

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 12th December 2013 at 7.30pm Village Hall.**

Present: Mr J Covill-Chairman(JC), Mr Andrew Camps(AC), Mr David Almond(DA), Mr Eric Day (ED), Mr P Hart(PH), Mr Steve Kent-Phillips(SKP) & Mr Geoffrey Woollard(GW) plus 5 members of the public.

1400. In Attendance:

CCC – Cllr David Brown
Karen King - Clerk

1401. Apologies for Absence:

ECDC – Cllr Allen Alderson
Sandra Gynn (away)
Paul Latchford (conflicting commitments)

1402. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations:

1403. Public Participation:

Parking at football ground: Steve O'Rourke of BTFC confirmed to the meeting the following actions to be taken:

- Sign erected opposite the ground entrance. *GW suggested that the Clerk inform CCC Highways of the purpose of this sign.*
- Cones to be placed at match times to stop parking on the road.
- Change to 2 games rather than 3 on a match day.
- Portacabin to be lifted (when ground firmer) to behind goal at far end of ground to make way for additional parking.
- All game coaches are to be made aware of no parking on road. Also if needed asking visitors to use the village car park.

GW asked that Steve be commended for his prompt efforts to alleviate the problem of parking. Everyone agreed and thanked Steve.

SKP confirmed that an application for the 'passing place' on Station Road had been submitted to CCC.

Steve O'Rourke and Clive Riggs left the meeting. It was agreed that the above covered item 10 of the agenda with no further discussion needed.

1404. Approve and Sign Minutes of Parish Council Meeting – 14th November 2013:

Min.ref.1394: Motion carried as 8 in favour, 1 against – GW asked that his initials be recorded against the '1 against'. AC reminded the meeting that he was not present so motion should read '7 in favour'.

Min.ref.1388: GW asked that his initials be recorded against the '1 abstention' minuted.

Following the amendments above the minutes were agreed and signed as a correct record.

Proposed: Steve Kent-Phillips. Seconded: David Almond. Agreed unanimously.

1405. Reports:

CCC Matters: *Cllr David Brown reported to the meeting.*

GW commented that it was good news about dropping the toll on the A14.

GW asked DB about the closing of the Cromwell Museum. He considered that the Museum should be kept open. *DB confirmed that this was the only museum owned by CCC and suggested that perhaps the museum should be owned by the people of*

Huntingdon rather than CCC. DB added that it was not the intention of CCC to close the Museum.

ECDC Matters – *The Clerk read out a written report provided by Cllr Allen Alderson. No questions.*

1406. Matters Arising from Previous Minutes (for information only):
Church Path – Min.ref.1387: AC confirmed that the SPPC were waiting for contractors to carry out the surfacing work.
1407. Correspondence for Circulation/Consideration (Appendix 1):
CCC – *Draft new Constitution for Cambridgeshire County Council.* Noted.
CCC – *Changes to the way you are billed for Street Lighting Energy Usage.* Noted.
ECDC – *Community Right to bid for Assets of Community Value.* Noted.
ECDC - *Funding for Town and Parish Councils to Compensate for a Reduced Taxbase.* SKP had reviewed this item and summarised to the meeting. *Confirmation received of estimated figure for 2014/15 of £321.20 for Band D properties – no change from 2013/14.*
Additional correspondence:
ECDC – *Community Safety Partnership (survey):* Noted with no further action.
- The Clerk reported receipt of planning application and JC put forward motion to consider as next item. Agreed by all.*
1408. Consideration of Planning Application for The Paddock, 43 Lower End – two storey rear and single storey front extensions. Ref: 13/01068/FUL.
There were no objections or comments.
1409. Cemetery – Charges for Water Supply:
SKP had checked the water meter readings and confirmed with the Clerk. There followed discussion on the possibility of a leak and what action to take. It was agreed that DA would contact and arrange for a specialist company (details provided by DG) to survey for a possible leak with an initial cost limit of £250. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Unanimously agreed.*
1410. Progress Report on Community Land Trust:
The Clerk confirmed that the company forms had been signed by all members of the CLT. JC signed on behalf of the Parish Council. Emma Fletcher had also informed the Clerk that the monies from ECDC should now be in the PC account. A further meeting was to be arranged for the New Year.
The Clerk had asked SLCC’s advice on any possible interest implications for Parish Councillors – a response was awaited.
Referring to Lower End/Rogers Road, EF confirmed that the area marked for use was bigger than the development area but this was to allow for a temporary site compound during the works to avoid vehicles parking on Rogers Road. The additional land was being used under licence for the length of the build and would then revert back to the Farmer.
1411. Parking Facilities at the Football Ground, Station Road:
Refer to ‘Public Participation’.
1412. 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) Karen King – <i>annual expenses & reimbursements</i> | £ 144-60 |

d) K H Services – <i>grasscutting</i>	£ 289-23
e) Cambridgeshire ACRE – <i>annual subscription</i>	£ 48-00
f) Anglian Water – <i>cemetery water supply</i>	£ 163-70 (<i>subject to above</i>)
g) John Covill – <i>Chairman’s expenses</i>	£ 40-00
Total:	£ 985-53

Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Agreed unanimously.

Transfer of £1,000 was agreed. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Agreed unanimously.*

Receipts:

a) Memorial	£ 47-00
c) Barclays – <i>interest 2/9-1/12</i>	£ 3-22
b) ECDC – <i>CLT funds</i>	£4,700-00 (<i>ringfenced for CLT</i>)
Total:	£4,750-22

1413. Clerk’s Report:

Planning Permissions received:

- Land Parcel between Burwell road & Lower End, Rogers Road – *discharge of unilateral obligation dated 22/10/88.*
- 19 Rogers Road – *removal of condition 3 (no additional windows and doors) of decision notice 05/01022/FUL.*

Annual Leave: Confirmed dates as 20/12 /13 – 2/1/14. SKP confirmed holiday entitlement. Unanimously agreed.

1414. Parish Councillors’ Reports:

The Beeches: AC reported that the hedge opposite had been trimmed back. SKP also noted that the trees overhanging the bungalows had been cut back.

Horse Chestnut in Play Area: JC reported on behalf of the SPPC. ECDC’s Tree Officers confirmed at a recent site meeting that the tree was in a stable condition but advised that a bench around the Horse Chestnut was not advisable. SPPC are awaiting written confirmation of the condition of the tree. In the meantime the tree was to be monitored and the installation of a set put on hold.

Clunch Wall on Play Area Boundary: JC reported that some of the clunch to the wall was very loose and could come away. JC said he would speak to owners.

Play equipment in Play Area: It was reported that the ‘Daisy Bouncer’ unit was in need of painting. SKP to organise in the Spring.

Meeting closed at 8.35pm

1415. Open Question Time:

David Greenfield updated the meeting on the work to install radio transceiver equipment at St Cyriacs confirming it was going well and Phase 1 was live.

Appendix 1 (correspondence received)

CCC

Lily David - Draft new Constitution for Cambridgeshire County Council

ECDC

Julie Cornwell – Community Right to bid for Assets of Community Value

Lynne Smart – Chairman’s Weekly Highlight

Su Field - East Cambridgeshire Local Plan - DRAFT Inspector's Matters, Issues and Questions

Linda Grinnell- Funding for Town and Parish Councils to Compensate for a Reduced Taxbase

Ian Lorman – Approval of tree works – 73 High Street.

East Cambridgeshire Local Plan - DRAFT Inspector's Matters, Issues and Questions

Planning: Planning approval – 19 Rogers Road.

General

SLCC – Parish Councils to be allowed to make electronic payments

SLCC – Grants available to local councils

VCAEC – summary of services