

**Minutes of Swaffham Prior Parish Council Meeting held on  
Thursday, 10<sup>th</sup> January 2019 at 7.30pm Village Hall.**

Present:

Mr John Covill, Mr Peter Hart, Mr Steve Kent-Phillips, Mr Andrew Camps,  
Mr Paul Latchford, Mr Alan Durrant, Mr Sandra Gynn Mr Michael Malster.

There were 2 members of the public in attendance.

2496. In Attendance:

Paul Catling (Parish Clerk)

2497. Apologies for Absence:

Cllr Allen Alderson, Mr David Greenfield.

2498. Members' Declaration of Interest for Items on the Agenda + Requests for  
Dispensations: None.

2499. Public Participation:

Alastair Everitt had a correction for the minutes.

2500. Approve and Sign Amended Minutes of Parish Council Meeting – 13th  
December 2018:

Sandra Gynn and Paul Latchford noted that in *Min.ref.2484* – Sandra Gynn was present but Paul Latchford was not. With this change the minutes were agreed as a true record. *Proposed: Steve Kent-Phillips, Seconded: Peter Hart, Michael Malster and Paul Latchford abstained, agreed.*

2501. Reports:

There were no reports presented but Steve Kent-Phillips has spoken to Cllr Allen Alderson (ECDC). If the road salt bins need filling, contact him and he will get them refilled. Alastair Everitt was asked to make sure that this was also mentioned in The Crier.

2502. Matters Arising from Previous Minutes (for information only):

The allotments map would be sent. Paul Latchford noted the possible new clerk had spoken to him but the outcome was that he had declined the position. *Min.ref.2487* – Paul Latchford asked about David Greenfield's comment regarding bore holes and where were they to be. Steve Kent-Phillips stated they would be in the Stirling Farm Field. Paul Latchford also said he would put names on the allotment plan and send it back.

2503. Correspondence for Circulation/Consideration:

There had been a request to use SID from Reach PC. The method and cost was discussed. Steve Kent-Phillips asked if Paul Latchford would provide the agreement. He noted that it was important that it was rented. The battery life was discussed. It seems it should last 10 days so at least a week. The period of rent was discussed. Four weeks would be ideal as that allowed for 2 weeks in each direction. Steve Kent-Phillips offered to train Reach PC, install, change batteries and download data for them. The renting party would be responsible

for insurance. A rental fee of £50 per week was agreed: *Proposed: Michael Malster, Seconded: Steve Kent-Phillips, unanimously agreed.*

A Christmas card had been received from the school.

Steve Kent-Phillips reported acknowledgement had been received that the precept would now go to the correct account.

2504. Consideration of planning applications: None.

2505. Village Hall

The trustees' paperwork would be completed at the VHMC EGM next Thursday.

2506. Allotments

Paul Latchford had no more to report than that in matters arising. Steve Kent-Phillips asked which plot JW was taking. Paul Latchford stated that would be resolved tomorrow.

2507. Accounts for payment:

a.	Paul Catling – Clerk's salary	£ 260.00
b.	Inland Revenue – Clerk's tax	£ 75.00
c.	Wave (Anglian Water – paid by DD)	£ 29.57
	Total	<hr/> £ 364.57

Payment of the above invoices was agreed. *Proposed: Steve Kent-Phillips, seconded: Sandra Gynn, unanimously agreed.*

No transfer was required.

2508. Clerk's Report.

The Clerk's business relating to SID had been dealt with.  
The issues regarding a new Clerk were discussed including pay scale and the NALC recommended scale.

2509. Parish Councillor's Reports.

Andrew Camps reported that the drains in Lower End had been cleared / cleaned but one cracked cast iron top had been marked, presumably to be replaced.

The meeting closed at 20:20

2510. Open Question Time.

Alastair Everitt asked about a Village Hall trustee and had they been informed of the changes. Alan Durrant stated that the changes had to be accepted. Paul Latchford suggested they should be informed out of respect. Alan Durrant was given address information.

*Business finished at 20.45*

Appendix 1 – Correspondence Received:

As above. No other correspondence.

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