

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 27th April 2015

PRESENT

Mr M Johnston (Chairman)

Councillors : Miss L Boyes, Mr S Faben, Mr J Jullien, Miss H Parish, Mr C Parsons,
Mr K Wilderspin, Mr W Wright

Clerk : Mrs L Miller

In attendance

Parishioners : 8

NHW Scheme: Mrs P Wilderspin, Village Co-ordinator

District Councillor: Mrs S Ellington

S Cambs Conservative Candidate Mrs H Allen

Item**Power Action****15-16/****04-1 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Mr J Pook (personal), Ms S Smith (personal)

County Councillor: Ms M Smith

15-16/**04-2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS****2.1 Declarations of interest from councillors on items on the agenda**

Mr Wright declared a personal interest in Agenda item 6.1 as a resident on Pine Grove Park.

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.**15-16/****04-3 Meeting suspended to allow 10 minutes for the public participation forum and for persons 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:

- **Post Office Consultation**

- Mrs Allen introduced herself as a candidate in the forthcoming general election and was interested in hearing the views with regard to the Post Office's proposal to relocate the Swavesey PO service. If elected as the MP for South Cambs in May, she would try to attend the Public Meeting on 13th May, if possible.
- The Chairman confirmed that a Public Meeting had been arranged for Weds 13th May, 7pm in the Memorial Hall, at which the Public Affairs Manager for the Post Office would be attending to hear views and answer questions. The Chairman encouraged all residents to write to the Post Office with their views and to copy in the Parish Council, who would also be making formal comment after the public meeting.
- District Cllr Mrs Ellington added that South Cambs District Council had written to the Post Office about their 'modernisation programme' of moving PO branches into retail stores and the reply was available for circulation.
- The format of the meeting was queried. The Clerk confirmed it would be a Public Meeting thereby giving all those attending an opportunity to speak and ask questions. The Clerk was asked to inform the Cambridge News of the meeting.

- **18 Boxworth End – Planning proposals**

- Mr & Mrs Pope wished to hear Cllrs views on the planning application. The Chairman confirmed this would be discussed later in the agenda.

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

15-16/

04-5 TO SIGN & APPROVE MINUTES OF THE MEETINGS DATED 23rd March, 26th March and 9th April 2015

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

4.1 Matters to report from previous minutes (for information)

- (i) The Clerk continued to investigate the issues raised re Taylors Lane and was waiting for comments from CCC Highways re grass verges and parking spaces. The Clerk confirmed that the use of Hale Road and the RSPB road as an alternative to Taylors Lane was not possible, as Hale Road Byway was a private road but also did not continue up to the RSPB Road. Also the RSPB road is not adopted highway.

4.2 The Draft Minutes of the Annual Parish meeting held on 15th April were approved as a correct record.

4.3 Clerk's Report – circulated – to be referred to during agenda items.

15-16/ POST OFFICE CONSULTATION – Proposed move of Swavesey Post Office from

04-5 Market Street to Costcutter Store, Middlewatch

Confirmed that a Public Meeting has been arranged for Weds 13th May, 7pm in the Memorial Hall, with the Public Affairs Manager from the Post Office. The Chairman will Chair the meeting.

Approved that the Parish Council will defer making its formal comments on this consultation until Council meeting on 18th May, so as to take into consideration the feelings and comments from the public meeting.

Many letters have already been copied to the Parish Council from residents, all of which at the moment are against the proposals.

(Mrs Allen gave her apologies and left the meeting)

15-16/

04-6 COUNTY COUNCIL BUSINESS

6.1 Highways

- (i) **Footpath.** Mr Wright declared a personal interest as a resident on Pine Grove Park. Mr Wright had been approached by residents to ask if a section of footpath, approx. 50m, could be provided across the grass verge between the entrance to Pine Grove Park and the bus stop on Boxworth End. At present it is almost impossible for wheelchair users to get to the bus stop without having to cross the road, travel along the opposite footpath and cross back again to the bus stop, as chairs cannot be wheeled over the grass verge. Also when wet and muddy it is not safe to walk across, particularly for elderly people. The Clerk added that this would be an ideal application to the Local Highway Improvement (LHI) Scheme for this autumn. The Clerk had sent an enquiry through to CCC Highways to ask about feasibility and cost and was awaiting a reply.

Agreed to be discussed again in September.

Sept

- (ii) **Black Horse Lane, surface water drainage** – the Clerk had written to CCC Highways to ask what the next proposals were for sorting out the suspected broken drainage pipe(s) and was awaiting a reply. Clerk to chase this up. **Clerk**
- (iii) To raise new issues:
- **Streetlighting** – continued enquiries from residents about when the streetlighting replacement will be finished and issues around lack of lighting, particularly along High Street. Clerk to write to CCC asking what they are doing about progressing this project, as it has been a year now in Swavesey and for a date when the works will be completed. **Clerk**
 - **Verge posts, Middlewatch** – Re complaint about missing bollard on the grass verge outside of No.54 Middlewatch, damage to verge and issues around this. The complainant has written to CCC to request an additional bollard, however CCC do not have funds available and have quoted £200 to provide an additional bollard, should the Parish Council or resident wish to pay. Clerk to discuss if Parish Council could provide a post, as used in Market St, and CCC install it at minimal cost. **Clerk**
 - **Village College Prom** – traffic management. Prom will be on Saturday 27th June 2015 and the Village College propose to close Fen Drayton Road for 2 hours between 6pm and 8pm. The application to CCC Highways requires Parish Council consultation and support. No objections raised, College to be asked to ensure all affected residents are informed. **Clerk**
- 6.2 Correspondence for information and items for County Councillor**
- (i) Guided Busway – introduction of parking charges at P&R sites delayed until 14th May.

15-16/

04-7 DISTRICT COUNCIL BUSINESS**7.1 Affordable Housing, Fen Drayton Road**

- (i) Request received from building contractor for permission to lay foul and surface water pipes from the new development, under the Parish Council Public Open Space (POS) land, to connect to Anglian Water existing drainage systems. A S104 Agreement and an Easement, to include compensation, will be required. Agreed in principle that the pipes can be laid under the POS land, subject to legal agreements. **Clerk**
- (ii) Agreed to appoint Solicitors to act for the Parish Council with regard to this. Thomson Webb and Corfield to be appointed. Noted that the legal fees (up to a certain amount, yet to be specified) will be covered by the developer.
- (iii) Conservative Party proposals to extent right-to-buy. Discussion held with regard to this announcement and in particular with reference to other local authorities who have set up private housing companies where those rented properties are not eligible for the right-to-by scheme. This to be queried with South Cambs District Council, asking why the Ermine Street Housing company could not develop Fen Drayton Rd, thereby making it in eligible for right-to-buy. **Clerk**

7.2 Northstowe

Mr Wright gave a verbal report on the discussion at the NJDCC meeting on 25th March.

Mr Wilderspin had also attended to put forward the Parish Council's statement. At the start of the meeting a report from the Environment Agency (EA) about the Swavesey Drain Conveyance Improvement Project was circulated with no advance warning. As there was no opportunity for the Parish Council to review the document and respond, Mr Wilderspin reviewed this following the meeting and a response to SCDC was circulated to all Cllrs earlier this month and following approval, sent to Mrs J Mills for circulation to all NJDCC members. Awaiting reply.

The NJDCC meeting did not approve the Phase 2 Planning Application. The meeting was closed without decision as many items still required further discussion and another meeting will be scheduled.

7.3 Correspondence for information and items for District Councillor

- (i) Parish e-bulletin – circulated
- (ii) Street naming – 20 plots off Fen Drayton Road. Receipt of proposed street name of 'Home Close'. Home Close proposed as it is the original name of the field the development will be on. Consultation now taking place.

15-16/

04-8 NHW and POLICE BUSINESS

Crime & NHW report circulated to all Cllrs for information.
Request from Speedwatch co-ordinator for more volunteers, as existing group is struggling to bring people together to carryout surveys.

15-16/

04-9 VILLAGE MATTERS

9.1 To receive monthly report from the Village Handyman on maintenance items

- (i) General litter clearing and completing playground equipment repairs.
- (ii) Urgent maintenance expenditure during the month, to comply with RoSPA safety inspections: Moat Way – no action required. Recreation Green action:
 - 9³m of bark ordered and delivered at total cost of £368.78. Volunteers to help spread bark around the play area on Sat 2nd May required. **1**
 - Two new cradle seat swings ordered and installed at total cost of £242.00. **2**

9.2 Market Street Parking & Highway Improvements

Following presentation of options for improving parking and safety in Market St at the Annual Parish Meeting, the vote at the meeting was in favour of the option including herringbone parking bays, marked bays outside of the Post Office and cottages, additional double yellow lines around the corner of the White Horse Inn and the west end of the Green, plus provision of cycle racks on the diagonal white lines in front of the village sign.

It was therefore **proposed** and unanimously approved to proceed with obtaining a fully costed scheme. **Clerk**

It was also noted that any alterations at the west end of Market St, including installation of cycle racks, needs to be aware of the turning space required by large vehicles when entering Market St.

9.3 Village Sign

Agreed that repainting and some minor maintenance to the wood required. Clerk to obtain quotes for future discussion. **Clerk**

15-16/

04-10 DRAINAGE

Mr Wilderspin has arranged to meet Environment Agency officers on 7th May to review the Riverbank maintenance between Covell's Drain and Webb's Hole Sluice. Another Cllr to attend (to be arranged with Mr Wilderspin). **KW**

15-16/

04-11 PLANNING

11.1 To consider correspondence received

- (i) County Council – Proposed 3rd revision of the Local Validation List for applications for planning permission. No comments made.
- (ii) A14 Improvement Scheme – Notice of preliminary Meeting re-examination procedure, 13th May. No action taken.

- (iii) RSPB – request for comment on new barrier along Navigation Drain (BR5), to form part of new fencing arrangement. No objections known from the Bridleway Association (Clerk to check before responding to RSPB). No objections from Parish Council.
- (iv) Ref: S/0357/15 – Sun Fun Luxury Travel Ltd. SCDC informed Council that a planning condition cannot be made to stipulate that buses must be repainted green. Landscaping to screen the buses can be a condition. Following discussion and acceptance that the company owner had agreed to repaint the buses to stop them being visually intrusive, no change to the Parish Council’s decision on the application was made. Reply to SCDC to add that the condition re hedge and tree planting to screen the buses should be strongly enforced.
- (v) 37 Market Street, site meeting invitation from the owner , on Mon 11th May, 6pm.

11.2 To consider planning applications received

- (i) Ref: S/0875/15/OL – 18 Boxworth End. Mr & Mrs Mallindine. Outline application for development of 30 new dwellings comprising 18 market and 12 affordable units plus open space, children’s play area and landscaping (with all matters reserved save for access).
Comments from the Parish Council to be returned to SCDC by 20th May. Proposed to hold a public exhibition of the plans on Thurs 14th May, 7pm-9pm, in the Memorial Hall, to allow Cllrs to hear comments from local residents. The agents for the applicants to be invited to attend, to answer questions. Parish Council to distribute flyers to neighbouring properties along Boxworth End and Whitton Close. Council to then discuss its response at the Council meeting on 18th May.
- (ii) Ref: S/0727/15/VC – Village College. Variation of condition 2 of S/2694/13 (changes to fenestration and adding air conditioning units). No comments.

11.3 Permissions, Refusals , Appeals , Enforcement - No items to report

15-16/

04-12 FINANCE

12.1 To approve payment of outstanding accounts

RESOLVED: to approve the invoices and payments as listed in appendix 1, to the sum of £6,799.17.

Accounts reconciled at 31/03/15:	Business Account	£42,978.26
	Current Account	£12,299.11
	Unity Account	£3,243.18
	ALTO Card Account	£349.07

12.2 Notice of receipts received

Bank interest 9 th April	1.77
SCDC 50% of Precept	27,400.00

12.3 Grant requests and awards

- (i) Cemetery maintenance 2015. Proposed and unanimously agreed to award a grant of £180. **3**
- (ii) Churchyard maintenance 2015. Proposed and unanimously agreed to award a grant of £560.00. **4**
- (iii) Village College – donation towards tools for engineering classes and community education use. **5**

RESOLVED: that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:

Proposed, seconded and unanimously agreed to purchase tools for College and Community use to the value of £200. Tools to remain in the ownership of the Parish Council but located at the College for community/college use.

- (iv) Swavesey Action for Youth – administration and Festival of Youth funding 2015 Report circulated on SAY activities and future plans with a grant request for £750. **Proposed**, seconded and unanimously approved to provide a grant of £750. **6**
- (v) Swavesey Branch, Royal British Legion – Grant request to cover the hall hire charge fee for the Poppy Dance 2015. **Proposed**, seconded and unanimously approved to award a grant to cover hire cost (to be confirmed up to £70). **7**
- (vi) Agreed during the month: Swavesey & District Bridleways Association, £20 grant approved towards purchase of stone for maintenance of the permissive path around the horse style on Mow Fen Drove-RSPB reserve. **8**

15-16/**04-13 GENERAL CORRESPONDENCE**

- (i) White Horse Inn – notice of MayFest and Barrel Rolling and use of Market St green on Sunday 3rd May. Noted and confirmed that insurances are in place via event organisers.
- (ii) Great Ouse Valley & Washes AONB Working Party – update on AONB status application.
- (iii) Cambs Community Fair, 2nd June. Workshops and exhibitions re community funding.
- (iv) RoSPA Reports received and noted. Recommendations acknowledged and actioned as detailed in Agenda item 9.1.
- (v) Reply from Whitfield Group re parking in Market Street – noted.
- (vi) NHS UnitingCare bulletins.
- (vii) Letter from Conservative Party Candidate Mrs H Allen – noted.

15-16/**04-14 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA**

- (i) Market St parking – consider writing to companies from The Grange whose employees are parking all day in Market St
- (ii) Drainage project for Recreation Green – to consider quotes, cost and grant application to AmeyCespa (submission date 31st May).
- (iii) Primary School football team has reached the Regional Finals of a national competition, a letter of congratulations and good luck to be sent to the School
- (iv) Yesteryear Road Run – confusion over lunch stop in Swavesey last Sunday, with all vehicles ending up using Market Street Green and no vehicles using the Recreation Green. Request made for better co-ordination next year, as the Parish Council had informed the organiser that the Recreation Green was available and had advertised this.

Next meeting dates:**Post Office Consultation Public Meeting – 7.00pm Wednesday 13th May 2015****18 Boxworth End, exhibition of Plans – 7.00pm Thursday 14th May****Full Council – 7.30pm Monday 18th May 2015**

There being no further business, the meeting was declared closed at 9.40pm

Signed & dated
Chairman

Powers of Expenditure

- 1 & 2 Local Government (Miscellaneous Provisions) Act 1976, s19
- 3 & 4 Local Government Act 1972, s216(6)
- 5 Local Government Act 1972, s137 & s139
- 6 & 7 Local Government (Miscellaneous Provisions) Act 1976, s19(3a)
- 8 Highways Act 1980 s50

MEETING APPROVED AND SIGNED BY THE CHAIRMAN AS A CORRECT RECORD ON 18th MAY 2015

Swavesey Parish Council
PAYMENTS LIST

Voucher	Code	Date	Minute	Cheque No	Description	Supplier	Net	VAT	Total
1	Scribe 2000 Annual	02/04/2015	15-16/04-12.1	002230	Subscription	Scribe 2000 Ltd	245.00	49.00	294.00
2	Telephone/Broadband	15/04/2015	15-16/04-12.1	Direct Debit	Telephone & Broadband	Virgin Media	66.11	13.22	79.33
3	General Repairs	01/04/2015	15-16/04-12.1	002235	Donation	Savesey & District Bridleways Assoc	20.00	0.00	20.00
4	Recreation Green Play Area	27/04/2015	15-16/04-12.1	002236	Play Area maintenance	Kompan Ltd	74.66	14.93	89.59
5	Grasscutting	27/04/2015	15-16/04-12.1	BACS	Grasscutting	Buchans Landscaping & Grounds	229.71	45.93	275.64
6	Memorial Hall Charity	27/04/2015	15-16/04-12.1	002237	Grant	Swavesey Memorial Hall	2,500.00	0.00	2,500.00
7	Cemetery & Churchyard	27/04/2015	15-16/04-12.1	002238	Churchyard Maintenance	St Andrew's PCC	560.00	0.00	560.00
8	Cemetery & Churchyard	27/04/2015	15-16/04-12.1	002239	Cemetery Maintenance Grant	Non-Conformist Cemetery	180.00	0.00	180.00
9		30/04/2015	15-16/04-12.1						
10	Staff Costs	30/04/2015	15-16/04-12.1	BACS	Staff Costs		1,867.17	0.00	1,867.17
11		24/04/2015	15-16/04-12.1						
13		20/04/2015	15-16/04-12.1						
12	Postage	24/04/2015	15-16/04-12.1	BACS	Postage	Linda Miller	4.90	0.00	4.90
14	Recreation Green Play Area	27/04/2015	15-16/04-12.1	002240	Play equipment spares	Fenland Leisure Products Ltd	242.00	48.40	290.40
15	Recreation Green Play Area	27/04/2015	15-16/04-12.1	002241	Bark for play area	Bannold Supplies and Services Ltd	368.78	73.76	442.54
16	Moat Way Play Area	27/04/2015	15-16/04-12.1	002242	RoSPA site inspections	Playsafety Ltd	71.00	14.20	85.20
17	Recreation Green Play Area	27/04/2015	15-16/04-12.1	002242	RoSPA site inspections	Playsafety Ltd	92.00	18.40	110.40
Total							6,521.33	277.84	6,799.17