

# Swavesey Parish Council - Clerk's Report

To : All Councillors

From : Linda Miller (Clerk)

Date : 17<sup>th</sup> March 2015

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**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:

- Re Parking in Middlewatch – Village College reminded parents about pickup car park at rear of College and not to park in Middlewatch. Police have visited and also patrolled around Primary School area but no offences noted.
- Recreation Green/Football matches – co-ordination re games called off due to waterlogged pitches now in place. Discussion on proposals for drainage is an agenda item.

## **5** Recreation Green – Drainage and Football

- Mr Rudderham and Mr Tait from Swavesey Spartans will be attending to discuss the football clubs, use of the recreation green, problems over this winter, proposals for a drainage scheme for the pitches and other areas of the green and potential grant funding.

## **6** County Council Business

- Highways issues and updates:
  - Taylors Lane – letter from resident regarding concerns over effect of double yellow lines on traffic, parking, safety and building structure issues.
- Correspondence:
  - Busway drop off site – funding approved to start work to extend the parking area into the unused section at the rear of the site. Site will have to close during works, dates yet to be advised.
  - Planned tree works outside 23 Gibraltar Lane, Swavesey to dismantle, take down and remove 3 mature Hawthorn trees and 1 mature Ash tree. Grind stumps below surface.
  - Additional busway journeys notified – early morning from St Ives and new service between Trumpington P&R and Camb Rail Station.

## **7** District Council Business

- Chairman to report on meeting discussion
- Clerk has asked if SCDC would remove the wooden cycle barriers at High St end of footpath through to Thistle Green. New metal barriers at other end of footpath are a better way to stop cyclists and ensure safety closer to sheltered housing, but with both barriers in place grasscutting machines cannot now access the area. Removal of the wooden barriers would be safest.

**Comments requested.**

## **8** NHW and Police Business

- NHW report circulated by NHW Co-ordinator
- Panel Priorities for next period:
  1. Improve our communication with our residents and interested groups. This to be by means of electronic and print media as well as by in person meetings with an emphasis on crime activity in the local area.
  2. Increased patrols of our Green Spaces now that the evenings are getting longer and people will naturally be out later.
  3. On-going patrols of problems caused by inconsiderate parking with particular emphasis around schools and at drop off and pick up times.

## **9** Village Matters

- Rats and litter on recreation green. Bait traps were set and residents alongside the green contacted as rats were nesting under a shed and in the ditch bank. They were also seen in the

chapel field behind Greenside Close. The Clerk contacted the Trustees, who will contact the tenant and investigate. Rats have now been eliminated from the ditch and gardens. A litter bin will be installed next to the double benches to help stop litter being thrown into the ditch.

- Market St
  - Draft proposals for parking and other highway improvements to be discussed, prior to consultation at the Annual Parish Meeting on 15<sup>th</sup> April.

#### 10 Drainage

- Report to be received from the Technical Liaison meeting for Northstowe, held 23<sup>rd</sup> Feb
- **To confirm attendance at the NJDCC meeting on 25<sup>th</sup> March, which will consider Northstowe Phase 2 planning application. To agree if a statement is to be presented by the Parish Council.**
- Reports to be received on the Environment Agency demos of channel weed cutting, silt dredging and grass cutting proposed for Mare Fen drain, held during March.
- Earith Drawmark Review – WW and KW to report on the meeting of 16<sup>th</sup> March

#### 11 Use of Facebook for Parish News and Consultations

- To start discussion on how and when a facebook page will be set up. To be used in conjunction with new village and PC website to be created during this year.

#### 12 Emergency Plan

- Draft plan to be reviewed and approved. Presentation for Annual Parish Meeting to be agreed

#### 13 Planning

- To confirm attendance at training on 25<sup>th</sup> March
- SS to report on any issues arising from A14 presentation
- Response from developers re meeting Council to discuss proposals
- Planning Meeting 26<sup>th</sup> March re 37 Market St – to confirm Agenda
- Awaiting replies re enquiries about listed building works and enforcement action

#### 14 Finance

- Payments listed for approval

Vchr.	Cheque	Cde.	Name	Description	Amount	
<b>D/D</b>						
190		34	Virgin Media	Telephone & Broadband	79.33	
191		18	PWLB	Loan repayment (Pavilion)	2,442.73	
<b>ALTO card payments</b>						
192	18-Mar	41	Krystal Hosting Ltd	Website software licence	35.99	
<b>BACS - Unity Bank</b>						
198		87	Staff Costs			
199		82				
200	27-Mar	43				1,617.47
203		44				
201		30	Clerk's expenses	Mileage	10.80	
202		32	Clerk's expenses	Postage	4.75	
197	11-Mar	62	Kompan Ltd	Moat Way Play Area Project	43,219.23	
<b>Cheques</b>						
193	2228	62	Algar Signcraft Services Ltd	Play Area maintenance	91.20	
194	2229	27	Swavesey Memorial Hall	Meeting room hire	149.90	
195	2230	66	DRE Pest Control Ltd	Pest Control	120.00	
196	2231	51	SP Landscapes & Tree Contractors Ltd	Tree Felling	540.00	
204	2232	45	Post Office Ltd	PAYE & NI quarterly payment		
<b>TOTAL</b>					<b>48,311.40</b>	

- Receipts to note:
 

Bank interest	2.76	
WREN grant (Moat Way Play Area)	24,447.00	
Swavesey Institute Football Club	35.13	
Swavesey Spartans Football Club	35.13	
SCDC – S106 community payment	5,607.04	
WISER Recycling – duplicate donation	85.32	
- Bank Reconciliations:
 

Business Account	£37,221.22	at 16/03/15
Current Account	£19,718.77	at 16/03/15
Unity Account	£2,399.14	at 16/03/15
ALTO Card Account	£385.06	at 16/03/15
- Financial Regulations – updated using latest NALC Model of 2014, to include online banking regulations plus other general updates. **To be reviewed and approved at the meeting.**
- S106 Agreements. Outstanding payments being chased by SCDC and due by end March. Awaiting reply from Planning Dept re queries raised on other permissions.
- Annual Return – Received and to be returned to auditors by 8<sup>th</sup> June.

**15**    General Correspondence (for information)

As listed on Agenda

**16**    Items for Information and Next Agenda

- Chairman to report on presentation at Swavesey Village College re new build and community facilities
- WISER Electrical Collection – Village collection arranged for Thurs 23<sup>rd</sup> April

**Forthcoming Council meetings:**

**Planning            Thurs 26<sup>th</sup> March, 7.30pm – 37 Market Street**

**Annual Parish Meeting Weds 15<sup>th</sup> April, 7.30pm**

**Full Council        Mon 27<sup>th</sup> April – 7.30pm**