

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 14th June 2012, 7.30pm in the Village Hall.**

Present: Mr John Covill-Chairman(JC), Mr Andrew Camps(AC), Mr Eric Day, Mr Peter Hart-Vice-Chairman(PH), Mr David Almond(DA), Mrs Sandra Gynn(SG), Mr Steve Kent-Phillips, Mr Paul Latchford(PL) & Mr Geoffrey Woollard(GW) plus four members of the public.

1112. In Attendance:

CCC - Cllr David Brown
ECDC - Cllr Allen Alderson
ECDC – Katie Child
Karen King - Clerk

1113. Apologies for Absence:

None.

1114. Members' Declaration of Interest for Items on the Agenda:

None.

1115. Review of Draft 'Village Vision' for Swaffham Prior – Katie Child, ECDC Principal Forward Planning Officer attended:

Katie Child started by thanking the Parish Council for its work over the last year and confirmed that the document was very much a draft and invited comments and input from the meeting.

- There followed discussion on several points in the draft: employment, housing, traffic calming, highway improvements and footpaths. GW commented that in the main the draft 'Village Vision' was a good document.

Points 3 & 4 (employment & housing):

- DA referred to the map attached as part of the draft 'Village Vision' and asked about the lines around the housing allocation that defined boundaries. He suggested that maybe there should be some flexibility. Katie Child explained 20 dwellings/1 hectare and if a planning application came in that was a good quality scheme, some flexibility would be permitted. There was discussion on wording – Katie Child said she would look at alternative wording and email Clerk.
- Cllr Brown referred the meeting to a scheme on Isaacson Road in Burwell. This was considered a very good scheme and as such was allowed to go outside the development line.

Point 5 (traffic calming):

- GW referred to the mention of traffic calming and highway improvements noting the suggestion of a 20mph speed limit on the High Street. He was not sure this was attainable and asked why just the High Street. Katie Child noted the results of the questionnaire confirming that only one person suggested the 20mph speed limit. The meeting agreed that this should be taken out of the 'Village Vision' report.
- SKP suggested the option of a roundabout on Mill Hill should be taken out of 'Village Vision' as too specific.

Point 5 (improvements to pedestrian/cycle routes):

Relating to the issue of additional footpaths for the Parish, the Clerk had received an email from Smiths Gore on behalf of John Clarke expressing concern that consideration was being given to the creating of a footpath- between Station Road and Barston Drove – across land owned by John Clarke without any prior consultation or consent.

The Clerk replied confirming that there had been some discussion over recent months about the possibility of additional footpaths and support had been expressed by local people but the Parish Council saw this as a very first step and would of course consult with landowners and/or their representatives and CCC before taking to the next step.

GW said he would like to see the proposal of a cycle route/footpath between Station Road and Barston Drove dropped from the 'Village Vision' as he felt this was unattainable with a number of landowners affected.

PH said there were a number of landowners quite willing to support the possibility of additional routes.

Following discussion it was agreed that the 'Village Vision' should not refer to just one specific footpath but be broadened out to include the possibility of obtaining more footpaths to create circular walks. Katie Child said she would expand on this element suggesting that ECDC/PC continue to liaise on circular walks in the village.

Point 5 (improvements to the community village hall):

GW asked if this was suitable for an official planning document. Following discussion it was agreed Katie Child would take out the reference to the village hall.

JC thanked Katie Child for her hard work. Katie said she had enjoyed the process.

1115. Public Participation:

'Village Vision' Report:

- Adrian Dickens referred to local Fire Station provision and the possibility of the closure of Swaffham Bulbeck Fire Station. Although not part of the original consideration he felt it should now be included.
- David Greenfield spoke of the current Localism agenda and considered the village had responded well to the original questionnaire and that the resulting document was a combination of what the village wanted and should be seen as a 'Village Vision' but with aspirations. He felt that although not all options were attainable now, some should be included as future aims—roundabout, footpaths, etc. GW suggested the creating of a shop/post office and DA spoke of the Red Lion and the importance to retain it for the village.

1116. Approve and Sign Minutes of Annual Parish Council Meeting – 10th May 2012:

The minutes were approved and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Peter Hart. All agreed.*

1117. Approve and Sign Minutes of Parish Council Meeting – 10th May 2012:

Following amendment to wording under item 1103 – *'one or the other'*, the minutes were approved and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Peter Hart.*

1118. Reports:

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

GW referred to a newspaper article about pay cuts for councils' top earners. DB replied that CCC were extremely aware of cost and explained some of the detail of a restructure and negotiation to reduce the costs.

ECDC Matters - Cllr Allen Alderson reported to the meeting.

AA replied to the same point raised by GW under the above item. AA explained that ECDC were continually looking for ways to make savings.

1119. Correspondence for Circulation/Consideration (see Appendix 1 for correspondence received)

- CCC – *Grass Cutting: Public Rights of Way.* Noted.
- ECDC – *Better Broadband for East Cambridgeshire.* Noted.
- ECDC – *South Area Neighbourhood Panel.* No Parish Councillor available to attend meeting. Clerk to inform NHP.
- ECDC - *Standards regime and Code of Conduct.* For information. Further details to follow.
- Audit Commission - *Consultation on appointment of external auditor for 2012/13 & future years.* Noted.

Cllr's David Brown and Allen Alderson left the meeting at 8.25pm

The Clerk reported additional correspondence received:

- Letter received from John Chalmers about the replacement lamp post outside his property and referred to the CCC Street Lighting PFI scheme currently underway. He noted the replacement bulb was yellow when it should be white, the post was too high and shone directly into his upstairs windows at close range and asked that the PC contact the authority and ask that some form of shade is fitted to reduce the light pollution and the bulb is changed to a white light. *The Clerk was asked to forward a copy of JC's letter to CCC and ask that they action.*
- Letter received from Parochial Charities advising the PC that a recent inspection by a Tree Surgeon had found that the Horse Chestnut in the play area was suffering some decay in the central main trunk and stress fractures in some branches. As a consequence the PCC were of the opinion that the tree should be felled and a new substantial tree planted. *There was some discussion about the type of replacement tree.*

1120. Matters Arising from Previous Minutes (for information only):

- *Village car park:* GW confirmed he had sprayed weed killer around the car park.
- *Play area – min.ref.1110:* SKP confirmed he had replaced 'spikes' and ties on the play equipment.
- *Diamond Jubilee Picnic, Burghley House – min.ref.1084:* DA asked David Greenfield how the day went. DG said it was very enjoyable.

At this point, PH informed the meeting that sadly John Norris had passed away. JC spoke of John's long service to the Village and Parish Council and everyone agreed that a suitable way of recognising this should be discussed at the next meeting. Clerk to add as an agenda item. JC said he would attend John's funeral to represent the Parish Council.

1121. Consideration of Quotation to Resurface Driveway to Village Hall Car Park:

A quote was received from Mead Construction in the sum of £450 + VAT. This was agreed. ED stressed that it was important that coarse sand was mixed with the shingle when laid. The Clerk was to check with Martin Mead. *Proposed: Paul Latchford. Seconded: Steve Kent-Phillips.*

1122. Consideration of Annual Play Area Safety Inspection Report:

SKP reviewed the report prior to the meeting and confirmed that there were no high or medium risk items. SKP had sprayed the moss on the surfaces as recommended for attention in the report.

1123. Transfer of Earmarked Funds:

Min.ref.1106: The Clerk spoke with National Savings & Investments about the status of the account held by the Parish Council primarily for the maintenance of the village sign. It was confirmed that this was not a trust account. It was agreed to transfer £10,000 (cheque payment) as an earmarked amount for traffic calming measures into the NS&I account. *Proposed: Steve Kent-Phillips. Seconded: Geoffrey Woollard.*

1124. Accounts for Approval including:

Payments

a) Karen King – Clerk's salary	£ 259-20
b) Inland Revenue – Clerk's tax	£ 64-80
c) Karen King – Clerk's expenses/reimbursements	£ 26-47
d) K H Services – grasscutting services	£ 681-70
e) Playsafety Ltd – annual inspection	£ 75-60
f) Viking Direct – stationery/computer supplies	£ 64-15
	<u>Total £1,171-92</u>

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

Transfer of £11,500 was agreed. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. All agreed.*

Receipts:

• Co-op Funeral Services (<i>burial – Sheldrick-plot738</i>)	£ 47-00
• Alex Kirby – <i>allotment rent</i>	£ 5-00
• Bus.Saver.Acc. – <i>interest 5/3-5/6/12</i>	£ 3-67
	<u>Total: £ 55-67</u>

1125. Clerk's Report:

Trees at the Beeches: Concerns were raised by a resident about some of the trees at the back of the bungalows on The Beeches – those on the boundary of the Lower End field. It was not clear who held responsibility for the trees but Mr Adrian Dickens offered to meet with his Tree Surgeon to inspect the trees.

1126. Parish Councillors' Reports:

No additional reports.

The meeting closed at 9.30pm

1127. Open Question Time:

Alastair asked for some clarification on the felling of the Horse Chestnut (min.ref.1119).

Appendix 1 – correspondence received:

CCC

Passenger Transport – *Stagecoach notification of changes to services*

Kate Day – *Grass Cutting: Public Rights of Way*

Ally Clarke – *mobile library service – promotional materials*

ECDC

Chairman's Weekly Highlights

South Area Neighbourhood Panel – *meeting date and newsletter*

Doug Perkins - *Better Broadband for East Cambridgeshire*

Democratic Services - *Information about the new Library Management System being rolled out in Cambridgeshire Libraries*

Forwarding Planning – *Draft 'Village Vision' Report*

Democratic Services - *Your views on Economy, Transport and Environment Services*

Legal Services - *Standards regime and Code of Conduct*

General

Barchams – *"Time for Trees" – a guide to species selection for the UK.*

Audit Commission – *Consultation on appointment of external auditor for 2012/13 and future years*

Play Safety Ltd – *Play Area Inspection Report*

SPPC – *Horse Chestnut Tree, Town Close*

Clive Riggs – *Improvements to Station Road*