

**Minutes of Swaffham Prior Parish Council Meeting held on
Thursday, 9th August 2018 at 7.30pm Village Hall.**

Present:

Mr John Covill, Mr Peter Hart, Mr Steve Kent-Phillips, Mr Michael Malster, Mr David Greenfield, Mrs Sandra Gynn, Mr Andrew Camps, Mr Paul Latchford.
There were 5 members of the public in attendance. The Deputy Clerk, Steve Kent-Phillips, took the minutes.

2411. In Attendance:

Neither Councillor attended the meeting.

2412. Apologies for Absence:

Paul Catling – Clerk –Working in America

2413. Members' Declaration of Interest for Items on the Agenda + Requests for Dispensations: None.

2414. Public Participation:

Mr. Rand asked about the legal ownership and maintenance of the Village Hall car park as some ramblers had parked there causing a problem for a scheduled wedding party. Mrs. Fletcher gave a brief update on the Distributed Heating Plan. £20K in funding had been obtained and there would be a presentation on Tuesday 2 October at 7.30pm in the Village Hall. Mrs. Fletcher notified the PC about the new Cambridge Area Bus Users Group and noted that Swaffham Prior is not on the scheduled Metro Line.

2415. Approve and Sign Amended Minutes of Parish Council Meeting – 28th June 2018:

Proposed: David Greenfield, Seconded: Sandra Gynn, Unanimously agreed.

Approve and Sign Minutes of Parish Council Meeting – 12th July 2018:

Proposed: David Greenfield, Seconded: Sandra Gynn, Unanimously agreed.

2416. Reports:

No reports received from CCC nor ECDC.

2417. Matters Arising from Previous Minutes (for information only):

David Greenfield mentioned *Min.ref:2403* – He has gone back through several decades of minutes from PC meetings and Annual Village Assemblies and there is no mention of ownership of the land where the school swimming pool has been built. The VH car park is mentioned in the 1978 AVA that confirmed that it belongs to the Parish Council and that it is a Village Car Park not an exclusive Village Hall Car Park. The allotments were mentioned in a PC meeting in 1974 as being “seven small garden plots”, with £1 rent for 364 days, no sheds allowed and to be kept tidy. The cemetery was noted as an “enclosed churchyard” and the PC is responsible for its upkeep.

2418. Correspondence for Circulation/Consideration:

A letter from Lucy Fraser MP regarding planning and lack of subsequent building was noted. The email from Emma Fletcher regarding the Bus Group

was noted, but the meeting date had passed. A thank-you letter from Pam Waters (Parochial Church Charities) was noted. A poster regarding the safety of children and vulnerable adults was noted and will be displayed on the notice board.

2419. Consideration of planning applications:

None received.

2420. Annual Village Assembly – decide on date.

The Deputy Clerk read out an email from SLCC stating that the AVA must be held between 1 March and 31. As the annual accounts are unlikely to be ready until mid-April, it was felt that moving the AVA to the end of April merely changed the order of events and was not worth doing; thus the AVA will remain the Wednesday after the May meeting and AGM.

2421. Village Hall.

The PC is waiting for the VHMC to present the required new documentation. It was confirmed that the VH car park is for whole village use and not exclusive to VH hirers, and especially for people on the school runs. The VHMC will amend their booking forms to reflect this. It was also confirmed that PC are responsible for maintenance and not the VHMC.

2422. Allotments

Paul Latchford presented his survey map and proposed re-alignment map. It was pointed out that he had identified GAP1 & GAP2 as separate plots when in fact they are one plot with a path up the middle. Once this was resolved, it was noted that the plots are all roughly of the same area, albeit in different shapes and so it was suggested that no changes to the boundaries were required apart from a widening of the path on the cemetery side of GAP1 and a widening and straightening of the central path to the gate. Paul Latchford and David Greenfield offered to arrange a meeting with the allotment holders to discuss options. The relevant owners of each plot were identified and a new map will be drawn to correspond with the list of holders after the meeting.

(a) decide on procedure for allocation.

Paul Latchford presented a procedure for allocating plots. This was adopted as official PC policy.

Proposed: David Greenfield, Seconded: Mike Malster, Unanimously agreed.

(b) Decide on allocation of free plot.

As decided by the newly adopted procedure, as the only applicant on file, Mr. James Willmott will be offered the plot designated GAP3 (GAP2 on the new map), subject to where the new boundaries will be. Mr. Willmott will be invited to the allotment holders meeting.

Proposed: Mike Malster, Seconded: Peter Hart, Unanimously agreed.

2423 Cemetery

The poor state of the cemetery was discussed and David Greenfield will meet with CGM and see if they can do all of the cemetery as indicated on their mowing map. There may be a problem with machinery needed. David

Greenfield met with CGM on 14 July 2016 to discuss wild flowers on the bank of Cage Hill, and CGM did not know the law regarding the cutting of these. David will discuss the matter when he meets CGM's representative. The Deputy Clerk is to continue to try to find a contractor willing to quote for a one-off project of general maintenance, as was done some ten years ago. The Clerk is to contact Swaffham Bulbeck PC to ask how they do theirs.

2424. Accounts for payment:

David Greenfield will discuss CGM's contractual obligations when he meets them.

a.	Paul Catling – Clerk's salary	£ 320.00
b.	Inland Revenue – Clerk's tax	£ 80.00
c.	CGM (grass cutting 2 nd & 22 nd May)	£ 730.08
d.	CGM (grass cutting 4 th June & 19 th June)	£ 730.08
e.	CGM (additional grass cut in Rogers Road July)	£ 54.00
f.	CGM (grass cutting 29 th June & 11 th July)	£ 730.08
g.	Play Safety Ltd (RoSPA Inspection)	£ 88.20
	Total	<hr/> £2,732.44

Payment of the above invoices was agreed.

Proposed: Mike Malster, Seconded: Paul Latchford. Unanimously agreed.

No transfer was required.

2425. Clerks Report.

The Clerk sent a note apologising for his absence. The CCC invoice for street lighting is still in dispute but their system has changed and Mr. Tim McLean is aware of the problem and is progressing it. The Deputy Clerk noted that the rail installed by the entrance to the cemetery is rotted away. The Deputy Clerk is to contact Jon Taw for a quote to replace it. The traffic signs around the village are still causing some local angst and so The Deputy Clerk will contact Andy Martin to clean them up and repair where necessary.

2426. Parish Councillor's Reports.

David Greenfield reported that the ECDC Local Plan has passed the first stage, and he is monitoring Stage II. He will also follow up the Bus Group issue raised earlier as it seems Swaffham Prior will be getting fewer buses. Paul Latchford reported he will be updating the allotment T&Cs after the allotment holders meeting. Sandra Gynn reported that on 6 August 2018 a very long lorry got stuck with a burst tyre turning down by the school. The police attended and after some hours the lorry got through. A local resident came out and got very aggressive and shouted at Sandra blaming her (and the PC) for the problem. He subsequently called at Sandra's house and was aggressive again, and presented some minutes and legislation for the PC to read. Paul Latchford noted that such behaviour is totally unacceptable. The minutes were read out and deemed to be irrelevant as they pertained to parking, and the legislation was examined and found to prove that CCC Highways were responsible, not the PC. The Deputy Clerk is to write to the person involved.

The meeting was suspended at 9.03

Mrs. Kirby pointed out that the lorry was NOT going to Lord's Ground Farm but the leek farm further up the road and that the police had told the lorry driver to go that route.

The meeting resumed at 9.06

The meeting closed at 9.07

2427. Open Question Time.

Mrs. Kirby asked about the allotment breach letters and noted there was still a lot of rubbish on the plots. The matter will be raised at the allotment holders meeting, and the notices re-issued if needed. The local angry resident was identified. Mr. Durrant offered to assist in the car park maintenance. He also offered to maintain the cemetery if the PC supply the tools.

Business finished at 9.15

Appendix 1 – Correspondence Received:

As above. No other correspondence.