

**Minutes of Swaffham Prior Parish Council Extraordinary Meeting held on
Thursday, 23rd October 2014 at 7.30pm Village Hall.**

Present: Mr John Covill-Chairman(JC), Mr Andrew Camps(AC), Mr Eric Day(ED), Mrs Sandra Gynn(SG), Mr Steve Kent-Phillips(SKP), Mr Paul Latchford(PL) & Mr Geoffrey Woollard(GW) plus 4 members of the public.

1576. In Attendance:

CCC – Cllr David Brown
ECDC – Cllr Allen Alderson
ECDC Infrastructure Programme Manager – Emma Grima
Karen King - Clerk

1577. Apologies for Absence:

Mr David Almond – *conflicting commitment.*
Mr Peter Hart – *conflicting commitment.*

1578. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations:

1579. Public Participation:

Emma Grima explained the purpose and allocation of CIL and S106 monies. There followed discussion particularly on the items on the CIL 123 list and the need to add items of local need;

- Extension for School. Charlotte Cane said there was the potential for an extension as the development on Rogers Road would mean more children coming into Swaffham Prior. (School roof not covered under CIL-123 criteria).

- Traffic calming measures for Mill Hill.

Emma explained that there was to be a full consultation in the coming weeks and she would provide details of the criteria to get a project onto the CIL list prior to the consultation. Additional information and guidance was also to be sent to the Clerk.

Emma Grima left the meeting at 8.15pm.

1580. Development at Rogers Road:

Correspondence received from Chief Executive, ECDC - Confirmation of Allocation of Community Infrastructure Levy (CIL) & S106 Monies.

The Clerk reported letter received from John Hill of ECDC. This was in reply to the PC's letter dated the 13th October 2014. In reply to the PC's request that improvements works to the school be added to the 123 list, JH confirmed that there was a statutory process which must be followed in order for an amendment to be made to the 123 list. The first part of the process was the requirement to consult on any changes to the list and this must then be adopted by Full Council – *consultation referred to above.*

Consideration of Agreement for Direct Payment of S106 Monies to the Parish Council for use on Public Open Space Improvements within the Village.

JH confirmed in his letter that at present £37,000 had been secured in lieu of provision of public open spaces on the Rogers Road development and this was paid direct to the District Council by the Developers. JH suggested an alternative arrangement whereby the Parish Council act as signatories for the S106 agreement so the monies can be paid direct to the PC. This would enable the PC to determine how the money is spent so long as it was in accordance with the agreement.

Following discussion it was agreed the Clerk would write to John Hill confirming that the Parish Council did not wish to become signatories to the S106 agreement in order to receive direct payment but would be looking at the CIL 123 list in the near future.

There was also some discussion on the possibility of using current S106 monies and Clerk was asked to follow up on this with Emma Grima.

JC proposed motion to allow consideration of the below planning application in order to meet close date for comment. All agreed.

1581. 7 Rogers Road – erection of single storey porch to front of property – Ref: 14/01054/FUL: No objections or comments.

1582. Clerk's Report:
No additional items.

1583. Parish Councillors' Reports:

LHMI Panel Meeting: GW confirmed that he attended the meeting as representative for the Parish Council and read out his presentation in support of traffic calming measures on Mill Hill. It may be early in the New Year before any decision is made. *Everyone thanked GW for attending the meeting.*

Noticeboard: SKP reported that this was in a bad state of repair and a new one was needed.

Flytipping: JC reported fly-tipping on Headlake Drove.

Meeting closed at 9.00pm

1584. Open Question Time:

Road names for development on Rogers Road were discussed. AA offered to take up on PC's behalf.