

**Minutes of Swaffham Prior Parish Council Meeting held on  
Thursday, 10<sup>th</sup> March 2016 at 7.30pm Village Hall.**

Present: Mr John Covill – Chairman(JC), Mr P Hart-Vice-Chairman(PH), Sandra Gynn(SG), Mr David Greenfield(DG), Mr Paul Latchford(PL) & Mr Steve Kent-Phillips(SKP), Mr Mark Lewinski(ML). Mr Andrew Camps(AC). There were 18 members of the public in attendance with Peter Jeffery from JLL and James Brownsdon regarding the proposed development on Mill Hill.

The start of the meeting was delayed to allow a presentation by JLL and the owner of the land regarding the proposed development on Mill Hill.

1888. In Attendance:  
ECDC – Cllr Allen Alderson  
Paul Catling – Clerk
1889. Apologies for Absence:  
CCC – Cllr David Brown, David Almond.
1890. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.
1891. Public Participation: None
1892. Approve and Sign Minutes of Parish Council Meeting – 11<sup>th</sup> February 2016:  
The minutes were agreed and signed as a correct record. *Proposed: Peter Hart, Seconded: Steve Kent-Phillips, Unanimously agreed.*
1893. Reports:  
CCC Matters: Cllr David Brown's written report was read to the meeting by The Clerk.  
  
ECDC Matters: Cllr Allen Alderson reported to the meeting. ML asked about the Rural Grant awarded to ECDC by central government and if it was a balanced budget. AA said it was a balanced budget and given to small villages and equated to £2904 per parish, available for any provable needy cause. ML asked why, in times of cut backs, this money was being handed out. AA said he would report back after the meeting on the 15<sup>th</sup> March of the Commercial Services Committee, which he is on, who administer the fund.
1894. Matters Arising from Previous Minutes (for information only):  
*Min.ref.1878:* SKP agreed to add the archived documents receipt, recently provided in electronic form by The Clerk to the Web site. He also added that the Daffodil planting to celebrate the Queen's 90<sup>th</sup> Birthday celebrations would be added to list for consideration at the AVA.
1895. Correspondence for Circulation/Consideration:  
All correspondence was noted except:  
A request for financial assistance with the Queen's 90<sup>th</sup> Birthday celebrations. It was agreed to add an agenda item for the next meeting.  
CLT: one of the properties was unexpectedly available. AA asked if anyone had moved in yet, DG said not yet but there would be a 'photo opportunity soon, when they did.
1896. Consideration of planning applications:

42 Lower end – erection of one and a half storey dwelling plus associated works – 16/00213/OUT – no objections were proposed: *Proposed: Sandra Gynn, Seconded: Steve Kent-Phillips, Unanimously agreed.*

1 Orchard Close proposed loft conversion – 16/00014/FUL – no objections *Proposed: Sandra Gynn, Seconded: Steve Kent-Phillips, Unanimously agreed.*

1897. Station Road – consider parking restrictions:

It was agreed to escalate the chasing of James Rigney's response Via Cllr David Brown.

1898. CIL Monies:

SKP reported the results of the tennis court research. £28K to install and £18K over 10 years to maintain. The other projects were discussed including the Station Road path. It was agreed to put all projects forward to the village at the AVA except the tennis court as it was a large part of the budget, not as inclusive as the other options and had a high on-going cost. ML asked if Reach had access to more funds that Swaffham Prior, it was suggested that they had a tennis club to manage the facility and Reach Fair assisted greatly with funds. DG read out the final list and SKP agreed to publish. AA noted how successful the Swaffham Bulbeck outdoor table tennis table had been and PH asked for the list to be sent to the Crier as part of the AVA notice.

1899. Street Lighting – Agree Contractor and action for Fairview Grove.

PL said he had talked to someone at CCC regarding Balfour Beatty issuing a licence allowing Electrical Testing to work on the UK Power Net. ET had also said they will still honour the original quote and PL was hopeful of a resolution at the next meeting.

1900. Approval of New Play Area Gates.

SKP said that Borley Bothers' gates will meet the RoSPA criteria with the addition of a rubber door stop. It was agreed to go ahead with the work. *Proposed: Steve Kent-Phillips, Seconded: Paul Latchford. Unanimously agreed.*

1901. Discuss Action arising from Parish Conference held 18/02/2016 (Local Plan Review).

DG was present at the meeting on February 18 and reported to the meeting. The first round is in progress and involves proposals for additional housing and employment sites, changes to the development envelope and addition of open/green spaces within the plan. The district requirement for 2018 – 2036 is 12800 homes of which sites for 8000 have been identified, leaving a shortfall of 4000. Actually in 2014 – 2015 only 183 new homes were built. This lack of development has resulted in the current plan being questioned as in the case of the Government Inspector approving a development in Witchford, not in the plan and outside the Village Envelope. PL asked if sites were not being developed because the sites were not where development was wanted. PL suggested that it was possible for developers to hold back therefore getting behind and thus causing some developments to get through. DG said that some sites may be removed causing an even greater shortfall for needed sites. For this reason, we should respond to 3 of the 4 Consultation Documents/Forms B, C & D by March 24th. ECDC was considering the new plan around 4 development options 1) Proportionate Settlement Growth 2) Infrastructure & Accessibility Lead Growth 3) Prioritise Larger Settlements and 4) Prioritise Growth in Ely & Villages within 3 miles of Ely. DG explained that Swaffham Prior had been upgraded from a 'Small Village' to a 'Medium Village'. PH asked why the upgrade. DG said ECDC had a new policy for determining settlement, The Settlement Hierarchy and the Countryside Policy LP3 and based on certain criteria, over 600 residents and a primary school has resulted in this change for Swaffham Prior.

DG said that we need to respond and 3 of the forms were not too difficult, so they should be completed; Form A – The Structure of the Plan - any response could take weeks to prepare, Form B – involved suggestions for housing & employment sites, Form C – changes to the village envelope, Form D – proposed open/green spaces within the village. PL noted the village envelope relating to the planning application should be considered. DG suggested adding a comment to the Lower End planning application reply, suggesting the village envelope is straightened, to tie in with the application, DG agreed to complete Form C to this end. Form B would be completed to include the current Rogers Road and Heath Road (SWP1 & SWP2) sites and Form D with 4 green space proposals, one specifically to protect (unfettered) wind for the windmill and the sensitive visual edge status. ML asked if we could suggest any green spaces, the football pitch, Coopers Green and Town Close were proposed.

1902. Approval of Grant of Exclusive Right of Burial.

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

1903. Accounts for payment included:

a.	Paul Catling – <i>Clerk's salary</i>	£ 165.60
b.	Inland Revenue – <i>Clerk's tax</i>	£ 41.40
c.	CCC – Street Lighting Energy	£ 376.70
d.	ICO – data protection registration	£ 35.00
e.	Anglian Water – cemetery water Dec – Feb	£ 34.92
f.	ETS (cemetery tree works)	£ 654.00*

With the exception of ETS\* (as the work was not yet completed, it was agreed to ask for a credit note and cancel the original cheque)

*Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

Authorisation a transfer of £1000 *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

1904. Clerk's Report:

The Clerk reported a resident's concern about repeated dog mess (not removed by the owner) on Coopers Green that had stopped when a certain visiting dog and its owners had left the village but that the problem still did exist at a general but lesser level.

1905. Parish Councillors' Reports:

ML reported that the Village Hall Committee had heard about proposals to remove trees from the Hall front and drive (there were no current plans to do this). PL reported a miss-print in The Crier and that the next Flag to be raised will be for Empire Day not Commonwealth Day. JC said something nice about Barclays Bank.

*Meeting closed at 21:25*

1906. Open Question Time:

AE asked if Lucy Frazer was of any use regarding the A14 crisis. PL said no. PH Said that they were working at night. AE mentioned the AGM and the Gaye Bullied award. SG said that she would manage the nominations, so please send any to SG. PL asked why Burwell was not a town.

*Business finished at 21:30*

Appendix 1 – Correspondence Received:

As above. No other correspondence.

[Page intentionally left blank]