

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

Present:

Mr John Covill - Chairman (JC), Peter Hart (PH),  
David Greenfield (DG), Sandra Gynn (SG), Mr Steve Kent-Phillips (SKP),  
Mark Lewinski (ML), Mr Andrew Camps (AC), Mr Michael Malster (MM)  
There were 3 members of the public in attendance.

2031. In Attendance:

ECDC – Cllr Allen Alderson  
Paul Catling – Clerk

2032. Apologies for Absence:

Mr Paul Latchford (PL), CCC – Cllr David Brown

2033. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.

2034. Public Participation: None.

2035. Approve and Sign Minutes of Parish Council Meeting – 13<sup>th</sup> October 2016:

Following a few small corrections, the minutes were agreed to be signed as a correct record.

2036. Reports:

CCC Matters: Cllr David Brown's report was read to the meeting by the Clerk.

ECDC Matters: Cllr Allen Alderson reported to the meeting including, some discussion about the type of black sack content accepted at Witchford and Milton recycling centres. SG asked where the planning application AA called in was. It was in Reach and outside the village envelope. He pointed out that this kind of unsound planning may happen until the Village Plans are back in force which may be 2018 or longer if the required number of houses is not met. AA noted that he was attending an away day next week with the chief exec. where he would bring up this problem. JC asked if the Reach PC were against the plans mentioned. AA: yes. JC also brought up the fly tipping by the Black Barns; including black sacks, tyres and the TV mentioned previously. AA said that he had mentioned these reports to the head of recycling. JC asked if the travellers at the end of Black Drove were known. AA: No.

2037. Matters Arising from Previous Minutes (for information only):

None.

2038. Correspondence for Circulation/Consideration:

JC had been contacted by the owner of No. 42 and he had mentioned the bollards being too close to the building for wheel chairs etc. to use the pavement. The owner quoted parts of the road traffic act. It was agreed that the installation showed no respect for the PC as no consultation had been entered into, not even any notice. PH pointed out that rather than protecting the footpath, the bollards narrowed it. SG pointed out that the bollards may force people into the road. MM asked if we should ask for an answer. SKP said that he had completed and returned the polling district form. He also mentioned some late correspondence (compliance letter) from the pensions regulator confirming the PC's status.  
All other correspondence was noted.

2039. Consideration of planning applications:

Only tree work planning applications had been received. It was noted that a horse chestnut had been removed from the school grounds that was not on the planning application.

2040. CIL & Open Space Money Projects:

SKP reported the status of all projects. Mostly good news.

1. Play Area: The see-saw would be delivered next week and the gates were in progress.
2. Table Tennis Table: Was delivered but not to the correct place due to a fallen tree. Martin Mead had carefully moved it into place as it weighs 1.4T.
3. Refurbish the path from St. Cyriac's to be back gate: Work was mostly completed but warm weather was required before the tarmac could be done.
4. Cemetery: The Shed doors are being built and the concrete pad had been done. The fence had also been completed and daffodils planted. It was decided to also have the front fence painted.
5. Cemetery Mapping: AC reported marking out new plots including the space made available by removal of the spoil heap making 161 new grave plots. An A1 plot and new records would be sent to the records office. The new plans and records were now being checked. It was noted that the new plan had already saved hours in the recent searches that had come up. JC requested that thanks were sent to Andrew Noyes
6. Street Lights: It was reported that due to power supply problems, the work would now be commenced on 12<sup>th</sup> December.
7. The Telephone box was complete and now Reach had requested the information to do the same with theirs. Huntingdonshire were losing around 100 boxes.
8. Swimming Pool Hut: FoSPS had met and will be deciding on the design by 1<sup>st</sup> December. Quotes will be coming for the suppliers to install the shed as this extends the guarantee. The toilet will be left for a future project. Work to begin four days before Good Friday.
9. Daffodils: are now all planted. SG added that the community youth team, who had help with planting, enjoyed the work.

2041. Allotment standpipe for South-East side of B1102:

MM reminded the meeting that the estimate from Anglian Water was £800 to install and £400 if traffic lights were required. The Clerk reported the forms had been with AW for some time and a conversation with them prompted a request for plans. It was agreed to get AW to provide a quote and discuss the allotment fees to possibly include fees for water and the standpipe as agenda items at the next meeting.

2042. Higher earnings / interest for Parish funds, CIL & Open Space money

MM presented some options for accounts with Santander at 0.1% and Premium Bonds not being a valid investment for PCs. These were discounted. The Manchester at 1% was a 45-day notice account and the Buckinghamshire at 0.75% was 35-day. PH asked how much was in the accounts, SKP suggested that it was more than £100K. The money must be spent in 2 years, so it could stay where it is considering the little interest. It was noted that the PC should not have more than £75K in any one institution. The amount of difficulty in accessing funds and the number of signatories was discussed. JC thanked MM for doing the research. DG suggested opening an account with the Manchester. *Proposed: David Greenfield, Seconded: Peter Hart. Unanimously agreed.* MM added that the account was on-line but required withdrawal by post. SKP suggested moving £20-35K to this account.

2043. Replacement of gate in churchyard (small wicket gate)

SKP asked if it was not the church's gate. AC stated that we have made repairs in the past. SKP said he would get Jon Taw to quote for repairs to the gate and post and that it could be from the Open Spaces money.

2044. Accounts for payment included:

a.	Paul Catling – Clerk's salary	£ 280.00
b.	Inland Revenue – Clerk's tax	£ 70.00
c.	Village Hall 12 bookings	£ 160.13
d.	Andy Martin Builders (street water taps)	£ 75.00
e.	Andy Martin Builders (cemetery fence)	£ 1155.00
f.	Andy Martin Builders (cemetery shed concrete pad)	£ 200.00
g.	CGM Group (grass cutting October 1 cut)	£ 347.04
h.	CGM Group (grass cutting October 1 cut)	£ 347.04
i.	Andrew Camps (remembrance Sunday wreath)	£ 35.00
j.	Andrew Camps (cemetery marking paint)	£ 7.02
	Total	<u>£2,676.23</u>

Payment of the above invoices were agreed. *Proposed: Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

Authorisation a transfer of £2 500 *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

SKP reported on the accounts: on budget with only the Queen's Birthday expenses as a variation. The Precept would be voted on at the next meeting. There was no proposal to reduce or increase the precept. We finally had a statement from the ns&i of £83K and in all that time no mention of interest. AA added that the account was originally set up to hold a £1000 donation to look after the village sign.

2045. Sign forms to close ns&i account:

It was proposed to close the account. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

2046. Clerk's Report:

The clerk reported further trouble with Anglian Water chasing invoices only presented after the previous meeting. After discussing the issues, the Clerk agreed to investigate paying by Direct Debit. CGM had been contacted and DG had arranged a meeting on the 15<sup>th</sup> SKP asked if DG could also get CGM to quote for clearing the paths and hedges. DG agreed.

2047. Parish Councillors' Reports:

SG reported a tree lying over at the previous meeting (2029) leaning over a house and fence that may have been used in a recent break in at the house for access. Andrew Camps had asked ETS who are scheduled to look at it. SG will pass on the information to ECDC when they do.

SKP reported a resurrection of a tradition to have minced pies after the PC meeting in December. This year this would be at the Red Lion. JC mentioned the rubbish down the fen and the state of the roads, especially joints and edges. He had a conversation with Neil Bond about this who said he would attend to the worst ones quickly, especially Whiteway Drove. SG wished to thank Janet Willmott and Mandy Kingmill for their help planting daffodils. The Clerk said that an email had been sent but would also send a letter.

*Meeting closed at 20:48*

2048. Open Question Time:

Peter Rand mentioned the state of the Village Hall driveway. Ruts had developed, especially near to the path. SKP agreed to ask Martin Mead to have a look at it. JC asked if plastic grids would help. PH asked if that would be from the Open Spaces fund.

Michael Limb for clarification regarding the CIL fund criteria and on-going maintenance. JC explained that new projects should not entail on-going maintenance.

Peter Rand asked if the Village Hall windows could be a way to spend CIL and OS money.

Michael Limb thought that the original £1000 put in ns&i came from the Fenland Country Fair people.

*Business finished at 21:00*

Appendix 1 – Correspondence Received:

As above. No other correspondence.