

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 12th June 2014 at 7.30pm Village Hall.**

Present: Mr J Covill-Chairman(JC), Mr David Almond(DA), Mr Andrew Camps(AC), Mr Eric Day(ED), Mr P Hart-Vice-Chairman(PH), Mr Steve Kent-Phillips(SKP), Mr Paul Latchford(PL)-7.45pm, & Mr Geoffrey Woollard(GW) plus 3 members of the public.

1509. In Attendance:
ECDC – Cllr Allen Alderson
Karen King - Clerk
1510. Apologies for Absence:
Cllr David Brown
Sandra Gynn (*conflicting commitment*)
1511. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.
1512. Public Participation:
No items raised.
1513. Approve and Sign Minutes of Annual Parish Council Meeting – 8th May 2014:
The minutes were agreed and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Peter Hart. Agreed unanimously.*
1514. Approve and Sign Minutes of Parish Council Meeting – 8th May 2014:
The minutes were agreed and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. Agreed unanimously.*
1515. Reports:
CCC Matters: *The Clerk read out written report from Cllr David Brown.*
There were no questions.
- ECDC Matters: *Cllr Allen Alderson reported to the meeting.*
East Cambs Local Plan: The District Council is preparing a new statutory development plan for the District. This will identify areas for uses such as housing, retail, employment and leisure activities. The consultation period for this ended on the 30th May.
Recyclables: When placing recyclables in the blue bin, it helps if the tops are removed from the milk containers and the glass jars. Also it helps if items such as milk containers, jars, yoghurt pots and tins are washed first as they have a greater monetary value to the council. East Cambs recycling rates have already improved significantly.
PL raised an issue about ECDC not accepting maps as part of planning applications unless they are Ordnance Survey and asked AA who he could take this up with. AA asked Paul to send him details by email and he would follow up.
1516. Matters Arising from Previous Minutes (for information only):
Min.ref.1502: Memorial Seat-Coopers Green: SKP confirmed that the new seat had arrived and was currently stored in his garage. The Parochial Charities arranging for Simon King to install the seat.
Min.ref: 1507: Heath Road Sign: SKP reported sign already in place but hidden by overgrown hedges. Following inspection, Jason Tyrrell of CCC Highways confirmed area on list for cutting back.
Min.ref.1507: DA asked for update following letters sent out asking residents to cut back overgrown hedges, etc.

Grass cutting: It was noted that the footpath running from The Beeches through to Coopers Green had not been cut back by the contractors and other grass areas had been left untidy. The Clerk had contacted the contractors and they were to inspect and carry out the work needed. The current invoice was held for payment until work was completed to the standard expected.

1517. Correspondence for Circulation/Consideration (Appendix 1):

CCC - Local Highway Improvement Initiative - East Cambridgeshire (*new application*). SKP suggested that any new application would be unsuccessful. GW felt this was not the case. To be added to July meeting agenda to be considered further. CCC – Consultation on Transport Strategy in Cambridgeshire. Noted. ECDC – Forward Planning – Local Plan (notification of further hearing sessions). Noted. Displayed on noticeboard.

Additional correspondence:

Proposal for Scooter Park: Following presentation and discussions at the Annual Village Assembly on the request by young people for a scooter ramp on Town Close, a letter was received from Mr Andy Pumfrey noting the concerns of a number of village residents regarding the likely negative impact of such a facility and asking to be kept informed of any alternative proposals that might be put forward following further consideration including type of facility and location.

Reach Community Solar Farm: Letter received from Chairman of RCSF giving details of planning application submitted to ECDC.

Planning Permission - Goodwin Manor, 1 Station Road – Ref: 14/00214/FUL.

Planning Permission – 5 Rogers Road – Ref: 14/00235/FUL.

Planning Permission – 17 Mill Hill – Ref: 14/00294/FUL.

Planning Refusal – 26 Green Head Road – Ref: 14/00402/FUL.

Planning Refusal – 43 Lower End – Ref: 14/00292/FUL.

1518. CAPALC Membership (Cambridgeshire & Peterborough Association of Local Councils):

Letter circulated outlining benefits of membership. The annual affiliation fee was £276. Following discussion it was agreed the fee was too high and not to go ahead with membership. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. Unanimously agreed.*

1519. Review of RoSPA Play Area Safety Inspection Report:

SKP reviewed the report prior to the meeting and noted the following:

- Cargo net on climbing frame was deteriorating. SKP carried out repairs but said replacement would be needed.
- Springy unit needed painting. Quote received from Simon King to repaint this and other items of play equipment. *Carried forward to next meeting. Clerk to obtain additional quotes.*
- Missing/damaged bird spikes on top of swings were replaced.

1520. Installation of Passing Place, Station Road – additional contribution to costs for work:

The original cost of the work was £5,000 with a Parish Council contribution of £500. CCC informed the Clerk that due to contractors requiring an extra day to complete the work the costs had risen to £5,500 and as a consequence the Parish Council's contribution was £550. This was agreed. *Proposed: Geoffrey Woollard. Seconded: Peter Hart.*

1521. Approval of Exclusive Grant of Burial:

This was agreed (Short – Cremation Plot 818-Grant 142. *Proposed: Geoffrey Woollard. Seconded: Steve Kent Phillips.*

1522. Accounts for payment included:

a) Karen King – <i>Clerk's salary</i>	£ 307-20
b) Inland Revenue – <i>Clerk's tax</i>	£ 76-80
e) CGM Landscapes – <i>grasscutting</i>	£ 500-88 *
d) Playsafety Limited – <i>annual play area inspection</i>	£ 78-00
e) CAPALC – <i>affiliation fees</i>	£ 276-00 **
f) NALC – <i>reference book 'Local Councils Explained'</i>	£ 64-99
	<u>Total: £ 526-99</u>

* Invoice held until next meeting. *Proposed: David Almond. Seconded: Geoffrey Woollard. Unanimously agreed.*

** Refer to minute reference 1518.

Proposed: Steve Kent-Phillips. Seconded: Peter Hart. Agreed unanimously. No transfer needed.

Clerk reported two credits received from Anglian Water for the cemetery water supply- £29.32 & £55.08.

Receipts:

Barclays – interest 3/3 – 1/6/14	<u>£3-40</u>
<u>Total:</u>	<u>£3-40</u>

1523. Clerk's Report:

The Pound: It was reported that despite the recent clearance and addition of terram and new stone, weeds, etc., were growing through.

1524. Parish Councillors' Reports:

Rubbish bin: Peter Hart reported that the bin inside the play area had not been emptied. Clerk to follow up with ECDC/Veolia.

Meeting closed at 9.10pm

1525. Open Question Time:

Further discussion on grass cutting and overhanging vegetation.

Appendix 1 – Correspondence Received:**CCC**

Sophie Parsons – LHI – contribution rise to costs of work – Passing Place.

Local Projects - Local Highway Improvement Initiative - East Cambridgeshire.

Jo Challis - Surface Dressing Programme 2014/15 Fenland and East Cambridgeshire.

Amanda Davies – Handyperson Services.

Ben Hathway (CST) – Gully Programme + revisions.

Dearbhla Lawson - Consultation on transport strategy in Cambridgeshire.

Terry Jordan – Proposed Pilot Parish Conference.

Martin Gowler - Surface Dressing Programme 2014/15 Fenland and East Cambridgeshire.

ECDC

Lynne Smart – Chairman's Weekly Highlights

Forward Planning – Notice of Further Hearing Sessions.

Karen Freya – A Celebration for National Rural Housing Week 2014.

Planning

Planning Permission – Goodwin Manor, Station Road

Planning Permission – 17 Mill Hill

Planning Permission – 5 Rogers Road

Planning Refusal – 43 Lower End

Planning Refusal – 26 Green Head Road

General

VCAEC – Cambs Mapping and Trends.

Lois Baker – CLF Minutes.

Paul Robinson - Chair of Reach Community Solar Farm Ltd - Reach Solar Farm.

Cambridgeshire ACRE – newsletter.

Steve White – details of skate park.

Play Safety – play area inspection report.