

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 14th February 2013 at 7.30pm Village Hall.**

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

1238. In Attendance:

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

1239. Apologies for Absence:

David Almond – *work commitments*

1240. Members' Declaration of Interest for Items on the Agenda + Requests for
Dispensations:

Geoffrey Woollard declared a personal interest for correspondence from Lorraine Brown of ECDC re 'Local Buildings of Interest'.

1241. Public Participation:

None matters raised.

1242. Approve and Sign Minutes of Parish Council Meeting – 10th January 2013 :

Min.ref.1229: GW asked that the below record was corrected as follows....

National Trust – Wicken Fen Community Liaison Forum: Invitation to attend an introductory meeting. It was unanimously agreed that Geoffrey Woollard would attend as representative for the Parish Council.

Following this amendment the minutes were approved and signed as a correct record.
Proposed: Peter Hart. Seconded: Steve Kent-Phillips. Agreed unanimously.

1243. Reports:

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

**Council Tax Increase:* Business Planning took up a considerable time during January. Cabinet met on 29th January to consider the proposals and agreed to propose them to full Council in February. These proposals set a balanced budget for 2013/14. Headline figures include savings of £32 million in the coming year coupled with an increase in Council Tax of 1.99%.

ECDC Matters – Cllr Allen Alderson reported to the meeting.

Community Land Trusts: There is an acute shortage of affordable homes in the District. CLT's offer an additional route for delivering affordable housing in the District.

**Council Tax Increase:* In order to ensure the budget is balanced, a tax increase of 2% is proposed which equates to an increase of 5p per week for the average Band D property or £2.79 over the whole year.

**GW asked why both the County and District Councils had raised their Council Tax when the Government wanted councils to keep this low. DB provided some explanation and AA referred GW to his report as above.*

1244. Matters Arising from Previous Minutes (for information only):
Min.ref.1232 – New seats: SKP confirmed that seats had been ordered and would be delivered to his address for storage and he would arrange for them to be installed when the weather improved.
Lower End Ditch: AC reported that a section of the ditch still needed cutting back and clearing. *Clerk to follow up with property owners.*
1245. Correspondence for Circulation/Consideration (Appendix 1):
- ECDC – *Draft Local Plan/Village Vision for Consultation.* It was reported that the consultation would run from 11th February – 25th March.
 - CAPALC – *Localisation of Council Tax Support.* This was noted.
- Additional correspondence:*
- ECDC - Planning Permission for 17 Fairview Grove
 - ECDC – Lorraine Brown – Buildings of Local Interest. *Details of a project to create a list of Buildings of Local Interest within the Parish. One building already put forward for this listing was The Little Chapel in the Fen – Clerk to follow up with ECDC. The overall aim of this project is to identify buildings of special architectural or historical interest and offer them a level of protection against undesirable alterations and/or irreplaceable loss.* Paul Latchford agreed to represent the Parish Council and attend a meeting at ECDC’s Offices. Details to be added to Crier Report.
 - *Jeanette Thompson-ECDC – letter from DCLG.* This was in response to concerns raised about the need to include disclosable pecuniary interests of spouses’ partners on the Register of Interests confirming that the Government does not see any justification for excluding parish councils from this requirement.
 - *Kate Day-CCC – Rights of Way – invitation to Big Parish Meeting:* PH confirmed that he hoped to attend this meeting as Parish Paths representative.
1246. The Pound Gate – consideration of quotation received for new gate:
 Following further inspection ED considered the gate to be sound and in a good condition and recommended that it only needed another coat of preservative. GW felt that the gate was not in good repair. Following further discussion it was agreed that the latching post to the gate would be replaced. The Clerk to obtain an estimate for new latching post and the preservative.
- Cllr David Brown left the meeting at 8.15pm.*
1247. Lighting of steps in Churchyard – further details:
 The Clerk had contacted ECDC’s Parks & Open Spaces team who confirmed that they were responsible for the grass cutting in the Churchyard and maintenance of walls but were not responsible for the footpath. Details of solar lighting were provided by ECDC as an option but following discussion by both the PCC and the Parish Council this form of lighting was not considered suitable. The Clerk asked ECDC’s Conservation Officer about the possibility of fixing a light to the porch parapet of St Mary’s Church and was advised that this would require Listed Building Consent. AC said he suggested at the last PCC meeting contacting ECDC’s Planning Department for advice on how to resolve the lighting problem and said he would take this forward. *SKP proposed that the Parish Council had done all it could at this time. This was seconded by GW.*
1248. Waste & Recycling – use of wheelie bins:
 As proposed at the last meeting, the Clerk had written to John Hill, Chief Executive of ECDC asking for further clarification on the detail of the proposals. A reply was received and it was agreed that this was a very comprehensive response that would

enable members to clearly answer questions and queries raised by residents. The Clerk was asked to write to John Hill and thank him for his reply.

Cllr Allen Alderson left the meeting at 8.30pm

1249. Accounts for Approval including:

a) Karen King – <i>Clerk's salary</i>	£ 288-00
b) Inland Revenue – <i>Clerk's tax</i>	£ 72-00
c) Paul Latchford – <i>reimbursement (salt for grit bin)</i>	£ 16-98
d) Anglian Water – <i>cemetery/allotment water supply</i>	£ 90-37*
e) Information Commissioner's Office – <i>data protection registration</i>	£ 35-00
<u>Total:</u>	<u>£ 502-35</u>

*Anglian Water read the meter and an amended invoice was received.

Proposed: Peter Hart. Seconded: Steve Kent-Phillips. Agreed unanimously.
Transfer of £500 was agreed. *Proposed: Peter Hart. Seconded: Geoffrey Woollard.*
Agreed unanimously.

SKP carried out quarterly internal audit and confirmed all was correct and budget on target.

Receipts:

Ivett & Reed – cemetery (memorial inscription) £15-00

1250. Clerk's Report:

Parish Councillor Training: Reminder of training sessions available to Parish Councillors with particular reference to the New Code of Conduct.

Allotments: New request for an allotment - carried forward to next meeting.

1251. Parish Councillors' Reports:

- *Wicken Fen Community Liaison Forum:* GW confirmed that he attended forum and reported to the meeting circulating copies of his report. *Following discussion on the merits of this meeting, JC asked GW if he wished to attend future meetings. GW said he would if invited. The Clerk was to ask the Chairman of the Forum the following question:*

"Does our attendance as Parish Council mean we support the Wicken Vision?"

- *Improvements to Village Hall:* PL told meeting that the VHMC were trying to move forward plans to improve access to both rooms.
- *Pothole repairs:* JC told the meeting that pothole opposite Adventurers Farm had been repaired.
- *Swaffham Bulbeck Fire Station:* PL asked if there was any more information on the proposed closure of the Fire Station. *The Clerk told the meeting that the Chief Fire Officer and Fire Authority Chairman would be attending the next meeting of SBPC to give a presentation on the proposals should they wish to attend.*

Meeting closed at 9.10pm

1252. Open Question Time:

Discussion on lighting of steps in Churchyard.

Appendix 1

CCC

Traffic Management Team – Update to HCV Strategy Website

Kate Day – Rights of Way – Big Parish Meeting

Planning – Consultation on the Local Enforcement Plan for Minerals and Waste Development in Cambridgeshire.

ECDC

Stewart Patience - East Cambridgeshire Draft SPD on Developer Contributions

Katie Child – Draft Swaffham Prior Vision – consultations.

Sally Bonnett – Local Plan/Village Vision – consultation + posters & paper copy of plan.

Jeanette Thompson – Disclosable Pecuniary Interests for Spouses/Partners – reply from DCLG

Chairman’s Newsletter

Issy Bridge – Invitation to East Cambs Violence Awareness Event – 13/3/13

Planning

Planning Permission for 17 Fairview Grove.

General

ICO – renewal reminder

Cambridgeshire ACRE – membership certificate

Cambridgeshire ACRE – details of CCC Community Transport Scheme

CAPALC – Localising Support for Council Tax

CAPALC – Internal Auditor Guidance

School – Newsletter

E-Cops email alerts