

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 10th December 2015 at 7.30pm Village Hall.**

Present: Mr John Covill – Chairman(JC), Mr P Hart-Vice-Chairman(PH), Mr Andrew Camps(AC), Mr David Almond(DA), Mr David Greenfield(DG), Mrs Sandra Gynn(SG) & Mr Steve Kent-Phillips(SKP). There were 8 members of the public in attendance.

1836. In Attendance:

ECDC – Cllr Allen Alderson
Paul Catling – Clerk

1837. Apologies for Absence:

Cllr David Brown, Mark Lewinski, Paul Latchford

1838. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.

1839. Public Participation:

There was a good deal of discussion regarding the Station Road parking restrictions including: **Charlotte Cane** representing the school governors reported on progress and said that they had had Cllr David Brown's correspondence. **Andrew Grant** represented a number of options and pointed out that a possible issue may be an Office for Standards in Education inspection and that the PC had discussed the problem before (and presented a copy of the meeting notes for the Crier September 2006) where CCC Highways had agreed to a paved edge, extending yellow lines and re-painting white lines. **Tom Wood** (Chair of Premises Committee Swaffham Prior school) presented the results of their various meetings and a diagram of a proposal for parking spaces and yellow lines. Other options were discussed including different ways into the school, using the Village Hall card park, double yellow lines, weight restrictions and no waiting periods. **Martin Mead** presented his costings for widening the Village Hall entrance to make the car park a more viable option. He pointed out that the Village Hall car park can take 32 cars. PH pointed out that to discuss the options we needed the proposal from CCC Highways. DG proposed thanks to Martin Mead for his work on the costings. It was noted that the PC were still waiting for Mr Rigney's report. Andrew Grant said that **James Rigney** will present a planning proposal from CCC for the PC to discuss.

1840. Approve and Sign Minutes of Parish Council Meeting – 12th November 2015:

SKP noted and DA asked about Mark Lewinski, saying that we would like him to contribute but to do so he had to be at meetings. DG noted a missing decision, ref 1834, regarding notification of planning applications. The corrected minutes were agreed and the corrected copy would be signed at the next meeting as a correct record.
Proposed: Peter Hart, Seconded: David Greenfield, Unanimously agreed.

1841. Reports:

CCC Matters: Cllr David Brown was unable to attend the meeting.

ECDC Matters: Cllr Allen Alderson reported to the meeting including how well ECDC were doing on recycling. For 2014/15 ECDC had achieved the 3rd largest increase in performance; up 11.2% to 56.6% making the council 26th out of 320 councils. In 2012/13 ECDC was 257th. He is keen to see us reach 60%.

1842. Matters Arising from Previous Minutes (for information only):

Min.ref.1822: Grass cutting; were there any more cuts to go? The Clerk agreed to ask. DA suggested Cage Hill required a final winter cut. PH reported that the path into

Cage Hill was now clear. DG asked about the waste sacks around the Village Sign. It was noted that they were due for collection and were the fine work of PoP.

1843. Correspondence for Circulation/Consideration:

CCC: Community transport provision in East Cambridgeshire

ECDC: Local Boundary Commission – draft recommendations – request for comment by 11 Jan.

ECDC: Community Facilities Audit.

ECDC: Litter and Dog bins audit.

General: CAS Confirmation of insurance cover.

General: Turner Ltd – Gary Warren – email regarding parking in Station road.

General: Resident's email regarding Station Road parking.

All noted.

1844. Consideration of planning applications:

There were no applications for consideration.

1845. Station Road – consider parking restrictions:

See *Min.ref.1839*. It was decided to wait for the report and planning proposal from James Rigney.

1846. Ring Fence CIL Monies:

SKP suggested the money that had been paid in should be moved into the community savings account. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

1847. Street Lighting – Agree Contractor and action for Fairview Grove.

SKP noted that we had the quote from Balfour Beatty and we could use Electrical Testing but they needed a certificate from CCC to work on CC land. The Clerk agreed to chase David Brown and Ben Jakes for certificate and update. It was suggested using ET in any case. *Proposed: Steve Kent-Phillips, Seconded: David Almond. Unanimously agreed.*

1848. Consider action regarding development in Newmarket Road Burwell.

AC pointed out this may mean more than 350 extra cars, John Covill mentioned the safety impact in Mill Hill. DA asked if the focus was on traffic. JC suggested it was. SKP asked if they had an environmental impact survey. DG suggested it would not change existing planning but we could expect their attention regarding Mill Hill. PH suggested asking what plans they had to mitigate the impact of extra traffic. The Clerk agreed to contact ECDC Highways. *Proposed: David Greenfield, Seconded: David Almond. Unanimously agreed.*

1849. Accounts for payment included:

a.	Paul Catling – Clerk's salary	£ 176.50
b.	Inland Revenue – Clerk's tax	£ 44.00
c.	Paul Catling – Clerk's out of pocket expenses	£ 100.00
d.	John Covill – Chairman's honorarium	£ 40.00
e.	CGM – grass cutting	£ 194.64
f.	Viking – stationery	£ 67.79
g.	ETS – cemetery work	£ 654.00*

With the exception of ETS* (as the work was not yet completed)

Proposed: Peter Hart, Seconded: Paul Latchford. Unanimously agreed.

Transfer of £750. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

Steve Kent-Phillips proposed the precept budget for the coming year of £14500, Seconded: David Almond. Unanimously agreed.

1850. Clerk's Report:

The Clerk had been contacted by a resident regarding the overgrown hedge on Mill Hill near the windmill. The cheque for PoP would be presented to Janet Willmott with thanks for the work that PoP were doing.

1851. Parish Councillors' Reports:

PH reported the new posts down on Mill Hill. SKP said he got the email whilst he was in the USA and that replacement posts were now going to be the springy kind not the oak type that were there (or not) now. He also reported that the new notice board would be looked at by the **Cambridge Pine & Oak** as it had become difficult to open. AC said that ETS had made a start but have more to do in the cemetery. We may have to put up notices to ask people to remove their plastic bottles from the cemetery as well as glass, which they should take home. SKP proposed turning off the cemetery water tap for winter, *unanimously agreed.*

Meeting closed at 21:05

1852. Open Question Time:

Peter Rand reported on progress with the village sign. SKP pointed out that Elston Decorators had been commissioned to remove, replace and refurbish the post and could also provide materials, if required. PR agreed to keep records of his expenses but did not expect materials to be more than £200. Alastair Everitt noted that Mr Rigney may be the correct contact regarding the Burwell traffic concerns.

Business finished at 21:23

Appendix 1 – Correspondence Received:

CCC

Community transport provision in East Cambridgeshire - email

ECDC

Local Boundary Commission – draft recommendations – request for comment by 11 Jan.

Community Facilities Audit

Litter and Dog bins audit

General

CAS Confirmation of insurance cover.

Turner Ltd – Gary Warren – email regarding parking in Station road. - email

Resident's email regarding Station Road parking. – email

Resident's email regarding use of Village Hall car park / Station Road parking. – email

Letter from Swaffham Prior School regarding Station Road parking (now with diagram) - email

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