

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday 14th November 2019
at 730pm in the Swaffham Prior Village Hall.**

Present:

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

In attendance:

Mrs Jude Griffiths – clerk

There were also two members of the public in attendance.

2365. Apologies:

Mrs Sandra Gynn – away

Cllr Charlotte Cane (CC) – attending another meeting (arrived later).

2366. Members declaration of interest in items on the agenda and requests for dispensation:

None.

2367. Public participation for items on the agenda:

Michael Limb asked why the charges are doubled if SID leaves the county. SKP explained that the PC insurance for SID only covers it within the county and so the costs for going out the county are higher.

2368. Approve and sign minutes of Parish Council Meeting Thursday 10th October 2019:

PL noted that in *min. ref. 2363 (bullet point 4)* the junction that articulated vehicles cannot turn right into is the one at Station Road/High Street. The junction under discussion (Bypass/Mill Hill to the Swaffham Bulbeck edge of the village) would require such vehicles to pull out into oncoming traffic in order to make the corner.

SG had noted via email that *min. ref. 2355* omitted her thanking of AD for his work in clearing the older part of the cemetery and that it was Janet Wilmott who had requested a green bin for the cemetery.

Once these corrections have been made the minutes were approved. *Proposed SKP, seconded DG, passed unanimously.* To be signed off at the December meeting.

It was agreed to move the Reports further down the agenda in anticipation of the late arrival of Cllr Charlotte Cane.

2369. Matters arising from the previous minutes (for information only):

Min. ref. 2363 SKP reported that the letter regarding the PC's objections to closing the slip road to motorised traffic has been sent and that SID had been deployed on the top road (Mill Hill/bypass). During half term, Monday to Friday there were 6000 fewer cars travelling along the road from Swaffham Bulbeck. SKP has put the figures on the website and sent them to Greenway.

Min. ref. 2360 DG noted that this would be covered under item 10 of the agenda.

Min. ref. 2363 DG had obtained the name requested by PL and would pass it on.

Min. ref. 2357 SKP had passed on the details of the textile bank company to AD, who has had no response as yet.

2370. Correspondence for consideration/circulation:

1. Lucy Frazer MP land banking letter – DG noted that it contained no new information.
 2. Lucy Frazer M strategic bus review letter – noted.
 3. Paula Fuller email praising condition of the cemetery – noted.
 4. Margaret Joyce and Mike Barker email – suggested rewinding of the verges. DG suggested a meeting with Margaret Joyce to see where they were considering as suitable, because:
 - rewilded verges can look messy
 - tall plant growth can obscure line of sight on the roads
 - the grass cutting contract is due to be renegotiated in the Spring of 2020 and any changes needed to be agreed by then.
- SKP suggested between the 40mph sign and the village sign as an appropriate site.

Action: DG to set up a meeting with Margaret Joyce and report back to the December meeting.

5. JC had received a telephone call regarding potential building near the Smock Mill – the owner had been considering turning it into an electricity turbine and is concerned that building would affect the air flow – noted.

Alastair Everitt requested copies of the Lucy Fraser letters for the Crier and was supplied with one.

2371. Consideration of planning applications received:

19/00275/TRE 4 Lower End, Swaffham Prior.

Fruit tree trimming – approved.

Noted.

19/01349/FUL Church View Cottage, 54 High Street, Swaffham Prior, Cambridge, CB25 0LD. Replacement of existing close board fence with 9” brick wall.

Noted.

2372. Accounts for payment:

a)	Clerks' salary and tax	£ 210.00
b)	Eon Energy – lamppost electric	£ 88.99
c)	CGM – grass cutting on 14 th August	£ 365.04
d)	Parish Council Insurance	£ 526.76
e)	Eastern Tree Surgery - Village Hall tree trimming	£1814.40
f)	CAPALC cemetery management course	£ 120.00
	Total	£3125.19

An additional payment to Meads for the moving of the table tennis table was also agreed (£1152.00).

SKP reported that he had undertaken the quarterly year end budget and accounts. The PC was in credit by £2400.00 against the budget, £2000 of which came from cemetery fees. SKP suggested that the precept stay the same for next year with the only potential change being not having a budget for donations. After discussion it was decided to leave the donations budget in. SKP proposed that the precept for the 2020/21 year *seconded DG, passed.*

DG questioned the amount being held in reserve for the Clerk's holiday payment when the present clerk had not built up much holiday. SKP suggested that £5000 of it be transferred elsewhere. PL suggested that the reserves were generally too high and that this was not a good

use of the money. SKP noted that the ECDC recommend 1.5 times the precept is kept as a reserve.

Action: An agenda item for the December meeting to examine how the budget is assigned and possible spending projects.

SKP proposed that £1000.00 be paid into the Unity Bank account to enable the CGM invoice be paid by BACs next month. *Seconded PH, passed.*

SKP proposed a £5000.00 transfer *seconded PL, passed.*

2373. Residential land development opportunity on Mill Hill:

DG thanked Cllr Charlotte Cane in her absence for her work on this, but the Planning Department are unable to discuss this with the PC as no plans have been submitted as yet, but that it would be considered under the 2015 Plan. DG suggested writing to Rebecca Saunt (Planning Officer) reiterating the 6 points raised in the October meeting (*min. ref. 2360*) and adding a seventh point regarding lack of parking space made necessary by poor public transport.

Action: DG to write to Rebecca Saunt as outlined above.

2374. Clerk's report:

- Having attended the CAPLC-organised cemetery running course, a number of issues have become apparent, including the need for clear rules for gravediggers and a review of the interment notice and other forms related to the cemetery. Additionally a request had been received to add a footstone to a grave in the cemetery including the details of two individuals, one of whom is not in the grave. The clerk requested guidance on how to proceed with this.

Action: Cemetery to be added to December's agenda for discussion.

Action: Clerk to email the funeral directors requesting further clarification of who wants the footstone and the identity of the individuals named on it.

Action: Clerk to research the documentation used by other parishes.

- The Swaffham Bulbeck clerk had asked for a complaint regarding the reporting of the traveller encampment on the Denny to be noted at the meeting
- The date for CAPALC councillor training was noted.
- Two complaints had been received regarding the play area equipment. The first was regarding the toddler seats, which have a tendency to tip and one of which has had a part broken off; the second regarding the spring daisy which has had a handle snapped off.

Action: SKP to inspect.

2375. Parish Councillors reports:

- DG – Heating Scheme report. The design stage is complete, using 100% renewable energy (with a LPG as back up). The design will give 80°C heat at the start point; at delivery it will be in the high 70°Cs. 39000 tonnes of carbon would be saved per annum. The route for pipes is being planned to minimise road disruption by tunnelling underneath. The next stage is the pre planning application and hiring a sustainability consultant. Round 9 funding application was submitted at the end of

October 2019 and the answer should be known at the end of November 2019. There has been an increase in the capital cost of £1 million, bring it to £7 million.

2045 Cllr Charlotte Cane (CC) arrived).

PH asked if more than 200 households could join the scheme. DG said no., but at present there are still only 180 household involved.

PL asked who the sustainability consultant is. DG to find out.

JC asked if there has been an assessment of how much more insulation will be needed by the houses taking up the scheme. DG said an equivalent amount to heating by an oil boiler.

PH said that the changes in the scheme (80°C instead of 60°C, not digging up roads) need to be made more widely known; DG agreed.

PL asked how the problem of limescale deposits was to be tackled; DG said that the design took this into account.

SKP request the report in writing. DG to provide a copy.

PH asked what changes had produced the increase in temperature. DG replied the type of heat pump used, the use of air source heat to put heat back into the ground during the summer and the ability to use heat stores.

SKP asked if this will affect the temperature profile of the ground; DG said yes, but the heat put into the ground was done when there was spare capacity.

JC asked if solar panels will power the heat pumps; DG confirmed this.

JC asked if they will be able to store energy for overnight use; DG said no, overnight they will be powered by energy from a renewable source.

AD asked if there was room for expansion of the scheme; DG said no.

- AD reported that the wall outside 26 Lower Road was bowing out considerably. SKP confirmed that this is the householders' responsibility.

AD asked if the PC would consider contributing to the cost of CCTV for the Village Hall car park and/or lighting for the car park. It was stated that the houses backing onto the car park would have to be taken into consideration in the placing of any lights.

Action; AD to provide a quote for the PC to consider.

- JC noted that the fen roads concrete joints are in need of repair – this has been reported and falls under planned maintenance not reactive maintenance so will be repaired in due course.

2376. Reports:

a) CCC – no report received.

b) ECDC – Cllr Charlotte Cane reported to the meeting. A copy of the report was circulated before the meeting.

The ECDC had not passed a motion requiring action and strong targets relating to climate change so CC noted the existence of the East Cambridgeshire Climate Action Network for anyone interested in reducing East Cambs' carbon emissions.

The ECDC Community Infrastructure Levy (CIL) budget has been approved so requests should be submitted.

A new Local Plan will not be started for at least 18 months so East Cambs planning will continue to be dependent on the 2015 Plan, with gaps filled by Supplementary Planning Guidance.

On 26th November there will be a public meeting regarding funding for Health Care.

The Chair invited questions.

PH asked if CC has access to figures regarding population growth in East Cambs. CC confirmed this.

PL asked if funding is calculated per head of population. CC said that it is, fixed on a certain year, so can become outdated quickly.

The meeting closed at 2113.

2377. Open question time:

Alastair Everitt asked if there was allowance for insulation costs in the Heating Scheme. DG confirmed there was not.

Business concluded at 2115.

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