

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 10th January 2013 at 7.30pm Village Hall.**

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

1222. In Attendance:

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

1223. Apologies for Absence:

Sandra Gynn – *work commitments*

1224. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations:

As required by the new Code of Conduct, Paul Latchford had submitted a request for a dispensation to allow him to participate/speak and vote in respect of the Budget/Precept. This was granted by the Clerk granted on the legislative grounds as stated in the Localism Act under Sections 33(2)(a) & 33(2)(c). This dispensation was granted for the period from November 2012 – May 2015.

1225. Public Participation:

GW asked if PL's email re ECDC's planned use of wheelie bins for waste and recycling could be discussed whilst County and District Councillors were in attendance.

1226. Approve and Sign Minutes of Parish Council Meeting 13th December 2012:

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

1227. Reports:

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

New Fire Station for Burwell: GW congratulated DB on his input in securing this new facility. DB confirmed that CCC had given land near the current fire station and the new station would mirror the one at Cambourne subject to planning permission from ECDC.

ECDC Matters – Cllr Allen Alderson reported to the meeting.

Flytipping: marked decrease in District.

Traveller encampments: fewer in District.

Community Infrastructure Levy: Small grants for villages will be funded by CIL rather S106 monies and was considered a fairer and simpler system.

Newmarket Recycling Centre: Visit to site to check on how it was going. Outcome was that they are breaking even. PH commented that there was now no free recycling at all at the NRC and that it was struggling.

Potholes: Spoke to Paul Butcher of CCC Highways and the potholes on Whiteway Drove and Little Fen Drove have been repaired.

1228. Matters Arising from Previous Minutes (for information only):

Min.ref.1195 – Waste & Recycling/use of Wheelie Bins: PL referred to his email to David Brown about the concerns raised with him by local residents on the use of wheelie bins and the changes in waste and recycling collections. DB confirmed that he

had forwarded PL's email to Dave White at ECDC who in turn had replied to PL. Councillors considered that DW had not answered fully the questions asked. GW added that the decisions around the use of wheelie bins should have been considered by Full Council and not just a committee. *Geoffrey proposed that the Clerk write to John Hill, Chief Executive for ECDC with a copy to Richard Hobbs asking for comprehensive answers to the questions raised. This was seconded by David Almond.* *Min.ref.1211 – Russian Vine, Green Head Road:* SKP & the Clerk confirmed that this had been cut back by owners.

Min.ref.1211 – Lighting of Steps leading to St Cyriacs: The Clerk had contacted ECDC's Parks & Open Spaces Department and was waiting a response.

Ditch on Lower End: The Clerk confirmed the landowners had cut back and cleared the ditch. AC considered that the ditch had not been cleared completely.

1229. Correspondence for Circulation/Consideration:

- CCC – *Update to HCV Strategy Webpage.* Noted.
- ECDC – *Community Infrastructure Levy.* Notification that this was to be implemented on the 1st February 2013 when planning applications receiving a decision notice on or after that date may be liable to pay the CIL charge. CIL is a levy that local authorities can now charge on new developments in their area. The monies raised through this levy must be used towards the delivery of infrastructure and services required as a result of growth, e.g., school facilities, sport and health facilities, transport improvements. *There followed discussions and AA said he would clarify some of the detail and report back to the next meeting.*

• ECDC – *Parish Tax Base Calculation for 2013/14 (*).* Discussed as part of item 11. *Additional correspondence:*

- ECDC – *approval of tree works* at the School.
- ECDC – *approval of tree works* at Oak Cottage, 46 High Street.
- ECDC – *approval of tree works* at Knights Manor, 41 High Street.
- National Trust – *Wicken Fen Community Liaison Forum:* Invitation to attend an introductory meeting. It was agreed that Geoffrey Woollard would attend as representative for the Parish Council.

1230. Consideration of Planning Application for 17 Fairview Grove – construction of rear single storey lean-to extension. Ref: 12/01088/FUL:

There were no objections or comments.

1231. The Pound Gate – consideration of quotation received for new gate:

A quote was received from Ranald Scott for the supply of a new gate and posts in the sum of £630.00. There were mixed views on whether it was necessary to replace or repair the gate. It was agreed to carry forward to the next meeting to allow councillors the opportunity of inspecting the current gate. The Clerk was asked to contact the Listed Building Officer at ECDC to check if permission would be needed. The Clerk reported that the paint was peeling away from the walls.

1232. Replacement of Village Seats outside Village Hall:

Brochures of different types of seats, etc., were requested by the Clerk and councillors discussed the options. Measurements and sizes were to be checked by SKP. It was agreed to set a budget of £1,000 and asked SKP to send sizes and details to Clerk for an order to be placed with Streetmaster Ltd. *Proposed: David Almond. Seconded: Geoffrey Woollard.*

1233. Final Approval of Budget & Precept for 2013/14:

ECDC wrote to the Parish Council to explain the changes to the way the Parish Tax Base Funding would be calculated for 2013/14 and how this was different to previous years.

Summary: “The reason for the change to the tax base calculation was due to Government’s decision to end the existing council tax benefit scheme and replace this with a Localised Council Tax Support Scheme (LCTS) from 1/4/13. Because this new scheme is to be treated as a council tax discount rather than a benefit, the cost of these discounts has to be converted into a number of ‘Band D equivalent properties’ and deducted from the council tax base. This means that you will now receive a lower tax base for your parish for 2013/14 than you would have done under the previous calculation.

In simple terms, this would mean that if you decided to keep your precept per property at the same amount in 2013/14 as it is for 2012/13, your reduced tax base would mean that your total parish precept would fall.

In order to try and mitigate some of this shortfall, the Government will provide some funding to each Billing Authority (ECDC) which we will then allocate to our parishes in 2013.14”

This extra funding will not form part of the Precept and therefore will not be recovered from parishioners.

ECDC had provided a schedule confirming for each Parish the ‘Precept figure per revised tax base’. For Swaffham Prior this was £13,442 and the ‘allocation of funding’ £700 based on the estimated precept figures submitted in November 2012. This would total £14,142 and result in a shortfall of £358 on the original figure of £14,500. Following discussion it was agreed to keep the Precept at £14,500 for 2013/14.

Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Geoffrey Woollard abstained.

1234. Accounts for Approval including:

a) Karen King – Clerk’s salary	£ 240-00
b) Inland Revenue – Clerk’s tax	£ 60-00
c) SLCC – annual subscription	£ 50-00
d) Anglian Water – cemetery/allotment water supply	£ 146-70*
e) VHMC – meeting room hire	£ 161-70
f) Cambridgeshire ACRE – annual membership fee	£ 30-00
g) The Wildlife Trust – annual membership fee	£ 36-00
<u>Total:</u>	<u>£ 724-40</u>

With the exception of the Anglian Water invoice(*), the above payments were agreed. The AW invoice was considered excessive and the Clerk was to request a meter reading rather than an estimated one. *Proposed: Peter Hart. Seconded: David Almond. Agreed unanimously.*

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

Receipts:

Bus.Saver.Acc. – interest 3/9 – 2/12 £ 2-76

1235. Clerk’s Report:

Grit/salt bin in Village Car Park: Village resident notified the Clerk that the bin was empty. Paul Latchford said he would organise and top up.

1236. Parish Councillors’ Reports:

- *Station Road footpath:* Steve Kent-Phillips reported that it was proving difficult to get the footpath repaired and it had now almost disappeared.
- *Dates of 2013 Meetings:* DA asked Clerk to circulate schedule of dates.

- *Parking on Station Road*: SKP said Station Road resident had told him this was much improved.
- *Mud on Road, Lower End*: AC reported that there was considerable mud on the road left by tractors coming off the field.

Meeting closed at 9.05pm

1237. Open Question Time:

Waste & Recycling/Wheel Bins: It was suggested that PL's email/photo to ECDC be included in the Crier.

Light of Steps to St Cyriacs: It was suggested that perhaps an attractive light might be fixed on the wooden porch parapet of the Church might be an option if necessary permissions given.

Bin in Bus Stop: It was reported that the bin had not been emptied. *Clerk to report to ECDC.*