

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 13th June 2013 at 7.30pm Village Hall.**

Present: Mr John Covill-Chairman(JC), Mr Andrew Camps(AC), Mr Eric Day (ED), Mrs Sandra Gynn(SG), Mr Steve Kent-Phillips(SKP), Mr Paul Latchford(PL) & Mr Geoffrey Woollard(GW) plus 3 members of the public.

1309. In Attendance:
CCC - Cllr David Brown
ECDC – Cllr Allen Alderson
Karen King - Clerk
1310. Apologies for Absence:
David Almond – *holiday*
Peter Hart – *unwell*
1311. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.
1312. Public Participation:
Min.ref.1296: Alastair Everitt told the meeting that the footpath behind the School had not been cut. JC said he would report this to CCC.
1313. Approve and Sign Minutes of Parish Council Annual Meeting – 9th May 2013:
The minutes were approved and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. Agreed unanimously.*
1314. Approve and Sign Minutes of Parish Council Meeting – 9th May 2013:
Min.ref.1298: Following clarification on the amendment to the Standing Orders the minutes were approved and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. Agreed unanimously.*
1315. Reports:
CCC Matters – *Cllr David Brown reported to the meeting.*
There were no questions.

ECDC Matters – Cllr Allen Alderson reported to the meeting.
Travellers: Still on land by the new Reach Lode bridge. This is National Trust land.
Neighbourhood Panel: Next meeting – 19th June at the Ellesmere Centre, Stetchworth.
At the meeting there will be presentations on:
 - Providing an improved waste collection service.
 - The Community Infrastructure Levy.*There followed discussion on the travellers on National Trust land. AA said he would speak with the NT about this.*
SKP asked what would happen to the cricket pitch at the Paradise Centre once the new sports centre was built. AA replied nothing would change at this time.
1316. Matters Arising from Previous Minutes (for information only):
Min.ref.1300 – play area: SKP reported that the broken fencing had been repaired plus a two-way gate raised from the ground was to be made and installed in the rear fence by Simon King.
1317. Correspondence for Circulation/Consideration (Appendix 1):
 - ECDC – Draft Swaffham Prior Village Vision – This informed the Parish Council that a comment received as part of the consultation on the Draft Swaffham Prior

Village Vision asked for a minor wording change to the housing allocation SWP 1. Currently the policy says “residential development for approximately 20 dwellings.” The comment asked for the wording to be changed to ‘up to 20 dwellings’. The Parish Council was asked to clarify the wording they wished to be used. *Following discussion it was agreed to change the wording to ‘up to 20 dwellings’. Proposed: Steve Kent-Phillips. Seconded: Paul Latchford. This was agreed with one abstention from GW.*

- ECDC – Buildings of Local Interest – *consultation details*. PL commented that this was a useful thing to do and agreed to act as co-ordinator for nominations. AA suggested when considering a nomination to take into account the planning requirements and ensure owners are aware. Details of consultation to be included as part of Clerk’s Crier report. *Following discussion GW proposed and PL seconded that Lorraine Brown, Conservation Officer for ECDC, be invited to attend the next meeting. This was agreed with one abstention from SKP.*

Additional correspondence reported by Clerk:

- ECDC – Tree works approval – Rose Cottage, 42 High Street.
- ECDC – Tree works approval – Fencock, 2 Cage Hill

1318. Cemetery – quotations received for the removal of spoil heap:

Quotes were invited from two contractors. One was received from Mead Construction in the sum of £980.00 plus VAT. There were mixed views on whether it was necessary to clear the spoil heap. The cost was considered high and it was agreed to carry this forward to next meeting to give councillors the opportunity to look at alternatives.

1319. Review of Asset Register:

Following discussion, two item values immediately amended were the Millenium Map changed from £3,373 to £500 and The Pound from £4,430 to £10,000. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips.*

GW reviewed the current register and made draft amendments in addition to those agreed. Clerk was to clarify some of the detail and requirements for items included and report back to next meeting. It was noted that values were taken from the current insurance schedule which was indexed link. GW suggested insurers should be informed that the PC does not want indexation. *This was agreed.*

1320. Accounts for payment included:

a) Karen King – <i>Clerk’s salary</i>	£ 240-00
b) Inland Revenue – <i>Clerk’s tax</i>	£ 60-00
c) K H Services – <i>grasscutting</i>	£ 545-37
d) Simon King – <i>repair works at The Pound</i>	£ 330-00
e) Simon King – <i>repair works at the Play Area</i>	£ 126-00
f) Anglian Water – <i>cemetery water supply</i>	£ 43-96
Total:	£1,345-33

Proposed: Steve Kent-Phillips. Seconded: Sandra Gynn. Agreed unanimously.

Transfer of £1500 was agreed. *Proposed: Steve Kent-Phillips. Seconded: Sandra Gynn. Agreed unanimously.*

Receipts:

Southgates F.S. <i>burial fees(Day-Plot 598)</i>	£ 47-00
Mr & Mrs Harris – <i>cremation plot</i>	£ 52-00 (double fees)
Julian Luttrell – <i>allotment rent</i>	£ 5-00
Bus.Sav.Acc. – <i>bank interest (4/3-2/6/13)</i>	£ 2-64
CCC – <i>agency services</i>	£504-36
Total:	£611-00

1321. Clerk's Report:
No additional reports.

1322. Parish Councillors' Reports:

- *Land Army Girls – Memorial:* GW commended SKP on his suggestion of a stained glass window in the Church to commemorate the Land Army Girls. SKP said this would need to be discussed with the PCC. *Clerk to write to PCC and Andy Prince to ask their views.*
- *Fly-tipping:* JC reported the dumping of some TV's and computer monitors on Great Drove. AA said he would arrange for collection.
- *Potholes:* JC reported some potholes in need of attention on drove to Carrot Wash.

Meeting closed at 8.50pm

1323. Open Question Time:

Michael Limb asked the Parish Council to continue to monitor the emptying of the litter bins.

Michael Limb asked who owned the water fountain currently stored in the Pound and whether this could be reinstated in its original position outside the play area.

Appendix 1

CCC

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ECDC

Lynne Smart – *Chairman's Weekly Highlights*

Lynne Smart – *Notification of new Chairman & Vice-Chairman*

Ian Lorman – *approval of tree works at 2 Cage Hill*

Ian Lorman – *approval of tree works at 42 High Street*

Lorraine Brown – *Buildings of Local Interest – consultation*

Planning

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General

Sanctuary Hereward – *'East Cambs Roundup' – newsletter*

CPRE – *Housing Policy Guidance Note*

Mead Construction – *quote for removal of spoil heap in cemetery*

Cambridgeshire ACRE – *changes to services*

Cambridgeshire ACRE – *Community Facilities Audit*