

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 10th March 2011 at 7.30pm in the Village Hall.**

Present: Mr John Covill (Chairman), Mr David Almond, Mr Andrew Camps (Vice-Chairman), Mr Eric Day, Mrs Sandra Gynn, Mr Peter Hart, Mr Steve Kent-Phillips & Mr G Woollard plus 5 members of the public.

852. In Attendance:

Cllr Allen Alderson – ECDC
Katie Child, Principal Forward Planning Officer – ECDC
Abigail Taylor, Forward Planning Officer - ECDC
Karen King - Clerk

853. Apologies for Absence:

Mr Paul Latchford (*conflicting commitments*)
Cllr David Brown

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

None.

855. Public Participation:

Min.ref.830: *30 Green Head Road*. The meeting was given an up date on the concerns associated with business premises on Green Head Road, firstly with reference to parking problems caused by number of vehicles visiting the premises and, secondly, the delivery/disposal of substances used at the premises.

It was suggested that Cllr Alderson arrange a meeting between interested parties and Alan Dover, ECDC's Principal Development Control Officer to resolve the planning issues raised. Cllr Alderson agreed to organise and attend a meeting.

The problem of odours and the use of chemicals substances were currently being resolved through the regulatory bodies. Anglian Water had confirmed to the Clerk that the discharge to the public sewer was being controlled by a legal document – a trade effluent consent with regular monitoring against the limits in the consent document.

856. Review of East Cambs Core Strategy:

Katie Child requested to attend the meeting to give a presentation on “Recognising Swaffham Prior’s needs in the Core Strategy”, taking into consideration recent Government changes and its Localism Bill. Katie Child and her colleague Abigail Taylor explained that this was an opportunity for the District Council and Parish Council to work closely together to look at the needs of the Parish within the Core Strategy, e.g., change/growth, local housing needs, protection of key facilities or services, new/improved infrastructure and services.

There followed discussion about how the Parish should develop into the future to assess the need to provide adequate housing and facilities whilst protecting its growth. The opportunity to work closely with the District Council and other agencies towards this end was welcomed.

It was suggested that this should be an agenda item for the Annual Village Meeting to give residents the opportunity to discuss. Katie Child said she was happy to attend this meeting.

It was agreed to move the next item up the agenda due to its relevance to the above.

857. Possible Affordable Housing for the Village – request for Parish Council views:

A letter was received from Sir Michael Marshall on behalf of the owners of land at Lower End (‘Dencora’ field) seeking the views of the Parish about the possible development of part of this area. If this received substantial support from the village the owners would consider forming the Dickens/Marshall Trust to build and rent up to 8 affordable or possibly shared equity homes for the benefit of the village. The cost of this would be supported by a small development of approximately 2 acres for up to 16 market value houses.

Following discussion the Councillors recorded their support in principle for the proposals with particular interest in the provision of affordable housing for local people. This was subject to the following priorities:

- Full consultation with residents - *agenda item for the Annual Village Meeting*.
- Review the results of the Cambridgeshire ACRE/ ECDC 'Housing Needs' Survey of the parish when available. The Clerk was to check on timescale for the survey.
- Consideration of detailed plans as they become available.

858. Approve and Sign Minutes of Parish Council Meeting – 10th February 2011:

The minutes were agreed and signed as a correct record. *Proposed: Geoffrey Woollard.*
Seconded: Steve Kent-Phillips.

859. Reports:

CCC Matters – Cllr David Brown provided a written report:

- February at the County Council was dominated by the full meeting of Council on 15 February, with the main agenda item being the Budget for 2011/12 and Integrated Plan for the coming 5 years. The meeting started with a large number of protestors in the public gallery. After numerous interruptions and 3 separate arrests of protestors the Council finally managed to agree a balanced budget with the proposals reported last month going through. It was a long and stormy meeting and I eventually got home at 8.20pm.
- In the run-up to the full Council meeting 3 separate scrutiny committee meetings were attended to examine budget proposals in greater detail - the Environment and Sustainability Scrutiny Committee, the Safer and Stronger Communities Scrutiny Committee and the Corporate Services Scrutiny Committee plus 3 informal cabinet meetings.
- Cllr Jill Tuck has announced that, for personal reasons, she will not be seeking re-election as Leader of the Conservative Group and therefore Leader of the Council. The Conservative Group will elect a new Leader, probably in April.

ECDC Matters: Cllr Allen Alderson reported to the meeting.

- *Full Council Meeting:* This took place on the 22nd February before May's local elections. Following a meeting lasting 5 hours, a balanced budget was set for 2011/12 with no increase in Council Tax despite the cuts in central Government funding. There will be a zero percent rise for all staff other than those earning a full time salary of £21,000 or less, who will be eligible for a £250 per annum increase in line with central Government's suggestion. Council's elected members will be taking a 10% cut in their allowances.

Changes to Council's committee structure and timings of its meetings were also agreed with the result of significant savings.

- *Neighbourhood Panel meetings:* The March series of NHP's have been cancelled. The next south area meeting will be on the 28th June at the Ellesmere Centre, Stetchworth.
- *Newmarket Recycling Centre:* Suffolk County Council is to close this centre on the 9th May 2011 as part of its budget cuts. As this is used by many people in the south of East Cambs district, officers have been made aware that there could be an increase in fly-tipping.
- *New Leisure Complex:* This will be for the whole district and the designs have received planning permission. It is to be built on land beside the Ely by-pass and adjoining land owned by Ely Outdoor Sports Association.

860 Correspondence for Circulation/Consideration (see Appendix 1 for correspondence received)

CCC-Highway Wardens scheme. Summary of success of pilot schemes focusing on relationships between Highways Depots and their local town and parish councils with an invitation to appoint someone to be a Highway Warden for Swaffham Prior. Steve Kent-Phillips said he would be happy to take on the role.

CCC – Cambridgeshire Library Service Review: The details were noted.

Cllr Allen Alderson left the meeting at 9.10pm

861. Matters Arising from Previous Minutes (for information only):
None.

862. Repair Works to the Pound Wall:

The repair works had been completed. Kim Sheldrick suggested that the wall should not be whitewashed, as had been the case in the past, as this could lead to future water ingress and damage to the brickwork. This was generally agreed subject to confirmation with Lorraine King, Conservation Officer for ECDC. *Proposed: Steve Kent-Phillips. Seconded: Geoffrey Woollard.* Repairs needed to the rear of the Pound Wall were agreed and Kim Sheldrick Building Services was instructed to carry out this work for the quoted sum of £190 + VAT.

Proposed: Steve Kent-Phillips. Seconded: Peter Hart.

Steve Kent-Phillips said that having inspected the long side wall he considered this should be monitored as also showing signs of deterioration.

863. Repairs to Village Hall Driveway:

The repair of potholes, etc., was discussed and it was agreed to ask Martin Mead of Mead Construction for advice on a more permanent surfacing solution.

864. Repairs to Parish Noticeboard:

Kim Sheldrick Building Services provided two quotes for the noticeboard;

Remove and replace with new - £1,080 plus VAT

Remove, resite and repair - £360 plus VAT

Rather than replace the noticeboard it was agreed to carry out repairs and reposition the board nearer to the path to make it easier for people to view.

Proposed: Steve Kent-Phillips. Seconded: Andrew Camps.

The Clerk left the meeting for the following item:

865. Annual Appraisal and Review of Clerk's Salary:

It was agreed that from 1/4/11 the Clerk's salary would rise by £1/hour to £12. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart.*

Steve Kent-Phillips to carry out review of Clerk's Contract of Employment.

The Clerk returned to the meeting.

866. Accounts for Approval including:

Payments

a) Karen King – Clerk's salary	£ 352-60
b) Inland Revenue – Clerk's tax	£ 81-40
c) Karen King – Clerk's expenses	£ 48-72
d) SP Royal Wedding Committee – donation	£ 100-00
e) CPALC – training "Power of Wellbeing"	£ 12-50
f) Kim Shedrick Building Services – repairs to Pound wall	£ 2,544-00
g) K H Services – grasscutting	£ 340-85
Total:	£ 3,480-07

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

Transfer of £4,000 was agreed. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart.*

Receipts:

Bus.Saver.Acc:

Interest – 6/12/10-6/3/11 £ 3-31

867. Clerk's Report:

- *Litter in the Village:* A letter was received from Mrs Prime of Adams Road asking if something could be done to clear litter from village areas. This was prompted by a recent walk over several parts of the village which ended with a large plastic bag full to overflowing with cans, plastic bottles, sweet wrappers, crisp packets, etc. The Clerk said she would contact ECDC to see if they still provided free-of-charge litter pickers, gloves, etc. with a view to setting up a weekly rota of volunteer litter pickers.
- *Damage to footpath Fairview Grove/The Beeches:* Following concerns raised about the damage to the footpath in this area the Clerk contacted Paul Butcher of CCC and asked him to inspect and arrange for repairs where necessary. Subsequently Paul Butcher inspected and informed the Clerk that repairs would be included in the programme for the new financial year.
- *Cemetery Water Supply:* The water had been turned off over winter months to avoid frost problems. Following requests from people visiting the cemetery the supply had now been turned back on.

868. Parish Councillors' Reports:

- *Whiteway Drove:* David Almond told the meeting of his concerns about the dip in the road surface and the danger to drivers using the road. Everyone agreed and the Clerk was asked to contact CCC Highways and request that warning signs be erected and repairs carried out as soon as possible.
- *Allotment:* Steve Kent-Phillips confirmed the felling of a tree at the allotments.
- *Anti-social behaviour:* This was reported.

The Clerk confirmed that due to the receipt of two planning applications there would be an Extraordinary Meeting on the 24th March 2011.

The meeting closed at 9.45pm

869. Open Question Time:

- Alastair Everitt asked if the Village Map could be cleaned up.
- Michael Limb asked who emptied the bin in the bus shelter as it was often full. The Clerk confirmed that she did this as the inner liner had gone missing which meant it could not be included as part of normal collection. *It was considered that the Clerk should not do this and a new inner for the bin purchased so it could be emptied as part of the normal collection.*
- Michael Limb had noticed that the School noticeboard was looking very untidy and had out-of-date notices still on it. *The Clerk was to contact the School.*
- Michael Limb asked if a note could be sent thanking housholders for bringing to the attention of the Parish Council the damage to the rear wall of the Pound.

870. Appendix 1:

CCC: Traffic Managers Business Support – Meeting with Parish Councils to Plan a New Lorry Strategy

Passenger Transport Services - Bus Services – proposed changes from April 2011

ECDC: Chairman – Weekly Highlights

Alan Williams - NHP updates and details + copies of newsletter

Joan Cox – District & Parish Elections

Planning: Lucy Flintham – Parish Consultation Responses to Planning

General: Sir Michael Marshall – affordable housing for the village

R0SPA – reminder of play area inspection

Great Fen News

Clerks & Councils Direct

CPALC – online newsletter

CPALC – Bulletin

CPALC – important notice – Clerk & RFO PAYE & Tax Status

E-Cops report – PCSO Annie Austin