

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

Present: Mr John Covill-Chairman (JC), Mr Peter Hart-Vice-Chairman(PH), Mr Andrew Camps(AC), Mr. Eric Day(ED), Mr. Geoffrey Woollard(GW), Mr. Paul Latchford(PL), & Mr. Steve Kent-Phillips(SKP) plus two members of the public.

971. In Attendance:

Karen Clerk - Clerk

972. Apologies for Absence:

Mr David Almond – *work commitments*

Mrs Sandra Gynn – *work commitments*

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

None.

974. Public Participation:

No comments.

975. Approve and Sign Minutes of Parish Council Meeting – 8th September 2011:

GW thanked SKP for his minutes of the meeting. Minor corrections proposed:

- Min.ref.967: GW noted that PH also attended meeting with CCC.
- Min.ref.967: PH asked for an amendment in wording noting – *Peter Hart said that there was a bad bend around number 73.*

The above amendments were agreed and the minutes approved and signed as a correct record.

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

976. Reports:

CCC Matters – Cllr David Brown reported to the meeting:

- The County Council Cabinet met twice in September. At the first meeting, as well as the budget monitoring report which is considered at every cabinet meeting, we took decisions regarding the establishment of the shadow health and well-being Board and also, in light of widespread public opposition, a decision that we would not proceed with any development of windfarms on land owned by the County Council.
- At the second meeting, we considered a number of agenda items including a proposed new library service, the road safety strategy, establishing an approved trader scheme through our Trading Standards department, responses to various planning consultation documents and proposals to build a new Pupil Referral Unit in Wisbech.
- Following criticism of changes to signage on local rights of way, I attended a meeting involving Burwell, Reach and Swaffham Prior Parish Councils with officers from the County and District Councils.

GW attended the above meeting which was called following concerns expressed about the lack of consultation on naming of the Earthworks Way and Devils Dyke Walks. It was apparent that CCC had not carried out any consultation on this. As a consequence Kate Day, Rights of Way and Access Manager for CCC had drawn up a list of actions/outcomes to be carried out. GW asked what was to happen to Barston Drove. CCC replied that it was to be levelled for easier access. This raised some concern about the use of this area. GW suggested that CCC be asked not to level Barston Drove. Following some discussion it was decided that no action would be taken at this time.

Min.ref: 965: SKP asked for results of speed survey. Cllr Brown said these were still to be published and he would chase.

ECDC Matters - Cllr Allen Alderson reported to the meeting.

- *Fly tipping:* Increase over the last two months of mainly conifer cuttings and vehicle tyres.
- *Newmarket Recycling Centre:* Centre now accepts fridges and freezers for which it makes a charge as they contain hazardous waste. Gated entrance caused tailbacks. Suggested extending opening times.
- *Meetings attended:*
- Development and Transport Committee.
- Waste Review Group
- Licensing Committee
- Annual Joint Neighbourhood Panel Meeting
- Seminar on homelessness prevention plus social housing tenancies and the allocation policy.

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

- CCC – *Review of the Decision to remove all subsidised Bus Service Funding*
- CCC/PCC – *Cambridgeshire & Peterborough Minerals & Waste LDF ...*
- CCC- *Budget consultation*
- Boundary Commission for England – *The 2013 Review of Parliamentary Constituencies*
- CPRE – *How to respond to planning applications*

The Clerk was to circulate the above. Comments to be recorded at November meeting.

978. Matters Arising from Previous Minutes (for information only):

- Min.ref.965: PH reported VHMC's comments on Petanque pitch. *The Clerk suggested a brief letter to Roger Connan about the Red Lion's plans to install a Petanque pitch, etc.*
- Min.ref.950: *ECDC's Village Vision Questionnaire:* The results of the Questionnaires are now available on ECDC's website. Abigail Taylor, Forward Planning Officer for ECDC, will be attending the Parish Council meeting on the 10th November to present and discuss the results.
- Min.ref.955: *Housing Needs Survey by Cambridgeshire ACRE:* A copy of the final report was emailed to the Clerk but unfortunately not in time for this meeting. Cambridgeshire ACRE's new Rural Housing Enabler, Mark Deas requested to attend a Parish Council meeting to discuss the report. Due to ECDC's visit to the November meeting, it was suggested that this might be an item for the December meeting – to be confirmed at November meeting.

979. Commemorative tree & hedge planting for the Diamond Jubilee:

The Clerk reported a letter from ECDC informing the Parish Council of possible funding 'pots' available for tree and hedge planting projects for the Diamond Jubilee. AC told meeting that in recent years new trees were planted on Station Road/Whiteway Drove but these had unfortunately been destroyed by horses tethered on the verge. GW and AC suggested applying for funding for replacement trees. It was generally thought that this might not be considered an appropriate commemorative scheme and suggested residents be asked for their ideas and suggestions. Clerk to include as part of Crier report.

980. Report on Monitoring following Concerns raised about High Street Parking:

PH, SKP, PL reported on their monitoring between the September and October meetings. Following discussion PH proposed that the Clerk write to CCC Highways and ask for their inspection of and advice on the problem. There were mixed views on this proposal resulting in a vote being taken – 2 for (PH & AC), 2 against (SKP & PL) and 2 abstentions (GW, JC). Casting vote made by Chairman for the proposal. *The motion was carried.*

981. Reduction of speed limit on Mill Hill:

CCC Highways provided outline costings in the region of £5,740 for the work needed to reduce the speed limit from 40 to 30mph. Generally this included the changing of the flashing light units, Traffic Regulation Order/s, adverts and signs. Another estimate of £4,820 was provided to remove the flashing light units. The estimates were considered to be unclear and it was felt that no decision could be made without more detailed information. The Clerk was to reply to CCC asking for details on the consultation process referred to and a formal quotation and specification. The meeting was reminded that the Parish Council would be responsible for the costs involved in

this work. Reference was made to the £10,000 contribution from the Developers of the now completed Orchard Close site and held by the Parish Council towards traffic calming measures on Mill Hill. Discussion followed on whether reducing the speed limit could be considered as traffic calming.

982. Village Hall Driveway – repairs to surface & cutting back of trees:

ED told the meeting that he had filled in some of the holes in the driveway and this had improved the surface. Everyone was very grateful to Eric for his hard work and following discussion it was agreed to monitor the condition of the driveway over the Winter and decide then if any additional work was needed. With regard to cutting back of vegetation, the Clerk was to ask the Probation Service if one of their teams would be available to carry out this work. It was considered that the trees on the driveway boundary did not need any attention at this time. Steve Kent-Phillips suggested that the Clerk also asks the Probation Service to trim back the low level growth on the trees in the play area.

983. Accounts for Approval including:

Payments

| | |
|--|------------------|
| a) Karen King – <i>Clerk's salary</i> | £ 297-60 |
| b) Inland Revenue – <i>Clerk's tax</i> | £ 74-40 |
| c) K H Services – <i>grass cutting</i> | £ 491-72 |
| d) Balfour Beatty – <i>streetlight maintenance</i> | £ 336-84 |
| e) Moore Stephens – <i>annual audit fees</i> | £ 194-40 |
| f) Suffolk ACRE – <i>annual insurance premium</i> | £ 678-32 |
| <u>Total</u> | <u>£2,073-28</u> |

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

Transfer of £2,250 was agreed. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Passed unanimously.*

Receipts:

Bus. Acc:

| | |
|---|------------------|
| Bank interest – <i>period 06/06-04/09</i> | £ 3-27 |
| ECDC - <i>½-year Precept</i> | <u>£7,250-00</u> |
| <u>Total:</u> | <u>£7,253-27</u> |

Clerk confirmed receipt of the 2010/11 Audit Return approved and signed by external auditors. 'End of Audit' notice displayed on noticeboard as required.

984. Clerk's Report:

Email received from K H Services asking to provide the Parish Council with details and costings for an all year round maintenance proposal.

985. Parish Councillors' Reports:

- SKP told the meeting that he had cleared the cemetery footpath of weeds and sprayed.
Everyone thanked Steve for his help.
- SKP reported some vandalism in the village. Steve carried out repair work in the play area.
- PL reported that he had seen cyclists going up the slip-road out leading out of the village the wrong way and asked if the signs for the cycleway were adequate.
- PL said he was asked why the Church clock chimed late into the evening and during the night.
AC confirmed that the clock was waiting on some repairs.

The meeting closed at 9.40pm

986. Open Question Time:

- Mr Limb thanked Steve Kent-Phillips for keeping the play area repaired.
- Alastair Everitt expressed concern about asking CCC Highways to advise on the High Street parking. He suggested that cutting back or removing some of the hedgerow might help.

Appendix 1:**CCC**

Cambridgeshire & Peterborough Minerals and Waste LDF – consultation

Ann Prime – Preparation for the coming Winter season – guidance notes/volunteers for training

Passenger Services – Consultation on the review to remove all subsidised bus service funding

Cambridgeshire Older Persons Newsletter

Highways – Great Drove Diversion

Tom Barden – Budget Consultation

Chris Tucker – Info for P3 Parishes – funding

Michaela Headland – Cycle maps

ECDC

Lorraine King – Parish Councils Design Guide SPD Consultation

Chairman’s Weekly Highlights

Lewis Bage – Community Grant Schemes – relaunch

Julie Cornwall – Notes from Neighbourhood Panel Review

Planning

Planning Permission/Listed Building Consent – Lavender Cottage, 62 High Street

General

Boundary Commission of England – 2013 Review of Parliamentary Constituencies in England

Victim Support In Cambridgeshire – request for donation

Moore Stephens – signed Audit Return

The Queen’s Diamond Jubilee Beacons – The guide to taking part

Newsletter – ‘Great Fen News’