

Minutes of the Swaffham Prior Parish Council meeting held on Thursday 14th May 2020 at 730pm via Skype.

Present: Mr John Covill (Chair) (JC), Mr Alan Durrant (AD), Mr David Greenfield (DG), Mrs Sandra Gynn (SG), Mr Paul Latchford (PL) and Mr Steve Kent-Phillips (SKP).

In attendance:

Mrs Jude Griffiths (Clerk)

Cllr Charlotte Cane (ECDC) (CC)

And 2 members of the public.

1/20-21 Apologies:

Mr Andrew Camps – technical issues

Mr Peter Hart – medical issues.

2/20-21 Members' declaration of interest for items on the agenda and requests for dispensation:

None.

3/20-21 Public participation for items on the agenda:

Mr Michael Limb noted in relation to item 17/20-21 on the agenda that he had been unaware of the rewinding verges trial – JC commented that further information regarding it would be given at that item.

DG noted that Mr Graham Jackson wished to speak on item 8/20-21 2) but had yet to join the meeting – if he hadn't joined by that item, DG intended to telephone him.

1934 SG left the meeting due to technical issues; 1935 SG returned.

4/20-21 Approve the minutes of the Parish Council meeting of 9th April 2020:

Proposed SKP, seconded DG; passed unanimously.

5/20-21 Reports:

a) Cambridgeshire County Council (CCC) – none received.

b) East Cambridgeshire District Council (ECDC) – Cllr Charlotte Cane reporting. An emailed report had been circulated just prior to the meeting.

Following coronavirus restrictions, ECDC had cancelled all meetings, but since the change in the law to allow remote meetings to be held, two Planning Committee meetings had been held and the Annual General Meeting is due to go ahead via Zoom and will be live streamed on YouTube on Thursday 21st May at 6pm. Public questions need to be emailed to tracy.couper@eastcambs.gov.uk by 5pm on the preceding Tuesday.

Council staff are mostly working from home but telephone lines are still being answered. Refuse collection continue as normal and fly-tipping is being cleared up if reported.

Only 74% of eligible businesses have applied for grants available as support during the pandemic. Anyone whose business may be eligible should email their name, business name, business address and phone number to covid19businessgrants@eastcambs.gov.uk or telephone 01353 665 555 for further information.

A request of a 6-month delay of the ending of funding for Ely Citizens' Advice Bureau was rejected and the Ely CAB has now closed. East Cambs will now supply housing advice.

Although none of the planned meetings regarding the Bus, Walking and Cycling Questionnaire could go ahead, the deadline for handing it in has been extended to 31st May. It can be posted back to East Cambs or found online at

<https://www.eastcambs.gov.uk/roads-transport/bus-service-and-cycling-and-walking-routes-consultation> .

Councillor surgeries will be held via Zoom. The next one is 19th May – contact john.trapp@eastcambs.gov.uk for the link.

CC has set up a Facebook page to post the latest information – fb.me/charlottecanelibdem

The Chair invited questions.

PL asked if the bus section of the Bus, Cycling and Walking Questionnaire had been reduced in light of Grant Shapps' mention of a 'huge investment' in walking and cycling and if CC had heard any more details regarding this? CC said no, but she was pushing for more information; speaking from memory the sum of £25 million had been mentioned, which is not a huge sum when spread over the whole of the country.

PL stated that if there was going to be investments in cycling, Parish Councils should be involved in the decision-making rather than have decisions imposed on them. CC agreed that PC's could bring local knowledge to bear.

JC conveyed his thanks for the clearing up of rubbish left by travellers and noted two more incidents of fly-tipping at the end of Black Drove. SG also noted rubbish dumped in the ditch close to the Burwell Tigers' field. CC said that hopefully fly-tipping would reduce now that the tips were reopening.

JC noted that the proposed budget for investing in cycling would be spread thin over the whole country – CC noted that it was a significant shift in tone for government ministers to be discussing investment in cycling.

1953 Mr Graham Jackson joined the meeting via the telephone.

6/20-21 Matters arising from the previous minutes (for information only):

Min. ref. 2456 DG noted that there had been a query regarding the CGM grass-cutting bill, as he was unable to reconcile the amount with the number of cuts carried out. On raising this with CGM, he was told that CGM have decided to raise invoices for 8 equal amounts, not based on the number of cuts as quoted. DG stated that he is logging the number of cuts as they take place so that if the 17 cuts quoted for having taken place by the last bill of the season, it would be adjusted accordingly. PL noted that he would have been happier if the billing had continued to be per cut. DG agreed but thought the current system should be workable as long as he keeps a record of the date and number of cuts as they happen. JC thanked DG for monitoring the situation.

7/20-21 Correspondence for consideration/circulation:

- a) CAPALC and NALC email updates regarding the COVID19 situation – noted.
- b) Emails from M Barker regarding rewilding of further verges – to be discussed at item 17/20-21. Noted.
- c) Wicken Parish Council email request to site gates at the edge of Upware on Swaffham Prior Parish Council land – to be discussed at the next Parish meeting in June 2020.

8/20-21 Consideration of planning applications received:

a) 20/00269/VAR 6 Cage Hill Swaffham Prior Cambridge CB25 0JS

Variation of condition 1 (Approved plans) of previously approved 19/00622/VAR To Vary Condition 1 (Approved plans) of previously approved 18/00850/FUL for 2 Storey Side and Rear Extension and alterations.

An email from D Maxwell was noted regarding this planning application.

ACTION: Clerk to reply explaining that enforcement of planning regulations is the responsibility of ECDC, not the Parish Council.

PL noted the desirability of a safety barrier being in place whilst the hedging gets established. After discussion, the PC had no concerns or objections to this planning

application and were pleased that the planning application had taken into account earlier comments from the PC.

b) 20/00556/FUL 8 Tothill Road, Swaffham Prior, Cambridge CB25 0JX

Proposed extension and alterations to existing bungalow.

The meeting was suspended at 2006 while Mr Graham Jackson gave details regarding his planning application. The meeting was restarted at 2013.

SKP proposed that no objections were put forward regarding this planning application.
Seconded SG, passed unanimously.

9/20-21 Accounts for payment:

a) Clerk's salary and taxes	£300.00
b) CGM grass cutting invoice 1 st March	£117.04
c) CGM grass cutting invoice 1 st April	£702.25
d) CGM grass cutting invoice 1 st May	£702.25
e) PlaySafe playground inspection	£90.60
f) Meads Construction – Village Hall drive and disabled access area	£5040.00
Total	<hr/> £6952.14

Receipts:

Precept	£7,250.00
A Martin – GAP rent	£ 50.00
Mrs Skates-Wilson	£ 25.00
Fullers Funeral Directors	£ 650.00
J Wilmott – GAP rent	<u>£ 25.00</u>
	£8,000.00

SKP proposed that all invoices be paid in full; seconded DG, passed unanimously.

AD noted that Meads Construction had covered holes in the Village Hall car park with gravel at no charge.

SG dropped out of the meeting at 2018 and rejoined 2019.

SKP proposed a £6000.00 transfer from the savings to the current account, seconded AD; passed unanimously

10/20-21 To agree the annual public rights of inspection:

Proposed SKP, seconded PL; passed unanimously.

11/20-21 To agree the 2019/20 year end exemption:

Proposed SKP, seconded PL; passed unanimously.

12/20-21 To agree the 2019/20 year end accounts:

Proposed PL, seconded SG; passed unanimously.

SKP noted that the budgets would need adjusting at the next face-to-face meeting.

13/20-21 To discuss the use of recorded votes for all votes in Parish Council meetings:

PL explained that he felt the use of recorded votes would add a degree of transparency and enable more accurate reflection of the discussion involved.

PL proposed that the number voting for, against and abstaining be recorded with each vote; seconded SG, passed unanimously.

PL proposed that the Standing Orders be amended to include the use of recorded votes; seconded SG, passed unanimously.

14/20-21 To review the Standing Orders and Financial Regulations:

This is to be discussed at the June meeting so as to give SKP time to add in the changes agreed above.

15/20-21 To discuss the results of the RoSPA play area inspection:

The report had been circulated by email prior to the meeting. SKP reported that both the toddler swing seats need replacing – suitable replacements had been found at a cost of £90 each. The climbing frame and net is reaching the end of its usable life, so how/if to replace it will need considering, but no action is needed yet.

PL proposed that the swing seats are replaced by those recommended in SKP's email; seconded SG, passed unanimously.

ACTION: SKP to order the new seats.

16/20-21 To grant Exclusive Right of Burials (2 plots):

SKP proposed that these be granted; seconded AD, passed unanimously.

17/20-21 To discuss the inclusion of further verges in the rewilding trial:

DG recapped the background of the rewilding of the verges scheme and the decision of the PC to run a trial of three verges. A request had been received from a parishioner for the inclusion of a fourth verge on Rogers Road – a short section between the speed sign and the end of the houses – into the current trial. PL expressed concerns about the expansion/extension of the scheme throughout the village at the expense of safety through lines of sight. PL asked if rules needed to be drawn up regarding what would qualify an area to be included in the scheme? DG clarified that the area in question was very small and the scheme was due to run for one 'growing season' and then reviewed prior to Spring 2021. SKP noted that the PC may receive complaints about 'scruffy verges'. JC asked if the PC could insist on a height limit for plant growth. DG said that there was something similar already in place for the Cage Hill bank. PL requested that a date be set for discussion of the trial later in the year.

DG proposed that the PC accept this request and add the fourth section into the rewilding trial; seconded SG, passed unanimously.

ACTION: DG to email CGM to include the new section in the trial.

ACTION: Clerk to add 'rewilding trial discussion' to an early autumn agenda.

18/20-21 Clerk's report:

- a) There is a new billing system from CGM which chases payments after a week. The Clerk had contacted CGM and they are happy for the PC to continue payment as usual.
- b) The Clerk emailed Street Work with the PC's comments regarding Rogers Road residents being made aware of bus routes being diverted past them – Street Work have replied saying they will do that.
- c) The Annual Village Assembly booking of the Village Hall has been cancelled.

- d) The current Garden Allotment Plot rules say no-one can have 2 plots, but one person has 2 plots and there is one person on the waiting list for a plot.
ACTION: PL to look at the GAP rules.
- e) For information. Village Facebook and WhatsApp groups have been discussing things that the village could have/develop after the response of the community to coronavirus lockdown. Suggestions include:
- Village/communal allotment – volunteers get access to what is grown. This seems popular
 - Bus shelter at the other end of village
 - More trees
 - Car-share scheme
 - Mobile bike repair person once a month (possibly based at pub)
 - A local drop-off point for deliveries when people are out
 - Time bank for skill exchange
 - Communal oil purchasing until heat scheme is up and running
 - Toy exchange
 - Book exchange – housed in church? Lock up?
 - Secure bike sheds for people who don't have room at home
 - Community electric car charging point
 - Community orchard
 - Community shop
 - Community directory – advice/expertise available
 - Hedgehogs crossing signs on Cage Hill
- f) The Clerk noted the existence of the Cemetery of the Year 2020 competition, which is free to enter and has a £1000.00 top prize, with entrants having the option to have advice given on how to improve, and asked if the PC would like to enter the Swaffham Prior cemetery.

19/20-21 Parish Councillors reports:

- a) SG noted the dumping of fencing panels near the cemetery – SKP clarified that these had now been collected.
- b) SG noted that skateboarders were making use of the newly tarmacked Village Hall drive and that this was noisy.
- c) SG noted that the cemetery path was in need of spraying with weedkiller and enquired on the number of unused grave plots still available. Additionally, a parishioner had expressed concerns regarding a tree in the cemetery.
ACTION: Clerk to check the number of available grave plots.
ACTION: Clerk to check on the condition of the cemetery trees.
- d) DG reported on the Heating Scheme.
A range of specialist studies have been ordered in order to support the planning application and properly assess the scheme's impact. These include a local listed building order to cover all the conservation area and local listed properties, landscape and visual impact assessment, glint and glare, flood risk and heritage assessments. A geophysical assessment has been completed and found no archaeology of any significance within the site. It has been confirmed that the County Council has the appropriate powers to lay the network in the footpaths – the scheme's preferred option. A funding application has been submitted to central government for a £1.7 million grant for the construction of the heat network – an announcement is expected in late May. Three air quality monitors are to be installed in the village to log air pollution and relevant markers for analysis, before and after the heat scheme goes live.

PL asked what the air monitors would look like – DG offered to supply links to images. JC asked if the drop in oil price would affect the numbers of people signing up. DG said possibly, but it had not yet.

- e) JC noted that the agenda had the details of the previous clerk on it – the Clerk apologised; it was a mistake.
- f) There was a discussion regarding the use of alternative platforms for the remote meetings. ACTION: DG to investigate this.

The meeting closed at 2114.

20/20-21 Open question time:

Michael Limb noted that the fly-tipping on Heath Road reported at the time of last month's meeting was still there. He also noted that there has been mention in previous years of orchids beside the B1102 which may need taking into account in the rewilding scheme. SKP explained that they were Bee Orchids and were on verges that were the responsibility of the Highways Agency.

Business concluded at 2117.