

Swavesey Parish Council - Clerk's Report

To : All Councillors

From : Linda Miller (Clerk)

Meeting Date : 24th August 2015

Purpose: To highlight matters on agenda and update Council on issues arising since last meeting. Issues requiring particular ratification or note **in bold**.

4.1 To update on Matters Arising and Actions from last meeting:

- Post Office – no decision from the Post Office re proposed move. Discussions still ongoing re highway/parking issues. PO Regional Network Manager to meet with Parish Council during September.

5 County Council Business

- Highway Maintenance updates:
 - Additional wooden post for verge in Middlewatch installed 12th August.
 - Awaiting response on action to be taken re Station Rd flooding, nr busway junction.

6 District Council Business

- NJDCC Meetings – report from Cllr attendance.

7 NHW and Police Business

- Correspondence on anti-slavery meeting during Oct – Parish representative requested.
- Correspondence following Parish Parking Issues meeting – proposal that Parishes could buy PCSO time for specific parish parking patrols. **For comment**.

8 Village Matters

Recreation Green

- Drainage project – work due to commence 1st September for up to a month. Signs and arrangements for safety and access during the works being arranged. Final contract details awaited.
- Play Area surfacing repairs – wetpour damage repairs, Recreation Green play area. Quotations received **for approval** at meeting.
- To arrange dates in October for Swan and School pond maintenance.

9 Drainage

- To update on current issues at the meeting

10 Planning

- Affordable Housing Fen Drayton Rd – Final updates to be discussed re Easement Agreement and ditch clearing works. **Decision** on whether to proceed with legal document re ditch work.
- Planning applications as per agenda

11 Finance

- Payments listed **for approval** - Invoices for payment 24/08/15:

August Finance Report
Payments List: Vouchers 64 to 78

Vch	Cheque	Cde	Name	Description	Amount
Direct Debit					
64		34	Virgin Media	Telephone & Broadband	79.33
Cheques					
65	002258	33	PCWorld	Stationery	15.02
66	002258	33	PCWorld	Stationery	19.72
78	2259	62	Edwin Parish	Installation of bench - Moat Way	150.00
Alto Card					
67		33	BuyaBattery	Stationery	5.98
68		39	Symantec - Norton	Software - Norton subscription	64.99
BACS					
69+70		50+51	Buchans Landscapes	Grasscutting/Grounds maintenance	649.93
71		43			
72		32			
73		67			
74		87	Staff Costs	Staff Costs	2,348.60
75		82			
76		44			
77		56			
TOTAL					3,333.57

- Receipts to note:

HMRC – VAT refund April-June	697.04
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- Bank Reconciliations:

Current Account	£7,566.80	at 17/08/15
Business Account	£65,195.10	at 11/08/15
Unity Account	£1,611.54	at 11/08/15
ALTO Card Account	£266.21	at 17/08/15
- Cllr and Clerk training courses available this autumn – **to confirm attendance as required**
- Retirement collection for Reverend John Yule. Invitation to final service Sun 6th Sept.

12 General Correspondence (for information) As listed on Agenda

Forthcoming meetings:

Planning-Thurs 10th September, 7.30pm;

Full Council-Mon 28th September,7.30pm