

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 9th January 2014 at 7.30pm Village Hall.**

Present: Mr J Covill-Chairman(JC), Mr Andrew Camps(AC), Mr Eric Day(ED), Mrs S Gynn(SG), Mr P Hart-Vice-Chairman(PH), Mr Steve Kent-Phillips(SKP), Mr Paul Latchford(PL) & Mr Geoffrey Woollard(GW) plus 1 member of the public.

1416. In Attendance:
Karen King - Clerk
1417. Apologies for Absence:
CCC – Cllr David Brown
ECDC – Cllr Allen Alderson
David Almond (*family bereavement*)
1418. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations:
None.
1419. Public Participation:
No matters raised.
1420. Approve and Sign Minutes of Parish Council Meeting – 12th December 2013:
Minutes agreed and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Peter Hart. Agreed unanimously.*
1421. Reports:
CCC Matters: *Clerk read out written report provided by Cllr David Brown.*
Min.ref.1405: GW referred to the discussion at the December meeting about the Cromwell Museum confirming that he had subsequently written a letter and received a reply and concluded that the point had been made and he had no further comments.

ECDC Matters: No report.
1422. Matters Arising from Previous Minutes (for information only):
Water leak at Cemetery - Min.ref.1409: SKP reported that it had not been possible to inspect due to the poor weather but referred to previous estimates of water usage and concluded that due to the high volumes recorded it was not feasible that there was not a leak. He suggested that as previously agreed an investigation by a suitably qualified company should be carried out once the weather improved. In the meantime, the water supply was turned off.
Footpath – Swaffham Prior to Swaffham Bulbeck: PH referred to email from Ramblers' Association summarising their discussion with CCC and confirming that there was insufficient evidence and the landowner would not permit the reopening of this footpath and as such there was nothing further that could be done.
Community Land Trust – Min.ref.1410: A reply was received from SLCC (email – 24/12/13) – summary:
 - PC corporately can be a Director of the Company. *GW raised concerns about the reference to a company and whether the PC corporately could be a Director of a company.*
 - If Clerk acts like a Director of the CLT, she would need to be sure the PC was indemnifying her against all errors, misjudgements and similar insurable risks. *Clerk to follow up with insurance company.*
 - The Clerk and PC needed to be clear about when the Clerk can vote according to what she thinks best and when (if ever) she needs to get a resolution of the PC

before voting in a CLT Board meeting. A clerk with a restrictive or restricted brief would be in a very difficult position. *There followed discussion and it was agreed that the Clerk should vote as she sees fit on any subject raised but have the option to refer back to the PC if she felt it was needed.*

- When the CLT company has been formed, the PC should not keep any of the company's money in the PC's bank account. *Clerk to check on whether an account for the CLT has been opened.*
- The PC would need to be aware of any conflicts of interest. *This was noted.*

Following further discussion the Clerk was to meet with Emma Fletcher and clarify the points raised and whether she would be a Company Director or Trustee.

1423. Correspondence for Circulation/Consideration (Appendix 1):

CCC – *Local Highway Improvement Panel Meeting*. SKP confirmed he would be attending.

CCC - *Cambridgeshire County Council Winter Gritting Route Review*. Noted.

CCC - *Public Rights of Way, Parish Paths Contact list*. PH confirmed as contact.

1424. Confirmation of Budget/Precept for 2014/15:

GW put forward a motion to amend the Precept reducing it by £500. This was not seconded. Following discussion the majority agreed to keep the Precept figure at £14,500. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Vote taken—7 in favour, 1 against (GW).*

1425. 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) The Wildlife Trusts – <i>annual membership</i>	£ 36-00
d) SLCC – <i>annual subscription</i>	£ 87-00
e) Viking Direct – <i>computer/stationery supplies</i>	<u>£ 68-92</u>
Total:	<u>£ 491-92</u>

The Clerk confirmed the Cambridgeshire ACRE payment listed on the agenda was a duplication error.

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

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

Receipts:

a) Memorial inscription – Ivett & Reed	£ 15-00
b) Burial fees – <i>Vassierre (plot 865)</i>	<u>£ 90-00</u>
Total:	<u>£105-00</u>

1426. Clerk's Report:

The Pound: Clerk reported the poor condition of the Pound enclosure and asked that it be tidied up. *There followed discussion and the Clerk was asked to obtain quotations for the work needed to clear the enclosure area, lay a porous membrane and gravel. The Clerk suggested a notice outlining the history of the Pound and would follow up on this.*

1427. Parish Councillors' Reports:

Horse Chestnut – Play Area: ED reported that no decision had been made on this tree but that generally all Horse Chestnuts in the area were becoming diseased.

Pothole on Little Fen Drove: JC told meeting this had been reported but contractors could not find it.

Meeting closed at 8.30pm

1428. Open Question Time:

Alastair Everitt offered to spray the Pound area twice a year if the PC supplied the Round-Up. AC said he thought the PC still had some. The meeting thanked AE for his offer of help.

Appendix 1 (correspondence received)

CCC

Catherine Howes - Public Rights of Way, Parish Paths Contact list

Michael Cunliffe - Cambridgeshire County Council Winter Gritting Route Review

Local Projects - Local Highway Improvement Panel Meeting

ECDC

Lynne Smart – Chairman’s Weekly Highlights

Carol Griffin – Precept 2014/15

Julie Cornwell – Service Review of NHP

NHP – Poster, etc., for next meeting.

Planning

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General

Pam Waters, SPPC – Horse Chestnut in play area

Jane Darlington - grants for playgrounds/insulating community facilities

Roger & Janet Moreton - Swaffham Prior & Swaffham Bulbeck path along former rail track

CAPALC - DCLG Local Government Finance Statement