

Swavesey Parish Council

7.30pm

Minutes

Swavesey Parish Council Meeting, held at The Memorial Hall, High Street
Monday 23rd February 2015

PRESENT

Mr M Johnston (Chairman)

Councillors : Miss L Boyes, Mr J Dodson, Mr J Jullien, Miss H Parish, Mr C Parsons, Mr J Pook,
Ms S Smith, Mr W Wright

Clerk : Mrs L Miller

In attendance

Parishioners : None

NHW Scheme: Mrs P Wilderspin, Village Co-ordinator

County Councillor: Ms M Smith

District Councillor: Mrs S Ellington

Item**Power Action****14-15/****02-1 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Cllrs Mr S Faben (personal), Mr K Wilderspin (personal)
NHW Co-ordinator

14-15/**02-2 MEMBERS' DECLARATIONS OF INTEREST & DISPENSATIONS****2.1 Declarations of interest from councillors on items on the agenda**

Mr Pook declared a registered interest in discussions relating to Market St, including item
02-12, as a resident of Market St.

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.

14-15/ 02-3 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

No public present

Public forum closed in order for the Parish Council meeting to commence.**14-15/****02-4 TO SIGN & APPROVE MINUTES OF THE MEETING DATED 26th January and 12th February 2015**

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)

- Alder tree at Turnbridge, felled on Sat 14th Feb, no issues arising.
- No report on safety audit for cycleway from CCC yet.
- CCC approval gained for TPO for change of use at guided busway drop-off to parking but funding to clear and level the site not yet obtained. It is hoped unspent budget by the end of March would be able to cover the costs. At present parking charges are not proposed for the Swavesey site.
- Dog fouling – signs put up around the village, residents and NHW also taking action.
- Invitation sent to Kingswater Group re meeting PC to discuss proposals for Taylors Lane but no potential dates received yet.
- Online banking now in operation.

4.2 Clerk's Report – noted (appendix 2)

14-15/**02-5 COUNTY COUNCIL BUSINESS****5.1 Highways**

- (i) Maintenance: Drains investigated and all blocked gullies now clear. Black Horse Lane requires further investigation, however lack of budget means this will be delayed until new financial year. Flow for the drains in Carters Way gardens resolved. Potholes reported.
- (ii) Riparian ditch along School Lane is being cleared out by residents. Letter thanking them for the work to be sent.

Clerk**5.2 Correspondence for information and items for County Councillor**

- (i) Cllr Ms Smith reported that the breaking up of the road surface around the A14 Cambridge Services roundabout and over the flyover has been noted. Also the deep trench across Buckingham Road.
- (ii) County Council Council Tax is being increased by 1.9% for 2015-16, the Fire Service Precept is not being increased.
- (iii) Mr Pook asked if Cllr Ms Smith could say what County services are receiving cuts. Cllr Ms Smith did not have the figures to hand and would send these through after the meeting.

MS**14-15/****02-6 DISTRICT COUNCIL BUSINESS****6.2 Correspondence for information and items for District Councillor**

- (i) Parish/Cabinet Liaison Meeting 11th March – Chairman plus one other Cllr to attend. Request for agenda items for: update on S106 community facility payments for developments of under 11; results of 2014 playing pitches and facilities survey and how the information might affect Parishes and help to improve facilities. Cllr Mrs Ellington added that she understood if a S106 has already been signed the payment will still come through to the Parish. The Clerk to enquire about outstanding payments from SCDC.
- (ii) Noted the Byeways Committee has proposed to increase the rate for landowners by 10p/hectare (the first increase since 1984). The Parish contribution for 15/16 is proposed at £399. Recommendations to go to Full SCDC Council meeting 26 Feb.
- (iii) Cllr Mrs Ellington reported that SCDC Council Tax is being increased by 1.99%. No budgets have been cancelled however savings are being made by sharing administration tasks with other local authorities.
- (iv) SCDC Planning Training, session 2, Weds 25th March at Swavesey Village College. Chairman and Ms Smith to attend. Spare places for other Cllrs to be notified nearer the date (JJ and LB).

Clerk**MJ, SS****14-15/****02-7 NHW and POLICE BUSINESS**

- (i) Crime & NHW report circulated to all Cllrs for information. Operation Oaklands taking place in the village this week – Officers will be speaking to residents about security of homes, sheds and other buildings.
- (ii) Speedwatch training will take place on Sun 8th March, 5 volunteers confirmed, others welcome –inform the Clerk in advance. The Clerk reported on meeting with Sgt Rabel to discuss Ramper Rd traffic data. With the addition of Speedwatch, the Parish Council will then have data to discuss with CCC Highways and the Police what measures might be possible to try to improve highway safety.
- (iii) Parking issues in Middlewatch, complaint from resident about parents blocking driveway when waiting to collect Village College students. College to be contacted and ask them to remind parents where they can wait for students and not to park blocking driveways. Police will visit during March to speak to drivers if the problem persists. Enquire of Police if residents could use difficult to remove parking stickers .

Clerk

- (iv) Police Shrievally Trust information noted, to support older and vulnerable residents.
- (v) Reminder that the Histon Sector Panel meeting will be Weds 25th Feb, Cottenham.

14-15/

02-8 VILLAGE MAINTENANCE

Handyman's report received. Lots of litter clearing carried out. Particular thanks given to residents who have cleared bags of litter from around Buckingham Rd/A14 flyover.

14-15/

02-9 RECREATION AND OPEN SPACE**9.1 Trees**

- (i) Market St Green – Proposal to remove deadwood and crown lift trees at cost of £280 + VAT approved. Conservation Area permission obtained from SCDC Trees Officer. **1**
Work to be completed over next month or so.
- (ii) Recreation Green – Horse Chestnut with signs of Bacterial Bleeding Canker. Noted that tree report recommended that tree be pollarded to 4 metres within one year. Additional advice and visit noted that tree is only in early stages and not considered necessary for immediate work. Tree to be monitored during this year. Suggestion made that rather than pollard the tree to such a low level, it would be better to fell and replant – agreed.

9.2 Recreation Green

- (i) Rats nesting in the ditch alongside the green and entering gardens have been dealt with by Pest Control, via private garden access, due to safety of users of the green.
- (ii) Drainage – the ground is very waterlogged at present and decision made to ask football clubs not to play matches until ground conditions improve. Clerk to contact Clubs and ask why a match was played this Sunday. **Clerk**
Meeting held with Club reps to discuss potential drainage work and funding. Advice and options being sought to discuss at future meeting.

9.3 Moat Way Play Area

New play area now open. Celebration held on Sat 21st Feb. Lots of comments received thanking the Parish Council. Phase 2 will look at improving the landscaping around the area and possible solar lighting.

14-15/

02-10 DRAINAGE

- (i) Notes from meeting with EA and SCDC on 12th Feb circulated, no amendments made.
- (ii) Letter to SCDC, for Northstowe Technical Liaison Meeting sent, following email circulation to Cllrs and approval. Cllr Mrs Ellington reported that letter and objections raised re the bank height in Mare Fen had been noted but the EA had disagreed. Simon Darch (Consultant) had attended on behalf of the Swavesey IDB. Equipment is being moved on site at Webb's Hole re installation of the new pump.
- (iii) SCDC NJDCC meeting is scheduled for 25th March, to decide the Northstowe Phase 2 application. Agreed to register a Parish Cllr to speak at the meeting, statement to be drafted and Cllr to speak to be decided during the month. Deadline for statement submission Mon 16th March. **Clerk**
- (iv) Update to the Press Release of Vote of No Confidence, issued in Nov 20-14, approved for publication in the Apr-May Meridian magazine.
- (v) Earith Drawmark Review – Environment Agency Presentation Mon 16th March. Mr Wright to attend for the Parish Council. Noted that Mr Wilderspin would also be attending for Swavesey IDB. **WW**

14-15/

02-11 EMERGENCY PLAN

Ms Smith gave a brief update on the redrafting of the Parish Emergency Plan. Unfortunately no responses had been received from residents, to the request for volunteer assistance. Ms Smith would now contact potential volunteers directly. Agreed to include a presentation on the new plan at the Annual Parish Meeting. **APM**

(District Cllr Mrs Ellington left the meeting)

14-15/

02-12 ANNUAL PARISH MEETING

Draft agenda approved, with the addition of the Emergency Plan update and a Swavesey Action for Youth report.

Market St consultation item – Mr Pook will draw up various options for parking bays and other highway measures, which will then be provided as large format plans for display at the meeting. To provide data to inform the options, a survey will be carried out over the next month in Market St, to find out who parks there, for how long and why. Parish Cllrs will conduct the survey, the Clerk to provide hi-viz jackets, questionnaires, name badges and safety instructions.

Clerk

14-15/

02-13 PLANNING

13.1 To consider planning correspondence received

(i) SCDC LDF – Local Plan Hearing Update - noted

13.2 A14 Improvement Scheme

Development Consent Order application published. Local public exhibition of plans until 12th March. Comments to the Planning Inspectorate by 12th March. Concern expressed about Northstowe traffic and pressure that will put on the Bar Hill junction. Highways Agency presentation to Parish Councils on Weds 4th March, Bar Hill. Mr Dodson and Ms Smith to attend.

JD
SS

13.4 Permissions, Refusals , Appeals

Ref: S/2921/14/F – 35 Market Street. Permission for extension and alterations.

14-15/

02-14 FINANCE

14.1 To approve payment of outstanding accounts

RESOLVED: to approve the invoices and payments as listed in appendix 1 to the sum of £4,294.71

Noted:

● Bank Reconciliations:	Business Account	£62,216.24	at 27/01/15
	Current Account	£5,597.83	at 10/02/15
	Unity Account	£2,500.00	at 11/02/15
	ALTO Card Account	£385.06	at 17/02/15

● Orders placed for invoice next month:

DRE Pest Control – emergency control of rats on recreation green TBA	2
Algar Signcraft – sign for play area	3
	£48.00

● Bank transfers:

	From	To	
29/01/2015	Lloyds Current Account	Unity Bank Online Account	3,000.00
02/02/2015	Unity Bank Online Account	ALTO Pre-payment Card	100.00
10/02/2015	Unity Bank Online Account	ALTO Pre-payment Card	400.00
18/02/2015	Lloyds Business Account	Lloyds Current Account	5,000.00
20/02/2015	Lloyds Current Account	Unity Bank Online Account	2,750.00

14.2 Receipts noted

HMRC VAT Refund Q3	£749.82
Interest Business account Jan	£2.85

14-15/**02-15 GENERAL CORRESPONDENCE**

- (i) Market Street parking – village resident’s comments and suggestions on parking issues and potential solutions noted. The Clerk had replied to inform him about the current project to improve the situation.
- (ii) Pathfinder March, Sat 20th June 2015 – noted.
- (iii) Over Day Centre – invitation to launch of new minibus, Sat 14th March.
- (iv) Village College – New build & community facilities event Tues 3rd March, 5pm, Cllrs will be attending.
- (v) Newsletters and magazines

14-15/**02-16 ITEMS FOR INFORMATION AND NEXT MEETING AGENDA**

- (i) Full Council Extra-Ordinary Meeting arranged for Thurs 26th March, 6.30pm, with SCDC Planning Officers, owner of 37 Market St and owner’s agent, to discuss proposals for listed building and site.
- (ii) March Full Council Agenda to discuss Market St improvements proposals, prior to Annual Parish Presentation.
- (iii) Meridian Magazine Committee has been awarded an Ouse Washes and Landscape Partnership grant to provide a noticeboard and map of the village, to be installed at the guided busway stop. This will advertise facilities, places of interest to visit in the village and show public rights of way links from the busway in and around Swavesey, the nature reserve and River Gt Ouse.

Next Council meeting dates:

Planning	Thurs 12th March – 7.30pm
Full Council	Mon 23rd March – 7.30pm
37 Market St	Thurs 26th March – 6.30pm

There being no further business, the meeting was declared closed at 9.30pm

Signed & dated
Chairman

Powers of Expenditure

- 1 Highways Act 1980,s96
- 2 Public Health Act 1936, s260
- 3 Local Government (Miscellaneous Provisions) Act 1976, s19

MINUTES APPROVED AND SIGNED BY THE CHAIRMAN AS A CORRECT RECORD ON 23RD MARCH 2015

**Swavesey Parish Council
PAYMENTS LIST**

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	Net	VAT	Total
174	Telephone/Broadband	02/02/2015	14-15/02-13	Lloyds Current	Direct Debit	Telephone & Broadband	Virgin Media	62.20	12.44	74.64
175	Bank Charges	04/02/2015	14-15/02-13	ALTO Card	Pre-pay	ALTO card Setup fee	ALTO Mastercard	6.00	0.00	6.00
176	Bank Charges	11/02/2015	14-15/02-13	ALTO Card	Pre-pay	ALTO card load fee	ALTO Mastercard	0.50	0.00	0.50
177	Christmas Lights	11/02/2015	14-15/02-13	ALTO Card	Pre-pay	Christmas Lights	Lights4fun	43.72	8.75	52.47
178	Christmas Lights	12/02/2015	14-15/02-13	ALTO Card	Pre-pay	Storage boxes	Tesco Direct	55.97	0.00	55.97
181		23/02/2015	14-15/02-13	Unity Bank Online	BACS				0.00	
182		28/02/2015	14-15/02-13	Unity Bank Online	BACS				0.00	
183	Staff Costs	28/02/2015	14-15/02-13	Unity Bank Online	BACS	Staff Costs		2,836.80	0.00	2,836.80
184		27/02/2015	14-15/02-13	Unity Bank Online	BACS				0.00	
187		27/02/2015	14-15/02-13	Unity Bank Online	BACS				0.00	
185	Postage	27/02/2015	14-15/02-13	Unity Bank Online	BACS	Postage	Linda Miller	2.23	0.00	2.23
186	Mileage Claims	27/02/2015	14-15/02-13	Unity Bank Online	BACS	Mileage	Linda Miller	12.60	0.00	12.60
179	Stationery	23/02/2015	14-15/02-13	Lloyds Current	002224	Stationery	PCWorld	53.60	10.72	64.32
180	Insurance	23/02/2015	14-15/02-13	Lloyds Current	002225	Insurance Premium	Broker Network Ltd	82.18	0.00	82.18
188	Moat Way Play Area	23/02/2015	14-15/02-13	Lloyds Current Account	002226	Third Party Payment (grant application)	AmeyCespa (East) Ltd	1,072.00	0.00	1,072.00
189	Moat Way Play Area	23/02/2015	14-15/02-13	Lloyds Current	002227	Balloons for play area opening	Party People	35.00	0.00	35.00
								4,262.80	31.91	4,294.71