

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 11th June 2015 at 7.30pm Village Hall.**

Present: Mr P Hart-Vice-Chairman(PH), Mr David Almond(DA), Mr Andrew Camps(AC), Mrs Sandra Gynn(SG), Mark Lewinski(ML), Mr Paul Latchford(PL), Mr Steve Kent-Phillips(SKP) & Mr David Greenfield(DW) plus 2 members of the public.

1716. In Attendance:

Paul Catling – Clerk

1717. Apologies for Absence:

Mr John Covill-Chairman

The Vice Chairman took the meeting.

1718. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None

1719. Public Participation:

No items raised.

1720. Approve and Sign Minutes of Annual Parish Council Meeting – 14th May 2015:

The corrected minutes were agreed and signed as a correct record. *Proposed: Paul Latchford. Seconded: David Greenfield. Unanimously agreed.*

1721. Approve and Sign Minutes of Parish Council Meeting – 14th May 2015:

The corrected minutes were agreed and signed as a correct record. *Proposed: David Greenfield. Seconded: David Almond. Unanimously agreed.*

1722. Reports:

CCC Matters: *Cllr David Brown's report had not been received.*

ECDC Matters: *Cllr Allen Alderson's report had not been received.*

1723. Matters Arising from Previous Minutes (for information only):

Min.ref.1710: It was proposed to move the reviews to the August meeting.

Min.ref.1714: DG asked about the hedges: The Clerk reported no reply had been received regarding Adams Road and that the resident would be contacted regarding the path leading from Cage Hill.

PL had additional information on a system which supports the Localism Agenda and allows match funding with CCC and could fund resurfacing paths for example. He presented a list of possible projects.

Min.ref.1708: Improvements to Footpath in Churchyard The Clerk agreed to chase Spencer Clark by email for an update.

1724. Correspondence for Circulation/Consideration:

ECDC: Parish Council CIL Workshop: no interest.

Local Government Boundary Commission: Draft Recommendations: no interest.

Cambridgeshire ACRE: Invite "Myth Buster Tour": noted.

Swaffham Prior School Governors: email from Charlotte Cane.: All agreed that this was good news. PL asked why CCC had now accepted responsibility. It was noted that it was (mostly) the situation with ECDC having to confirm that they would not fund it.

1725. Consideration of Planning application Goodwin Manor.:

It was agreed to consider all 4 applications received.

1726. Goodwin Manor 1 Station Road, The installation of front gates to the existing driveway to station road. Reference:15/00473/FUL.
There were no comment and no objections. *Proposed: Paul Latchford. Seconded: David Greedfield.*
1727. Goodwin Manor 1 Station Road, Single storey, utility room extension. Replacement patio and path paving. Reference:15/00632/FUL.
There were no comment and no objections. *Proposed: Paul Latchford. Seconded: Steve Kent-Phillips.*
1728. Goodwin Manor 1 Station Road, Single storey, utility room extension. Replacement patio and path paving. Reference:15/00633/LBC.
There were no comment and no objections. *Proposed: Paul Latchford. Seconded: Steve Kent-Phillips.*
1729. 10 Station Road, Proposed single storey rear extension to existing annexe. Reference 15/00638/FUL.
There were no comment and no objections. *Proposed: Steve Kent-Phillips. Seconded: Paul Latchford.*
All unanimously agreed.

1730. Village Sign

Steve Kent-Phillips had had a report from a resident regarding the poor state of the sign. The post and plinth seem in good condition with the exception of the paintwork. It was proposed to just repaint the post and consider the options for the sign itself. ML asked why “knotting” had not been used on the post. SKP pointed out that there was a separate fund (more than £1000) retained for such repairs in a separate account and proposed getting quotes for the plinth. Three options were proposed for dealing with the sign:

1. Just remove paint.
2. Take down, store in the Pound then replace with a new sign by getting ideas from the village. A competition in the Crier was suggested to get ideas for the replacement.
3. Attempt a repair.

Peter Hart closed the meeting at 20:12 for consultation with the public. Resumed at 20:15.

DA suggested getting some expert advice, ML agreed, especially as it was painted with acrylic. *Paul Latchford proposed* that taking it down was part of all options, that that should be done and then a decision could be made as to the final course of action. SKP offered to get quotes. It was decided to take the sign down and seek advice. *Proposed: Paul Latchford. Seconded: Mark Lewinski. Unanimously agreed.*

1731. Street Lighting:

Confirmation of CCC/Parish owned Street Lighting Units and Payment of Outstanding Invoice to Balfour Beatty:

It was proposed that the invoice from Balfour Beatty should not be paid until the ownership of the 4 street lights is confirmed in writing.

Damaged street light in Fairview Grove:

Paul Latchford presented the reports on the damaged lights. There was a discussion about how many lights had defects. Quotes had been presented by 2 companies. It was agreed that it would be better to replace both lights in Fairview Grove as one is damaged and the other an old style concrete post and that they should both be LED.

It was proposed that PL should proceed with the best offer from the 2 companies and get the best LED light replacement inside the allowed repair timescale for both Fairview Grove lamps. *Proposed: David Almond. Seconded: David Greenfield. Unanimously agreed. Paul Latchford further proposed that he invites a further company to quote if one of the others fails. Steve Kent-Phillips seconded and Unanimously agreed.*

SKP asked if Balfour Beatty, who provide the maintainance, need to be informed.

1732. CAPALC Membership:

It was agreed that the additional cost over and above SLCC membership, could not be justified. It was agreed not to join, *Proposed: Paul Latchford. Seconded: Steve Kent-Phillips. Unanimously agreed.*

1733. Electronic Communication:

It was agreed to adopt email / electronic for all communications, where practical, for members that have accepted this method in writing. Amandments to the standing orders and members' acceptance form to be prepared for the August meeting. *Proposed: Steve Kent-Phillips. Seconded: Paul Latchford. Unanimously agreed.*
David Almond further proposed that printed material should be provided at meetings, Seconded: Mark Lewinski. Unanimously agreed.

1734. Accounts for payment included:

a.	Paul Catling – Clerk’s salary	£ 338.40
b.	Karen King – Clerk’s salary	£ 480.00
c.	Karen King – Clerk’s expenses	£11.00
d.	Karen King – Clerk’s annual allowance (1/2 year)	£50.00
e.	Karen King – Clerk’s expenses (mileage)	£11.25
f.	Inland Revenue – Clerk’s tax	£ 204.60
g.	Steve Kent-Phillips (Amazon – play area hinges)	£ 12.75
h.	Balfour Beatty – streetlighting maintenance	£ 265.56*
i.	Electrical Testing Ltd - streetlighting maintenance	£ 420.00
j.	ECDC – Election administration	£ 100.00
k.	Safebox - paper shredding	£ 55.32
l.	CGM – grass cutting	£500.88
	Total:	£2,449.76

* Balfour Beatty not being paid until confirmation of ownership received.

Payment of the above invoices (excluding Balfour Beatty) agreed. *Proposed: Steve Kent-Phillips. Seconded: Paul Latchford. Unanimously agreed.*

Transfer of £2000. *Proposed: Steve Kent-Phillips. Seconded: David Greenfield. Unanimously agreed.*

Steve Kent-Phillips proposed an ex-gratia payment to Karen King for the 16 years of loyal service as the Parish Clerk. This was seconded by Paul Latchford Unanimously agreed.

1735. Clerk’s Reports:

ECDC email regarding the ownership of property where foliage had overgrown road signs on Great Drove and Prior Fen. It was suggested that John Covill would be the best to consult. It was also agreed that The Clerk should contact CGM to attend to the *Village Hall drive overgrown foliage* once and then review additional work. The Clerk read a letter from a resident regarding the state of the footpath leading from the Village Hall. PH agreed to investigate. The Clerk read thank you letters from Karen King and Eric Day. The Clerk reported an email from Matthew Pickering (Project Manager, Local Projects, Cambridgeshire County Council) regarding - *CCC Mill Hill Traffic Calming* – who could not get to the AVA but offered to come to a future meeting. It was decided to assess what SIL money could be used for and when it would be available and discuss the traffic calming options at a future meeting. Steve

Kent-Phillips agreed to meet the *Community Payback Probation* representative to do a site survey for work they had offered to do *clearing foliage and litter in the cemetery* and possible other work in the village.

David Almond proposed an agenda item at the next meeting to discuss what can be done with SIL money. DG asked if we need to apply for the money and DA asked if we can include OpenSpaces in SIL spending.

It was suggested that *Community Payback Probation* could also be used on the Coopers Green to the Pound path, sprouting trees in the paly area and around the Village Hall. Steve Kent-Phillips also offered to investigate CAMRA's – nominating the Red Lion as an Asset of Community Value (ACV) to prevent change of use.

1736. Parish Councillors' Reports:

SG mentioned the on-going problem of the High Street sewers being blocked had occurred again and that she had spoken to Anglian Water, who had inspected them. They said that the sewers are old, not just blocked and that the problem was caused not only by High Street users but also Cage Hill's sewer which fed into the High Street sewer. Anglian Water had sent in Dyno-Rod. It was agreed that The Clerk should register concern of the Council.

PL mentioned the *closure of the public footpath on the Dyke*. Peter Hart said that he would email his paths contact. PL pointed out the Jockey Club had proposed this closure without consultation with the Parish Council and that it is in our parish on the parish boarder. ML pointed out that the Jockey Club would just refer us to whoever had requested the closure.

DG asked if anyone knew that you could "Champ" in St Cyriac's church for £45. Peter Hart asked in The Clerk could inspect the paths from Cooper's Green towards Reach for overgrown foliage. Paul Latchford asked if anyone had seen the Flag on the church in the week.

Meeting closed at 21:46

1737. Open Question Time:

Alastair Everitt suggested that the Mill Hill issues do need a village meeting. He also asked if the PC records were to be archived by ECDC, would someone have access to them before. SKP said that anyone has access via the The Clerk. The Heritage Walk would have to use a different route due to overgrown paths. He also asked who was in charge of hedges on the paths – PL said it is the landowner. Alastair Everitt asked about the surface at the kissing-gate, in this case, the conclusion was the council.

Alastair Everitt was surprised about fat and grease being put in drains as modern food is less greasy and fatty. Alastair Everitt also commented on Paul Latchford's points on the path closed over the Devils Dyke during concerts. Mark Lewinski pointed out it is people trying to get a free concert. Alastair Everitt also commented on Champing and how popular it has become.

Sewers were raised again and that they may be old but 45 is not old.

Michael Limb congratulated Paul Latchford on flag raising, said that CCC or PC should be consulted on closing the Dyke and added that it looked like the PC would be getting sums of money from SIL and that the we should be sure that the village was getting what they wanted including relevant traffic calming on Mill Hill. He also pointed out that at the previous meeting he had welcomed **both** David Greenfield **and** Mark Lewinski.

All done at 21:52.

Appendix 1 – Correspondence Received:

CCC

Cllr David Brown – monthly report – *email circulated*

Local Boundary Commission – a consultation on the draft recommendations on electoral arrangements for CCC.

Swaffham Prior Primary School Fabric Update, funding agreement (from Charlotte Cane).

Mathew Pickering – offer to come and discuss Traffic Calming on Mill Hill (he could not get to the AVA).

ECDC

ECDC: Parish Council CIL Workshop.

Planning

Goodwin Manor – planning permission.

General

The Voluntary Network – asking for support for Dial a Ride services (Forest Heath and East Cambs.)

Each (East Anglia's Children's Hospices) – asking for support (donations) to help them with supporting children and young people with life threatening illnesses.

Community Payback Probation - (via voice mail) Rob Schofield offering to help with clearing paths, tidying the cemetery.

Late

SmithsonHill: Swaffham Prior SIL, Emma Fletcher asking about proposals for uses for SIL and Open Spaces money.

CAMRA – nominating the Red Lion as an Asset of Community Value (ACV) to prevent change of use.