

# SWAVESEY PARISH COUNCIL ANNUAL REPORT 2008



## A Quality Council

In September 2007 the Parish Council was very pleased to be awarded Quality Status. In order to achieve Quality status, the Council demonstrated that it had reached required standards in: Electoral Mandate; Clerk's Qualifications; Meetings; Communications; Annual Report; Accounts and Code of Conduct. The required tests exceed the statutory duties of Parish Councils and are designed to ensure that the Council is functioning as an effective, representative and pro-active council. They represent the standards that an efficient and well-run Parish Council should achieve.

**Welcome** to our second Annual Report.

As you will have read above, I am extremely pleased that your Parish Council has been awarded Quality Status. This award recognises all of the work that the Council carries out and the tremendous efforts put in by our staff and Councillors. Recognition of Quality Status gives us confidence that we are doing the right things in the right way. We now have a strong base from which to move forward and work with residents to improve service delivery and community facilities for Swavesey.

Quality status should also assist us in working closely with our County & District Councils. They will know that we are representative, competent and well managed and should therefore be listened to when we bring issues forward.

In the longer term, Quality Councils may have an enhanced role compared with other Parish Councils and in achieving this status Swavesey Parish Council will be ready to look at those opportunities when they arise.

Your Parish Council has been working hard over the past year to improve services in the village and to put the interests of the village forward in many major consultations on changes that will directly affect this village. Some of these include the Guided Busway construction, planning for Northstowe new town, improvements to the A14 and recently, proposed changes to the aircraft stacking areas for Luton airport.

Many other smaller local consultations have also taken place. We notify you of all of these through our monthly meetings, notices on the village noticeboards and on our website and in the Meridian Magazine. There is a public forum at the start of every Parish Council meeting, please come along and put your views forward.

**Martin Johnston**

Chairman – Swavesey Parish Council

## Work and Role of Swavesey Parish Council

The primary role is to represent you on issues affecting the community to District, County and Central Government. In addition, we carry out the following work within the parish:

- Maintenance of public open spaces at:
  - The Recreation Green
  - Swan Pond
  - Market Street Green
  - Constable's Road
  - Children's play area
  - Carters Way/Priory Avenue
- On behalf of the County Council:
  - Rights of Way maintenance
  - Verge cutting
- Manages and maintains the Memorial Hall and car park
- Provides and maintains bus shelters, seats, plants tubs, parish noticeboards, dog-waste bins and litter bins at various locations
- Nominates representatives on the following village bodies:
  - Swavesey Fire Relief Charity (Frere Cottages)
  - The Swavesey Byways Committee
  - Swavesey Community Football Committee
  - Parish Plan Steering Committee
  - The Thomas Galon Charity
  - Meridian Magazine Committee
  - Festival Committee
  - Swavesey Action for Youth Committee
- Supports the work of charitable groups and organisations within the village
- Comments on, but not decides on, all planning applications within the parish

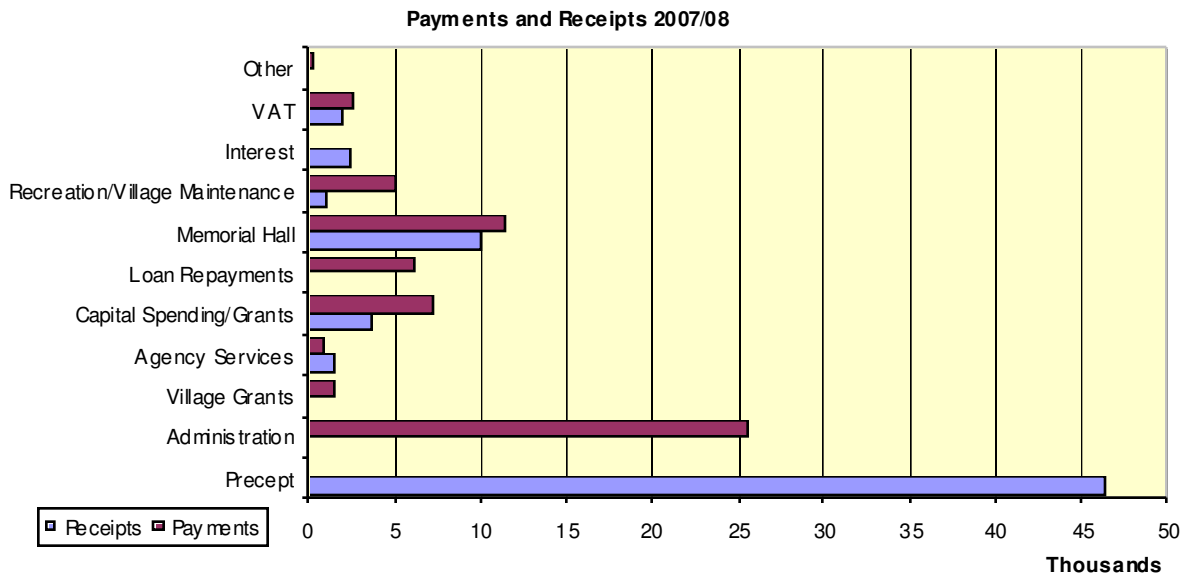
**SUMMARY RECEIPTS AND PAYMENTS ACCOUNT**  
**FOR THE YEAR ENDING 31ST MARCH 2008**

Year ended 31 March 2007		Year ended 31 March 2008
£	<b>RECEIPTS</b>	£
45,000.00	Precept	46,350.00
1,466.99	Agency Serv's Reimbursed (Verge cutting, P3 Scheme)	1,566.99
Nil	Loan/ Capital receipts	Nil
1,822.61	Interest on Investments	2,574.40
Nil	Sale of Assets	Nil
117.90	Tenancies (utility way leaves)	53.05
Nil	Capital Grants	3,730.00
427.74	Village Maintenance – Grants	1,068.39
1,500.00	Parish Plan	Nil
467.58	Recycling credits	Nil
67.99	Website	52.24
Nil	Other Income	Nil
9,972.67	Memorial Hall	10,065.41
380.00	Received on behalf of Village Events Committee	Nil
1,894.42	VAT Recovered	1,975.54
<b><u>63,117.90</u></b>	<b>TOTAL RECEIPTS</b>	<b><u>67,436.02</u></b>
	<b>PAYMENTS</b>	
23,675.85	Gen Admin, Insurances, staff	25,624.30
500.00	S 137 Payments	Nil
Nil	Capital spending (asset purchase)	7,294.25
1,095.71	Agency Services	908.03
822.22	Other Payments	Nil
6,147.70	Loan Repayment	6,147.70
8.25	Advertising/publicity	221.00
11,713.49	Memorial Hall	11,419.56
1,823.59	Recreation Green, Play area, Youth Projects	2,260.73
1,792.22	Village Maintenance Work	2,941.42
526.00	Grants – Cemetery, Churchyard, Festival	1,531.00
8.25	Parish Plan	Nil
Nil	Provision for doubtful debts	Nil
1,394.42	VAT on Payments	2,663.52
<b><u>49,507.70</u></b>	<b>TOTAL PAYMENTS</b>	<b><u>61,011.51</u></b>
45,437.92		Balance as at 1 April 2007 >
63,117.90	<b>Add Receipts</b>	59,048.12
108,555.82		<u>67,436.02</u>
49,507.70	<b>Deduct Payments</b>	126,484.14
<b><u>59,048.12</u></b>		<u>61,011.51</u>
		<b>Balance as at 31 March 2008 &gt;</b>
		<b><u>65,472.63</u></b>
	<b>These cumulative funds are represented by:</b>	
5,492.12	Current Account	9,782.17
	30 day notice account:	
	22,025.88	Earmarked Reserves
		25,252.62
53,556.00	31,530.12	General Funds
		30,437.84
<b><u>59,048.12</u></b>		<b><u>55,690.46</u></b>
	<b>TOTAL:</b>	<b><u>65,472.63</u></b>

## HOW THE MONEY WAS SPENT

The Parish Council's main source of income is the Precept, which is collected through the Council Tax by South Cambridgeshire District Council. Swavesey's 2007/08 Precept of £46,350 represents just 47p per elector per week.

The hire charges are the only income for the Memorial Hall, which at present cover approximately 75% of the running costs of the hall. Funding from the precept covers the remaining costs. This gap is closing year on year and the Hall Committee is working hard to try to bring the hall to breakeven status.



## WHAT WE DID 2007/08

- Grants were approved to the following organisations:
  - Swavesey Action For Youth
  - Swavesey Festival 2008
  - Repairs to the village War Memorial
  - Swavesey Memorial Hall
  - Swavesey Non-Conformist Cemetery – towards annual maintenance costs
  - St Andrew's Parochial Church Council – towards churchyard maintenance costs
- Grants were received for the following projects:
  - War Memorials Trust – towards repairs and clearing
  - South Cambs District Council – towards replacement windows for Memorial Hall
  - Cambridge Water/CEN Village Life Awards – constable's rood and pond restoration
  - Parish Paths Partnership – rights of way maintenance work
- Financial support towards the general management of the Memorial Hall of £1,700; additional reserve funding towards refurbishment plans of £6,000
- Achieved Quality Parish Council status
- Consulted on 59 planning applications
- Gave responses to the following consultation documents:
  - Northstowe new town planning
  - Cambourne expansion proposals
  - Guided Busway construction
  - Various District Council consultations
  - Swavesey Village College change to Trust Status
  - NATS – Terminal Control North, proposed changes to airspace
- Following continuing problems with vehicle damage to Market Street green, bollards to protect the green have been installed
- Support for the Neighbourhood Policing Team by way of provision of facilities at the Memorial Hall for Police surgeries and meetings
- Continued with Charity Commission consultation to set up a new Charity and Board of Management Trustees to improve the future running of the Memorial Hall
- Parish Councillor representation on joint liaison forums for: Cambridgeshire Guided Busway; A14 Improvement Plans; Joint Parishes Action Group for major development
- Continued work with voluntary groups to maintain Swan and School ponds and Constable's Rood
- As part of the Parish Paths Partnership, maintenance work to Rights of Way
- Supported local groups and the County Council in upgrading two footpaths to bridleway status, to help with future access over the guided busway and provide safer links between neighbouring villages

## Parish Council Contacts:

### Parish Council

Clerk: Linda Miller  
21 Thistle Green, Swavesey, Cambs, CB24 4RJ  
Tel: 01954 202982 Email: [clerk@swavesey.org.uk](mailto:clerk@swavesey.org.uk)

### Memorial Hall

Hall Administrator: Nicole Mullee  
Tel: 07963 861791  
Email: [memorialhall@swavesey.org.uk](mailto:memorialhall@swavesey.org.uk)

**Council Agendas, Minutes and information on current topics can all be found on the Parish Council Webpage at: [www.swavesey.org.uk](http://www.swavesey.org.uk)**

### Councillors:

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**Other contacts:** District Councillor: Sue Ellington 202923 [sue.ellington@virgin.net](mailto:sue.ellington@virgin.net) County Councillor: Mandy Smith 230248 [Mandysmith310@btinternet.com](mailto:Mandysmith310@btinternet.com)

## CURRENT PROJECTS

Here are some of the village projects currently being supported by the Parish Council

### Youth Activities

Swavesey Action for Youth (SAY) has continued to receive core funding from the Parish Council. This together with funding from the County Council has allowed the group to start up a weekly Junior Club, with future plans for an older teenagers' club and other activities later this year.



### Swavesey War Memorial

Following damage to the War Memorial in St Andrew's churchyard last year, caused by falling branches from one of the Cedar trees, the Parish Council arranged for the repair work and to have the memorial professionally cleaned. A grant for 50% towards the cost of the work was received from the War Memorials Trust. The Parish Council will now be taking over full responsibility for the memorial for the future.

### Festival 2008



The Parish Council has been pleased to be able to provide funding support towards this major project. We are all looking forward to the many and varied events which will take place during the Festival week in June.

### Constable's Flood and Ponds

Together with volunteer help these two projects are nearing completion. However this will not mean that work will stop. We will still need help to ensure these scenic areas of our village stay looking as good as they currently do. Interpretation boards are currently being produced to give historical and environmental information on the areas.



### Parish Plan

A lot of hard work has been put into this project over the past year by the voluntary committee and the questionnaire will be distributed, collected and analysed during 2008 to produce a plan to advise and assist with the future of Swavesey village. Your input is vital to its success so we thank you for completing and returning your questionnaire.

### What do you think?

We would very much appreciate your feedback on the information provided within this report and our Meridian Magazine reports, we will do our best act on it and take up issues with the relevant authorities. We would also be delighted to hear from you on any other topics raised, or other matters of concern. Do remember also that all Parish Council meetings are open to the public.