

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

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

1558. In Attendance:

CCC – Cllr David Brown
CCC – Cllr Allen Alderson
Karen King - Clerk

1559. Apologies for Absence:

None

1560. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: David declared an interest for item 8 of the agenda (Min.ref.1567)

1561. Public Participation:

No items raised.

1562. Approve and Sign Minutes of Parish Council Meeting – 11th September 2014:

The minutes were agreed and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Peter Hart. Agreed unanimously.*

1563. Reports:

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

Allocation of 5million for the expansion of Burwell Village College.

There followed discussion on the additional houses proposed for Burwell and the impact on local schools and infrastructure in Burwell and surrounding villages.

AA confirmed that the housing development proposed for Ness Road, Burwell would not be going ahead.

DB confirmed that any traffic analysis would include surrounding villages.

DB said the expansion to BVC would take some of the pressure off SP School but there will always be parental choice.

News received that Eric Pickles MP will not be calling in the planning permission for the Ely Southern By-Pass, meaning the planning permission is granted and we can now get on with tendering for the construction of it.

GW commented that it was good news about Ely By-Pass.

ECDC Matters: *Cllr Allen Alderson reported to the meeting.*

'Green Flag Award': AA explained the assessment criteria for this award as requested at a previous meeting.

Recycling and Waste Management: The District's recycling has increased from 34% two years ago to a projected rate of 54% this year.

GW commented that report was too much about Ely.

1564. Matters Arising from Previous Minutes (for information only):

Min.ref.1538: Clerk' contract: Signed by Clerk and Chairman.

Min.ref.1555: Website: SKP confirmed website now available hosted by RaSP. He and Paul Catling (RaSP member) had access. Clerk to decide what goes on it. SKP suggested a contribution of £100 to RaSP's running costs – *refer to min.ref.1568.*

1565. Correspondence for Circulation/Consideration (Appendix 1):

CCC - *Commissioners Drain 1: Bridge replacement - Advance works warning.* Noted
 CCC - *Networking Meetings Regarding Parish Paths East Area.* PH & Clerk to attend.

CCC - *Highway Drop-in Session - Monday 17th November 2014.* Noted.

ECDC - *Local plan consultation – close date for responses 22/10/14.* GW noted this was only site specific for Soham.

ECDC - *East Cambs Pilot Parish Conference.* Discussion concluded that any future Parish Conferences were unlikely to be of use to SP Parish although it was suggested that if no-one attended how can this be said.

ECDC - *Potential free IT support for residents.* To be added to website.

ECDC - *Development of 20 dwellings at Rogers Road, Swaffham Prior – street names put forward by ECDC were St Mary's Grove & Orchard Lane.* Following discussion, alternatives names were suggested – Witt Walk, Woollard Way, Sidney Foster Way.

ECDC – approval of tree works at The Croft, 15 Cage Hill. Noted.

ECDC – approval of tree works at 32 Cage Hill. Noted.

ECDC – Planning permission for 26 Green Head Road.

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

1566. Planning – Red Hill Farm, Cambridge Road, Stretham, Ely – erection of 2 wind turbines, hub height of 75m with height to blade tip of 102m, concrete pads for crane use and small sub station. Ref: 14/1007/ESF. No comments or objections.

Cllr David Brown left meeting at 8.10pm.

The meeting was adjourned at 8.15pm to allow members of the public to speak on next agenda item.

Emma Fletcher outlined to the meeting how the Community Land Trust would run and explained the management and allocation procedures for the proposed 8 affordable homes as part of the Rogers Road development.

Emma also circulated a detailed statement showing how CIL and S106 funding attributed to the Rogers Road development might be spent.

There followed discussion on the above before the meeting reconvened at 8.40pm.

1567. Update on Community Land Trust and Development at Lower End/Rogers Road including:

-*Clarification of Parish Council's involvement with CLT:* Parish Council shall have no direct involvement with CLT. *Proposed: Steve Kent-Phillips. Seconded: Geoffrey Woollard. Unanimously agreed.*

- *Clarification of Clerk's role as Parish Council representative on CLT:* Parish Clerk shall attend as representative of the Parish Council and shall report back as and when needed to the PC. Whilst carrying out duties, Clerk will be remunerated by PC at normal salary rate. *Proposed: Peter Hart. Seconded: Steve Kent-Phillips. Agreed with one abstention (GW).*

- *Discussion on Allocation of Section 106 Monies from Proposed Development:*

The detail of the summary provided by Emma Fletcher was discussed and councillors were concerned in particular about the allocation of CIL & S106 monies.

Section 106: An approximate sum of £37,000 was to be paid by the Developers direct to ECDC and this money would be spent at District level and not at local level.

Community Infrastructure Levy: It noted that the Parish would only receive 15% from the CIL money collected from the Developers of the site and possibly in two phases

with the money having to be spent within 5 years. The remaining 85% was to sit with ECDC and used for projects listed on the CIL 1.2.3. list such as Soham Station, Littleport Secondary School and new Leisure Centre for Ely. It was agreed that none of these priorities were of benefit to the village of Swaffham Prior. Local priorities such as the need for a new roof for the School and traffic calming measures for Mill Hill were highlighted as additional items for the 1.2.3.

It was agreed the Clerk would write to John Hill, Chief Executive of ECDC as a matter of urgency and request that both CIL and S106 monies are used for priorities within the village. Councillors asked Emma Fletcher to write a supporting letter. Cllr Alderson was also asked to challenge ECDC's priorities for the 1.2.3. list.

Proposed: Paul Latchford. Seconded: Steve Kent-Phillips. Unanimously agreed.

1568. Parish Council Website – donation to RaSP:

A donation of £100 was agreed. *Proposed: Steve Kent-Phillips. Seconded: Geoffrey Woollard. Unanimously agreed.*

1569. Update on Local Highway Improvement Initiative 2015/16:

The Clerk reported on email received from Cambridgeshire Constabulary Traffic Management Officer giving comments on the proposals for traffic calming measures on Mill Hill. There followed some discussion on the possibility of using some of the CIL funding. GW confirmed that he would attend the panel meeting to support of the PC's application.

JC adjourned the meeting to allow members of the public to comment. The meeting reconvened at 9.05pm

The Clerk was asked to forward the comments from Traffic Management Officer to CCC as part of LHMI bid.

1570. Grant of Exclusive Right of Burial:

Short - plot 818, grant 145. This was agreed. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. All agreed.*

1571. Replacement of Noticeboard outside Village Hall:

Carried forward to next meeting.

1572: Accounts for payment included:

a) Karen King – <i>Clerk's salary</i>	£ 288-00
b) Inland Revenue – <i>Clerk's tax</i>	£ 72-00
c) PKF LittleJohn – <i>External Auditor fees</i>	£ 120-00
d) CGM Landscapes – <i>grasscutting services</i>	£ 654-72
e) Simon King – <i>painting of playground equipment</i>	£ 395-00
f) RaSP – donation	£ 100-00
g) Viking – computer supplies	£ 53-35
	<u>Total: £1,683-07</u>

Payment of the above invoices agreed. *Proposed: Steve Kent-Phillips. Seconded: Sandra Gynn. All agreed.*

Transfer of £1,500. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. All agreed.*

Receipts:

ECDC - <i>1/2-year Precept payment</i>	£7,512-00
Ivett & Reed – <i>memorial-Short</i>	£ 26-00
Mrs S Short – <i>cremation plot (double fees)</i>	£ 52-00
Mrs S Short – <i>memorial fees</i>	£ 26-00
Southgates F.S. – <i>cremation plot-Krucjeiki</i>	£ 26-00
<u>Total:</u>	<u>£7,642-00</u>

1573. Clerk's Report:

Privet hedge-School: Email received from School Office asking who owns/has responsibility for the hedge on boundary with Village Hall. PL to speak with VHMC at their next meeting and report back to PC. **Action: PL**

Play Area: Scouts to paint fencing as community project.

Annual Audit: Signed-off Audit Return received from external auditors.

1574. Parish Councillors' Reports:

Wicken Fen Community Liaison Forum: GW reported to the meeting noting discrepancies between two sets of minute notes.

Wall at junction of Station Road/High Street: DA reported on the condition of the School wall and the way people parked causing a safety hazard at this junction.

Hedge – Church boundary: AC confirmed this had been cut back.

Accounts: SKP confirmed audit of accounts for Q2 carried out and all balanced.

Meeting closed at 9.25pm

1575. Open Question Time:

David Greenfield thanked the Chair and Parish Councillors for adjourning the meeting to allow discussion.

Appendix 1 – Correspondence Received: (August/September)**CCC**

Adam Cobb - Commissioners Drain 1: Bridge replacement - Advance works warning

CST - Networking Meetings Regarding Parish Paths East Area

Jason Tyrrell - Highway Drop-in Session

Gayathirry Krishnamoorthy – guidelines for flooding

ECDC

Lynne Smart – Chairman's Weekly Highlights

Local plan consultation

Julie Cornwell - East Cambs Pilot Parish Conference

Julie Cornwell - Potential free IT support for residents

Jason Littleboy - Development of 20 dwellings at Rogers Road, Swaffham Prior – street naming

Cathy White – approval of tree works at 32 Cage Hill

Cathy White – approval of tree works at The Croft, 15 Cage Hill

Joan Cox – IER poster

Planning

Planning application – Red Hill Farm, Cambridge Road, Stretham – erection of 2 wind turbines, hub height of 75 metres with height to blade tip of 102 meters, concrete pads for crane use and small sub station. Ref: 14/01007/ESF

Planning permission – 26 Green Head Road

General

SP School – query re hedge on boundary with Village Hall

Lois Baker – CLF agenda

Suffolk ACRE – confirmation of insurance cover

PFK LittleJohn – signed off audit return

Derek Crosby – LHI bid