Bus Driver re the dangerous condition of the road. Comments to be passed back to the Highways Officer.
 - Market St – Disappointment expressed that cycle racks are not permitted within the white hatched area by the village sign, due to safety close to the junction. Permission agreed that cycle racks could be installed in the first parking bay east of the village sign (loss of one parking space). Cllrs suggested moving flower tubs and grit bin further into the hatched area, to deter parking on there.

Clerk

- Market St – Request from The Nook coffee shop for additional bollards outside of the premises for safety. Highways Officer agreed three additional bollards could be installed at village cost, quote to be sent to the Parish Council. The Nook to be asked to contribute towards the cost. The Nook owner also asked if seating could be put outside the front of the shop. He would need to apply to the County Council, however was advised it would probably be refused due to space and blocking of the footpath.
 - Market St footpath – near The Grange, the Highways Officer reported the footpath had been jet washed. Cllrs disputed this as there is still significant moss growth on it, photos to be sent to CCC Highways. Clerk
 - Market St/Cow Fen – Bollards not permitted in the CCC verge on the south side, unless they are CCC spec posts concreted in, which would be at Parish cost and very costly. Parish Council to gain in writing, agreement from the developer of No.37 that the grass verge will be reinstated at their cost if damaged.
 - Over Road – dangerous pot hole at traffic calming – has been reported. Clerk
 - Ramper Rd – Willow Tree bend, inside road edge badly breaking up. Also culvert under the road near the village entrance is sinking badly. To report.
- (ii) LHI Panel – Chairman attended panel meeting this month, now awaiting decision. Noted that this year's project to widen the footpath between the Primary School gate and Recreation Green will be completed during February school half-term w/c 18 Feb. The A14 Community Grant towards this project is to be paid to the Parish Council, who will then pass it on with the Parish contribution to the County Council. The grant acceptance form was approved for signature by the Parish Council. Clerk
- (iii) Weight limit through the village – County Cllr wrote to say she had asked again about whether this could be possible, awaiting a reply. Clerk
- 5.2 Memorandum of Understanding re use of Speed Signs along the Highway**
RESOLVED to approve the MoU with Cambs County Council to allow the Speedwatch Speed Indicator Device to be mounted on streetlight columns along the public highway.
- 5.3 Mick George Ltd yard, Middle Fen Drove**
Further correspondence with CCC during the month. CCC will make a site visit in early February to follow up on all concerns raised.
- 5.4 Correspondence for information and items for County Councillor**
- (i) Road closure notices:
Rose & Crown Rd, 09:00-15:00hrs between 4th Feb-6th Feb – repairs to highway surface
Buckingway Rd, overnight 14th Feb – resurfacing work
Gibraltar Lane, 27/7 between 4th Mar-8th Mar – repairs to surface water drainage system
Request to find out if the additional surface water gully into existing pipes outside of No.9 Thistle Green could be completed at the same time. Clerk
Taylors Lane, 27/7 between 4th Mar-19th April – replacing water main
Confirmed that Hale Rd will not be a full closure, access will be maintained at all times as there is no potential for diversion.
Market St, 27/7 between 8th April-5th May – replacing water main
Noted that the diversion includes use of the hard surfaced 'road' across the east end of the Green which is not adopted highway. To be notified to Camb Water with regard to any damage that may be caused if this is the diversion route. Clerk
Guided Busway closure notice, between 07:00-17:00hrs, Sun 17th February, between St Ives and Fen Drayton Lakes. No access via the maintenance track either. Buses will run as normal using roads as diversions between St Ives and Swavesey.

2019/**01-6 DISTRICT COUNCIL BUSINESS**

- 6.1 Award Drain Maintenance Boxworth End** – collapsed culvert has been cleared to ensure water flow. Ditch and banked also cleared of overgrown vegetation from south of Rose & Crown Rd through to south of Whitton Close.
Noted that there is a restrictor in the ditch/drain near to Whitton Close to ensure water flow does not overwhelm that section and flood properties in Whitton Close, SCDC to be asked to check that this has not been removed or damaged in the works.

Clerk

6.2 Correspondence for information and items for District Councillor

District Cllr reported:

- (i) East-West Rail Route – consultation announced today re options. To note that if the Cambourne option is agreed it would lead to approx. 50,000 additional new homes in South Cambs.
- (ii) SCDC Council will discuss its budget at the Full Council Meeting on 21st Feb. One item to be considered is a reduction of £3M in the £6M reserves and taking out a loan from Government over 3 yrs in order to invest for higher return.
- (iii) Swavesey Byeways meeting held and Cllr Mrs Ellington will ask questions at SCDC about the byeway rate, Parish contribution and general funding for maintenance work.

2019/**01-7 A14 IMPROVEMENT PROJECT – to notify of project progress and raise issues**

Chairman attended a Focus Group on the A14 Improvement Scheme, with Bartlett School of Planning, University College London in Huntingdon 22 January, along with other Parish Cllrs from various communities alongside the works.

A strong request is still being made that Highways England should fund resurfacing works to the local roads which have been badly damaged by diverted traffic during the main road construction.

Request to ask Highways England if the Trinity Foot name could be retained somehow for the new Swavesey junction, for historical reference.

Reply noted from A14 Team, re continuing complaints from residents about the number of HGVs using the village as a diversion route when the A14 is closed overnight. The reply highlighted the measures the A14 Team has taken to sign the official diversion route.

Notice of the formal application to reclassify the new A14 as a motorway.

Clerk

2019/**01-8 NHW and POLICE BUSINESS**

Chairman attended a Neighbourhood Policing meeting in Swavesey on 24th Jan.

Residents attending commented on the lack of communication from the Police to residents with regard to follow ups to incidents. Police reported that overall numbers of Police Officers are now rising significantly.

2019/**01-9 VILLAGE MATTERS****9.1 To receive the monthly report from the Village Handyman & notify of Maintenance Items**

Quotes reviewed to install three new benches on Market St Green with decision made to place order with E Parish. S106 Outdoor community funded.

1

9.2 Market St – The Nook, request to consider bollards in front of premises for safety
Discussed and decided earlier in the Agenda

- 9.3 Market St Green – Tree planting** – Report received re new trees along north boundary of the Green. Tree Warden thanked for comprehensive research and report. Agreed to replace felled trees with up to 6 new trees, to be flowering varieties, Tree Warden and Clerk to finalise species. Agreed to purchase trees from Oakington Garden Centre, budget of approx. £300 approved, plus cost of stakes, ties, water bags, etc. S106 Outdoor community funded.

2

9.4 Recreation Green – Still awaiting date for delivery of materials re filling trenches.

2019/

01-10 DRAINAGE - To update on Mare Fen Flood Embankment works

Notification that John Sisk & Son Ltd have been contracted to carry out the work on the Mare Fen flood embankment, however as design and planning has only just started the work is unlikely to commence until after August.

2019/

01-11 NEIGHBOURHOOD PLANNING – To report on progress of project

Steering Group meet on 4th Feb. Village Design Statement work is progressing and a draft will be discussed by the Steering Group.

2019/

01-12 PLANNING

12.1 To consider correspondence received

- (i) Bushmead Homes Ltd – request for meeting to discuss Reserved Matters proposed submission, 70 new dwellings on land at and behind 130 Middle Watch. Meeting arranged for 29th Jan cancelled and re-arranged for Tues 12th Feb. Public consultation arranged Weds 13th Feb.

From draft proposals sent to the Parish Council, the Clerk to respond with initial comment of a strong objection to the 3-storey block of flats. This is totally against all previous comments on new development re building height.

Clerk

- (ii) Urgent item added to Agenda due to response date of this week. Bloor Homes Eastern Ltd – request for suggestions for up to five street names for the new development. Inclosure Award map consulted for original field names and suggestions of former significant village residents considered, the following to be put to Bloor Homes. Names closest to the location:

- Folly Close (field running alongside Fen Drayton Rd)
- College View As the site is near and overlooking the Village College
- George Long (Mr Long lived opposite the site in what is now Moat Way and provided the land and charity for the Memorial Hall)
- Barwell (Of the former Barwell's Engineering on which Chantry Close and Moat Way now sit, opposite the site)
- Gale (first Head Master at the Village College)

Other village names: St Andrew's (church), Thomas Galon, Ethel Hephher, la Zouch (former Lord of the Manor)

- (iii) Reply from SCDC Planning & New Communities to letter from the Parish Council regarding recent planning decisions. Further questions raised:
Why is the community/Parish Council view not a material planning consideration?
Regarding the 18 Boxworth End surface water drainage issues, it is difficult for Parish Councils to provide detailed technical objections due to cost, however local knowledge and experience of local flooding situations should be seriously considered. To confirm that the Parish Council has always attended Planning Committee when it has raised objections and the application has gone to the Planning Committee. The Parish Council will await the Planning training dates and attend and continue to raise its concerns and questions regarding how planning decisions are taken. Snr Planning Officers to be invited to a Parish Council meeting to continue discussions over planning decision concerns.

- (iv) Relocation of BT Kiosk – a full planning application is required due to the new site being within the Conservation Area. Clerk to complete the application.

Clerk

2019/

01-13 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 £5,148.50.

Bank Reconciliations:

Lloyds Current a/c	18/01/2019	21,093.79
Unity a/c	21/01/2019	3,315.33
CCLA - PSDF 001 - Gen Reserves	18/01/2019	30,212.67
CCLA - PSDF 002 - S106 Reserves	18/01/2019	59,038.01
OPTIMUM card	11/12/2018	252.44

13.2 Notice of receipts received

Allotment Association (Re Water Bill for Allotment Site)	78.14
SCDC Grounds Maintenance grant re Sheltered Housing	360.00
CCLA Interest	47.55

13.3 To consider internal auditor arrangements

To remain with existing auditor for this financial year.

13.4 To approve final figures for 2019-20 Budget

Draft Budget Report v2 circulated. Summary report of current year budget against expenditure to end January 2019 circulated. No amendments requested.

13.5 To approve Precept amount for 2019-20

Proposed to set Precept at £69,000.00 Seconded and carried unanimously. A Band D property will pay £71.88/year (a rise of £4.99/year over current year). The increase being made to cover increased grounds maintenance costs on the recreation green/football pitches, administration costs and top-ups to earmarked reserves where funds have been spent in previous years.

2019/**01-14 GENERAL CORRESPONDENCE**

- (i) Newsletters and magazines
Pensions Regulator – Automatic Enrolment information – Clerk has updated information.
NALC – Open letter to all Councillors – noted.

2019/**01-15 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA**

No items raised

Next meeting dates:

Planning – 7.30pm Tuesday 12th February 2019 (date change from Thurs 14th Feb)

Full Council – 7.30pm Monday 25th February 2019

There being no further business, the meeting was declared closed at 10.10pm

Signed & dated
Chairman

Powers of Expenditure

- 1 Parish Councils Act 1957 s1(1)
- 2 Highways Act 1980, s96

Swavesey Parish Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Payment	Description	Supplier	Net	VAT	Total
170	Telephone/Broadband	02/01/2019	2019/01-13.1	D/D	Telephone & Broadband	Virgin Media	32.50	6.50	39.00
171	Site running costs	18/01/2019	2019/01-13.1	D/D	Allotment - water rates	Cambridge Water	78.14	0.00	78.14
172	Christmas Lights	18/01/2019	2019/01-13.1	BACS	Christmas Lights	Festive Lights Ltd	332.77	66.56	399.33
174	Postage	18/01/2019	2019/01-13.1	BACS	Postage	Linda Miller	1.40	0.00	1.40
175	Stationery	18/01/2019	2019/01-13.1	BACS	Stationery	Linda Miller	4.50	0.00	4.50
173		18/01/2019	2019/01-13.1	BACS				0.00	
176	Staff Costs	18/01/2019	2019/01-13.1	BACS	Staff Costs		2,274.71	0.00	2,274.71
177		18/01/2019	2019/01-13.1	BACS				0.00	
182		21/01/2019	2019/01-13.1	BACS				0.00	
178	Market St Green	18/01/2019	2019/01-13.1	BACS	Bench and plaque	Glasdon UK Ltd	1,085.24	217.04	1,302.28
179	Market St Green	18/01/2019	2019/01-13.1	BACS	Bench and plaque	Glasdon UK Ltd	542.62	108.52	651.14
180	Constable's Rood	21/01/2019	2019/01-13.1	BACS	Grounds maintenance	Edwin Parish	180.00	0.00	180.00
181	Carters Way/Priory Avenue	21/01/2019	2019/01-13.1	BACS	Grounds maintenance	Edwin Parish	80.00	0.00	80.00
183	Bank Charges	31/12/2018	2019/01-13.1	BACS	Service Charge	Unity Trust Bank	18.00	0.00	18.00
184	Outdoor public open space	24/01/2019	2019/01-13.1	BACS	Hedge cutting	B J Baker and Son	100.00	20.00	120.00
Total							4,729.88	418.62	5,148.50