

**Minutes of Swaffham Prior Parish Council Meeting held on  
Thursday, 13<sup>th</sup> February 2014 at 7.30pm Village Hall.**

Present: Mr J Covill-Chairman(JC), Mr David Almond(DA), 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 5 members of the public.

1429. In Attendance:  
CCC- Cllr David Brown  
Karen King - Clerk
1430. Apologies for Absence:  
Andrew Camps (*hospital*)  
ECDC – Cllr Allen Alderson (*conflicting meeting*)
1431. Members’ Declaration of Interest for Items on the Agenda + Requests for Dispensations:  
Sandra Gynn declared a personal interest for item 1437 – Request for skate ramp in the village.
1432. Public Participation:  
Item 10 – Min.ref.1439: Hilary Fielding – Reach Parish Councillor and Swaffham Prior resident Andrew Trump attended the meeting and asked to draw councillors and members of the public’s attention to a pre-planning proposal to create a 250 acre solar park on the edge of Reach village (largely in Swaffham Prior Parish). They circulated copies of an information leaflet and urged everyone to attend a public meeting at Reach Village Hall on Wednesday, 26<sup>th</sup> February where there would be the opportunity to ask the Developers questions and express any concerns.  
There followed considerable discussion on the viability of such a scheme and the impact it would have on the Fen area.  
Cllr David Brown told the meeting that ECDC were currently consulting on policy for renewable energy and encouraged people to get involved. Those attending did not have any knowledge of the consultation and DB said he would check.
1433. Approve and Sign Minutes of Parish Council Meeting – 9<sup>th</sup> January 2014:  
GW asked for an amendment on min.ref.1424 following his motion to amend the Precept reducing it to £500, changing “This was not carried” to .....“This was not seconded”. This amendment was agreed and the minutes signed as a correct record. *Proposed: Peter Hart. Seconded: Geoffrey Woollard. Agreed unanimously.*
1434. Reports:  
CCC Matters: *Cllr David Brown reported to the meeting.*  
PL referred to the building of additional houses by CCC on Newmarket Road, Burwell and his concern about the impact of increased traffic on Mill Hill and through villages on route to Cambridge.  
GW informed DB of the poor state of Great Drive.  
  
ECDC Matters: *Clerk read out report provided by Cllr Allen Alderson.*  
*Neighbourhood Panels:* The Community & Environment Committee were to stop NHP meetings. There was consultation with Parish Councils with regard to replacing NHP’s with a Parish Conference. Following a positive response to the consultation, ECDC was looking at holding one Parish Conference a year, possibly in March.

1435. Matters Arising from Previous Minutes (for information only):  
*Min.ref.1422:* DA obtained an estimate of £395 + VAT to detect leak confirming that any maintenance work to repair leak would be an additional cost. It was decided to seek the advice of a local plumber before taking this any further. **Action: SKP/DA**  
*Min.ref.1403: Passing place at Station Road:* Steve Kent-Phillips confirmed that he had attended the recent CCC panel meeting to present the detail of the application made to the Local Highways Improvement Scheme for a passing place on Station Road.
1436. Correspondence for Circulation/Consideration (Appendix 1):  
**CCC – Great War Commemoration – for information.**  
**ECDC – Consultation on the Draft Ely Station Gateway Supplementary Planning Document.** Can be viewed on ECDC’s website. Consultation dates 27/1 – 21/3/14.  
**ECDC – Buildings of Local Interest.** Nominations to be received by no later than 4pm on Friday, 2<sup>nd</sup> May 2014. To be discussed further at next meeting. **Action: Clerk General:** Chair of the School Governing Body (copy of letter to Cllr AA) – request for the School to be added to the list of major and minor projects on the East Cambridgeshire CIL Regulation 123 list and considered for receipt of any monies that might come from Lower End Development. PL considered it was important to maximize all resources for the School. DB said he was happy to work with AA on this.  
**ECDC-Planning – copy of Planning Permission for The Paddock, 43 Lower End.**
- Cllr David Brown left the meeting at 8.50pm*
1437. Request from Young People for Skate Ramp in the Village:  
 A letter was received from a group of young people asking councillors to consider the possibility of having a skate ramp in the village. Although councillors had concerns about the location and costs involved in installing a skate ramp, they wished to support the efforts of the young people in putting forward their request. David Almond and Steve Kent-Phillips offered to contact the writer of the letter and arrange to meet with the group to discuss further and then report back to the next meeting.  
**Action: DA/SKP**
- 1438: Request from School to Trim back Trees on School Playground/Village Hall Boundary (application to ECDC):  
 The Clerk told councillors that some months ago the school asked for the PC’s help to cut back trees that were overhanging new areas of planting on the playground boundary. As this was in the Conservation Area, it was necessary to submit an application to ECDC for approval to carry out any tree works. Following discussion it was considered not necessary to cut back these trees and as such nothing further could be done. PL also raised the issue of the ramp on the same boundary into the school grounds. It was considered this was a separate issue. It was suggested that both items were raised at the next meeting of the Village Hall Management Committee.  
**Action: PL**
- 1439: Proposed Solar Farm Development on Swaffham Prior Fen:  
 This was discussed as part of the ‘Public Participation’ item. In conclusion it was agreed that the Clerk would write, firstly, drawing ECDC’s attention to the fact the proposal relates to land largely in Swaffham Prior Parish and, secondly, confirming their opposition to the proposal in principle on the grounds that this was a misuse of high quality farmland and also the visual impact on the Fen landscape.  
*Proposed: Geoffrey Woollard. Seconded: Peter Hart. All agreed.* **Action: Clerk**

1440: Consideration of Quotes received for Tidy-up of Pound Enclosure Area:

ED considered that the quoted costs were excessive and suggested that the weeds be treated with a chemical spray. There followed discussion of the two quotes received:

Simon King		£412.00
Mead Construction	(1 <sup>st</sup> option)	£550.00 + VAT
	(2 <sup>nd</sup> option)	£760.00 + VAT

GW proposed and PH seconded acceptance of Simon King's estimate with the use of 'Terram' weed control fabric. A vote was taken (3 for, 4 against).

PL proposed regular spraying. Not seconded.

DA proposed and SG seconded acceptance of Mead Construction's Option 2. A vote was taken – 3 for, 3 against and 1 abstention. JC used his casting vote against the proposal.

Steve Kent-Phillips proposed and David Almond seconded the acceptance of Mead Construction's Option 1. A vote was taken – 3 for, 0 against. Motion carried.

1441: Swaffham Prior Community Car Scheme – Request for Contribution towards Running Costs:

Geoffrey Woollard proposed a contribution of £250. This was not seconded. SKP was concerned about the scheme being self-funding and suggested that clarification was needed on how the scheme was to be funded into the future. It was suggested that JC speak with Janet Willmott and report back to next meeting before any decision was taken on contribution. **Action: JC**

1442: Accounts for payment included:

a) Karen King – <i>Clerk's salary</i>	£268-80
b) Inland Revenue – <i>Clerk's tax</i>	£ 67-20
c) Information Commissioner – <i>data protection registration</i>	£ 35-00
d) P A Hibble – <i>contribution to Women's Land Army Memorial</i>	<u>£100-00</u> *
	<u>Total: £471-00</u>

\* *Retrospective entry.*

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

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

*Receipts:*

a) Southgates F.S. – <i>burial fees (Day-plot 316)</i>	<u>£ 47-00</u>
	<u>Total: £ 47-00</u>

1443. Clerk's Report:

*Community Land Trust: Min.ref.1422: Meeting held with Emma Fletcher to clarify points raised as below:*

- CLT waiting to resolve details of company registration before opening bank account.
- The Clerk's role on the CLT would be as a director representing the Parish Council. Whilst this is personal it ensures that the PC always has the right to have a director on the board of the CLT company.
- CLT is not a charity and therefore there are only directors and not trustees. Each Director will have a liability of £1. CLT set up to ensure minimal risk to directors and to ensure maximum benefit to community.
- In terms of insurance there is no public land involved just 8 homes all of which are leased under a full repairing and insuring agreement with Hundred Homes.

*Faulty streetlights:* ‘day-burning’ lights on Mill Hill and the High Street were reported to CCC.

*Memorial to Land Army Women:* Andy Prince collected the memorial stone from P A Hibble Stonemasons and a photo was shown to councillors. Martin Mead was to advise on the siting of the brick plinth for the memorial and arrange for this to be built free of charge. The cost of the memorial stone was covered by donations from the Parish Council, the ‘Royal Wedding Fund’ and the Sports and Recreation Committee. Completely separate from the plans to commemorate the Land Army Girls but very fortuitous, a very special collection was kindly donated by a Mr Len Hazell of Stroud, nephew of one of the Land Army Girls of Swaffham Prior from 1942-45. Mr Hazell felt it was a pity that such historical items should languish in his loft and that he wished to give these to Swaffham Prior Parish. *Below are some of the items included:*

- A small photograph album with approximately twenty four photos.
- Certificate and medal received in 1946.
- An autograph book signed by many of Land Army Girls, against which many wrote a poem of one sort or another - no rude ones!
- 1991 photos of the WLA 50 year reunion at Swaffham Prior.
- Certificate and medal received in July 2008.

*It was suggested that these items should be put on display for everyone to see - perhaps as part of the opening ceremony for the memorial. Everyone expressed their very grateful thanks for Mr Hazell’s generous donation of these documents.*

1444. Parish Councillors’ Reports:

GW reported some fly-tipping on Great Drove. ECDC to be informed.

*Min.ref.1427:* JC told the meeting that pothole had been filled.

*Meeting closed at 10.00pm*

1445. Open Question Time:

Alastair Everitt asked for a copy of the sketches from the Land Army diary. *Clerk to action.*

Alastair Everitt suggested the Village Sign was in need of attention. *SKP to follow up.*

Mr Limb said he agreed with the sentiments expressed about the lack of facilities for young people in the village.

**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

Amanda Davies - Housing Related Support Tender - Update for Parish Council Members

Peter Nutan - Next Round for Cycle Legacy Small Grants open until 7 March

**ECDC**

Lynne Smart – Chairman’s Weekly Highlights

Consultation on the Draft Ely Station Gateway Supplementary Planning Document

Julie Cornwell – NHP updates

Abigail Taylor - East Cambridgeshire District Council - New Examination Library Documents

**Planning**

Planning Approval – The Paddock, 43 Lower End

**General**

JC – Solar Farm at Swaffham Prior Fen

Leonard Hazell – Women’s Land Army WW2

SLCC – Counselling Service

Sanctuary Housing East Cambs update

University of Cambridge Museums – Twilight at the Museums