

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday 12<sup>th</sup> May 2022  
at 7.30pm in Swaffham Prior Village Hall.**

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

In attendance:  
Mrs Jude Griffiths (Clerk)

There were 8 members of the public in attendance.

**10/22-23      Apologies for absence.**

None

**11/22-23      Members' declaration of interest for items on the agenda and requests for dispensations**

None

**12/22-23      Public participation for items on the agenda**

None.

**13/22-23      Reports**

- a) CCC representative – a monthly and a years report had been circulated by email. No representative attended and no comments or questions were raised.
- b) ECDC – Cllr Charlotte Cane attended. A report had been circulated by email. CC noted that answers were being sought regarding missed bin collections. The Mepal Crematorium planning application had been delayed until 13<sup>th</sup> June 2022. CC noted that a PC response to the East Cambridgeshire Local Plan Single Issue Review consultation would be important. The Council Trading Company had been given a further loan of £7.5million; it was also agreed that Paradise Pool should be sold to the company and that one of the directors should be replaced. A proposal to improve provision of public toilets had been referred to a committee that won't meet until late June. A petition had been started to support these provisions.  
*The Chair invited questions*  
JC noted that not all residents had realized the change in bin day. CC added that the bank holidays had added to the confusion. SG noted that bins had been missed when roads had been closed, then collected 5 days later after complaints.

**14/22-23      Approve the minutes of the Parish Council meeting of 14<sup>th</sup> April 2022**

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

**15/22-23      Matters arising from previous minutes (for information only)**

174/21-22 SKP had fixed the link on the website.

177/21-22 DG had had a follow-up conversation with Mr Hurrell and will remain in contact.

185/21-22 a) DG reported back on the timing of the excavations in the road in front of the church. The intention is to dig down the centre of the road, making full closure of the road necessary. At present the best timing is thought to be in the school holidays; liaising with farmers is continuing to agree the best dates. The date under consideration is around 25<sup>th</sup> July for 2-3 weeks.

185/21-22 b) DG noted that an agreement had been reached with CGM to undertake the necessary weedkilling in the cemetery, at the end of May. It will cost £75.00 plus VAT and CGM will supply all relevant safety documentation.

**16/22-23 Correspondence for consideration/circulation.**

- a) Email reply from member of the public confirming that Cooper's Green will be cleared after the picnic and that the bunting had been located.  
Noted.
- b) Email from member of the public regarding planning application 22/00442/FUL  
Noted.
- c) Email regarding footpath closure.  
Noted.
- d) Email regarding East Cambridgeshire Local Plan Single Issue Review (SIR) for public consultation - 3 May 2022 to 13 June 2022.  
Noted. DG commented that A-B1102 intend to put together points regarding the consultation for all affected PCs. To be discussed and a response agreed in the June meeting.
- e) Email invitation to virtual round table for councillors with the Police and Crime Commissioner 27<sup>th</sup> June 2022.  
Noted.
- f) Email regarding Transport Engagement Strategy consultation.  
Noted. DG noted the importance of the PC responding as well as the A-B1102 group. To be discussed and a response finalized at the June meeting.

**17/22-23 Consideration of planning applications received.**

- a) 22/00442/FUL Construction of rendered block wall with wooden sliding entrance gates along with a new cart lodge with lean to (Plus amended information)  
The Smock Tower Mill, Mill Hill, Swaffham Prior, Cambridge CB25 0JZ  
*The meeting was suspended at 7.48pm to allow four members of the public to address the Parish Council.*

*The meeting reconvened at 8.03pm.*

The PC noted the following objections to the planning application:

- Normal procedure for planning applications has not been followed; the replacement cart lodge, hedge and tree removal and building of the wall and gates have all been undertaken and completed or near-completed without application for Listed Building consent.
- The building of the 30m long, 1.5m high wall and gate affect the curtilage of the Listed Smock Mill, changing the setting of the Mill within the surrounding countryside. The wall itself limits the historic view of the Mill from the lane approaching it, suburbanises the rural setting and conveys an exclusivity that the former hedge did not.
- The retrospective application is materially wrong in the information provided. The work on the wall and Cart Lodge have and are continuing, not halted; the hedge and trees were removed as part of this work, not prior to it and the shed has not been 'refurbished', but has been demolished and replaced with a new cart lodge/barn.
- The excessive height of the new cart lodge detracts substantially from the Mill in it's historic setting.

*PL proposed that the PC respond to the planning application, objecting to it on grounds listed above; seconded DG, passed unanimously.*

- b) 22/00382/LBC Replace 1 door and 5 windows  
Rose Cottage, 42 High Street, Swaffham Prior, Cambridge, CB25 0LD  
No objections or comments.

**Approved:**

- c) 22/00319/TRE T1 - Decayed Sycamore - Reduce spread only above adjacent garden by approximately 4-5m by targeting shortening of longest limbs. Retain current height.  
The Old Vicarage 72 High Street Swaffham Prior Cambridge CB25 0LD. Passed  
Noted
- d) 22/00195/VAR Variation of condition 1 (Approved plans) of previously approved  
20/00269/VAR for 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.

6 Cage Hill Swaffham Prior Cambridge CB25 0JS

Noted.

- e) 22/00254/TRE T1 Box Elder - Re-pollard to previous points. T3 Ash - Re-Pollard to previous points. All works proposed due to excessive shading.

Swaffham Prior C Of E Community Primary School, Station Road, Swaffham Prior Cambridge CB25 0LG

Noted.

*At the request of SKP, Agenda Item 20/22-23 was brought forward to be heard ahead of 'Accounts for payment'.*

**20/22-23 To hear from a member of the public requesting financial help towards the Jubilee picnic insurance and printing costs**

*The meeting was suspended at 8.12pm to allow a member of the public to address the PC.*

*The meeting was reconvened at 8.14pm.*

*After the member of the public had outlined the costs that the Jubilee picnic organisers were incurring (£89 for insurance and roughly £60 for printing), SG proposed that the PC give a donation of £150.00 to the Jubilee picnic organisers to help with these costs; seconded PH, passed unanimously.*

**18/22-23 Accounts for payment including:**

a) Clerk's salary and taxes	£416.00
b) CGM grass cutting bill – invoice number 246952	£337.08
c) CGM grass cutting bill – invoice number 247556	£674.14
d) RoSPA Play Safety – playground inspection	£96.60
Total	£1523.82

*SKP proposed that these payments plus the £150.00 donation to the Jubilee picnic be paid in full; seconded AD, passed unanimously.*

*SKP proposed a £1500.00 transfer from the savings to the current account; seconded PH, passed unanimously.*

**19/22-23 To hear from Neil Winkcup requesting PC support for S106 application for work on the Scout hut.**

Postponed to the June 2022 meeting as Mr Winkcup was unavailable.

**21/22-23 To consider the Eastern Tree Surgery quotation for work on 4 cemetery trees**

*SKP proposed that the PC accept the quotations for work on the second, third and fourth trees, leaving the first; seconded PH, passed unanimously.*

**22/22-23 To consider the RoSPA report on the playground equipment and potential replacements of some pieces.**

Action: SKP to look into quotes to replace the hut and climbing frame with a new piece of equipment, also into grants available to buy such equipment.

Action: the hut and frame remains to be removed to the tip.

To be discussed further at the June meeting.

**23/22-23 To approve and adopt a Publication Scheme**

*SKP proposed that the Publication Scheme be approved and adopted by the PC; seconded PH, passed unanimously.*

**24/22-23 Clerk's Report**

The Clerk had looked into the cost of getting the PC minutes bound prior to archiving. It was agreed to go with the least expensive option of Stoakleys Binders, Soham.

**25/22-23 Parish Councillors' Reports**

- a) DG reported that the 108 boreholes for the Heating Scheme were complete. The footpath closure was an extension of the current division and the footpath would return to its original course once work was complete. The first section of the pipework was being air-tested, prior to being water tested, flushed and tested with an ice pig. Installation of external works for the first five houses was due to take place in August. 122 households had signed up and a further 27 were still to be returned. In response to questions, DG explained how further houses would be connected once the system was working and that the Heating Scheme Board had members from both the CLT and CCC.  
Action: DG to discover why a section of Lower End pipework was left til last.
- b) PL noted that a street light on Cage Hill is permanently on. DG noted that it had been reported once.  
Action: PL to report again.
- c) AD noted that the Lower End road works are in need of traffic lights – the length of roadworks mean that drivers can't see to the opposite end before setting off.

*The meeting ended at 8.55pm.*

**26/22-23 Open Question Time**

A member of the public asked how the heating scheme would charge customers? DG stated the amount of heat used would be measured.

*Business concluded at 8.58pm*