

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday, 11th July
2019 at 7.30pm, Swaffham Prior Village Hall.**

Present:

Mr John Covill (Chair) (JC), Mr Andrew Camps (AC), Mr Alan Durrant (AD), Mr David Greenfield (DG), Mrs Sandra Gynn (SG), Mr Peter Hart (PH), Mr Steve Kent-Phillips (SKP), Mr Paul Latchford (PL).

There were three members of the public in attendance.

2297. In attendance:

ECDC – Cllr Charlotte Cane (CC)

Clerk – Jude Griffiths

2298. Apologies for absence:

None.

2299. Members declaration of interest on items on the agenda and requests for dispensations:

None.

2300. Public participation for items on the agenda:

Alastair Everitt asked whether SG had received any response to the question of access to the Castle Hill mound from Cllr Joshua Schumann. This was answered later under item 2302. b) ECDC report.

2301. Approve and sign minutes of Parish Council meeting, Thursday 13th June 2019:

Minute ref. 2296; ‘Alastair Everitt’ was changed to ‘Michael Limb’. Following this amendment, the minutes were approved and signed. *Passed unanimously.*

2302. Reports:

a) CCC representative.

No report received.

b) ECDC representative – Cllr Charlotte Cane (CC) reported to the meeting.

The motion calling for more affordable and rented accommodation on the MoD site has been rescinded after the ruling group of the council called an extraordinary meeting, so that now 15 of the 92 properties will be affordable and none for rent. At the Finance and Assets committee, CC raised concerns that the East Cambs Trading Company (ECTC) accounts for March 2019 showed £711,139.00 net liabilities, and that if the ECTC should fail, East Cambs would lose monies lent to it and be open to other creditors pursuing the Council for repayment. The company directors stated that they are a ‘Going Concern’ because they are supported by the District Council. The committee agreed unanimously that they need to see the accounts to 31st March 2019 at the next meeting and receive management accounts at each meeting. The committee then discussed the LCTR (replacement for council tax benefit), which is to be funded by the council with some grant from the government instead of being paid for by central government. Concern was expressed that as Universal Credit is rolled out locally, people will struggle to pay their council tax;

Universal credit changes weekly and therefore the amount of council tax owed would also change weekly. It was felt that a system needs to be in place to make it easier for them to pay and consequently easier for the Council to collect, potentially changing the level of council tax collected promptly when income levels decrease, less promptly when income levels rise. Anglia Revenue Partnerships (agency for LCTR) are supportive of alleviating possible hardship.

Operational Services committee – reviewed the performance of waste collection and street cleaning services. There is no plan to introduce black bins.

Young Person's Services Questionnaire – this is open from 8th July to 16th August.

<https://www.eastcambs.gov.uk/consultations/young-persons-services-questionnaire>

Castle mound access – access must be maintained only if the castle mound remains in public hands under the Ancient Monuments and Archaeological Areas Act 1979, so it depends if the site is to be leased or sold. At present there is no clear answer.

The chair invited questions.

JC asked if the lack of affordable housing on the MoD site was linked to the deficit in the ECTC? CC replied that there was disagreement between the full council and a finance committee member as to the financial state of the ECTC and that CC is waiting for the most recent accounts in order to achieve clarification.

JC asked if mistakes in contracts etc can cost the council dear. CC agreed and said that some companies can afford top flight legal advice, but not the Council.

PL asked what age group the Young Persons questionnaire was aimed at and if it was anonymous. CC confirmed it was for 5-18 year-olds and yes it was anonymous.

2303. Matters arising from the previous minutes (for information only).

Min. ref. 2288 2) DG asked that the email be forwarded to him.

Min ref. 2288 4) Clerk to send DG's proposed answer to Lucy Frazer and to copy in the Crier.

Min ref. 2291 DG has spoken to Pippa Winson, the planning officer, and the sign is on the ECDC planning enforcement department's work schedule; however, it has already been removed.

Min Ref. 2294 DG stated that after looking at several Social Media policies for parish councils, they appear to be generic. It was agreed to put 'Social Media Policy' on the agenda for the next meeting.

2304. Correspondence for consideration/circulation.

1) Andy Giblin, UK Power Networks regarding street lighting. SKP noted that he had been corresponding with UK Power Networks regarding the street lights. This involved setting up an account by Eon by 1st October 2019, when the parish council will transfer formally from paying the Highways Agency for the street lights to paying Eon directly. Once the list of street lights in Swaffham Prior had been updated to show 9 lights, not 10, everything is now in place.

2) Cambridge and Peterborough Combined Authorities (CPCA) Local Transportation consultation. DG noted that while transport consultations are taking place, none are particularly local to Swaffham Prior. DG to email CPCA requesting a more local event.

2305. Consideration of planning applications received.

19/00815/FUI – 39 High Street, Swaffham Prior, Cambridge, CB25 0LD

Two storey extension to rear of property.

No objections or comments.

18/00850/FUL 6 Cage Hill, Swaffham Prior, Cambridge, CB25 0JS

To vary condition 1 (approved plans) of previously approved 18/00850/FUL for 2 storey side and rear extension and alterations.

Noted.

19/00683/LBC Old Barn House, 25 High Street, Swaffham Prior.

Replacement of concrete floor in kids den and internal lining of walls in kids bed and bedroom 3.

Noted.

19/00642/FUL Byes Farm Cottage, 6 Heath Road, Swaffham Prior

Proposed garden room

Noted.

2306. Grant for exclusive right of burial (1 plot).
Proposed SKP, seconded PL. Passed unanimously.

2307. Accounts for payment.

a) Clerk's salary and taxes	£190.00
b) Clerk's expenses	£26.95
c) V Neal – 8 hours tidying plus 3 trips to tip	£150.00
d) A Martin – tidying the Pound	£60.00
e) A Martin – painting and repairs to play area	£710.00
f) CGM – grass cutting on 7 th and 19 th June	<u>£730.08</u>
Total	£1867.03

Payment of these accounts were agreed, with the addition of Paul Catling's clerk salary and tax (£160.00 and £40.00). Additionally it was noted that the direct debit for the water bill had been taken (£41.42). *Proposed SG, seconded PL, passed unanimously.*

No transfer was required.

2308. Village Hall and car park trees.

AD reported that a tree survey had been undertaken of the trees around the village hall and car park. 2 trees at the front of the hall have dead branches that need removing and one horse chestnut in the far corner of the car park is dead and needs to be removed and replaced. None of them are dangerous. It was agreed that a copy of the report should be sent to Cathy White, the council tree officer, who will then advise on further action. AD also noted that three trees adjacent to the driveway are in need of pollarding. AD to consult with Cathy White and report back to the next meeting.

2309. Moving the table tennis base.

PL reported that the company he'd contacted for a second quote hadn't responded and on studying a further breakdown of the Meads quote, he was now happy to go ahead with Meads. *Meads quote to be accepted - proposed SKP, seconded SG, passed unanimously.* Clerk to contact Meads to give the go ahead.

2310. Allotments.

Holly Mead has asked to take on the unallocated plot (GAP 2). *PL proposed that she be accepted, seconded SKP, agreed unanimously.* SG noted that another allotment renter had asked if the empty lot could be sprayed off? PL replied that this was now up to Holly Mead.

2311. Clerk's report.

- Requested that the date of the agenda being published be moved back to the Friday before the next meeting to give leeway in case of unforeseen circumstances. *Agreed unanimously.*
- Noted that a place on the CAPALC cemetery course on 29th October 2019 had been booked.
- Requested clarification on the cost of an allotment per annum. SKP confirmed £20 full cost or £10 discounted cost.
- Collected information necessary for the continuing of the Unity Bank paperwork.
- Noted that will be absent from the next meeting - SKP to deputise.

2312. Parish Councillors reports.

SG mentioned complaints from residents of 'The Beeches' regarding overshadowing from trees. As the trees in question are on private land, it was noted that they would have to talk to the owner.

SG noted that a new double stone had appeared in the cemetery; it was noted that as it replacing earlier grave markers, there is no need to inform the parish council.

PL had received a letter regarding the overgrown footpath that runs from near the cemetery to the horse field. Clerk to send a standard letter to properties backing on to the path, politely requesting that they trim back their vegetation.

PL noted - signs of a leak in the church roof – AC has been unable to trace it. PL also noted that - the church alarm has been going off – AC replied that it is set off by birds. - the lightening conductor on St Cyriacs is hanging over – this has been reported.

SG requested that SID be deployed by the play area to check the speed of passing cars – SKP to investigate.

JC reported a dead tree in the football field gateway threatening overhead cables. SKP to look and report to either the Highways Agency or BT.

The meeting closed at 2024.

2313. Open question time.

It was suggested that access to Castle Hill was a point of principle and as such, the PC should write to the head of the CCC. To be discussed at the next meeting.

Business finished at 2035.