

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 8th August 2013 at 7.30pm Village Hall.**

Present: Mr Andrew Camps(AC), Mr Eric Day (ED), Mr Peter Hart-Vice-Chairman(PH), Mr Steve Kent-Phillips(SKP), Mr Paul Latchford(PL) & Mr Geoffrey Woollard(GW) plus 2 members of the public.

1338. In Attendance:

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

1339. Apologies for Absence:

David Almond (*work commitments*)
Mr John Covill (*conflicting commitments*)
Sandra Gynn (*holiday*)

Vice-Chairman Peter Hart took the meeting in John Covill's absence.

1340. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations:

Steve Kent-Phillips declared a pecuniary interest for item 10 of the agenda (min.ref.1349)

1341. Public Participation:

CLT – item 9 of the agenda (min.ref.1348): Emma Fletcher confirmed the first meeting of the CLT as the 16th August 2013 and that the agreement with ECDC had been signed and submitted for funding of £4,700 towards the setting up of the CLT. SKP confirmed that the grant monies would be held by the Parish Council but that any invoices, etc., should be made out to the CLT and reimbursed by Parish Council.

1342. Approve and Sign Minutes of Parish Council Annual Meeting – 11th July 2013:

The minutes were approved and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. Agreed unanimously.*

1343. Reports:

CCC Matters – *Cllr David Brown – report circulated.* There were no questions.

ECDC Matters – Cllr Allen Alderson reported to the meeting:

Wheelie Bins: GW reiterated his previous request for a breakdown on the £5million cost of implementing the use of wheelie bins and new recycling services. AA apologised for not providing the figures but would do so at the September meeting. There followed discussion on the use of wheelie bins and PL referred to his earlier letter to ECDC and their replies to questions asked.

1344. Matters Arising from Previous Minutes (for information only):

Min.ref.1335 – footpath, Mill Hill: Clerk confirmed repairs had been carried out.

Min.ref.1336 – footpath, Station Road: Clerk contacted CCC about the condition of the footpath. Jason Tyrrell of CCC replied confirming that he had inspected the footpath but did not have funding for the level of works required. He suggested the best option for the Parish Council would be to submit a bid through the Local Highways Improvement scheme. PH added that the boundary hedge was overhanging the footpath and needed cutting back. Clerk was to contact landowners.

1345. Correspondence for Circulation/Consideration (Appendix 1):

CCC – *Winter Gritting Routes*: Noted

ECDC – *New Waste Collection Service – promotional events & updates*: Noted. PL asked for details of the event on the 22nd August at the waste recycling centre at Waterbeach.

National Trust (Community Liaison Forum) – *Wicken Fen Zoning Plan*: *Copies of plan circulated prior to meeting. GW expressed his concerns about the affect on those living and working in the pink zone on the plan. There was discussion on what the PC could do and it was unanimously agreed that the PC continue with its previous view.*

Cllr David Brown left the meeting.

1346. Consideration of Planning Application for 8 High Street – demolition of existing single garage and replacement with double garage. Ref: 13/00402/FUL:

There were no objections or comments.

The Chair informed the meeting that the following planning application had been received and proposed this be included for consideration at this point in order to respond by the deadline date. This was unanimously agreed.

1347. Consideration of Planning Application for St Cyriacs Church, High Street – installation of radio transceiver equipment and a supporting mains power supply on the church tower to enhance the service of local community internet service ‘Reach and Swaffham Prior Community Broadband’. Ref: 13/00563/FUL&13/00562/LBC:

At this point the Chair adjourned the meeting and invited David Greenfield of RaSPS to explain some of the detail of the application. DG told the meeting that this installation would greatly improve the service and noted that considerable ground work had been carried out before submitting the application.

The Chair reconvened the meeting. There followed further discussion. SKP proposed no objections to the application. AC seconded. This was agreed with one abstention-PL.

1348. Funding and Parish Council Representative for Community Land Trust:

With reference to minute ref.1331-July meeting, the following was formalised:

Grant funding for Community Land Trust: It was agreed that the Parish Council would receive the sum of £4,700 into its deposit account until needed and this would be ring-fenced for the exclusive use by the Community Land Trust as required. *Proposed: Steve Kent-Phillips. Seconded: Paul Latchford. Unanimously agreed.*

Parish Council representative for CLT: It was agreed that the Clerk would act as representative. *Proposed: Steve Kent-Phillips. Seconded: Geoffrey Woollard. Unanimously agreed.*

Steve Kent-Phillips left the meeting for the next item.

1349. 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>	£ 289-23
d) Steve Kent-Phillips – <i>reimbursement</i>	£ 19-49
Total:	£ 608-72

Proposed: Geoffrey Woollard. Seconded: Paul Latchford. Agreed unanimously.

Steve Kent-Phillips returned to the meeting

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

No receipts.

1350. Clerk's Report:

- *Litter bins:* emptying of bins very 'hit and miss'. To be monitored. *AA to clarify when the bins would be emptied once the new waste and recycling collections start.*
- *The Pound:* painting work completed.
- *Tree works:* Cutting back of vegetation required on village car park driveway. Email received from School asking for tree branch to be cut back as this overhangs the gate on village hall/school boundary.
- *Play equipment:* repairs carried out to covered picnic table.

1351. Parish Councillors' Reports:

Play area: SKP ask that the Clerk send a thank you note to Paul Catling who had assisted him in the repairs to the picnic table.

Meeting closed at 8.35pm

1352. Open Question Time:

David Greenfield thanked the PC for the new Green Head Road sign.

Appendix 1 (correspondence received)

CCC

Jason Tyrrell – *repairs to path on Mill Hill*

Michael Cunliffe – *Winter Gritting Routes*

Transport Delivery–*Transport Strategy for Cambridge & South Cambridgeshire–consultation*

ECDC

Lynne Smart – *Chairman's Weekly Highlights*

Patrick Pierrepoint – *Pre Launch Open Day + Promotional Events & Door-stepping schedule for August*

Alison Brown – *East Cambridgeshire Community Facilities Audit – next stage*

Joan Cox – *Register of Pecuniary Interest Form*

Planning

Planning Application – 8 High Street – *demolition of existing single garage and replacement with double garage. Ref: 13/00402/FUL.*

Planning Application for St Cyriacs Church, High Street – *installation of radio transceiver equipment and a supporting mains power supply on the church tower to enhance the service of local community internet service 'Reach and Swaffham Prior Community Broadband'. Ref: 13/00563/FUL&13/00562/LBC:*

General

Emma Fletcher – *copies of documents for signature re the Community Land Trust*

Cambridgeshire and Peterborough Clinical Commissioning Group (CCG) – 111 Number

Lois Baker, Community Liaison Forum – *meeting report + meeting dates.*

Lois Baker, National Trust – *Zoning Plans, etc.*

Cambridge ACRE – *East Cambridgeshire Community Facilities Audit – next stage*

Cambridgeshire ACRE – *News Digest*

Cambridgeshire ACRE – *Website Members' Area*

Christine Carrington – *planting of wildflower seeds*

The School – *tree on boundary of school/village hall*

Unison – *how the District will meet its budget shortfall*

SCDC – LDF – *Publication of Proposed Submission*

SLCC – *Salary Award 2013/14*