

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 13th January 2011 at 7.30pm in the Village Hall.**

Present: Mr David Almond, Mr Andrew Camps (Vice-Chairman), Mr Eric Day, Mrs Sandra Gynn, Mr Peter Hart, Mr Paul Latchford, Mr Steve Kent-Phillips & Mr G Woollard plus 2 members of the public.

822. In Attendance:

Cllr David Brown – CCC

Cllr Allen Alderson – ECDC

Catherine Shilton – Rural Housing Enabler for Cambridgeshire ACRE

Oliver Cook – Housing Development Enablement Officer for ECDC

823. Apologies for Absence:

John Covill (*family commitments*). *Andrew Camps chaired the meeting in the absence of the Chairman.*

Karen King – Clerk (*family funeral*). *Sandra Gynn took the minutes in the absence of the Clerk.*

824. Members' Declaration of Interest for Items on the Agenda:

None.

825. Public Participation:

No matters raised.

826. Approve and Sign Minutes of Parish Council Meeting – 9th December 2010: Geoffrey Woollard point 807 which stated “no further ‘local’ action could be taken”. This was noted by members but left as written. The minutes were agreed and signed as a correct record. *Proposed: Peter Hart. Seconded: Steve Kent-Phillips.*

827. Affordable Housing – Housing Needs Survey for Swaffham Prior: Catherine Shilton of Cambridgeshire ACRE and Oliver Cook of ECDC attended the meeting to outline the benefits of carrying out a “Housing Needs Survey” for the Parish. Information sheets were circulated which explained the role of Cambridgeshire ACRE and its partners in assisting parishes to determine whether such a survey was needed. Oliver Cook explained the need for affordable housing to enable people with close links to work and live within the Parish. Catherine Shilton explained that Cambridgeshire ACRE would be responsible for the work needed in sending out to all households, collating responses and reporting back to the Parish Council with the results. Cambridgeshire ACRE would also be responsible for all costs. Following discussion Geoffrey Woollard proposed that the Parish Council asked for Cambridgeshire ACRE to carry out a Housing Needs Survey for the Parish and this was seconded by David Almond. This was agreed unanimously.

Catherine Shilton and Oliver Cook left the meeting at 8.10pm.

828. Reports:

CCC Matters – Cllr David Brown reported to the meeting.

- Budgets and the Government announcement on the comprehensive spending review set the scene for much of my activity at the County Council in December, including 2 informal meetings of the Cabinet and a Member Briefing on the budget headline figures. The CSR and grant settlement for Cambridgeshire mean that the County Council is faced with making savings of £160 million over the next five years. Because of the Government front-loading of savings to try to tackle the national debt we are faced with making savings of £50 million on 2011/12. The scale of the required savings is bound to have implications for employment and it is likely that around 450 posts will be lost in the County in the coming year. Further details on proposed savings will be known shortly.

- Another “hot” topic, in light of the weather has been gritting. Cllr Mac McGuire, as portfolio holder for highways and access has written to all parishes explaining the latest position regarding salt stocks and gritting schedules. Whilst it has been a difficult start to the winter season, I believe the gritting teams have worked incredibly hard.
- The Guided Busway situation continues to cause exasperation in Cabinet. Trials have taken place on the busway and it is looking increasingly likely that Bam Nuttall will fail to remedy the faults in an acceptable time-frame. If this is the case CCC will have little option but to appoint a different contractor to complete the work and charge Bam Nuttall.
- County Council met in December. In addition to the above topics, there was a lengthy debate on a motion claiming that the County Council is not doing enough to combat climate change. Probably unsurprisingly, in view of the subject matter, the debate quickly became polarised and the motion was eventually voted down in favour of an amendment calling on continued action in this area.
- The Safer and Stronger Communities Scrutiny Committee met. The committee held a lengthy discussion regarding Rural Crime. It was agreed to set up a meeting of County and District Councillors and Cambridgeshire constabulary to discuss the best way to scrutinise rural crime. The other major subject discussed was the report of the member-led review into the Integrated Offender Management programme.

ECDC Matters: Cllr Allen Alderson reported to the meeting.

- Licensing Committee: I attended a Licensing Committee meeting in December and was also a panel member of two licensing hearings on the same day.
- Government Revenue Support Grant (RSG). For 2011/12 The Council’s RSG is to be set at £5.6m and will fall to £4.9m in 2012/13. This equates to a cut of 17.8% in the first year and a further 11% in the second year. As we had to make significant savings last year, the Council has been forced to explore every avenue in order to continue funding the wide range of essential services we offer our residents.
- Bulbeck Post Office and Stores: At the moment the stores has the benefit of the Small Business Rate Relief. There was some concern that this might change in the future with the Government’s ‘Localism’ bills. I have been working with Kamal and Bal to explore the future consequences. Although many residents do their major shop at supermarkets, if they did some shopping locally it would help preserve a very important service. The old saying is ‘Use it or lose it’.
- Members Seminars: I attended a members’ budgetary meeting prior to last month’s Policy and Resources Committee. There is also a Budget Seminar on January 6th.

829. Correspondence for Circulation/Consideration (see Appendix 1 for correspondence received)
Sandra Gynn reported to the meeting correspondence received.

830. Matters Arising from Previous Minutes (for information only):
Min.ref.813: Problems with Drains on Green Head Road: Alan Dover had replied to the Clerk’s letter expressing the Parish Council’s concerns about there having been a breach of the planning permission for 30 Green Head Road. Alan Dover’s letter concluded that from the planning perspective there did not appear to have been a breach of the conditions of the planning permission and that the problems of the chemical odours, etc., were being investigated by the appropriate authorities, namely, Anglian Water and Environmental Health. Geoffrey Woollard asked Cllr Alderson to follow this up with Alan Dover. Steve Kent-Phillips said that the disposal of chemicals from the premises were being monitored and there was negotiation under way for a correct discharge licence and from the planning view there was nothing further to be done.

Cllrs David Brown and Allen Alderson left the meeting at 8.50pm

831 Repair Works to the Pound Wall: Paul Latchford confirmed that he had spoken to Kim Sheldrick about the amendments required by ECDC’s Conservation Officer. KS submitted a revised

quotation taking these amendments into account. It was suggested that the earlier quote and revised quote from KS be checked by Paul Latchford to see that the same work is covered. Subject to this, it was agreed to instruct Kim Sheldrick to progress with the work as soon as possible. *Proposed: Steve Kent-Phillips. Seconded: Geoffrey Woollard.*
 PL also said he would confirm the new details with the Conservation Officer, Lorraine King.

832. Final Approval of Budget/Precept for 2011/12: This was agreed at £14,500. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Unanimous.*

833. Accounts for Approval including:

Payments

a) Karen King – <i>Clerk's salary</i>	£ 352-00 *
b) Inland Revenue – <i>Clerk's tax</i>	£ 88-00 *
c) VHMC – <i>meeting room hire</i>	£ 178-60 *
d) Viking Direct – <i>stationery/computer supplies</i>	£ 55-40 *
e) The Wildlife Trusts – <i>annual subscription</i>	£ 36-00 **
f) SLC – <i>annual subscription (50% share with SBPC)</i>	£ 47-50 **
g) Cambridgeshire ACRE – <i>annual subscription</i>	£ 35-00 **
	<u>Total: £ 792-50</u>

The above payments were agreed. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart.*

* Cheques signed ready for payment.

** Payments agreed with signature pending receipt of new cheque book.

Transfer of £750 was agreed. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart.*

Receipts:

None.

834. Clerk's Report:

- *The Beeches* – Handrail installed.
- *Refurbishment of Noticeboard* – Kim Sheldrick had inspected the noticeboard and asked the question whether it would be better to buy a new one. He was to ask his joiner for his views.
- *Street lighting:* Faulty light at Tothill Road repaired.
- *Parking on grass verges – Fairview Grove.* Letter sent to residents asking them not to park on grass verge at the top of Fairview Grove.

835. Parish Councillors' Reports:

Peter Hart asked if there had been any responses to the Clerk's letter re parking on grass verges at Fairview Grove.

Peter Hart reported that;

- The grass verge on Lower End was also being damaged by parked cars. The Clerk was to be asked to write to residents.
- The overgrown vegetation around the kissing gate near Station Road on the footpath from the Village Car Park to Station Road had been tidied. He was not sure who had carried out this work but wanted to thank those responsible.
- No progress had been made with installing the kissing gates on the footpath from Pulpit Corner to Devils Dyke and he would follow up with Karen Whymark.

David Almond asked what the supply and demand was for the allotments. *To be checked with Clerk.*

Andrew Camps said he would be attending a Neighbourhood Panel Members' Meeting. He asked councillors for suggestions on issues to be raised. *No suggestions.*

David Almond, Peter Hart and Andrew Camps spoke of the "Localism Bill" which referred to possibly more involvement from Parish Councils. This was considered a good idea.

The meeting closed at 9.15pm

836. Open Question Time:

Mark Lewinski suggested that Neighbourhood Panels struggled to find a role suggesting it as a discussion forum.

Michael Limb asked why Catherine Shilton of Cambridgeshire ACRE and Oliver Cook of ECDC had attended the meeting. It was explained that they were invited by the Parish Council following their request.

There was a request for footpath numbers. Peter Hart confirmed:

- FP11 – Village Car Park to Station Road
- FP6 – Pulpit Corner to Devil’s Dyke.

Michael Limb informed the meeting of a damaged BT inspection chamber on Heath Road noting that the cover needed repositioning.

837. Appendix 1:

CCC

Kate Day – Minutes & details of meeting on 2/12/10

Mark Lloyd – ‘Engagement Letter’

Cllr Mac McGuire – Filling Salt Bins

Traffic Managers Business Support – reminder about road closures for events

Amanda Warburton - Cambridgeshire Older Peoples’ Newsletter – Jan 2011

Parish Paths Partnership Scheme 2010-11 – *passed to Peter Hart as P3 Officer for completion.*

ECDC

Chairman – Weekly Highlights

Electoral Registration Officer – Register of Electors

Littleport Masterplan Team – Issue 5 of newsletter

Andy Dicks – Print Services

Dave White – Christmas Card Recycling

Lorraine Hogg – Parish Precept & Council Tax Freeze Grant 2011/12

Planning

Lorraine King – Applications affecting Heritage

Planning Permission for 32 Cage Hill

General

Cambridgeshire ACRE – Magazine

CPALC – Prayers at Council Meetings

CPALC – “The Localism Bill”

Cambridgeshire Community Services – NHS – *consultation on becoming a community NHS Foundation Trust*