

**Minutes of Swaffham Prior Parish Council Meeting held on  
Thursday, 8<sup>th</sup> November 2012 at 7.30pm Village Hall.**

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

1086. In Attendance:

ECDC - Cllr Allen Alderson (*from 7.45pm*)  
Karen King - Clerk

1187. Apologies for Absence:

CCC – Cllr David Brown (*unwell*)  
Paul Latchford – *work commitments*

1188. Members' Declaration of Interest for Items on the Agenda + Requests for  
Dispensations:

As required by the new Code of Conduct, councillors had submitted a request for a dispensation to allow them to consider the Parish Council Budget/Precept. This was granted by the Clerk to enable Parish Councillors to participate/speak and vote in respect of this item and was granted on the below legislative grounds as stated in the Localism Act:

*[Under Section 33(2)(a)] without the dispensation the number of persons prohibited by section 31(4) from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of the business;*

*[under Section 33(2) (c)] granting the dispensation is in the interests of persons living in the Authority's area; and*

This dispensation was granted for the period from November 2012 – May 2015.

1189. Public Participation:

Mr Limb said he would be interested to know more about the CCC – *Local Highways Improvement Scheme as noted under 'Correspondence for Consideration/Circulation'*.

1190. Approve and Sign Minutes of Parish Council Meeting – 10<sup>th</sup> October 2012:

Amendments:

- Min.ref.1184: GW commented that he found the Code of Conduct training “informative and helpful” rather than “useful” as written.
- Min.ref. 1180: PH asked that it be made clear to the organiser of the Car Share Scheme that the £250 contribution was not a certain annual amount. *The Clerk was asked to confirm in writing to Janet Wilmott.*

Following these amendments the minutes were approved and signed as a correct record. *Proposed: Peter Hart. Seconded: David Almond. Agreed unanimously.*

1191. Reports:

*CCC Matters – The Clerk read out report in Cllr Brown's absence:*

There were no questions.

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

*Waste & Recycling Bid:* ECDC's present waste and recycling contract runs out in 2015. It is estimated that to renew that contract in its present form would cost an extra £1million, a big financial burden on a small authority. To try and ease this, ECDC are considering changing to a wheelie bin service. To this end ECDC has submitted a bid of £5million to the Department for Communities and Local Government to launch the

scheme, which would revamp the entire district's waste and recycling service which currently sees just 37% of waste being recycled – the lowest in the region.

The plan is to retain the District's weekly waste collections but to replace the brown sack and black box collection system with a new wheelie bin recycling collection including paper, glass, metal cans, plastics and cardboard. There will also be a new wheelie bin collection for organics to include food and garden waste which would also be collected fortnightly. The weekly waste collections would be retained and collected via black sacks.

If the bid is approved, Council Officers will carry out a survey of all households in the District to identify anyone whose property would not be suitable for the new service. These homes would retain the current black box and brown sack collection service while others would convert to the wheelie bin service.

*There followed considerable discussion about the lack of consultation and the detail of ECDC's proposals. AA confirmed that if the bid was successful, a team from ECDC would attend Parish Council meetings to discuss concerns. Ongoing discussion under item 8 of the agenda (min.ref.1195).*

1192. Correspondence for Circulation/Consideration:

- CCC – *Consultation on the Local Enforcement Plan for Minerals and Waste Development in Cambridgeshire*. The details were noted.
- CCC – *Local Highway Improvements Scheme 2013/14*. Following discussion it was agreed not to submit an application for funding at this time. It was suggested that an application might be made for funding towards the reinstatement of the footpath on Station Road but Steve Kent-Phillips reminded the meeting that this was already on CCC's schedule for work to be carried out.
- CCC – *Street Lighting Energy 2012/2013*. Confirmation of energy charges for 14No street lights - £304.22
- ECDC – *Independent Remuneration Panel – recommendations on the level of Members' Allowances*. Notices displayed.
- ECDC – *Sport & Recreation Facilities Audit 2012/2013*. Steve Kent-Phillips agreed to complete.
- ECDC – *Development Envelope Changes*. As part of the preparation of the draft East Cambridgeshire Local Plan the development envelopes across the District were reviewed in order to remove any minor anomalies or errors. The attached map was reviewed by Parish Councillors. It was confirmed that there would be further consultation on the draft Local Plan early January 2013.

*The following planning application was received and JC proposed that it be included for consideration to meet the close date for comments. All agreed.*

1193. Consideration of Planning Application for The Bungalow, Upware Road, Upware (amendment) – replacement dwelling, along with associated parking and all other necessary site works. Ref: 12/00096/FUL:

There were no comments or objections.

1194. Matters Arising from Previous Minutes (for information only):

No matters to report.

1195: Refuse & Recycling Collections:

Further to discussions with Cllr Alderson, it was agreed that Parish Councillors were very concerned about the lack of consultation on the possible introduction and cost effectiveness of using wheelie bins and the impact on the village. It was agreed that the Clerk would write to Cllr Richard Hobbs, Chairman of ECDC's Community Services Committee to request a meeting to explain the consultation process and the

details of any proposals. JC said he would speak with Reach and Swaffham Bulbeck Parish Councils and ask if they would like to attend.

1196. Maintenance & Protection of the Village Sign:

Steve Kent-Phillips reported that the sign was showing signs of wear. He told the meeting of a company that could take a cast of the sign and make one in resin. Once painted this could stand in place of the original sign. This would allow the original sign to be stored and protected. Following discussion, Steve was asked to look into this further.

1197. Lighting of the Footpath Steps leading to St Cyriac's:

A letter was received drawing the Parish Council's attention to the lack of lighting for the three steps by the side of St Mary's leading to St Cyriac's making it difficult for people using the footpath. In light of the late John Norris' involvement with the Church it was suggested that perhaps additional lighting could be installed as a suitable memorial and the Parish Council was asked to include an amount in the next precept. Following discussion members agreed that as this was on Church land, the Church should initiate the installation of a light but that the Parish Council could contribute. It was agreed to await the outcome of discussion at the next Parochial Church Council meeting before considering further.

1198. Consideration of Draft Budget/Precept for 2012-14:

Following review of the budget it was agreed that the Precept would remain at £14,500. No increase on current year. This is subject to final confirmation at January 2013 meeting. *Proposed: David Almond. Seconded: Sandra Gynn: GW abstained.*

1199. Accounts for Approval including:

a) Karen King – <i>Clerk's salary</i>	£ 254-40
b) Inland Revenue – <i>Clerk's tax</i>	£ 63-60
c) Mead Construction – <i>repairs to water hydrant</i>	£ 276-00**
d) K H Services – <i>grasscutting services</i>	£ 340-85*
e) Balfour Beatty – <i>street lighting maintenance</i>	<u>£ 383-88</u>
<b>Total:</b>	<u>£ 1,318-73</u>

\*An invoice for this amount was to be sent to Simon Long Removals for reimbursement of the damage costs to the water hydrant on Lower End.

\*\* Total incorrect on agenda. PH confirmed with invoice before signing cheque.

The above payments were agreed. *Proposed: Steve Kent-Phillips.. Seconded: David Almond. Agreed unanimously.*

Transfer of £1,250 was agreed. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Agreed unanimously.*

*Receipts:*

ECDC - <i>1/2-year Precept</i>	£7,250-00
HMRC – <i>VAT refund</i>	£ <u>720-90</u>
<b>Total:</b>	<u>£7,970-90</u>

1200. Clerk's Report:

*Emptying of bins:* Darren Hughes of ECDC was informed of the ongoing problem of bins not being emptied. Darren confirmed that he would ensure Veolia did empty the bins and this would be monitored.

1201. Parish Councillors' Reports:

- *The Pound:* Steve Kent-Phillips noted that the gate to The Pound was in need of replacing and asked if it was made locally. Eric Day confirmed that it was. Steve said he would follow up on cost, etc.
- David Almond asked if it was possible to display more information about The Pound. The Clerk was to check for details on file and pass to Steve Kent-Phillips who offered to organise a suitable notice or plaque.
- *Village seats:* The seats outside the Village Hall were reported as in a bad state of repair. The Clerk was asked to obtain quotes for new seats.
- *Cemetery:* Andrew Camps reported that whilst clearing some of the rubbish in the cemetery, he had found a vase in the incinerator.
- *Request to use VH Car Park:* JC said he had received a request to park and use a burger van up in the Village Hall Car Park. *It was agreed that this was not a suitable location due to proximity with neighbouring properties.*

*Meeting closed at 9.35pm*

Open Question Time:

- *Proposal for a cycleway between Lode and Quy:* Councillors were asked for their support. There followed discussion on the benefits of a cycleway.
- *Wheelie bins:* It was asked if the meeting with ECDC was to be a public meeting and it was confirmed that it was.
- *Stile at Rogers Road-Devils Dyke:* It was noted that this was in need of attention. *Peter Hart confirmed that he already had this in hand.*