

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 11th August 2016 at 7.30pm Village Hall.**

Present:

Mr John Covill - Chairman (JC), Mr Andrew Camps (AC), Mr Paul Latchford (PL), Mr Steve Kent-Phillips (SKP), Mark Lewinski (ML) Mr Michael Malster (MM).

There were 3 members of the public in attendance.

1984. In Attendance:

CCC – Cllr David Brown
Paul Catling – Clerk

1985. Apologies for Absence:

Cllr Allen Alderson, Sandra Gynn, David Greenfield, Peter Hart.

1986. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.

1987. Public Participation: AE reported that Peter Rand hoped to be at the September meeting and that he expected the village sign to be done in 3 months.

1988. Approve and Sign Minutes of Parish Council Meeting – 9th June 2016:

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

1989. Reports:

CCC Matters: Cllr David Brown reported to the meeting, including that the southern by-pass contractor would be announced on Wednesday 17th and work should start 2017. The CC will also be recruiting a new executive director. PL asked how many 20 mph zones had been proposed in Cambridge. DB had no numbers. The Clerk asked if DB had had any response from James Rigney regarding the Station Road bollards as there had been no reply or even acknowledgement to the PC. JC raised the issue of road repairs and if there had been any plans to improve the process. There was also a question over CCC grass cutting. ML asked if anyone had received the IPSOS Moray survey. Apparently, they were random. There was some mention of the new pot-hole repair machine – a Jet Patcher, but these machines are few in number. DB noted that the CC did vary the grass cutting between contractors and own workforce. DB noted JC 's mention of 3-foot-deep ruts near a bridge and drain in the fen.

ECDC Matters: Cllr Allen Alderson was unable to attend and there was no written report. JC noted some dumping in Little Fen Drove had been collected.

1990. Matters Arising from Previous Minutes (for information only): None

1991. Correspondence for Circulation/Consideration:

All correspondence was noted including. The residents email regarding pollarding of the village hall trees: SKP suggested getting ETS to investigate and provide a quote.

1992. Consideration of planning applications:

16/00935/VAR: Variation of condition 6 (occupancy) of previously approved 01/00894/FUL for proposed change of use from disused barn to bungalow for holiday lets. It was decided there was no objection. Proposed: Steve Kent-Phillips. Seconded : Michael Malster. Unanimously agreed.

1993. CIL Money Projects:

SKP reported that Emma Grima had found the “missing” £35K. Apparently a reference to the Web site helped and now the problem is resolved, the money will be transferred. The total funds that should soon be available will be in the region of £70K. The defibrillator is now installed in the ‘phone box but unfortunately, it was broken into within 2 hours. Only the wind up torch was stolen but the security tag was broken which he has now replace. Robin the neighbour opposite, who has volunteered to look after the defibrillator, saw a man and 2 children tampering with the box. It was suggested to put a notice in The Crier. SKP noted that the equipment did not require power, it has a 4 year battery that is not chargeable and as it is inside, no heater is required. The box is now slightly over budget but the spare paint has been used to tidy up the post boxes, the Daisy Spring and new (recycled) rubbish bins. The main cost causing the over budget was in spares the will be kept for future repairs. The Red Cross and other services should now be aware of the defibrillator. The free training is yet to-do and will be 1 hour in the village hall. AC asked about the temporary notices that seem to be on the box. SKP said they will be replaced with something more professional.

The spoil heap had now been removed from the cemetery and quotes were coming for the fence and shed. These projects would be added to the CIL budget. AC said that he had the key for the shed when it was required for inspection.

The roundabout was due to be installed today.

The Scout Hut: PL had been in touch with the new contact. SKP has contacted a structural engineer and the hut needs, at least a new roof. It was noted that the project was suspended but PL would get a quote. SKP noted that the contact for the hut is Andrew Badcock’s wife and she had approved the work. PL noted that he had had a request for traffic calming in Rogers Road. The Clerk reported that the church path repair work was ordered and would start at the end of September or the start of October. JC asked how much money would remain after the current projects. SKP did not know but from the total of Open Spaces and CIL there may be in the region of £19K.

1994. Cemetery, Allotments & Grass cutting:

SKP agreed to contact and meet the 2 contractors that offered quotes for the cemetery shed and fence repairs. The Clerk agreed to forward the offer details.

1995. Accounts for payment included:

a.	Paul Catling – Clerk’s salary	£ 320.00
b.	Inland Revenue – Clerk’s tax	£ 80.00
c.	PKF -annual return	£ 240.00
d.	CGM grass cutting June (x 2)	£ 694.08
e.	CGM grass cutting July (x 2)	£ 694.08
f.	X2Connect – ‘phone box parts (SKP paid)	£ 348.32
g.	X2Connect – ‘phone box parts (SKP paid)	£ 242.64
h.	Defibrillator	£ 2064.00
i.	Andy Martin – Telephone box refurbishment	£ 325.00
	Total	<u>£5,008.12</u>

Payment of the above invoices including the additional of £325 for the ‘phone box, were agreed. *Proposed: MM, Seconded: ML. Unanimously agreed.*

Authorisation a transfer of £5000 *Proposed: Steve Kent-Phillips, Seconded: Michael Malster. Unanimously agreed.* As ns&i funds transfer had not yet been completed, a further transfer of £25K was proposed when the ECDC payment arrived. *Proposed: Steve Kent-Phillips, Seconded: Michael Malster. Unanimously agreed.*

1996. SKP required a notion to complete the bank mandate to change the signatories for the ns&I account. *Proposed: Steve Kent-Phillips, Seconded: PL. Unanimously agreed.*
The form was then signed.

1997. Clerk's Report:

The Clerk reported the objections collected and presented regarding planning application 16/00839/FUL and having spoken to and written to Southgate of Newmarket and Ivett & Reed regarding future removal of spoil from the cemetery.

1998. Parish Councillors' Reports:

AC asked about the traffic survey tubes on the Burwell Road. PL suggested it may be to do with the A142/A14 junction planning.

Meeting closed at 20:35

1999. Open Question Time:

Micheal Limb asked about the horses in Station Road and who owned them. JC noted that they were owned by someone in Fairview Grove but may now be owned by someone in Station Road. As one was in foal, there are now 3 horses. A question was asked about the local planning reported regarding ECDC's recent reports. PL explained that there have been no planning commitments except for Rogers Road that was now complete.

Business finished at 20:42

Appendix 1 – Correspondence Received:

As above. No other correspondence.

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