

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

Present: Mr John Covill-Chairman(JC), 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 four members of the public.

1253. In Attendance:
CCC – Cllr David Brown
Karen King - Clerk
1254. Apologies for Absence:
Cllr Allen Alderson – *conflicting meeting*
David Almond – *work commitments*
Sandra Gynn – *work commitments*
1255. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.
1256. Public Participation:
No matters raised.
1257. Approve and Sign Minutes of Parish Council Meeting – 14th February 2013 :
The minutes were approved and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. Agreed unanimously.*
1258. Reports:
CCC Matters–*Cllr Brown reported to the meeting. A copy of report was circulated prior to meeting.*
Faster Broadband: An extra meeting of Cabinet was held in February to consider the tender documents for rolling-out Superfast Broadband across Cambridgeshire. Cabinet agreed to award the contract to BT and the contract should be signed over the next few weeks.
Changes to Fire Services: I arranged for the Chairman of the Fire Authority and the Chief Fire Officer to address a public meeting in Swaffham Bulbeck regarding plans to merge Burwell and Swaffham Bulbeck Fire Stations following the building of a new Fire Station and Training Facility on Reach Road, Burwell.
There followed some discussion on the plans to merge the Fire Stations.

ECDC Matters – the Clerk read out a written report provided by Cllr Alderson.
Waste Seminar: The new service will have a phased roll-out over a 10-week period from September – November 2013.
Budget: Over the next 12 months the District Council will be using some of the money raised through Council Tax to:
 - Aid the formation of Community Land Trusts. This will help young people, families and first time buyers to obtain a home they can afford.
 - Act as a link between schools and businesses to help bring the two together for the benefit of the District's young people.
 - Reduce the risk of homelessness and introduce new measures to end the reliance on bed and breakfast facilities to help people who have nowhere to live.*Car parking charges in Ely:* The Council decided not to introduce parking charges.

1259. Matters Arising from Previous Minutes (for information only):
Min.ref.1244 – New seats: SKP confirmed delivery of new seats. Clerk to ask Simon King to provide a quote to install. SKP suggested the old seats could possibly be restored and used as extra seating.
Min.ref.1244 - Lower End Ditch: Following an enquiry about the responsibility of keeping the ditch itself clear, the Clerk had contacted the Environment Agency and received a detailed booklet on riparian responsibilities, etc. Steve Kent-Phillips said he would also speak with CCC as they had on occasion (some years ago) cleared the ditch when needed.
1260. Correspondence for Circulation/Consideration (Appendix 1):
- ECDC – *Updates on Recycling Service Changes:* General discussion. Noted.
 - ECDC – *Sport and Physical Activity Strategy – consultation.* Noted. No comments.
 - General – *Notice of an application to register mines and minerals – parts, powers of working (land on the north-west side of Green head Road).* Copies were circulated prior to meeting. The Clerk had spoken with the Land Registry about the detail and a full explanation was included with the application. Following discussion it was agreed the Clerk would sign on behalf of the Parish Council and return to the Land Registry by the deadline date.
1261. Local Development Plan/Village Vision:
 Cllr Brown provided some clarification on the need for the Village Vision consultation noting the legal requirement to consult with individual villages and that all these reports were to be included as part of the Local Development Plan. Following discussion and some inspection of the LDP it was agreed to make no additional comments to those previously made through the consultation process. *Proposed: Geoffrey Woollard. Seconded: Paul Latchford.*
1262. Wicken Fen Community Liaison Forum – Parish Council representative:
 (Min.ref.1251). The Community Liaison Forum Chairman replied to the Clerk's letter and copies were circulated prior to the meeting. This confirmed that "*attendance at the Forum does not imply support for the Wicken Vision*". GW suggested that a PC representative continued to attend to keep a watching brief but that the PC retained its position about the Wicken Vision. PH said that people feel they should be represented and strongly proposed that the Chairman represented the PC. Following discussion it was agreed that GW would continue as representative.

Cllr Brown left the meeting at 8.20pm.
1263. Surfacing to Village Hall Drive and Car Park:
 The Clerk received a copy letter to VHMC from Martin Mead of Meads Construction which noted the need for a new shingle top to the drive and car park to stop the surface underneath from potholing. MM referred to work carried out last year for the Parish Council but due to the wet and frosty winter potholes had formed already. Because of this and as a gesture of goodwill MM offered to repair the potholes for free and provided a quote for the spreading of the shingle in the sum of £580.00 + VAT. Members recorded their thanks to MM. Following discussion the resurfacing work was agreed as quoted. SKP confirmed provision in the budget for this expenditure. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. All agreed.*
1264. Request to Rent Allotment:
 Mr Nigel Liles requested an allotment with the possibility of a second one if he was able to keep a few geese. Following consideration it was agreed to rent an allotment to Mr Liles but not to allow geese to be kept. As this required the creating of further new plots, AC was to meet with Mr Liles at the allotments to mark out and add to allotment plan.

1265. Repairs to Pound Gate – estimate received:

Simon King provided an estimate for the replacement of the latching post to the gate in the sum of £180-00. There was some discussion on the type of wood to be used and SK had confirmed if Oak was used this would mean a significant increase in the cost. It was agreed JC would discuss this with SK. It was agreed by all that subject to confirmation of the cost, etc., JC could instruct SK to go ahead with the work.

1266. Accounts for Approval including:

• Karen King – <i>Clerk's salary</i>	£ 278-40
• Inland Revenue – <i>Clerk's tax</i>	£ 69-60
• Streetmaster (South Wales) Ltd – <i>new village sets</i>	£1,392-00
• Anglian Water – <i>cemetery/allotment water supply</i>	£ 46-32 *
Total:	<u>£1,786-32</u>

* Balance of outstanding amount (£90.37 paid at February meeting + above = £136.69). SKP to take further meter reading.

Proposed: Steve Kent-Phillips. Seconded: Paul Latchford. Agreed unanimously.
Transfer of £1,750 was agreed. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Agreed unanimously.*

Receipts:

Bus.Saver Acc – *interest 3/12/12-3/3/13.*

1267. Clerk's Report:

Play area inspection: RoSPA confirmed inspection during April. Invitation received from Exning PC to attend RoSPA training session for play area inspection. *Unless such training was mandatory councillors considered it unnecessary to attend. The Clerk advised members that regular recorded inspections of the play area should be carried out.*

Rubbish heap in cemetery: Complaint received from resident about the amount the size of the rubbish heap. *AC confirmed that he had this in hand.*

Memorial to Land Army Girls: Request received to place some form of memorial in the village. *This was discussed and members supported the idea. SKP suggested placing commemorative plaques on the new village seats.*

Footpath from Commercial End Swaffham Bulbeck to Station Road, Swaffham Prior: Article from Ramblers' Association to be placed in Crier asking for residents' views on the possible reopening of this footpath.

Annual Village Assembly: Sue Loaker, Crime Reduction Officer, to give presentation.

1268. Parish Councillors' Reports:

No additional reports.

Meeting closed at 9.10pm

1269. Open Question Time:

Sharyn Robinson asked if anyone could help with contact details for the owners of the rams currently grazing on Devil's Dyke following an incident when her daughter was walking in the area.

Appendix 1**CCC**

Anne Prime – *Kevin Hall*

ECDC

Alistair McKie – *East Cambridgeshire Sport Club and Coach Conference – poster*

Alistair McKie – *Sport & Activity Strategy- Consultation*

Stuart Patience – *Consultation dates - LDF*

Julie Weekes – *Community Transport Fund*

Issy Bridge - *Domestic Violence Awareness Event*

Lynne Smart – *Chairman's Weekly Highlights*

Dave White – *Recycling Service Changes – updates*

Julie Cornwell – *Neighbourhood Panel – details of next meeting & newsletter*

Andy Shaw – *Ely Cycling Strategy*

Dave White – *Waste & Recycling Easter Collections*

Planning

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General

Community Liaison Forum – *notes of meeting*

Andrew Powell – *Community Liaison Forum – reply to PC letter*

Land Registry – *Notice of an application to register mines and minerals – part, powers of working*

HMRC – *Real Time PAYE*

ICO – *Data Protection Registration – confirmation of renewal.*

Simon King – *estimate for work at Pound*

Martin Mead – *copy of letter/quote to VHMC*

Ramblers' Association – *copy article for Crier re permissive footpath (Commercial End, SB – SP)*

RoSPA – *notification of annual inspection of play area*