

**Minutes of Swaffham Prior Parish Council Meeting held on  
Thursday, 9<sup>th</sup> February 2012 7.30pm in the Village Hall.**

Present: Mr John Covill-Chairman (JC), Mr Peter Hart-Vice-Chairman(PH), Mr David Almond(DA), Mr. Steve Kent-Phillips(SKP), Mr Paul Latchford(PL) & Mr Geoffrey Woollard(GW) plus three members of the public.

1043. In Attendance:

CCC - Cllr David Brown  
ECDC - Cllr Allen Alderson  
Karen King - Clerk

1044. Apologies for Absence:

Sandra Gynn – *conflicting commitment*

1045. Members' Declaration of Interest for Items on the Agenda:

None.

1046. Public Participation:

None agenda items referred to – carried forward to agenda item 17 (Min.ref.1060).

1047. Presentation on transport for older and isolated people in the Swaffhams by Helen Randall, East Cambridgeshire Development Officer – Care Network Cambridgeshire:

Unfortunately due to the bad weather Helen was unable to attend. The Clerk was to rearrange for the March meeting.

1048. Approve and Sign Minutes of Parish Council Meeting – 12<sup>th</sup> January 2012:

The minutes approved and signed as a correct record. *Proposed: Peter Hart. Seconded: David Almond. All agreed.*

1049. Reports:

*CCC Matters – Cllr David Brown reported to the meeting - A copy of Cllr Brown's report was circulated prior to meeting.*

- *Rise in Council Tax: Cabinet proposed that Council Tax should rise by 2.95% (a rise of £30.87 on a Band D property). It is proposed that the Council should not take the one-off Government grant of 2.5%. The main reason being that the grant would not have been added to base level, leaving the County Council with a £30 million shortfall over the coming years. Cambridgeshire is a low Council Tax County – 7<sup>th</sup> lowest in the Country – and will continue to be much lower than many other Counties.*

*GW noted that the Parish Council Precept remained the same with no rise and suggested that both the County and District should be taken to task about increase in Council Tax. GW referred to funds that were available but turned down and asked DB how much money was turned down. DB replied he was unsure. GW also asked about the reasoning behind refusing the money. DB gave a brief reply but said he would get clarification on both questions and reply by email.*

*ECDC Matters - Cllr Allen Alderson reported to the meeting.*

- *Rise in Council Tax: It is proposed to increase the Council Tax by 2.95% (a rise of £3.99 per year on a Band D property = 7.67pence per week). Accepting the Government's Council Tax freeze grant would result in a budget gap of £273,000 by 2014/15 equivalent to an estimated 6.7% increase in Band D Council Tax.*

*GW asked the same question as for the County – how much money was turned down? AA did not know but said he would clarify and reply.*

1050. Correspondence for Circulation/Consideration (see Appendix 1 for correspondence received)
- CCC – *Parish Paths Partnership Scheme*: It was agreed to continue as part of the P3 Scheme. Peter Hart to reply with details of any work carried out to footpaths, etc.
  - CCC – *Heavy Commercial Vehicle (HCV) Strategy*. Noted
  - ECDC – *Localism Act 2011 – Standards Regime – Implementation of the Provisions*. Noted. It was agreed to discuss further when more details available.
1051. Matters Arising from Previous Minutes (for information only):
- *Min.ref.1040: Dumping of vegetation – Cage Hill*: This was again reported with photographs to Mark Mehaffey of ECDC. He replied that he was aware of this and was monitoring the situation. He said that small amounts of organic waste if not causing an obstruction were usually left to rot down.
  - *Min.ref.1041: Water tap in cemetery*: Following a burst pipe caused by the cold weather, the water supply was turned off. Work was to be carried out to provide better lagging.
  - *Min.ref.1041: Footpath – Cage Hill to Coopers Green*: PH to deal with the problems of overgrown vegetation through the P3 scheme.
  - *Min.ref.1019: New fencing for School/Village Hall boundary*: Steve Kent-Phillips reported he would represent the Parish Council at a meeting to consider quotations obtained by the School and report back next month.
  - *Min.ref.1032: CCC-Streetlighting PFI*: There was concern about CCC's plans to change/replace street lighting columns and the Clerk was to ask that the Parish Council be kept informed and given the chance to consult on any proposals.
- JC reported a letter from Cambridgeshire ACRE – faster and better Broadband for Cambridgeshire and Peterborough. This included information on plans to bring faster broadband services by 2015.*
1052. Grass Verge at top of Fairview Grove – letter received:
- Steve Kent-Phillips contacted CCC Highways. Adam Cobb, Traffic Engineer for CCC, replied and the main points are summarised below:
- In this location it is not illegal or legal to park on the grass verge. When restrictive yellow lines are placed on the carriageway, such as prohibition of waiting, this covers both on and off carriageway locations. As these are not on street, parking is not enforceable.
  - Through section 131 of the Highways Act 1980, The Road Authority can fine a guilty person found guilty of causing damage to the highway. However, this is a very lengthy process, the fines are minimal due to the age of legislation and proving the guilty party has caused the damage is very difficult and resource dependant. At this time where staffing resources are stretched, this would be of very low priority for rectification.
  - It was suggested that consideration could be given to restricting access to this section of highway via physical means such as bollards. This method would be very unsightly and require a vast number due to the centre spacing that would be required which would be very costly.
- The Clerk was to write to residents asking for their assistance in not parking on the verge and to reply to Mark Lewinski referring to the above reply suggesting that he speak with Adam Cobb direct if still concerned.
1053. Notice of Rescission Motion – to re-open discussion on the decision taken by the Parish Council on the 10<sup>th</sup> November 2011 – Min.ref.999:
- JC presented the motion as Chair and this was agreed. *Proposed: Geoffrey Woollard. Seconded: Paul Latchford. All in favour.*
1054. Use of Lower Allotment Field:
- Min.ref.1036*: Following the above the discussion was re-opened and the revised plan for allotments reviewed. There was some concern expressed about the planting of hedges and future maintenance. To help resolve this issue an additional clause was added to the current allotment agreement – “upon termination the site to be returned to condition when first taken”.

The annual charges were amended to suit the size of allotments available. Two allotment holders were agreed:

Mr P Blundell (small allotment) £5/annum - reviewed annually  
 Mr A Lee (large allotment) £35/annum – 5-year tenancy (reviewed annually)

*Proposed: Steve Kent-Phillips. Seconded: Geoffrey Woollard.*

The Clerk was to send agreements to allotment holders for signature with copy of plan attached.

1055. Reduction of speed limit on Mill Hill:

Steve Kent-Phillips reported on the estimated costings received from Kevin Hall. Summary of estimated costs and comments below:

- *“New traffic signs (Terminal signs) £470*
- *New traffic signs (repeaters) £168 (Required outside of illuminated area)*
- *Remove existing signs and posts £100*
- *Traffic Order advert (assume £350 each) £700*
- *Patch Carriageway to remove existing road markings £700*
- *Total before consideration as to interactive £2,138*
- *Remove existing interactive sign completely incl. electric £250 =£2138 +£250 = £2388*
- *Remove interactive take to company store off site and replace and fit new interactive signs that reads 30mph.*
- *(Cost obtained from actual sign company) £2,920 = £2,920 + £2,138 = £5,058*

It was noted that there was no guarantee that CCC would be able to continue maintenance of interactive signs in future years. Therefore, if the Parish Council wished to replace with new interactive signs showing 30mph, it was possible in the future that if they were damaged, or failed to work, that only full contribution by the Parish Council would enable the possibility for repair.

In light of the £10,000 contribution to traffic calming measures held by the Parish Council, it was asked what could be done for £10,000.

- *Recent speed check on Mill View indicated average speeds of 40.13mph for NB traffic and 38.64 for SB traffic indicating compliance to the existing speed limit of 40mph. You are correct if you assume that addition measures would be ideal for any self compliance to a reduced speed limit of 30mph. Signs alone may bring the above figures down by only 2 to 3 miles per hour as average likely speeds.*
- *The Parish Council has indicated that some of the more regularly used methods of speed management like speed humps and give way features would not be supported so it would be difficult to suggest many other physical features that may be suitable that would only cost up to £10,000.*

*Estimated costs for alternative measures:*

- *Mini roundabout at Cage Hill: As this is a 4 way junction and a mini roundabout design this would possibly be seen as unsafe. With a larger roundabout layout the cost would drastically increase the £250,000 figure by a much increased sum. Also there may not be existing sufficient highway to construct a roundabout and therefore maybe land acquisition would be required.*
- *Mini roundabout at Fairview Grove: 3 way junction so mini roundabout potentially ok. Rough estimate of £250,000 would be needed.*
- *Puffin Crossing on Mill Hill: Estimated cost for such crossings £65,000 to procure and only if compliant to assessment.*
- *Zebra crossing on Mill Hill: Similar to Puffin crossing. Other than at the top of Cage Hill or maybe nearer to the crossroads there is no good location where visibility is good and sufficient. Also similar to puffin crossings it is envisaged that the pedestrian demand would be very small in comparison to vehicular use and therefore unlikely for a zebra crossing to be considered a safe feature. Estimate cost for zebra crossing construction £15,000 to £18,000.*
- *Pinch point. In middle of Mill Hill: This is the B1102 and as such likely to have large vehicles travel on it. (Believed to form the accepted abnormal road route between Cambridge*

and Newmarket). There should be an absolute minimum of 6.0 metres and preferably a 6.5 metres carriageway width, to allow two large vehicles to pass in unison.

There has also been received some criticism by the Haulage Association over the road narrowing that was completed and therefore virtually at the limit as to suitable and possible width of road for the majority of the length of Mill Hill.

- *Traffic island in middle of Mill Hill: As there are many accesses and turnings such a traffic island is really only possible at the Cage Hill end of the road. It would need further investigation but potentially possible and may affect the speeds of vehicles but really only from the Cambridge direction. Very difficult to cost as illumination would be needed and EDF would need to cost this work. Very rough cost of £25,000 to £30,000.*
- *Speed bumps: Could only be done if road was 30mph. Environmental noise can be a real issue.*
- *Give way features like Quy: Community representatives have already dismissed.*

Reference was made to the gateway features installed at each end of Mill Hill and the minor road narrowing. It was considered that these measures have reinforced compliance to the current speed limit of 40mph.

There followed considerable discussion and it was agreed that there was still a need for speed reduction measures on Mill Hill but it with the high costs involved, the police lack of support in enforcing 30 mph as indicated at an earlier PC meeting and the complaints received from the Haulage Association, it was agreed that the PC had done all it could at this time but would continue to review.

1056. Purchase of Exclusive Rights of Burial:

Agreed in the name of Mr E Day for the sum of £130 (2 x £65). *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips.*

1057. Accounts for Approval including:

*Payments*

a) Karen King – Clerk's salary	£ 268-80
b) Inland Revenue – Clerk's tax	£ 67-20
c) Information Commissioner's Office – data protection registration	£ 35-00
d) Cambridgeshire ACRE – annual subscription	£ 30-00
<u>Total</u>	<u>£ 401-00</u>

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

Transfer of £500 was agreed. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Agreed by all.*

*Receipts:*

Mr E Day – *min.ref.1056 (Plots 871 & 872)* £130-00

1058. Clerk's Report:

- *Planning Permissions received:*
  - 52 Green Head Road (Min.ref.1016)
  - Land at Reach Lode Bridge, Split Drove (Min.ref.1015)

1059. Parish Councillors' Reports:

Min.ref.1041: Steve Kent-Phillips reported that he had repaired the second gate at the back of the play area.

*The meeting closed at 9.20pm*

1060. Open Question Time:

Alastair Everitt asked if councillors had any views on the lorries currently parking on double yellow lines on the High Street.

Alastair Everitt asked if the Parish Council would consider a donation to the Crier.

Appendix 1:

**CCC**

Kate Day – *Parish Paths Partnership Scheme (Hunts, Fenland & East Cambs 2011-12)*

Richard Preston – *Heavy Commercial Vehicle (HCV) Strategy*

**ECDC**

Chairman's Weekly Highlights

Julie Cornwell – *'ShapeYourPlace' Consultation Questionnaire*

Jeanette Thompson – *Localism Act 2011 – Standards Regime Implementation of the Provisions*

**Planning**

Planning Permission – *52 Green Head Road*

Planning Permission – *Land At Reach Lode Bridge, Split Drove*

**General**

The Wildlife Trusts – *Protected Road Verge Management*

CPALCNALC – *New Legal Procedures*

CPRE – *how to shape where you live – a guide to neighbourhood planning*

Care Network Cambridgeshire – *Transport for Older & Isolated People in the Swaffhams*

VHMC – *hire agreement*