

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday 9<sup>th</sup> June 2022  
at 7.30pm in Swaffham Prior Village Hall.**

Present: Cllr John Covill (Chair) (JC), Cllr David Greenfield (DG), Cllr Peter Hart (PH) and Cllr Steve Kent-Phillips (SKP).

In attendance:  
Mrs Jude Griffiths (Clerk)

There were 6 members of the public in attendance

**27/22-23** Apologies for absence  
Cllr Sandra Gynn, Cllr Paul Latchford, Cllr Alan Durrant.

**28/22-23** Members' declaration of interest for items on the agenda and requests for dispensations  
None.

**29/22-23** Public participation for items on the agenda  
A member of the public requested that emails listed on the agenda be made available where appropriate.  
Action: SKP to add a monthly email section to the website.

*The Chair allowed agenda item 36 to be brought forward.*

**36/22-23** To hear from Neil Winkcup requesting PC support for S106 application for work on the Scout hut

*The Chair invited Neil Winkcup to address the PC.*

Mr Winkcup was speaking on behalf of the Swaffham Prior and Reach Scouts, Cubs and Beavers leaders and as part of the Executive Committee. He explained that since taking over the Scout Hut on Town Close, the Scouts had put in power, toilets, new windows and doors, making it usable, and were now looking at insulation and cladding to keep it usable for the future. For this, funding will be needed via an application for S106 money from central funds held by East Cambs.

*The meeting was closed at 7.41pm to allow discussion with all present; reconvened at 7.50pm.*

*DG proposed that the PC support the Scout's application by a letter of support; seconded PH, passed unanimously.*

Action: Clerk to pass on contact email for Cllr Charlotte Cane (ECDC) to Scouts.

Action: Neil Winkcup to draft the letter of support needed, to be circulated to the PC via the Clerk and signed by JC if all are happy with it.

**30/22-23** Reports  
a) CCC – no report, no representative attended.  
b) ECDC – no representative attended. A report had been circulated by email and an email from Cllr Charlotte Cane noted that bins had not been collected in several parishes due to a shortage of drivers through illness and that refuse should be left out until it is collected.

**31/22-23** Approve the minutes of the Parish Council meeting of 12<sup>th</sup> May 2022

A type-error of 'CG' for 'DG' in item 15/22-23 was corrected.

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

**32/22-23** Matters arising from previous minutes (for information only)  
185/21-22a) DG confirmed that the road closure near the church would take place between 1<sup>st</sup> and 21<sup>st</sup> August 2022.

25/22-23 DG reported that the stretch of pipework on Lower End had been left til last while extensive vibration analysis was carried out to a satisfactory conclusion. PH noted that there was a 2m stretch of tarmac still to be replaced.

Action DG to check that this above-mentioned tarmac has not been missed.

### 33/22-23 Correspondence for consideration/circulation.

- a) Email invitation to an event marking the re-hanging of the tenor bell. Noted.
- b) Email invitation from Sustrans Bus, Cycle, Walk Working Party on 22<sup>nd</sup> June via Zoom. Noted.
- c) Email invitation to Heating Scheme Open Evening 13<sup>th</sup> June and 4<sup>th</sup> July. Noted
- d) Email invitation to take part in the West Suffolk Local Plan (Regulation 18) Preferred Option consultation. Noted.
- e) Email invitation Cambridgeshire Acre webinar on affordable rural housing (6<sup>th</sup> July). Noted
- f) Email from Cllr Cane regarding the Smock Mill application. DG registered disappointment at the speed that this application was passed.

*The Chair allowed mention of an additional piece of correspondence:*

- g) Letter of invitation for a tour of the Houses of Parliament from Lucy Frazer MP. To be discussed at the July meeting.

Action: Clerk to circulate the letter.

### 34/22-23 Consideration of planning applications received.

- a) 22/00658/LBC and 22/00657/FUL Convert current double garage to annex  
The Smock Tower Mill, Mill Hill, Swaffham Prior, Cambridge CB25 0JZ  
No objections or comments were made.

Approved:

- b) 22/00440/TRE T1 Walnut - Reduce crown by up to 3m  
16 Cage Hill Swaffham Prior Cambridge CB25 0JS.  
Noted.
- c) 22/00371/FUL Replace rear porch with single storey extension  
2 Tothill Road Swaffham Prior Cambridge CB25 0JX.  
Noted.

### 35/22-23 Accounts for payment including:

a) Clerk's salary and taxes	£585.00
b) Village Hall – hire for APM	£24.00
c) Eastern Tree Surgery – work on cemetery trees	£276.00
d) Renewal of SLCC membership	£112.00
Total	£997.00

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

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

### 37/22-23 To agree a response to East Cambs District Council Proposed Submission Single Issue Review Local Plan public consultation.

DG outlined the background of the review and that there were two aspects for the PC to consider; the sustainability appraisal covering many areas and completed in December 2020, and a number of specific changes to the Local Plan. In both cases, responses were given to specific questions on forms provided.

*DG proposed that the PC identify the sustainability appraisal as legally compliant; seconded SKP, passed unanimously.*

*DG proposed that the PC did not wish to participate in the oral examination of the review; seconded SKP, passed unanimously.*

*DG proposed that the PC identify paragraphs 3.2.3-3.2.5 to be legally compliant, positively prepared, justified, effective, consistent with national policy and in compliance with the duty to co-operate; seconded SKP, passed unanimously.*

*DG proposed that the PC identify policy GROWTH1 to be legally compliant, positively prepared, justified, effective, consistent with national policy and in compliance with the duty to co-operate; seconded PH, passed unanimously.*

*DG proposed that the PC identify paragraph 3.2.6 to be legally compliant, positively prepared, justified, effective, consistent with national policy and in compliance with the duty to co-operate; seconded SKP, passed unanimously.*

*DG proposed that the PC identify paragraph 3.2.7 and Table 3.2 to be legally compliant, positively prepared, justified, effective, consistent with national policy and in compliance with the duty to co-operate; seconded SKP, passed unanimously.*

Action: Clerk to respond to consultation as agreed above.

**38/22-23** To agree a response to the Draft Fenland Transport Strategy, Draft Huntingdonshire Transport Strategy and/or the Draft Cambridgeshire's Active Travel Strategy via the CCC Transport Strategy Stakeholder Engagement Survey.

DG noted that a response to this survey was still being put together by A-B1102. To be discussed further in the PC July meeting.

**39/22-23** To hear further feedback regarding replacement of play equipment in the playground. The Clerk had measured the space available, which showed that the equipment under consideration was too big to fit.

Action: Clerk to contact play equipment companies to procure quotes and designs for the space available.

**40/22-23** Clerk's Report

a) The condemned play equipment had been dismantled and cleared away from the playground.

b) Greater Cambridge Partnership had launched a consultation regarding re-classification of roads with Cambridge, looking at how people and vehicles move around the city – to be discussed under July agenda.

c) Lack of waste collection – the Clerk had contacted ECDC who advised to leave refuse out until it is collected. The delays were due to a shortage of drivers as 7 were off sick.

d) The minutes of the last three years are at Stoakleys binders of Soham, due for collection later in the month.

e) A parishioner had suggested that signs reminding people of the fines that can be issued for dog fouling could be displayed in the village. SKP asked who issues such fines?

Action: Clerk to check.

f) Footpaths are becoming overgrown again:

Action: Clerk to write to the Crier asking people to trim back vegetation along public footpaths.

g) Clerk to undertake 'Eyes and Ears' training – how to respond and where to send people with concerns regarding e.g. domestic violence, homophobia, racism, concerns regarding a vulnerable person etc.

h) Barclays Bank have confirmed that the mandate can be updated so that the Clerk can upload bills and view transactions, but only by the current signatories.

Action: JC to investigate.

**41/22-23** Parish Councillors' Reports

SKP reported that the Jubilee Picnic had had to move into St Cyriac's due to rain. DG noted that this may increase the cost of the event due to the need to rent the church.

*The meeting finished at 8.52pm*

**42/22-23** Open Question Time

A member of the public noted that the street light on Cage Hill was still permanently on. It was noted that this light does not belong to the PC.

*Business concluded at 8.55pm*