

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday 13th October 2022
at 7.30pm in Swaffham Prior Village Hall.**

Present: Cllr John Covill (Chair) (JC), Cllr Andrew Camps, Cllr Sandra Gynn (SG), Cllr Peter Hart (PH), Cllr Kent-Phillips (SKP) and Cllr Paul Latchford (PL).

In attendance: Jude Griffiths (Clerk)

There were 4 members of the public in attendance.

77/22-23 To receive apologies for absence and to approve reasons for absence where appropriate.

Apologies received from Cllr Alan Durrant and Cllr David Greenfield.

78/22-23 Members' declaration of interest for items on the agenda and requests for dispensations

None

79/22-23 Public participation for items on the agenda

A member of the public asked and was given clarification over payment of a CGM bill.

80/22-23 Reports

- a) Cambridge County Council – no report received, no representative in attendance.
- b) East Cambridgeshire District Council – a report was circulated via email and made available on the PC website prior to the meeting. Cllr Charlotte Cane (CC) attended.

In addition to the circulated report, CC noted that decisions on the numbers 11 and 12 bus routes would be made at meetings of the Combined Authorities on the 19th October and Cambridgeshire County Council on the 20th October. CC also pointed out that although the hope is to maintain as much of the routes as possible, there is only a statutory duty to provide transport to children attending secondary school.

CC asked if Swaffham Prior Parish Council would be interested in a joint online meeting between Burwell PC, Reach PC, Swaffham Prior PC and Sustrans to discuss plans and possibilities regarding cycle routes; Swaffham Prior PC declined, preferring each PC to respond individually.

CC regarded that all questions regarding the Smock Mill planning application had been answered by the plans provided so had withdrawn the 'call-in'.

81/22-23 Approve the minutes of the Parish Council meeting of 11th August 2022 and Monday 26th September 2022

Cllr David Greenfield requested via email that at minute ref 72/22-23 d), "DG clarified that it will be ground source heating in the winter and air source and solar in the summer" be altered to "DG explained his understanding, that once commissioned it would be primarily ground source in the winter and air source in the summer".

PH proposed that once this amendment had been made, the minutes be accepted as a true and accurate meeting of the meetings; seconded PL, passed unanimously.

82/22-23 Matters arising from previous minutes (for information only)

Min ref 72/22-23b) DG asked via email that the reporting of the speed signs on the B1102 be followed up as the signs are not doing the job of informing drivers if they are exceeding 40mph and also if the signs can't/won't be fixed, the PC could explore alternatives.

Min ref 49/22-23 d) The Clerk reminded the PC that the SID had been requested for monitoring Rogers Road.

Min ref 56/22-23 The Clerk noted that there had been further reports of the cemetery tap left leaking due to an improperly fixed attachment.

- 83/22-23** Correspondence for consideration/circulation.
- Letter from Lucy Frazer MP offering general help – noted.
 - Email from Cambridgeshire ACRE explaining the need for community warm hubs this winter – noted.
 - Emails from Anglia Water regarding proposals for two new reservoirs – noted
 - Email from CCC promoting Action on Cambridge Energy scheme
 - Email from CCC regarding the Draft Fenland Transport Strategy
 - Email from CCC asking for volunteers to join the gritting scheme this winter – noted.

84/22-23 Consideration of planning applications received:

Approved:

- 22/00658/LBC and 22/00657/FUL Amended plan/additional information. Convert double garage to annex. The Smock Tower, Mill Hill, Swaffham Prior, Cambridge, CB25 0JZ – noted.

85/22-23 Accounts for payment including:

a) Clerk's salary and taxes (September)	£520.00
b) Clerk's salary and taxes (August)	£507.00
c) CGM invoice 249631 – 1 cut (July)	£98.53
d) CGM invoice 250174 – August	£674.14
e) Stoakley bookbinders – binding of minutes	£55.00
f) BHIB Councils Insurance	£497.77
g) Meads construction (Village Hall path)	£455.40
h) CGM invoice 250868 - September	<u>£569.89</u>
Total	£3,377.73
Wave (Water bill, direct debit)	£ 61.67
Eon (Electricity bill, direct debit)	£178.19
The Cartridge People (toner, paid on card)	£ 46.90

Income:

Ivett and Reed – 2 nd inscription	£ 50.00
CCC contribution to grass cutting	£ 504.36
Eon – credit	£ 18.06
East Cambs District Council – precept	£7,250.00
Swaffham Prior Parochial Charities	£ 340.56

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

SKP proposed that £3000.00 be transferred from the savings to the current account; seconded PH, passed unanimously.

86/22-23 To agree responses to the proposed cancellation of bus routes 11 and 12.

The meeting was suspended at 7.52pm to allow Jonathan Cook, Chair of A-B1102, and Cllr Charlotte Cane to join the discussions. Reconvened 8.04pm.

Action: Clerk to write to Lucy Frazer MP, the Combined Authorities and the Greater Cambridge Partnership, expressing the PC's concerns regarding the bus route cancellation and the need for short-medium- and long-term solutions to be found to enable continues access to public transport.

87/22-23 To respond to the Draft Fenland Transport Strategy

No response was proposed as Swaffham Prior falls under the Draft Cambridgeshire Transport Strategy.

88/22-23 To respond to the Sustrans Route Feasibility reports
The meeting was suspended at 8.20pm to allow Jonathan Cook, Chair of A-B1102 to join the discussions. Reconvened 8.22pm.

Action: PL to write a response including that the PC feel the most direct route between Swaffham Prior and Burwell to be the best choice, to be circulated for agreement prior to sending by 21st October 2022.

89/22-23 To ratify the A-B1102 Terms of Reference.
The meeting was suspended at 8.23pm to allow Jonathan Cook, Chair of A-B1102 to join the discussions. Reconvened 8.38pm.

After discussion, it was agreed that an amendment to the Terms of Reference, highlighting the need to maintain slip road access to the village for motorized traffic, articulated lorries and farm traffic to enable access to Station Road by turning left from the High Street (since the road layout prevents such vehicles turning from the right).

PL proposed that the Terms of Reference be ratified in the amended form outlined above; seconded SKP, passed unanimously.

90/22-23 To approve an addition to the Financial Regulations to delegate the power to make payments.

SKP proposed that the amended Financial Regulations be adopted; seconded PH, passed unanimously.

91/22-23 To approve two additional inscriptions on grave markers
SKP proposed that the additional inscriptions be approved; seconded PH, passed unanimously.

92/22-23 To agree an order for a wreath and donation to British Legion for Remembrance Sunday

SKP proposed that a wreath be ordered and a donation added to a total of £50; seconded PH, passed unanimously.

Action: Clerk to order wreath.

93/22-23 To have a vote of thanks for the Village Cream Tea following the Queen's funeral.
Proposed JC, seconded SKP; passed unanimously.

94/22-23 To pick a date for the proposed tour of the Houses of Parliament.
 It was agreed that the Clerk will ask for further dates in the New Year to avoid difficulties in travelling caused by the train strikes.

Action: Clerk to email for further dates.

95/22-23 Report on Heating Scheme

This had been circulated and made available on the website prior to the meeting.

SKP noted that the number of households signed up was short of the break-even number.

PL noted concern of a credibility gap for Cambridgeshire County Council.

SG and SKP noted that interest rates were rising on commercial loans.

JC noted that a large amount of electricity would be needed by the system.

JC thanked DG for producing and circulating the report.

96/22-23 Clerk's Report

- a) The Clerk had received reports of an allotment not being maintained and suggested that a date be set for inspection of all the allotments by the Allotment Warden.

Action: PL to set date for an inspection of the allotments.

- b) The grant request for playground equipment had been turned down by Mick George. SKP noted that he was meeting with the Chair of the Sports and Social committee to discuss a possible donation.
Action: to be discussed further at the November meeting.
- c) The bound minutes had been collected and were ready to be archived.
Action: Clerk to arrange the minutes be archived.
- d) Anti -pigeon spikes had been removed from the swings and found planted in undergrowth, spikes up, in the playground. Andy Martin has been asked to reattach them to the swings.
- e) Several dog owners have requested a dog poo bin next to the playground.
Action: to be discussed at the November meeting.
- f) A member of the public had suggested a finger post would be useful pointing along the diagonal path across a field toward the Devil's Dyke.
- g) The Clerk had begun the CiLCA course.
- h) The CiLCA course director had note that Swaffham Prior PC's website does not conform to website accessibility standards and that use of personal emails for PC business is not good practice and requires each councillor to register individually with the ICO.
Action: Clerk to look into the cost of a new website and PC email addresses.

97/22-23 Parish Councillors' Reports

DG reported via email that further to concerns raised by a resident of Fairview Grove through Cllr Cane back in late July, DG had had confirmation from the contractor that the area had been reseeded twice but due to the continued dry weather the grass had not taken. They will be laying some topsoil and seeding late this week or early next.

The meeting ended at 8.55pm

98/22-23 Open Question Time

A member of the public noted that a IBC tank on the Cemetery Allotment site had been filled from the cemetery tap in the summer.

It was noted that the proposed new reservoir will have the potential for leisure activities such as sailing, fishing, walking etc on and around it.

Business concluded at 8.58pm.