

**Minutes of Swaffham Prior Parish Council Meeting held on  
Thursday, 9<sup>th</sup> February 2017 at 7.30pm Village Hall.**

Present:

Mr John Covill - Chairman, Mr Peter Hart, Mr Paul Latchford, Mr Steve Kent-Phillips, Mr Mark Lewinski.

There were no members of the public in attendance.

2082. In Attendance:

CCC - Cllr David Brown  
Paul Catling – Clerk

2083. Apologies for Absence:

David Greenfield, Sandra Gynn, Michael Malster, Andrew Camps, ECDC – Cllr Allen Alderson

2084. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.

2085. Public Participation: None.

2086. Approve and Sign Minutes of Parish Council Meeting – 12th January 2017:

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

2087. Reports:

CCC Matters: Cllr David Brown reported to the meeting including that the road gritting plan was reinstated on January 12. John Covill asked about contacts in CCC; was Neil Banders in Highways being replaced? David Brown stated that he had not left but will find out what the situation is. Emma Murden is in charge of Highways. Paul Latchford asked about Adult Social care funding. David Brown explained the CCC planned change-over of funding source would be complete by 2019/20. John Covill pointed out that help may be needed as more beds were required, David Brown pointed out that more children increased the budget. He also said that currently CCC had 59 unaccompanied immigrant minors in the system. Steve Kent-Phillips ask about the Station road bollards. It was agreed that The Clerk would email Graham Hughes.

ECDC Matters: Cllr Allen Alderson's report was read by The Clerk. John Covill commented on some problems with ECDC getting refuse removed from the fen area and that around 45 tyres had been dumped, some with wheels attached. Apparently Veolia had trouble finding the site and a member of staff had been disciplined.

2088. Matters Arising from Previous Minutes (for information only):

*Min.ref.2074* Paul Latchford had investigated ownership of the bank near the village sign and it was not UK Power Networks. Steve Kent-Phillips suggested that if so, then it is Highways and therefore the PC's responsibility to keep it tidy and get the grass cut. The Clerk confirmed that Karen Champion had identified it as CCC land. The contribution form CCC regarding the Highways areas that the PC now cut was discussed and agreed is now less than the actual cost. It was agreed to get CGM to attend to it as a one off job as soon as they can and discuss including it on their schedule.

2089. Correspondence for Circulation/Consideration:

Mark Lewinski noted a retracted complaint made by a resident regarding dogs. The situation was discussed generally and it was hoped that the specific situation was resolved.

2090. Consideration of planning applications: None.

2091. CIL & Open Space Money Projects:

Steve Kent-Phillips reported the status of all projects. The Swimming Pool Changing Rooms were discussed, especially the frosted or clear windows. Paul Latchford pointed out they should be frosted as they are changing rooms and that they are for the entire community to use. All agreed. Steve Kent-Phillips confirmed that the order was for frosted windows.

Street Lights: Paul Latchford reported that the problem with the remaining 2 lights was down to what Electrical Testing were allowed / licensed to work on. The solutions and costs were discussed and it was agreed to have the new light installed and report the old light to UK Power as a dangerous fault. It was also agreed to pay ET for the outstanding invoice for the 7 lights completed. *Proposed: Paul Latchford, Seconded: Steve Kent-Phillips. Unanimously agreed.*

Steve Kent-Phillips reported that the church gate had been completed. Paul Latchford asked about the new play area gates and if the catch was missing. Steve Kent-Phillips said that it should auto-close. It had been noticed that it had been open.

Steve Kent-Phillips had had a meeting with Jon Taw regarding the Village Hall windows and doors that evening and there were some rotten wooded parts but generally they were in good condition. It was agreed to get Jon Taw to do immediate work for which he would quote, Andy Martin would be asked to look at remaining work required in the summer and Elston Decorators to quote for the other repair and painting. The Village Hall committee had already left the decision with the PC.

2092. Allotments – review tenant agreement:

It was agreed to leave this item for the next meeting, especially as Michael Malster was not present.

2093. Traffic Survey / Speed Watch:

Steve Kent-Phillips reported on the results of the surveys. There were many graphs and statistics available. The 3 areas of concern were: The top road (Mill Hill), Rogers Road and traffic around the school in Station Road / High Street. The parking in Station road is not their concern. Martin Mead had commissioned the survey and his results were all good and none of his drivers were found to fail any of his criteria. The conclusion was that this survey did not show any speeding problems in any of the 3 areas but the top road had surprisingly high levels of traffic in the morning and evening “rush-hour” data. The other notable recorded items were: 3 near misses relating to turning into Heath Road and at least one car waiting a long time (more than 7 minutes) to get out of the top of Cage Hill. Out of the possible measures that could be taken, the sight lines and other measurements were taken and pinch points and speed bumps were ruled out. The possible suggestions were to move the 40mph signs on the top road to include the junction and use speed warning/reminder posters in relevant places saying “40 Please...” and “30 Please...”. Steve had examples of the self-adhesive posters that go very well on wheelie bins. The cost for these was £100 for 50 posters. It was agreed to purchase posters and make a further donation of £60 for a further survey.

The further suggestion was a speed indicator sign or S.I.D. The device suggested was portable, could be installed on exiting street furniture with secure fixings and was battery powered. This would provide the PC with the ability to continue doing surveys in identified “problem” areas. The potential to rent the device to other PCs was also

discussed. Peter Hart asked if it was possible for SPPC to rent the device, which it seems it is not as they are very new. Steve Kent-Phillips added that the data from the device would be anonymous (cars could not be identified) but the data could easily be published on the PC Website. John Covill pointed out that the device not only reminds drivers of their speed but also shows pedestrians the real speed of traffic. Steve Kent-Phillips reported some test cases and one near Pidley that had reported reduction in speeding incidents by 50% by installing the device. The posters, donation and spending up to £3 000 on a SID was agreed: *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.* There was some discussion regarding this coming from the traffic calming budget provided by the water tower development.

2094. Accounts for payment included:

a.	Paul Catling – Clerk’s salary	£ 220.00
b.	Inland Revenue – Clerk’s tax (see item 13)	£ 55.00
c.	Andy Martin Builders	£ 1880.00
d.	Andy Martin Builders	£ 325.00
e.	Data Protection Registrar	£ 35.00
f.	Jon Taw Carpentry and Joinery (church gates)	£ 370.00
g.	Electrical Testing (7 street lights)	£ 6930.00
h.	Road Watch donation	£ 60.00
	Total	<u>£9,875.00</u>

Payment of the above invoices were agreed. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.* Authorisation of a transfer of £10 000 *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

2095. Clerk’s Report:

It was agreed that the Annual Village Assembly would be 17th May 2017 at 20:00.

2096. Parish Councillors’ Reports:

Paul Latchford asked if a letter could be sent to the relevant residents regarding another overgrown footpath. It was also agreed to send letters regarding the path from Cage Hill to Coopers Green.

*Meeting closed at 20:57*

2097. Open Question Time: No questions.

*Business finished at 20:57*

Appendix 1 – Correspondence Received:

As above. No other correspondence.

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