

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 13th November 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 6 members of the public.

1585. In Attendance:

CCC – Cllr David Brown
Karen King - Clerk

1586. Apologies for Absence:

ECDC – Cllr Allen Alderson

1587. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.

1588. Public Participation:

Allocation of S106/CIL Monies:* Roz Chalmers and Charlotte Cane addressed the meeting on behalf of the School. As requested by members of the Parish Council at their October meeting, Roz outlined costs for the replacement of the mobile classroom and reiterated the need for this. There followed discussion and it was concluded that a new mobile classroom for the school should be considered as a priority but it was recognised that any monies available would not cover the full cost.

1589. Approve and Sign Minutes of Parish Council Meeting – 9th October 2014:

The minutes were agreed and signed as a correct record. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. Agreed unanimously.*

The Clerk omitted to add to the agenda approval of the minutes for extraordinary meeting held on the 23rd October 2014. The Chair proposed that these minutes be considered. All agreed.

1590. Approve and Sign Minutes of Parish Council Extraordinary Meeting–23rd October 2014:

The minutes were agreed and signed as a correct record. *Proposed: Steve Kent-Phillips. Seconded: Geoffrey Woollard. Agreed unanimously.*

1591. Reports:

CCC Matters: *Cllr David Brown reported to the meeting.*
Copy of report circulated.

ECDC Matters: There was no ECDC report.

1592. Matters Arising from Previous Minutes (for information only):

Parish Council Website (www.swaffham-prior.co.uk/pc/): A new page to be created for the Community Land Trust.

Min.ref.1565 - Road Names-Rogers Road Development: Suggested names were submitted to ECDC and they advised the following:

- Witt Walk – ‘Walk’ not an ideal suffix in this instance.
- Sidney Foster Road – unable to use first and surnames in a street name, could be ‘Foster’ but not ‘Sidney Foster’. Again, would avoid ‘Road’ as is not a good description.

There was further discussion and the Clerk was to ask ECDC to provide a copy of their criteria for street naming.

Min.ref.1580 - CIL/S106 payments: Clerk confirmed to John Hill, Chief Executive of ECDC that the Parish Council did not wish to receive S106 monies direct but would liaise with ECDC at the time of allocation.

Min.ref.1573 - Overgrown hedges, Village Hall/School boundary: Paul Latchford was unable to attend the last VHMC meeting but said he would follow up and clarify responsibility for cutting back hedges, etc., on boundary.

1593. Correspondence for Circulation/Consideration (Appendix 1):

CCC – Street Lighting Energy 1/10/13 - 30/9/14. *CCC to continue to pay energy bills for street lighting in village and invoice the Parish Council on an annual basis.*

CCC – Cambridgeshire Electoral Review – *Details of consultation inviting proposals for a new pattern of electoral divisions for Cambridgeshire. Consultation ends on the 19th January 2015 –following discussion, it was considered that this would not affect the Parish of Swaffham Prior.*

ECDC – Restructuring of Management and Departments of East Cambridgeshire. District Council. *Details of restructure following review.* Noted.

ECDC – North Ely Park Consultation 6/11 – 28/11/14. *Noted.*

ECDC – Anti Social Behaviour Crime and Policing Act 2014 – *Briefing Pack for New Powers from 20th October 2014.* Noted.

The Chairman adjourned the meeting at 8.05pm to allow members of the public to speak on the following agenda item. The meeting reconvened at 8.55pm.

1594. Local Highway Improvement Initiative 2015/16–Traffic Calming Measures for Mill Hill:

Letters were received from Jonathan Cook and Paul Abbott expressing concern about the lack of consultation with Mill Hill residents on the Parish Council's preference for a roundabout at the top of Cage Hill as part of an application to CCC for funding. Councillors considered the comments made during the adjournment and following further discussion agreed the following:

- Clarification of criteria for road narrowing.
- Waiting until the outcome of PC's application was known before having further discussion on what can be achieved.
- Commitment to consult with residents before taking any further action.

Cllr David Brown and some of the members of the public left the meeting at 9.05pm.

1595. Replacement of Noticeboard outside Village Hall:

Clerk asked for assistance to measure the current noticeboard. AC said he would help. This was carried forward to next meeting.

1596. Consideration of Draft Budget/Precept for 2015-16:

SKP reported to the meeting and circulated copies of budget summary confirming budget for 2014/15 was correct to a variance of £17.

Following consideration a draft precept figure of £14,500 for 2015/16 was agreed for final approval at January 2015 meeting. *Proposed: Geoffrey Woollard. Seconded: Steve Kent-Phillips. Unanimously agreed.*

SKP confirmed this was the 9th year the Precept figure had remained the same with no increase.

1597: 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) CCC – <i>Street lighting energy (1/10/13-30/9/14)</i>	£ 421-92
d) CCC – <i>Contribution to LHI (passing place, Station Road)</i>	£ 539-85
e) VHMC – <i>hire of meeting room</i>	£ 163-50
f) CGM Landscapes – <i>grass cutting</i>	£ 347-04
g) Mrs S Short – <i>refund of cemetery fees charged in error</i>	£ 26-00
	<u>Total: £1,858-31</u>

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

Transfer of £2,000. *Proposed: Steve Kent-Phillips. Seconded: Peter Hart. All agreed.*

Receipts:

None.

1598. Clerk's Report:

Storage of planning applications: The Clerk told the meeting details of all planning applications since 1983 had been logged on a spreadsheet. The paper copies were taking up considered storage space and having confirmed with ECDC Planning, the majority could now be destroyed. *Clerk was asked to circulate log for councillors to review. Clerk requested that alternative storage space be found for any historic applications retained.*

1599. Parish Councillors' Reports:

Grass Cutting: Andrew Camps reported a complaint received about the speed at which the contractors were cutting the grass. *Clerk to follow up.*

Fly-tipping: John Covill confirmed the removal of fly-tipping in Prior Fen.

Fen Roads: Geoffrey Woollard commented on the state of the road at Great Drove and was to follow-up with Cllr David Brown.

Meeting closed at 9.20pm

1600. Open Question Time:

Further discussion on traffic calming measures, Mill Hill.

Alastair Everitt told the meeting that the 'High Street' sign outside the village was broken. *Steve Kent-Phillips said he would report this.*

Appendix 1 – Correspondence Received:**CCC**

Karen Champion - Byway Route parallel to the A14 road, Swaffham Bullbeck Byway 9, Swaffham Prior

Cllr David Brown – monthly report

Heather Fuller - Cambridgeshire electoral review

Dawn Cave – Electoral Review of Cambridgeshire: Meetings for Parish and Town Councils

Jason Tyrrell – Moving on

ECDC

Lynne Smart – Chairman's Weekly Highlights

Lynne Smart - Restructuring of Management and Departments at ECDC

John Hill, Chief Executive - RE: Community Infrastructure Levy (CIL) and s106 payments 20 houses at Rogers Road

Sally Bonnett - Byway Route parallel to the A14 road, Swaffham Bullbeck Byway 9, Swaffham Prior

Nick Ball - Anti Social Behaviour Crime and Policing Act 2014
Infrastructure and Economic Development Team - growth delivery newsletter
Emma Grima – CIL Guidance Notes/Monitoring Report
Cathy White – approval of treeworks at Goodwin Manor, 1 Station Road.

General

Susan Bailey (Clerk to Reach PC) – Barston Drove, Reach/Swaffham Prior
St Edmundsbury/Forest Heath District Councils – Consultation by Joint Forest Heath and St
Edmundsbury Development Management
Lois Baker, National Trust – minutes of CLF meeting
Sir Michael Marshall – copy letter to John Hill re CIL and S106 Payments
Lesley Goad - Follow-up from Stop Stretham Wind Farm Action Group Chairman
Jonathan Cook – Mill Hill Traffic Calming
Paul Abbott – Mill Hill Traffic Calming
The Local Government Boundary Commission – Electoral Review of Cambridgeshire