

**Minutes of Swaffham Prior Parish Council Meeting held on  
Thursday, 14<sup>th</sup> July 2016 at 7.30pm Village Hall.**

Present:

Mr John Covill - Chairman (JC), Mr Peter Hart - Vice-Chairman (PH),  
Mr Andrew Camps (AC), Mr Paul Latchford (PL), Mr Steve Kent-Phillips (SKP),  
Mr David Greenfield (DG), Mrs Sandra Gynn (SG), & Mr Michael Malster (MM).  
There were 2 members of the public in attendance.

1968. In Attendance:

CCC – Cllr David Brown  
ECDC – Cllr Allen Alderson  
Paul Catling – Clerk

1969. Apologies for Absence:

Mr Mark Lewinski.

1970. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.

1971. Public Participation:

It was noted that the public interest was in the planning applications and so could be handled under that item.

1972. Approve and Sign Minutes of Parish Council Meeting – 9<sup>th</sup> June 2016:

With a small correction of form to from in minute 1963, the minutes were agreed to be signed as a correct record. *Proposed: Peter Hart, Seconded: Steve Kent-Phillips. Unanimously agreed.*

1973. Reports:

CCC Matters: Cllr David Brown reported to the meeting. The main issue was the debate over devolution of powers from Government to a combined authority for Peterborough and Cambridge. It has been decided to go to public consultation and there will be formal meeting in October. He urged people to have their say in the debate. More is available on the Website: [www.cambridgeshire.gov.uk](http://www.cambridgeshire.gov.uk)  
ECDC Matters: Cllr Allen Alderson reported to the meeting including, that he does not want the devolution David Brown was discussing being mainly for CCC's benefit. AC added the project to add the Cambridge Loop rail link will allow access to Cambridge from Soham. AA handed out copies of the devolution agreement projects. DB added that although the cost of the rail link was high, the project would very likely receive funds from other sources as with the A142-A14 junction, where it was possible the Earl of Derby may assist with funding.

1974. Matters Arising from Previous Minutes (for information only):

*Min.ref.1960:* DG had received feedback from the reply to the Parish Conference 2 June follow up. He thanked PL for the information he had provided. There are 2 more parts that are not up for comment by the PC, published June 24th. DG gave an update on the response and current state including green spaces; they had accepted the PC's entries but as with the other areas, had input from other sources resulting in 3 additional areas: The field known as Dencora, the land at the top of the village (also in the housing development list) and at the end of Lower End, the Pump House Field. The Development envelope has the PC's proposed change near to Rogers Road / Lower End but 4 more changes were proposed.

1975. Correspondence for Circulation/Consideration:

All correspondence was noted including the PC agreed to contact or pass on any local residents details who may own a pumping station to report back to Anglian Water.

1976. Consideration of planning applications:

a) 16/00814/FUL: *Proposed Reconstruction of flat roof single storey extension as two storey pitched roof extension and internal alterations Manor Cottage 36 Mill Hill:* There were no objections.

b) 16/00839/FUL: *Proposed Construction of 4 bedroom, two storey detached dwelling 65 High Street:* This was discussed at length and the meeting was suspended at 20:07 to allow members of the public to provide comment. The conclusion was a number of serious concerns and objections including: backfill development would not normally (currently) be passed, access and egress issues, overlooking existing properties gardens and windows, the elevation would make it on a level with the churches and hence change the character of the village. Questions were raised regarding services, especially sewage as it would probably join a sewer, already congested, that crosses a local resident's land. It was also noted that the proposed "drive" is in the middle of one and opposite another, bus stop. There was concern about the extensive removal of trees and hedges in a conservation area, the access is not a road and allowing for 18 tonne vehicles so close to existing 18th century buildings may cause damage. The meeting resumed at 20:26. Further comments were requested before the end of the following week. It was decided to enter a strong objection. The meeting was suspended for a further few minutes at 20:30. There were 9 points put forward ahead of further feedback. *Paul Latchford proposed the objection including any follow up comments as a strong objection, Seconded: Steve Kent-Phillips. Unanimously agreed.*

1977. CIL Money Projects:

SKP reported on progress with the projects recommended by the village at the AVA. He covered the 7 current projects most of which were progressing as expected.

1) Roundabout: progressing as before. 2) The youth club hut had not been further investigated. 3) Refurbishing Station Road path had been rejected.

4) Refurbish the path from St. Cyriac's to be back gate: a new quote had been received for £5250 from Mead Construction. The PCC has agreed to share the cost with the PC and Martin Mead. The PC agreed to pay the 1/3 share equal to £1750 as all previous concerns had been resolved. The meeting was suspended at 20:41 for 3 minutes for public input. Going ahead with the 1/3 share was *Proposed: Steve Kent-Phillips, Seconded: Paul Latchford. Unanimously agreed.*

5) The Cemetery Spoil Heap: has been removed. After an estimate of up to £10K the actual bill for this was £2040. It was agreed to get Mead's to quote for further work to replace topsoil, landscape the site and repair path edging. *Proposed: Michael Malster, Seconded: Steve Kent-Phillips. Unanimously agreed.*

The Clerk will send letters to request grave diggers take spoil away in future or accept that the PC will get the work done and present them with the bill.

6) Street Lighting: The light outside the school has been removed for some reason it should not have been on a telegraph pole but the school has said that their new security lighting makes it redundant in any case. The Clerk will adjust the asset register and inform ECDC and the insurance company. PL covered the recent news on Fairview Grove Lights. Apparently 2 of them now need attention. PL noted that Electrical Testing were standing by their original quotes now around a year old. They can do 2-3 lights per day and expect to be able to replace the remaining lights in 3 days. It was agreed the project cost of less than £7.5K should go ahead, which is to replace all remaining lights. *Proposed: Paul Latchford, Seconded: Steve Kent-Phillips. Unanimously agreed.*

7) Telephone Box: We are now in possession of the Box and a nice 'phone box owners pack. The Swaffham Prior Box is a rare one as it was installed to commemorate the George V silver jubilee or George VI's coronation. It is a K6 (kiosk number six) 1935 designed by Giles Gilbert-Scott. Plans to install the defibrillator including the training, materials, Web site (for Red Cross to see we have one) insurance and electricity, the estimate was £2K, the actual cost is £1721. It was agreed to proceed. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart Unanimously agreed.* Steve Kent-Phillips said we had requested quotes to refurbish the box. Most had declined, one was £900 but Andy Marin, who had worked on the Burwell boxes, had presented a quote for £300. Steve said that he had a source for materials (over and above those supplied in the "kit") from the company that is the original parts supplier. It was agreed to purchase the required parts and get Andy to do the refurbishment. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart Unanimously agreed.* SKP added that 4 had volunteered for the training & Robin (lives opposite) would do the maintenance checks and report on the Red Cross Web site. SG asked if trained people are insured. They are. Steve Kent-Phillips had sourced original parts and paint was in the kit.

The (only current) additional project was discussed. The School Swimming Pool Changing Facility; It seems that FoSPS have some resources, including a builder, willing to help with the project. It can be done over the Easter Holidays (2017). It was suggested that this was the replacement for the Youth Club Hut project. PL suggested that if we considered any new projects we should consider all. PH asked what was on the list. Steve Kent-Phillips pointed out there was no other project. It was asked if we should go back to the village. SKP added that if we did, new projects would have to be new and not on the exiting list rejects or not. It was agreed that before proceeding with any projects, that had not been part of the original consultation and decision process, the PC should consult the village and ask for any further suggestions that should be considered. It was particularly noted that new projects would not include those already considered. PL agreed to create a letter or notice for The Crier so that the evaluation could be completed in October. *Proposed: Paul Latchford, Seconded: David Greenfield. Unanimously agreed.*

1978. Agree further support for Queen's 90th Birthday Party:

It was agreed to provide a further £100 towards the birthday party account. The PC agreed that the party was a great success and such events and their organisers should be encouraged. *Proposed: Peter Hart, Seconded: Sandra Gynn, agreed with one abstention.*

1979. Cemetery, Allotments & Grass cutting:

- a) Cemetery Fence: AC reported the stat of the fence between the cemetery and the allotments was poor and looking untidy. The left hand section (as you go in) was not fully supported. There was some discussion about access to the allotments and that someone had been reported using the cemetery tap (PC water) for watering or washing a horse. The Clerk agreed to get quotes to repair the fence.
- b) Cemetery Incinerator: AC reported recovering the old carrot wash that had been used as an incinerator for some years. MM agreed to tidy it up.
- c) Cemetery Shed: AC reported the poor state of at least the door hinges and probably the doors. SKP confirmed that the shed was owned by the PC. The Clerk agreed to get quotes for relevant repairs including the addition of a brick or concrete apron for the doors to open over.
- d) Church Yard foot path: had been dealt with under CIL Money.
- e) Grass Cutting: The Clerk reported general improvements in CGM's attention to the cutting areas but it was pointed out by PH that they had not done the width of the verge near the orchard and the cemetery left hand side was still in need of cutting. The

Clerk agreed to circulate via the Web site, the cutting areas map and pictures of missed cuts for the PC to comment on. An email or letter would be sent to CGM. It was agreed not to pay the initial invoice for the year from CGM.

1980. Accounts for payment included:

|    |  |                  |
|----|--|------------------|
| a. | Paul Catling – Clerk’s salary                    | £ 244.00         |
| b. | Inland Revenue – Clerk’s tax                     | £ 61.00          |
| c. | Clerks’ expenses                                 | £ 17.92          |
| d. | CGM grass cutting March April (~3)               | £ 654.72         |
| e. | CGM grass cutting May (x2)                       | £ 404.46         |
| f. | Mead Construction – Clearing cemetery spoil heap | £ 2040.00        |
| g. | Anglian Water March – June                       | £ 15.31          |
| h. | Viking – stationary                              | £ 70.48          |
|    | Total  | <u>£3,507.89</u> |

Payment of the above invoices with the addition of £100 for the Queen’s Birthday celebrations, were agreed with the exception of (d. for £654.72) the CGM invoice. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

Authorisation a transfer of £3000 *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.* It was also decided to start recovering funds from the ns&i account. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.* £15 000 transfer from ns&i .to the main account.

1981. Clerk’s Report:

The Clerk reported more discussions with the grass cutting contractor - CGM. The agreed areas to be cut would be published and a map of missed areas sent for explanation and correction. The original agreement will be reiterated and a copy published. There had been no reply from CCC regarding the Station Road bollards so a new email and or letter would be sent, possibly copied to higher officials in Highways. Thanks to DB for the CCC list. The village maintenance contribution from CCC had now been invoiced at £504.36. Two road closure notices had been received; one for Cage Hill for the 3rd of August and various closures of Headlake Drove/Straight Drove/Harrisons Drove for short periods from 4th July, for 18 months. These are mostly to do with resurfacing. Cage Hill is for Anglian Water to connect water to the new builds. The Clerk reported having spoken to UK Power networks about how to get balls, Frisbees and assorted throwing toys out of the transformer enclosure next to the school playground. The contact number to report low grade “emergency” call outs was passed to Sandra Gynn.

1982. Parish Councillors’ Reports:

SG reported having attended governor's meetings and that the school will now be getting a new assistant female head, so there will no longer be any male teachers at the school after September. She wished Gordon all the best as he was moving away to Wales. SKP reported recovering 3 litter bins destined for the bin. He suggested redistributing them (mostly) around the play area. AC reported an overhanging hedge in Lower End. The Clerk agreed to send an email or letter to the owner.

*Meeting closed at 21:52*

1983. Open Question Time:

There was a discussion about kerbs and what the 3 scruffy bins were outside the village hall. The amount received in the accounts for cemetery fees was noted and the insurance value of the Swaffham Prior (rare) Telephone box for insurance was asked. Was it £2 000? Apparently it is priceless. No further business.

*Business finished at 21:55*

Appendix 1 – Correspondence Received:

As above. No other correspondence.

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