

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

SWAVESEY BYE-WAYS ADVISORY COMMITTEE

DRAFT MINUTES OF THE MEETING HELD IN THE MEMORIAL HALL, SWAVESEY ON

THURSDAY 24 JANUARY 2013 AT 7.30 PM

Present:

Councillor Mrs Ellington

South Cambridgeshire District Council

Mr J Dodson

Charge-payers' Representative

Mr G Wedd

Charge-payers' Representative

Mr J Johnson

Charge-payers' Representative

Mr A Day

Charge-payers' Representative

Ms Lisa Boyes

Parish Council Representative

Ms S Rogers

Parish Council Representative

Mr J Shepperson

Parish Representative

Mr T Parish

Parish Representative

In Attendance Mr P C Matthews – South Cambridgeshire District Council's Drainage Manager

Apologies: Cllr Turner, Mr K Wilderspin and Mr D Morgan

1. Introduction and Election of Chairman

- 1.1. In the absence of Cllr Turner it was agreed the Council's Drainage Manager should act as chairman for the meeting.

2. Minutes of the previous meeting

- 2.1. The minutes of the previous meeting of 31 January 2012 had already been circulated. It was unanimously accepted that the contents should be confirmed as an accurate record of the meeting.

3. Report of the Executive Director – Corporate Services

- 3.1. The meeting received a report on expenditure for the year 2012/13 (to 24 January 2013).
- 3.2. The Executive Director had shown, in his report, that there would be a balance of £6567 in the contingency account at the end of 2012/13 and suggested that £421 is added to the contingency account in 2013-2014.
- 3.3. If £2,400 was allowed for maintenance in 2013/14, then a rate of 90p per hectare could be levied. The Drainage Manager again indicated that the contingency figure is at a reasonable level and it would, therefore, be possible to spend all of the £2,400 in the budget on "materials" throughout the coming year.
- 3.4. A continuation of the current levels of maintenance would, therefore, give a breakdown of income and expenditure as indicated in the report.

4. **Report of the Corporate Manager, Health and Environmental Services**

- 4.1. This report indicated the current year's expenditure and the last five years' average annual expenditure per byeway (see appendix 1).
- 4.2. The contents of the report were discussed and there was agreement among members that Charge-payers' costs should be limited to 90p per hectare for the forthcoming year. It was proposed by Mr Wedd and seconded by Mr Parish that the above rate should be levied for the coming year and this was unanimously agreed by the meeting.
- 4.3. It was reported that Councillor Ellington and the Drainage Manager carried out an inspection of all byeways on 18 January 2013 in order to assess their current condition and the likely level of maintenance for the forthcoming year. It was anticipated that the following bye-ways would require allocations of materials:

- ❖ Cow Fen
- ❖ Hale Road
- ❖ Mow Fen
- ❖ Uttons/Tiplers Drove
- ❖ Middle Fen/River Fen

- 4.4. It was proposed by Mr Parish and seconded by Mr Wedd that the above byeways should be allocated materials and this was unanimously agreed by the meeting.
- 4.5. Detailed discussions took place on the condition of Cow Fen Drove. Members of the Committee expressed their displeasure at the poor state of the drove following use by contractors undertaking works on behalf of the Environment Agency. The Committee requested that the Council should write to the Environment Agency outlining the problems and to explain that reinstatement works should be put in place by the Agency.

5. **Voluntary Maintenance**

- 5.1. Members were reminded that the voluntary arrangements whereby the Charge-payers provide labour and plant to spread materials enables the maximum amount to be spent on materials. All were in agreement that this approach has worked very well in the past and that the current voluntary arrangements should continue.
- 5.2. The Charge-payers' Representatives will undertake periodic monitoring of the Bye-ways and ordering and spreading of materials as follows:

Bye-way	Charge-payer responsible
Cow Fen	Mr Wilderspin
Hale/Mow Fen	Mr Johnson
Scotland Drove	Under review
Uttons/Tiplers Drove	Mr Wedd and Mr Kerley
Middle/River Fen	Ms Rogers

- 5.3. It was proposed by Mr Wedd and seconded by Mr Johnson that the voluntary arrangements on the spreading of materials should continue while the District Council would order and allocate these materials.

6. **Any Other Business**

- 6.1 Discussions took place on possible unpaid rates and the Drainage Manager outlined that no rates are currently outstanding
- 6.2 The meeting closed at 20.45