

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 12th October 2017 at 7.30pm Village Hall.**

Present:

Mr John Covill (chaired the meeting), Mr Peter Hart, Mr Steve Kent-Phillips, Mr Mark Lewinski, Mr Michael Malster, Mr Andrew Camps, Mrs Sandra Gynn, Mr David Greenfield & Mr Paul Latchford.

There were 5 members of the public in attendance.

2222. In Attendance:

Paul Catling – Clerk

ECDC: Cllr Allen Alderson

2223. Apologies for Absence: None

2224. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.

2225. Public Participation: None.

2226. Approve and Sign Minutes of Parish Council Meeting – 13th September 2017:

The minutes were agreed to be signed as a correct record - *Unanimously agreed.*

2227. Reports:

ECDC: Cllr Allen Alderson reported to the meeting. Peter Hart asked how Lode got a 30mph speed limit. Allen Alderson also mentioned their latest visit, that visits are not paid for by the council and that ECDC have the lowest allowances in East Anglia. The visit was to Dalham Stud, where it seems they have thousands of sheep, shepherds and a nice new £25M office. Sheikh Mohammed's well-kept stud made an interesting visit. Michael Malster's list of questions regarding ECDC recycling was passed on. John Covill asked about the high level of fly tipping prosecutions. Allen Alderson said that Cambs. was high but EC not so high. Steve Kent-Phillips asked about the fly tipping contact, which was Mark Mehaffey. Allen Alderson stated that he was no longer the contact and not just to contact ECDC Waste department. Allen Alderson noted that the chairman next visit helping local business was CD Foods in Fordham. Steve Kent-Phillips asked if help was for big businesses not small, Allen Alderson said not all are big businesses. Steve Kent-Phillips also noted that SID had not been up recently, probably good due to recent traveller activities. The best locations for SID were discussed, including the 60-40mph transition areas especially if Mill Hill's development were to go ahead. Allen Alderson noted that this may be in committee November or December and that he had a large number of applications to work though. Paul Latchford asked about people in Hi-Vis jackets flying drones over the new cycle-way, who owns the data they collect and are the people accessing it DBS checked. Allen Alderson offered to follow this up. David Greenfield noted that 106 money may have funded the cycle-way.

2228. Matters Arising from Previous Minutes (for information only):

Steve Kent-Phillips mentioned minute number 2220 relating to SID was done. Paul Latchford asked if we had an agreement to loan SID. The Clerk agreed to check that SID was on the insurance. Paul Latchford offered to create a loan agreement. David Greenfield raised 2214, the Parish Council conference, which was a useful session. Michael Malster reported that item 2216: the cemetery spoil heap area had been cleared and weeds burnt, Mead construction had put in top soil and cleared up, certainly above and beyond. John Covill suggested and it was agreed to send a thank-you to Mead Construction. The area had been seeded but Michael Malster has

put some old seed down and see how it goes. It may need some new seed. Steve Kent-Phillips reported that Meads were also poised to lay gravel for the path. Michael Malster reported the status of the next bulb planting project. He had spoken to David Almond and Janet Willmott who would investigate storage and planting but said that it may be difficult to get help. Steve Kent-Phillips asked if we were leaving it for a spring planting and if asking via PoP and WI would help. The PC would pay for the bulbs if they can be planted. Sandra Gynn suggested that school and Scouts be contacted. The type of bulbs was discussed. It was agreed that it would be a snowdrop initiative and to plant in spring. Michael Malster asked which allotment agreements were outstanding. The Clerk reported 3: AK, AD and DB. It was agreed to send letters to the 3 outstanding.

2229. Correspondence for Circulation/Consideration: None.

2230. Consideration of planning applications:

17/01564/FUL: Conversion of an outbuilding barn into an annexe 26 High Street was considered. David Greenfield suggested that this was actually a 3-bedroom house but could not be seen from the road, which Paul Latchford also noted. John Covill noted that this construction may help to maintain the clunch wall. David Greenfield proposed no objection. *Proposed: David Greenfield, Seconded: Peter Hart. Unanimously agreed.*

17/01071/FUL & 17/01072/FUL: Installation of a gas-powered generators and associated infrastructure. Land West of Reach Road Burwell was considered. Paul Latchford suggested there was not enough information and that the reduction from 75db level to 65db was an option not a part of the plan. David Greenfield noted that a new generator had been proposed and that technical arguments can be turned over or overcome. Paul Latchford noted that the new house development near the site was not considered. David Greenfield also stated that Cllr David Brown had said the plan had employment opportunities but the proposal did not employ anyone. Other possible sites were suggested, such as Factory Drove, which may need additional supply for gas but seems to have most of the other site requirements. It was agreed that David Greenfield and Paul Latchford would create and send a PC reply: *Proposed: David Greenfield, Seconded: Peter Hart. Unanimously agreed.*

2231. CIL & Open Space Money Projects:

Steve Kent-Phillips reported on the CIL project status. Michael Malster had completed the cemetery, Andy Martin had repaired the cemetery gate catch and red paint on the footpath railings. The plaque for the pound was discussed and the material agreed was oak. Burning the words into the wood would cost around £50, with £56 left in Open Spaces budget. The new bulb planting could be funded from the CIL budget. The fund for legal costs regarding travellers would be kept back.

2232. Replacement Grit Bin:

Paul Latchford reported no answer so far and he would follow it up.

2233. Local Plan:

a) Update:

The site at the top of the High Street – south of the village (SWP.H1 as it is now referred to) has been included but with a change in area. It seems the remaining part of the process is not consultation but an independent inspection and test of soundness. Paul Latchford had checked the TPO (tree preservation order) and the Clerk acknowledged receipt of the confirmed TPO (on the day of this meeting). Paul Latchford suggested that any development in the paddock would be difficult to resist but the TPO should prevent any plan in

that area. He also added that any development in this area would probably require a roundabout on Cadenham Lane.

b) Action:

David Greenfield had checked the plans and could not see any likelihood of change. It was agreed that any development on the paddock would be hard to resist but the TPO would help. David Greenfield suggested that the PC could enter consultation or wait for proposed plans to control any development, if proposed plans are applied for. Paul Latchford asked if Allen Alderson could ask Joe Brooks in planning. The draft Local Plan has been ratified, Steve Kent-Phillips asked if the Mill Hill development is now outside the building envelope. Allen Alderson said that it is but the proposal is in progress. David Greenfield noted that the government has not accepted the plan – yet and agreed to contact Rebecca during the consultation period. Paul Latchford noted the Tree Preservation Order that Cathy White had proposed. This was confirmed as in place. A copy would be sent to David Greenfield. Action agreed: *Proposed: David Greenfield, Seconded: Paul Latchford. Unanimously agreed.*

2234. Village Hall:

a) Legal:

Steve Kent-Phillips suggested that the land registry must be fixed legally. The trustees are owners of the land and the PC should be. David Greenfield stated that he was not happy with some of the changes especially the Charities Commission as they have been selling land and allotments. We should employ a solicitor, especially to change the deeds. Peter Hart and Paul Latchford agreed and there was a discussion about legal fees expected. The current trustees were also discussed. It was agreed to ask the advice of the SLCC and possibly PKF Littejohn, who advise on the annual return. A copy of the current documents would be needed from the VHMC.

b) Maintenance and improvements:

The meeting was suspended at 20:55 for public comment from Peter Rand:

Peter reviewed the VH repairs and improvements. Scottsdale's had supplied the new plants and the contractor quoted to remove the unsafe trees was £980. The man and digger cost £230 with help from Peter and Alan Durrant. The remaining spoil should not be burnt Alistair Everitt suggested it could, Sandra Gynn disagreed. He asked for the PC to fund £230 and grass seed. Michael Malster ask which trees had come down and it was agreed that Jason would not want the felled trees. Paul Latchford asked about the paving slabs requiring attention. Peter stated that they had not done the work but it would be done by the VHMC. The grass seed was for the area beside the entrance drive. John Covill enquired about the amounts required. Peter said it would be: 230 for the digger, 20 for the grass seed, 30 for manure and 288 for a grab lorry to remove the spoil.

The meeting was reconvened at 21:02

The discussion about the amount to fund resulted in half: £300. Sandra Gynn said that this time it was a large job and Mark Lewinski suggested over time, as it had not been done for some time the costs were very low overall. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart, Against: Paul Latchford.*

A second £300 for grab lorries may be needed but as this was not a PC problem.

The meeting was suspended at 21:07 for public comment from Peter Rand:

Peter reported that a rambling group in the car park had called it public. They had been told as such by a resident. Steve Kent-Phillips said that it was not public and Mark Lewinski suggested a sign saying, "Village Hall Car Park".

The meeting was reconvened at 21:10

The proposed additional money for the spoil heap was further discussed. Paul

Latchford said it was VH responsibility, so VH fund not PC: *Proposed: Paul Latchford, Seconded: Peter Hart, Against: Mark Lewinski, Michael Malster, Abstain: Sandra Gynn, Steve Kent-Phillips.*

2235. Fairview Grove – additional hard standing / parking:

Michael Malster presented the problems of parking in Fairview Grove, including the turning circle which gets used as parking. Mike's graphical plan of proposed new parking bays was discussed. It was confirmed that they would allow for 4 additional cars. Peter Hart asked if the paths would be affected. As they are on what is a grass verge, the paths would not be affected. Sandra Gynn enquired if people currently park on the grass – Michael Malster: Yes and often making a mess of the grass. Peter Hart asked about emergency vehicle access and Steve Kent-Phillips stated that the proposal only benefits 4. Michael Malster suggested that it was more, including the existing bays. Paul Latchford asked what argument was used with High-Ways before. David Greenfield pointed out that this kind of application is points based and 4 additional cars would not be enough but improving emergency access would, as it would benefit 32 houses. It was agreed to write to High-Ways: *Proposed: Michael Malster, Seconded: Sandra Gynn, Unanimously agreed.*

2236. Accounts for payment included:

a.	Paul Catling – Clerk's salary	£ 320.00
b.	Inland Revenue – Clerk's tax	£ 80.00
c.	Business Services at CAS Ltd (annual insurance)	£ 601.28
d.	CGM – grass cutting (August – 2 cuts)	£ 730.08
e.	CGM – grass cutting (September – 2 cuts)	£ 814.08
f.	Andy Martin Builders – Church gate & paint railings	£ 475.00
	Total	<u>£3,020.44</u>

Payment of the above invoices was agreed. *Proposed: Steve Kent-Phillips, seconded: Paul Latchford, Unanimously agreed.* A transfer of £ 3000 was agreed. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart. Unanimously agreed.*

2237. Clerk's Report:

The clerk reported an email from a resident regarding development in Lower End being the cause of a buyer backing out. The site is not in the draft local plan and the Clerk had found no existing proposals at ECDC.

2238. Parish Councillors' Reports:

Sandra Gynn reported the school now have full staffing with 80% new staff and 1 supply teacher. Paul Latchford reported a break in, in a garage in Fairview Grove, a car window had been broken in the High Street and 2 lap tops stolen. John Covill. mentioned the youth club hut and site is being cleared. He also reported the play area gates had been left open again.

Meeting closed at 21:38

2239. Open Question Time:

Alastair Everitt asked about the Fairview Grove parking.

Business finished at 21:40

Appendix 1 – Correspondence Received:

As above. No other correspondence.