

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday 8<sup>th</sup> July 2021  
at 7.30pm at Swaffham Prior Village Hall.**

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

In attendance:

Cllr Charlotte Cane (ECDC)

Mrs Jude Griffiths (Clerk)

There was one member of the public in attendance.

**41/21-22 Apologies for absence**

David Greenfield – away.

Sandra Gynn – away.

**42/21-22 Members' declaration of interest for items on the agenda and requests for dispensations**

None.

**43/21-22 Public participation for items on the agenda**

None.

**44/21-22 Approve the minutes of the Parish Council meeting of 10<sup>th</sup> June 2021**

AD asked that at the end of 37/21-22 “AD asked who would pay the cost of installing” be corrected to “AD asked who would pay the cost of standard charges and maintenance”.

*SKP proposed that with this adjustment, the minutes be accepted as a true record of the meeting; seconded PH, passed unanimously.*

**45/21-22 Reports**

- a) CCC – no report received, no representative attended.
- b) Cllr Charlotte Cane (CC) representing. A report had been circulated by email before the meeting. *The Chair invited questions.*  
PL asked for comments on the length of vehicle restriction for Reach. CC said that she'd thought CCC would consult with Swaffham Prior and that she would be speaking to CCC about this. However, there was a genuine need for the restriction as there was regular damage to a garden wall, houses clipped and most years a vehicle would get stuck on the corner in question. PL said that there were mechanisms in place to claim for damages done and that the restriction would cause inconvenience for many others, but was not addressing a safety issue. CC declined to comment on this last point.

**46/21-22 Matters arising from previous minutes (for information only)**

*Min. ref. 37/21-22.* PL noted that in response to a question on the number of Sanctuary houses currently on oil, it was said that some were on electric heating and that this would affect the carbon savings. PL wanted to know the number of potential heat scheme users not using oil at present.

Action: Clerk to write to Heating Scheme asking how many of the potential users of the system are not on oil heating systems currently.

*Min. ref. 202/01-21* The review of the Exclusive Right of Burial length and (*min. ref. 8/21-22*) the budget review to be carried out at the next meeting due to the agenda for July being full.

**47/21-22 Correspondence for consideration/circulation:**

- 1) Email from M Barker of Swaffham Prior Art Group re Pound.

*SKP proposed that the PC take the Arts Group up on their kind offer to maintain the area immediately in front of the Pound and Also agree to allow an art exhibition to be staged by the group in the Pound one weekend in August; seconded PH, passed 5 in favour (JC, SKP, AC, AD, PH), PL abstained.*

Action: Clerk to email Arts Group with response.

- 2) Email from L Arksey and others re overgrown footpaths.

Action: Clerk to write to Crier with request that parishioners cut back their vegetation where it is obstructing footpaths.

Action: Clerk to write to Goodwin Manor regarding trees on that property damaging passing tractors and lorries on Station Road.

Action: SKP to contact Highways regarding obstruction of a streetlight by trees.

- 3) Emails regarding the Devil's Dyke campsite.

It was noted that a camper van had been using the field earlier in the week.

Action: Clerk to pass on to P L Services.

- 4) Email inviting views on Isleham's draft Neighbourhood Plan and Reach draft Neighbourhood Plan.

Action: Clerk to put links to both plan consultations on the village Facebook page.

- 5) Emails asking for PC support for Village Hall grant for hearing loop.

*SKP proposed that the PC support the application: seconded PL, passed unanimously.*

- 6) Emails from Highways and ECDC regarding signage for the Reach Traffic Restriction Order.

SKP noted a question over the ownership of the land where the sign has been erected. A parishioner thinks he owns it and has 17<sup>th</sup> century documentation to support this; SKP stated that the PC own the land – it was formerly the site of the Pound and Keep and already has the war memorial and the Land Girls memorial on it. JC noted that the sign would not be seen by anyone using Rogers Road and PL suggested that it could be sited on the B1102.

Action: Clerk to pass on the petition against the signage to the Highways Agency.

#### **48/21-22 Consideration of planning applications received:**

- 1) **21/00571/FUL. Proposed first floor extension and single storey rear extension. 25 Greenhead Road, Swaffham Prior, CB25 0JT – withdrawn.**

Noted.

#### **49/21-22 Accounts for payment including:**

|   |                |
|---|----------------|
| a) Clerk's salary and taxes                               | £520.00        |
| b) ICCM memorial management course for clerk and AD       | £324.00        |
| c) Partial refund for giving up exclusive right of burial | £78.16         |
| Total   | <u>£922.16</u> |

Wave Water bill - £82.33

An additional bill of £210 to Highfields Event Group for the hire of the marquee was noted.

*SKP proposed that the accounts be paid in full; seconded AD, passed unanimously.*

*SKP proposed a transfer of £1000.00 from the savings to the current account: Seconded AD, passed unanimously.*

*SKP proposed a retrospective approval of the payment of £3640.80 for the Village Hall chairs; seconded PH, passed unanimously.*

*SKP proposed a retrospective approval for a transfer from savings to current account of £3500.00; seconded PH, passed unanimously.*

#### **50/21-22 To review and adopt a revised Code of Conduct**

*SKP proposed that the PC adopt the revised Code of Conduct; seconded PH, passed 5 in favour (JC, SKP, AC, AD, PH), PL against.*

Action: All councillors to sign a copy of the new Code of Conduct at the next meeting.

**51/21-22 To discuss the maintenance and development of the cemetery including:**

- quotes for levelling the new grave area,
- repairs to the main path,
- ordering of 74 class B engineering bricks for marking of plots, 4 Short angle iron ground markers and 2 or 3 longer markers as visual distance markers

AD had obtained two quotes, one from Meads and one from DMG Groundworks Ltd. The DMG Groundworks Ltd quote was rejected as too expensive. The Meads quote had two options for work on the cemetery path; Option 1 without scarification of the path and option 2 with scarification of the path. Option 1 was felt to be preferable.

*SKP proposed that the PC accept Meads to carry out the work on the cemetery path and new grave plot area as quoted; seconded PL, passed unanimously.*

Action: Clerk to contact Meads.

AC explained the use of bricks and metalwork in the marking out of the new grave plots.

*SKP proposed that the PC pre-authorise the ordering of the ironwork and PL to get a price for the required bricks; seconded PL, passed unanimously.*

AD noted that there had been some complaints about the wildflowers in the cemetery looking unkempt.

*SKP proposed that the wildflowers in the cemetery be left until the end of the summer and then mown; seconded PH, passed unanimously.*

**52/21-22 To discuss ideas for replacing the wooden climbing frame in playground**

SKP noted that the RoSPA report said that the wooden climbing frame was not immediately dangerous but was coming to the end of its life and would need replacing. Jon Taw had been asked to quote for repairing/replacing the beams in question, but there was the question of what to replace it with if the quote proved uneconomical. It was decided to wait for the quote from Jon Taw before proceeding.

AD had been offered two spring rockers for installation at the playground, which would require approximately £200 worth of safety matting around them. It was agreed that these would be installed by Andy Martin.

**53/21-22 To approve a grave marker request**

The proposed design had been circulated prior to the meeting.

*SKP proposed that the PC approve the request to erect a grave marker; seconded AD, passed unanimously.*

**54/21-22 To discuss the use of water from the allotment tap**

SKP noted that the latest water bill was £88 for a quarter – there is no leak so water is still being taken. A parishioner had supplied a list of dates and times when the hosepipe leading to the horse trough was connected. The Garden Allotment Plot holders were blaming the horse owner and vice versa – it was all getting a bit heated. It was calculated that the horses use approximately 1m<sup>3</sup> per month, but this left roughly 33m<sup>3</sup> unaccounted for. The readings taken were accurate and the meter readings were not changing overnight.

Action: SKP to investigate further.

Action: PL to contact the water company.

**55/21-22 Clerk's Report**

The Clerk asked if the PC would like all policies and regulations reviewed. This was agreed.

**56/21-22 Parish Councillors' Reports**

None.

The meeting closed at 8.32pm.

**57/21-22 Open Question Time**

None.

Business concluded at 8.53pm.