

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 14th April 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). There were 3 members of the public in attendance.

1907. In Attendance:

ECDC – Cllr David Brown
Paul Catling – Clerk

1908. Apologies for Absence:

CCC – Cllr Allen Alderson, David Almond. Andrew Camps

1909. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.

1910. Public Participation:

Peter Rand presented an update on the work to restore the village sign. The sign has suffered from water getting into the 3 wooded sections, which it seems (SKP pointed out) are railway sleepers. The water getting in and re-joining the 3 sections has caused progress to be slow. Epoxy will be used to cover the sign and photographs taken after the last restoration will be provided to maintain the original colour scheme. Rot has removed some detail which will require some work and the St Mary's tower will need replacing. SKP agreed to provide the 'photos and reported Elston Decorators were to start on the post in the near future. PH thanked Peter for rising to the greater challenge. Peter Rand asked if the Parish Council could address the problem of pot holes in the village hall driveway and car park. SKP said he would contact Martin Mead for a quotation.

1911. Approve and Sign Minutes of Parish Council Meeting – 10th March 2016:

David Greenfield's corrections to *Min. ref 1901* were agreed.

The corrected minutes were agreed to be signed as a correct record. *Proposed: Peter Hart, Seconded: Steve Kent-Phillips. Unanimously agreed.*

1912. Reports:

CCC Matters: Cllr David Brown reported to the meeting including: questions in meetings can now be addressed to anyone in the meeting, not just the chair. SG asked if there was any change in catchment areas for schools. DB said no change or any proposed. There was more discussion about catchment areas including ML asked about widening. SG asked about Bottisham being oversubscribed. DB said that they had been asking for expansion for some time. PL asked about the land transfer for a community hub in Sawston. DB reported the transfer was in fact an exchange of buildings allowing the build of the community hub but giving the College more relevant space. There was also a discussion regarding the Europe vote in or out message.

ECDC Matters: Cllr Allen Alderson had not presented a report.

1913. Matters Arising from Previous Minutes (for information only):

DG pointed out the reply regarding Station Road from James Rigney was effectively a suggestion of an installation of a Traffic Regulation Order in the form of double yellow lines in the vicinity of the junction. The email from JR was read to the meeting. As CCC could not fund a TRO, the PC, and / or third parties, possibly including

improvement grants could fund it. PL suggested circulating the emails for consideration as an agenda item at the next meeting.

DG reported completing the Local Plan Review forms from the Parish Conference held 18/02/2016. PL asked if that included the allotments. DG confirmed that it did not, the 4 sections went in as agreed.

PL asked DB if he had received any more on the Street Light situation, which he had not. PL agreed to continue chasing Balfour Beatty.

1914. Correspondence for Circulation/Consideration:

All correspondence was noted except:

ML asked if the Community Transport could help fund school transport as it seems Bottisham are proposing to charge. It was agreed it would only apply to existing transport schemes and the details had already been forwarded to the SP Community Car Scheme.

1915. Consideration of planning applications:

1 Orchard Close proposed loft conversion – 16/00014/FUL – no other objections were proposed to this amended application discussed at the March meeting.

1916. Queen's Birthday Party – consider support:

PH asked what size and level of support there was from the village. SG suggested Emma Fletcher had details in a file on her doorstep. PL asked when the Queen's real birthday was as a flag would be raised. SKP suggested £350 would cover insurance costs. *Proposed: David Greenfield, Seconded: Paul Latchford. Unanimously agreed.* It was also agreed to pay at this meeting if possible.

1917. Street Lighting – Agree Contractor and action for Fairview Grove.

PL said (as covered in matters arising) he would chase BB again!

1918. Approval to Ring fence CIL monies.

Steve Kent-Phillips proposed a transfer of £24 028.10 and payment into the ns&i account. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

1919. Councillor Vacancy.

SKP proposed a letter of thanks to David Almond and advertising the vacancy in the Crier. We need to allow 28 days' notice. There was a discussion about the process if more than 10 people applied. It was decided the rules only required a vote if 10 people asked for it. The PC would interview applicants and vote. SKP suggested the interviews and vote could therefore not happen before the June meeting. It was agreed to put notices on the notice board and Web site in addition to the Crier. The Clerk read an email from a resident expressing an interest.

1920. Review of The Clerk's Pay.

The Clerk's salary was discussed and agreed.

1921. Approval of additional Grave Stone.

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

1922. Approval of Grant of Exclusive Right of Burial.

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

1923. Accounts for payment included:

a.	Paul Catling – <i>Clerk's salary</i>	£ 180.00
b.	Inland Revenue – <i>Clerk's tax</i>	£ 45.10
c.	Village Hall AVA booking	£ 15.20
d.	SP Street Party	£ 350.00*

*As agreed above the Queen's Birthday Party support was also paid.

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

Authorisation a transfer of £500 *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

Receipts:

a.	ECDC CIL meaningful proportion 15%	£ 24028.10
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1924. Clerk's Report:

The Clerk reported a resident's concern about a car parked near the Mill Hill / Cage Hill junction. SKP had investigated, including with the Police and found, as it was legally parked, taxed and insured, not much could be done.

1925. Parish Councillors' Reports:

SKP and SG mentioned and there was some discussion regarding the cemetery tap being turned off. They reported that AC had turned it on but in needed a tap (you have to hit it) for it to work. SKP agreed to investigate. SG asked if only dog bins were available for dog owners to use or could they use ordinary bins. SKP suggested they could use ordinary bins. SKP reported on the moss situation on paths and that current work by ECDC would deal with moss and that their High-Ways on-line site had a moss spraying request facility. JC mentioned and ML reported on a pony tethered on a grass verge in the fen and that it was legally parked. JC suggested sometimes it was possible to report such things but the RSPCA will not act if it is healthy and looked after. JC reported the usual pot-holes and that Karen Champion (CCC Public Rights of Way Officer) had sent him a letter saying they have repaired some. It was noted they did the work when it was wet. PH added that the large pot-holes by the church in Burwell had been attended to but were now back.

Meeting closed at 20:40

1926. Open Question Time:

ML asked further regarding the PC vacancy and if the date (28 days) would run from the publication date of the Crier. SKP suggested the date would be from when it was on the notice board and Web site. Peter Rand asked if it should be copied to the Swaffham Prior facebook page. SKP agreed to add the notice to the fb page.

Business finished at 20:44

Appendix 1 – Correspondence Received:

As above. No other correspondence.

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