

**Minutes of Swaffham Prior Parish Council Meeting held on  
Thursday, 11<sup>th</sup> January 2018 at 7.30pm Village Hall.**

Present:

Mr John Covill (chairman) Mr Peter Hart, Mr Steve Kent-Phillips,  
Mr Michael Malster, Mr Andrew Camps, Mrs Sandra Gynn

There were 3 members of the public in attendance.

2282. In Attendance:

Paul Catling – Clerk  
ECDC: Cllr Allen Alderson

2283. Apologies for Absence:

Cllr Joshua Schumann  
Mr. Mark Lewinski  
Mr David Greenfield

2284. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.

2285. Public Participation: None.

2286. Approve and Sign Minutes of Parish Council Meeting – 14<sup>th</sup> December 2017:

With a few corrections to names and that Alan Durrant **not** being interested in an allotment, the minutes were agreed to be signed as a correct record.

*Proposed: Steve Kent-Phillips, Seconded: Michael Malster, Unanimously agreed.*

2287. Reports:

ECDC: Allen Alderson reported to the meeting. Peter Hart asked about the balanced budget, was the income rising? Allen Alderson stated that it was, other sources of income rising but Government income was dropping although due to work with homeless, there were currently no cases to provide for, so none of the previous costly temporary housing requirements. This had been as high as £800K. Michael Malster asked about Veolia, Allen Alderson reported that ECDC were going to take the waste collection in house. Andrew Camps asked if the CLTs were creating housing for rent or buy. Allen Alderson explained that each CLT had their own agreements but mostly affordable housing was for rent but if to buy it was shared ownership and the CLT would retain its share and recover 100% ownership if the shares were sold back. He added that Swaffham Bulbeck would soon have a CLT.

2288. Matters Arising from Previous Minutes (for information only):

Steve Kent-Phillips commented that David Greenfield, who would be in the USA for the next few meetings, had completed his task from the last meeting. The Clerk reported an answer to the question (minute number 2280) of the missing tree by the village sign. The tree had ECDC (Cathy White) permission to be removed. It was originally planted by the PC on condition that it was a red maple and assumed that it was a Japanese maple. It seems that a Norway maple was planted and due to its size, had undermined the path and building foundations amongst other problems. Alan Gould planted the tree's replacement, an Amelanchier canadensis about 8 years ago. The replacement should not get to more than 15' whereas the maple had reached over 50.

2289. Correspondence for Circulation/Consideration:

All correspondence was noted.

2290. Consideration of planning applications:  
 17/02205/FUL | Development of a 49.9MW battery storage facility, bridge and associated infrastructure | Land North West Of Electricity Sub-Station Weirs Drove Burwell – no objections.  
 17/02083/TRE | T1 RED HORSE CHESTNUT - Crown reduce height by approx. 4m. Crown reduce spread to shape and balance. | The Old Vicarage 72 High Street Swaffham Prior Cambridge CB25 0LD – noted.  
 17/02191/TCON | To comply with condition No. 10 of decision notice 10/00913/FUL. | 32 Cage Hill Swaffham Prior Cambridge CB25 0JS – noted.
2291. CIL & Open Space Money Projects:  
 Steve Kent-Phillips reported that the PC were waiting for a grant application from the VHMC, the Open Spaces fund had 49p left and the CLT had £4.5K remaining
2292. Village Hall:  
 There had been no direct offer of assistance from SLCC, except using Cambridge ACRE but it was noted that the VHMC were using them for advice already. It was agreed to accept David Greenfield’s offer to use his legal company, with thanks to David Greenfield.
2293. Allotments:  
 It was reported that James Willmott was the first on the list waiting for an allotment. It was agreed to write to AK confirming cancelled lease and JW confirming allocation.
2294. Cemetery Plot Procedures.  
 The Clerk explained the procedures and that the PC procedures were to include a full process covering the cemetery ledgers and process of allocating a plot. A backup procedure and essential documents would be distributed to the Chairman and a least one other councillor, which currently would be Steve Kent-Phillips.
2295. Approval of Grant of Exclusive Right of Burial.  
*Proposed: Steve Kent-Phillips, Seconded: Peter Hart, Unanimously agreed.*
2296. SID (speed indicating device) loan agreement:  
 Steve Kent-Phillips reported that SID was still resting. The Clerk reported that the insurance company were reviewing the updated asset register including SID and would report back when the inclusions were covered.
2297. Agree donation for Remembrance Day Wreath:  
 Andrew Camps reported that the cost price of the wreath was £18.50. It was agreed to donate £50 for the wreath.  
*Proposed: Andrew Camps, Seconded: Steve Kent-Phillips, Unanimously agreed.*
2298. Accounts for payment included:
- |    |   |          |
|----|---|----------|
| a. | Paul Catling – Clerk’s salary                                   | £ 320.00 |
| b. | Inland Revenue – Clerk’s tax                                    | £ 80.00  |
| c. | Anglian Water (Wave paid by DD)                                 | £ 21.62  |
| d. | CPRE Cambridgeshire Branch – (PC workshop 2 <sup>nd</sup> Nov.) | £ 40.00  |
| e. | Royal British Legion  | £ 50.00  |
|    | Total   | £ 511.62 |

Payment of the above invoices was agreed. A transfer was not required.

*Proposed: Steve Kent-Phillips, Seconded: Sandra Gynn, Unanimously agreed.*

Steve Kent-Phillips noted that the year end account would also include a VAT claim which would increase funds.

2299. Clerk's Report:

The Clerk had some late correspondence to report, including a meeting arranged by Burwell PC with the PCC at Mandeville Hall on February 12<sup>th</sup> at 7pm to discuss the handling of the illegal travellers' encampment. There was also an answer from Alan Gould relating to the tree near the village sign.

2300. Parish Councillors' Reports:

Sandra Gynn reported the school had a OFSTED report pre-Christmas. Steve Kent-Phillips asked about the missing trees at the school. Steve Kent-Phillips also reported the snowdrops will need to be ordered soon and as agreed would be around £300. If so they would be ordered but if more than that, he would come back to the PC. Steve Kent-Phillips also reported on the village heating system and that the report (current cost £10K) was available but that it suggested further in-depth research estimated at £100K. Peter Hart noted the pot hols that had developed in the village hall drive. Steve Kent-Phillips offered to talk to Martin Mead. Andrew Camps asked about the defibrillator battery given the cold weather and a recent report of one that failed. John Covill added that Reach now had a defibrillator and a list of trained people on a buddy system. Steve Kent-Phillips reminded the PC that there was an indication of battery state that was checked by the residents opposite the 'phone box.

*Meeting closed at 8.53*

2301. Open Question Time:

Alastair Everitt asked about the type of tree near the village sign and how long it had been there and how the batteries proposed in Burwell worked. Alan Durrant noted that the village hall car park now had more space after further clearance work. Alastair Everitt also asked who had the key for the defibrillator, it seems the instructions are to call 999 who will provide instructions when given the number of the box. Mark Lewinski had prepared a written report and comments, which were read by the Clerk, including progress with Burwell post office making sure the postman does not park on the grass verge in Fairview Grove and other FVG grass related issues.

*Business finished at 8.56*

Appendix 1 – Correspondence Received:

No other correspondence that that above.

[page intentionally blank.]

Unapproved