

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

Present:

Mr John Covill, Mr Peter Hart, Mr Steve Kent-Phillips, Mr Andrew Camps,  
Mr Paul Latchford, Mr David Greenfield.

There were 5 members of the public in attendance.

2445. In Attendance:

Paul Catling (Parish Clerk)

2446. Apologies for Absence:

Mr Michael Malster, Mrs Sandra Gynn, Cllr Allen Alderson .

2447. Members' Declaration of Interest for Items on the Agenda + Requests for  
Dispensations: None.

2448. Public Participation:

Alan Durrant asked for a letter confirmaing the agreement relating to the use of the car park. David Greenfield asked Alan Durrant about the new documents being produced. Alan Durrant confirmd the new documents did not include a new lease. Steve Kent-Phillips noted that the lease expiry was 99 years from 1997. Alan Durrant added that issue of insurance relating to his offer to maintain the cemetery would be solved as he would be a contractor charging £1, otherwise the service would be free.

2449. Approve and Sign Amended Minutes of Parish Council Meeting – 13th  
September 2018:

David Greenfield noted that *Min.ref.2438* – was not what he intended. His offer was to purchase the filing cabinet on the Internet, using his company and reclaim the cost as expenses from the PC. With the words in this item “through his company removed” the minutes were agreed as a true record.  
*Proposed: Steve Kent-Phillips, Seconded: Peter Hart, Unanimously agreed.*

2450. Reports:

John Covill had received a report from Allen Alderson, including the recycling centre at Ely with 50 people and 7000 customers and fly tipping down the fen should be gone by Wednesday. Hi-ways were trying to take down the Red Lion A-board at the Swaffham Bulbeck end of the village, so did the PC have any private land that the sign could be placed on? The problem was discussed but as the PC has no land, there is no solution. Paul Latchford had black bag samples for Allen Alderson, which could be discussed next meeting.

2451. Matters Arising from Previous Minutes (for information only):

*Min.ref.2438* – Deeds; Wellers & Hedley now have copies of the deeds. The deeds confirmed that the PC do not own the land behind the village hall. The deeds were last changed in 1968.

2452. Correspondence for Circulation/Consideration:

Cambridge Area Bus Users – email – noted.

ECDC - Public Spaces Protection Order – email – Paul Latchford asked how this will be policed. It was agreed to ask Allen Alderson.

ECDC – Timebanking – email – will be forwarded to The Crier.

Late correspondence had been received relating to the proposed parking bay/layby additions to Fairview Grove. The CCC commented that the quotes the PC had received would not meet the CCC specifications. The estimated additional costs were £24K.

David Greenfield mentioned the CCC – Swaffham Prior Heat scheme. Emma Fletcher would be presenting an update at the next PC meeting (before the main meeting). There was a discussion about the pros and cons of the proposed Swaffham Prior heat scheme. David Greenfield asked if anyone had attended the recent village meeting. Andrew Camps had and said that it was inconclusive. David Greenfield would be attending the meeting on November 23<sup>rd</sup>.

2453. Consideration of planning applications:

18/00850/FUL – 6 Cage Hill. Notice of Approval. Noted.

2454. Village Hall – Approve purchase of PC fireproof filing cabinet.

David Greenfield presented prices from various suppliers. There were 7 prices for the same product: FS2244K from £749.17 to £1516.38. The cabinet includes key locks, fireproof rating 90 minutes, waterproof and 2-year warranty. There being no delivery or other benefits to the other suppliers, it was decided to purchase the lower price option from safe.co.uk. *Proposed: David Greenfield, Seconded: Steve Kent-Phillips, Unanimously agreed.* The meeting was suspended for 2 minutes to discuss delivery to the village hall.

2455. Allotments

There was nothing to report.

2456. Cemetery

Steve Kent-Phillips reported a small error in the cemetery map numbering where 2 rows of cremation plots' numbers were switched and that Andrew Noyes would make the changes. The CAD creator may charge a small amount to re-publish the plans drawings.

2457. Accounts for payment:

a.	Paul Catling – Clerk's salary	£ 272.00
b.	Inland Revenue – Clerk's tax	£ 68.00
c.	SKP -HM Land Registry – (copy of deeds)	£ 20.00
d.	CGM – Grass cutting September	£ 365.04
e.	PKF (annual audit)	£ 240.00
	Total	<hr/> £ 965.04

David Greenfield reported no problems with the grass cutting for this period. Sandra Gynn said the cemetery looks much better but another path edging board had been broken, possibly by the mower. John Covill suggested replacing it with metal. It was agreed to get Andy Martin to look at the repair. It was agreed to add the invoice for the annual audit from PKF for £240 to the list for payment. Payment of the above invoices was agreed.

*Proposed: Peter Hart, Seconded: Paul Latchford, Steve Kent-Phillips abstained, Agreed.*

No transfer was required.

Steve Kent-Phillips reminded the meeting that the process of changing the bank details should be started as soon as possible, given the time it took last time.

2458. Clerks Report.

The Clerk reported there had been 2 applications for the empty seat. Unfortunately, one may not have lived in the parish long enough. This would be checked with the returning officer. The 28 days of notice will be up at the November meeting.

2459. Parish Councillor's Reports.

Steve Kent-Phillips reported a complaint regarding fly tipping in Headlake Drove, which he had reported on-line. He had also been contacted by The Clerk at Swaffham Bulbeck but the message was garbled. John Covill asked what had been fly-tipped. Steve Kent-Phillips said it included domestic hazardous and green waste.

The meeting closed at 20:23

2460. Open Question Time.

*Business finished at 20.25*

Appendix 1 – Correspondence Received:

As above. No other correspondence.