

Minutes of the Swaffham Prior Parish Council meeting held on Thursday, 14th October 2021 at 7.30 pm in the Swaffham Prior Village Hall committee room.

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

In attendance:

Mrs Jude Griffiths (Clerk)
Cllr Charlotte Cane (CC) (ECDC)

There were 2 members of the public in attendance.

92/21-22 Apologies for absence

Cllr David Greenfield (DG) – away
Cllr Sandra Gynn

93/21-22 Members' declaration of interest for items on the agenda and requests for dispensations

Cllr Paul Latchford – Agenda Item 99/21-22 1 and 2 – planning application for neighbour.

94/21-22 Public participation for items on the agenda

None.

95/21-22 Reports

- a) CCC – none received, no representative attended.
- b) ECDC – Cllr Charlotte Cane attended. A report had been circulated prior to the meeting. CC emphasised the concern of herself and Cllr John Trapp regarding the future of the Newmarket Citizen's Advice Bureau and its potential replacement by a ECDC bus that travels around the villages – CC mentioned being unconvinced that the bus could provide all the services that the CAB can. CC also noted the need for £4 million worth of savings required in three years time, which must necessitate increased charges and cuts to services.

The Chair invited questions – none were asked.

96/21-22 Approve the minutes of the Parish Council meeting of 9th September 2021

A typo of 'sturdies' was corrected to 'studies'. With this correction, *SKP proposed that the minutes be accepted as an accurate record of the meeting; seconded PH, passed unanimously.*

97/21-22 Matters arising from previous minutes (for information only)

Min ref 76/21-22 Report left by DG. The modification needed for the distance element of the sign (1.5 miles changed to 1 mile) has been done and the works to relocate the sign was scheduled for 14th October (it was confirmed that this has been done).

Min ref 47/21-22 Report left by DG. The PC website has been updated to provide the relevant form and correspondence details for anyone wanting/needing a temporary exemption from the Traffic Restriction Order.

Min ref 83/21-22 PL had circulated a suggested amendment to the Garden Allotment Plot regulations regarding hosepipe use. PL had also contacted Wave to confirm that the PC does not pay for sewerage, only for water used.

98/21-22 Correspondence for consideration/circulation.

- a) Email containing a Neighbourhood Safer Speed Team leaflet – giving contact details regarding speeding and other antisocial driving etc. Noted.
- b) Email from Swaffham Bulbeck Parish Council asking for comments on their draft Neighbourhood Plan.

99/21-22 Consideration of planning applications received:

- 1) **21/01215/FUL Replace fence panels with wall and replacement of damaged panels at rear of property, and replace double gates at entrance to drive and side gate to front of property, reapply correct paint where necessary. Priory Cottage, 52 High Street, Swaffham Prior, Cambridge, CB25 0LD.**
No objections
- 2) **21/01214/LBC Replace fence panels with wall and replacement of damaged panels at rear of property, and replace double gates at entrance to drive and side gate to front of property, reapply correct paint where necessary. Priory Cottage, 52 High Street, Swaffham Prior, Cambridge, CB25 0LD.**
No objections.
- 3) **21/01340/FUL Two storey side extension and single storey front extension. Conversion of brick shed to utility room. 3 Fairview Grove Swaffham Prior Cambridge CB25 0LB**
No objections.
- 4) **21/00478/RMA Approval of reserved matters of appearance, landscaping and scale of previously approved 17/01090/OUT for erection of one house and garage. 10 Lower End Swaffham Prior Cambridge CB25 0HT.** Approved.
Noted.
- 5) **21/01431/FUL Proposed erection of two storey side extension and single storey rear extension and associated works. 20 Cage Hill, Swaffham Prior Cambridge CB25 0JS.**
No objections
- 6) **21/01165/FUL Single storey extension. 19 Rogers Road, Swaffham Prior.**
No objections.

100/21-22 Accounts for payment including:

a) Clerk's salary and taxes	£507.00
b) Insurance	£527.49
c) Eon electricity bill	£157.85
d) CGM – grass cutting	£338.06
Total	£1530.40

Wave water bill (DD) - £106.83

Payment received:

Grant of Exclusive Right of Burial purchase	£225.00
ECDC – precept	£7500.00

DG left a report that the CGM invoices to-date covered 9 of the 14 cuts that had taken place. *SKP proposed that all accounts be paid in full; seconded PH, passed unanimously.*
No transfer was required.

101/21-22 To review and adopt a Memorial Management Policy

It was clarified what qualifications were considered necessary to undertake memorial testing.
Action: Clerk to update this section and recirculate prior to next month's meeting.

102/21-22 To discuss the addition of a third metered tap by the Garden Allotment Plots to supply the horses.

SKP reported that the horse owner had offered to pay for a tap from the Garden Allotment Plot tap into the next field, with a proper attachment, with a meter. SKP noted concern that it may set a precedent as what was originally a tap for filling vases at the cemetery, now had a second tap to the Garden Allotment Plots and a third tap proposed for the horse field. SKP had documented repeated

use of a bleeding hosepipe by a named renter from the cemetery tap. PL suggested further clauses to the Garden Allotment Plot regulations as necessary, e.g. a temporary clause giving permission to the horse owner to use the GAP tap only, accounted and paid for separately.

Action: Clerk to check the rules on the CAPALC Allotment course in November.

Action: Clerk to contact the horse owner explaining that the PC will formalise the funded use of the cemetery tap to give her official permission but feel that supplying another tap is not necessary.

Garden Allotment Plot regulations to be discussed further at the December meeting, after the Clerk has completed the relevant CAPALC course.

103/21-22 To discuss the need for repairs to the track from Greenhead Road to the cemetery

AC noted that potholes were forming at the Greenhead Road end of Coopers Lane. SKP noted that Coopers Lane is officially a bridleway and is only tarmacked as far as the cemetery gate to aid access for hearses. The PC decided to return to the issue in the Spring.

104/21-22 Village Hall path

AD had been unable to get quotes for a metal edge to the main path. Cllrs had viewed the path and agreed that a metal edge was the way forward.

Action: AD to chase quotes for November meeting.

105/21-22 Clerk's Report

- a) the Clerk had contacted Inspector Shane Fasey regarding anti-social behaviour in the village as requested. A link to a website for reporting such behaviour had been forwarded to the Crier and put onto the local Facebook page.
- b) The GAP renters had been contacted regarding a voluntary contribution towards the high water costs. Two had agreed to donate. One had questioned where the water was going as 'a cool year and blight meant that not much water was used'.
- c) The Clerk had working on contacting owners of active grants for grave plots with 25 years or less to go. There are 151 such grants, many with minimal address details. The Clerk questioned whether it was worth writing to such addresses, for example, multiple people whose address was High Street, Swaffham Prior.

Action: Clerk to circulate owners names and addresses to PC in confidence to try to identify potential contacts.

Action: Clerk to contact Crier asking potential owners to get in touch.

106/21-22 Parish Councillors' Reports

- 1) DG had left a report that was read out by the Clerk. Highways has confirmed that their decision on suspending routine maintenance on the B1102 between Cage Hill and Rogers Road, until the Heat Project was finished has now been reversed. An order has been placed for the replacing/repair of bollards on B1102 and the work should be completed by the end of the first week of November.
- 2) DG – Black bag distribution should take place before the end of October
- 3) PL noted that many parishioners had been asking for an update on what was happening with the heating scheme. SKP noted that the permissions for road closures had been extended to April. Digging through clunch has proved difficult and the cost of digging work has risen to £10 million. SKP stated that none had signed up yet, that the fibreoptic cables were not going in, that 100 surveys had been undertaken with a deadline at the end of the month.
- 4) JC noted four fly-tipping events in the fen, all reported.
- 5) SKP noted that a large firework display is due to take place on 6th November at Burwell Cricket Club; the B1102 is likely to be busy at the time.
Action: Clerk to write to the Crier asking that people are made aware if fireworks displays are going ahead, to minimise distress to pets
- 6) AC asked that a wreath be ordered for November.

Action: Clerk to order.

The meeting closed at 8.27pm.

107/21-22 Open Question Time

A member of the public pointed out the Garden Allotment Plots are different from allotments, the land they are on is on loan from the cemetery.

Business concluded at 8.28pm