

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday 10<sup>th</sup> December 2020 at 730pm via Zoom.**

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 Paul Latchford (PL) and Mr Steve Kent-Phillips (SKP).

In attendance:

Mrs Jude Griffiths (Clerk)

Cllr Charlotte Cane (ECDC)

There was 1 member of the public in attendance.

**129/20-21 Apologies for absence**

None.

**130/20-21 Members declaration of interest for items on the agenda and requests for dispensations**

None.

**131/20-21 Public participation for items on the agenda**

None.

**132/20-21 Approve the minutes of the Parish Council meeting of 12<sup>th</sup> November 2020**

*PH proposed that the minutes be accepted as a true and accurate record of the meeting; seconded DG, passed unanimously.*

**133/20-21 Reports**

- a) CCC representative - none received
- b) ECDC representative – Cllr Charlotte Cane (CC) reporting. A report had been circulated by email prior to the meeting.  
CC noted that the bus services review had flagged up the need for a better no. 11 service and for greater responsiveness, and that this could be linked to responses for the Greater Cambridge Partnership transport questionnaire, highlighting the need for better public transport before any closure of Newmarket Road to private traffic.

**134/20-21 Matters arising from previous minutes (for information only)**

Min Ref 120/20-21 DG noted that an update on the position of listed buildings applying for the heating scheme had been provided by email on 20<sup>th</sup> November 2020.

Min Ref 113/20-21 It was noted that the situation with the drain blocked by pine needles had been resolved satisfactorily.

**135/20-21 Correspondence for consideration/circulation:**

- a) Celia Vince – overgrown footpath email. It was agreed that the Clerk will right to the hedge owners requesting that they cut back the hedge where it overhangs the footpath.  
Action: Clerk to write as outlined above.

**136/20-21 Consideration of planning applications received:****1) 20/01016/CCA Creation of an energy centre to serve the village of Swaffham Prior via a heat supply network. Goodwin Farm, 1 Heath Road, Swaffham Prior CB25 0LA**

Approved. Noted.

Extensions to the consultation periods for two further planning applications had been granted until after the next PC meeting to allow for full discussion.

**137/20-21 Accounts for payment including:**

a) Clerk's salary and taxes	£400.00
b) Clerk's expenses – stationery	£3.29
c) Clerk's out of pocket expenses	£100.00
d) Chairs honorarium	£40.00
e) CGM grass cutting	£371.78
f) Village Gardeners – seeds and plant plugs	£196.60
g) Cambridgeshire County Council - Village photograph album project	£20.00
Total	<u>£1131.67</u>

**Receipts:**

SPPCC – grass cutting                      £259.00

An additional bill of £30.00 for the rent of Town Close was added.

*SKP proposed that the accounts be settled in full; seconded SG, passed unanimously.*

*SKP proposed a transfer of £1000.00 from the PC savings account to the current account; seconded PH, passed unanimously.*

*7.41pm PL joined the meeting.*

SKP noted that the PC would be receiving more than £1000.00 in reclaimed VAT. SKP also noted that the CGM payment completes the years payments to that company – confirmed by DG.

**138/20-21 To agree further work on the cemetery trees**

After consideration of the two quotations received, *SKP proposed to award the work to Eastern Tree Surgery; seconded AD, passed unanimously.*

Action: AD volunteered to remove the broken branch from Cooper's Green.

**139/20-21 To discuss repairs to the Keep parapet**

After discussion, it was decided to leave any repairs until the spring 2021.

**140/20-21 To discuss the possible use of ground-penetrating radar to produce a cemetery map**

PL reported back. After speaking to two companies, one had quoted around £1500.00 for the work and the other was still to respond with a quotation. It was agreed to wait for the second quotation.

**141/20-21 To agree a change of signatories for the Manchester building Society account**

*SKP proposed that Paul Catling be taken off the list of signatories for the Manchester Building Society account and that Jude Griffiths be added on; seconded PL, passed unanimously.*

**142/20-21 To discuss the need of the Lower End ditch to be cleaned out**

SKP noted that this was on the Highways Agency list of jobs to do and clarified that the maintain of this ditch is the responsibility of the Highways Agency, not the landowner.

**143/20-21 To agree a response for the Greater Cambridge Partnership (GCP) transport consultation questionnaire.**

DG reporting. DG had circulated the introduction to the consultation prior to the meeting. The A to B1102 transport group had met with the GCP, which was informative, but the GCP have no remit to consider issues beyond the Newmarket Road/A14 junction. They are considering 4 routes into Cambridge with a view to managing Cambridge's transport needs, air quality etc. They have no remit for bus transportation. The idea for Newmarket Road is to close it to cars and encourage walking, cycling and equine access and decisions will be made using this consultation, in which ECDC have decided not to take part. DG stated that elected bodies such as the PC can have a powerful say in the consultation. The focus of the questionnaire was outlined.

The PC discussed the possibility of responding to the questionnaire in a way that represented the village as a whole. It was felt that the questions were framed to lead to specific answers and that the questionnaire in no way took account of accessibility for people who were less mobile or poor.

*CC was invited to speak by the Chair.*

CC had been in contact with the GCP to request an extension to the consultation period but this was refused. However, the GCP would possibly accept a response after the 18<sup>th</sup> but before the end of December 2020 in the form of a letter. DG asked CC to confirm that a letter from the PC would be accepted, when it needed to be sent by and where and to whom to send it.

*PH proposed that DG draft a written response to the consultation from the PC, circulate it to the other parish councillors for comment and agreement and then send it to the GCP; seconded AD, passed unanimously.*

Action: DG to draft, circulate and send a letter as outlined above.

**144/20-21 Clerk's Report**

- a) The overgrown footpath and ditch in Station Road had been reported to Anglia Water and a confirmation email received, stating the situation will be resolved in a week – four days still remain.
- b) The Annual Village Assembly went ahead online on 24<sup>th</sup> November. 17 people attended.
- c) The invoice for the Village Hall chairs had been received.

Action: AD to confirm the amount required as a deposit to the Clerk.

Action: agenda item for January 2021 regarding the payment of the rest of the cost.

**145/20-21 Parish Councillors' Reports**

- a) SG noted that years 5 and 6 at Swaffham Prior Primary had closed due to COVID.
- b) DG noted that he had sent an email containing the link to the Greater Cambridge Partnership transport questionnaire.

*The meeting ended at 8.25pm*

**146/20-21      Open Question Time**

Michael Limb requested a copy of the link to the Greater Cambridge Partnership transport questionnaire from DG and noted that the questionnaire closed at 12 noon on the 18<sup>th</sup> December 2020.

*Business closed at 8.20pm*