

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday 9th February 2023
at 7.30pm in Swaffham Prior Village Hall.**

Present: Cllr John Covill (Chair) (JC), Cllr Alan Durrant, Cllr Sandra Gynn (SG), Cllr Peter Hart (PH), Cllr Kent-Phillips (SKP).

In attendance: Jude Griffiths (Clerk)

There were 4 members of the public in attendance.

The Chair noted the death of Geoffrey Woollard, former member of the PC. The PC expressed its condolences to Mr Woollard's family.

151/22-23 To receive apologies for absence and to approve reasons for absence where appropriate.

Cllr David Greenfield – unavailable.

Absent, no apologies received: Cllr Andrew Camps, Cllr Paul Latchford.

152/22-23 Members' declaration of interest for items on the agenda and requests for dispensations

None.

153/22-23 Public participation for items on the agenda

A member of the public spoke on the memorial testing and expressed dissatisfaction with the way it had been carried out and surprise and dismay at the numbers laid down.

A second member of the public said that the PC needed to support the Clerk and AD who had carried out the testing after training and on the orders of the PC.

A third member of the public noted that gratings on the streets were getting blocked by leaves, mud etc due to the lack of street cleaning. It was noted that anyone can pass the name of a street in need of cleaning on to East Cambs.

The Chair agreed to move item 161/22-23 forward.

161/22-23 To receive the results of the cemetery memorial marker checks.

The meeting was closed at 7.40pm to allow members of the public to join the discussion.

The meeting reconvened at 7.55pm.

The results of the checks were noted. The PC noted that the checks were carried out strictly in accordance with the training provided. The PC thanked the Clerk and AD for undertaking training and the checks.

Action: The PC confirmed that the Clerk to respond to emails regarding the checks from a number of families.

154/22-23 Reports

- a) Cambridge County Council – no report received, no representative attended.
- b) East Cambs District Council – Cllr Charlotte Cane (CC) attended. A report had been circulated prior to the meeting.

CC noted that the aim was to have no rise in Council Tax, but that there was a hole in the budget that would become obvious at some point. CC believed the Audit Committee to be toothless. PH asked why this was? CC clarified that the terms of reference made it so in her opinion and that the terms of reference were set by elected District Councillors. CC also noted that officers cannot be invited by the Audit Committee to discuss issues and that questions have to be pre-submitted and are not always answered.

CC noted that the Risk Register showed ECSS as unlikely to fail. In February ECSS asked for an additional half million pounds to cover additional costs.

CC spoke about the Greater Cambridge Partnership consultation on the Eastern Gateway. A public drop in for this is to be held on 15th February and 1st March. A-B1102 are preparing a response. CC noted that a campaign to move the Newmarket Road Park and Ride site outside of the ring road, potentially to a site at Quy would be worth while as the GCP will look at it if there is enough public feedback.

CC noted that Reach PC had written to Highways regarding the state of local roads and encouraged Swaffham Prior PC to do the same.

The Chair invited questions – there were none.

155/22-23 Approve the minutes of the Parish Council meeting of 12th January 2023
SKP proposed that the minutes be accepted as a true and accurate record of the meeting; seconded PH, passed unanimously.

156/22-23 Matters arising from previous minutes (for information only)
146/22-23 PL redrawing of B1102 allotment plots – to be carried forward to next month.

157/22-23 Correspondence for consideration/circulation.

- a) Emails from A-B1102 with proposal for bus routes – noted.
- b) Email update of the Village Photo Album project – noted.
- c) Email regarding Combined Authorities consultation on the Draft Bus Strategy - noted
- d) Email from Sovereign Play Equipment with design for new play equipment – noted.
- e) Email regarding memorial marker checks – noted.
- f) Email regarding councillor briefing on Greenways to take place on 20th February – noted.
- g) Letter from John Berry, Sec to Swaffham Prior Sports and Social Club regarding possible funding for playground equipment - noted

158/22-23 Consideration of planning applications received:
Approved:

- a) 22/01372/FUL Construction of detached glasshouse in the garden. Goodwin Manor, 1 Station Road, Swaffham Prior, CB25 0LG.
Noted.

159/22-23 Accounts for payment including:

a) Clerk's salary and taxes	£481.00
Total	<u>£481.00</u>

Information Commission (direct debit) £35.00

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

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

SKP noted that the PC is under budget and that he had submitted a £700.00 VAT claim.

160/22-23 To receive a report from Helen Bartley regarding Swaffham Prior Primary School
Postponed until next month.

162/22-23 To discuss and agree an extension to the grass-cutting contract with CGM
SKP proposed that the PC accept the extension to the grass-cutting contract with CGM; seconded PH, passed unanimously.

163/22-23 To consider a response to the Combined Authorities Draft Bus Strategy
The PC agreed to support the response produced by A-B1102, rather than respond separately.

164/22-23 To undertake the clerk's yearly review and pay review
SKP proposed a pay rise to £14 per hour, starting from 1st April 2023; seconded PH, passed unanimously.

The Clerk was thanked for doing an excellent job.

165/22-23 To decide the details of a letter from the PC regarding the current state of local roads
 After discussion, it was decided that a letter/email should be written by the Clerk to Steve Cox regarding Great Fen Road, Headlake Drove and Little Fen Drove, which have problems with subsidence after the dry summer. Additionally, the roads were built in the 1940s for lighter traffic in every sense, but part now have up to 20 lorries a day, as well as farm traffic and some delivery drivers refuse to deliver to houses in the fens due to the poor road conditions.

Action: Clerk to write as above.

166/22-23 Report on Heating Scheme

A report was emailed in by Cllr David Greenfield.

- 78 Heating Supply Agreements have been signed and there was commitment from 50 Housing Association properties to connect to the heat network.
- In addition to these, 44 pre-installation surveys have been carried out to finalise the details of the heat installation.
- 6 properties have been fully connected.
- External installations have started on 8 properties.
- Pre-installation surveys are due to start on Sections D (Lower End to Rogers Road) and E (Mill Hill to Fairview Road) by the beginning of March.

SKP noted that 3 holes had been dug on Greenhead Road and 3 on Tothill Road. SG noted that the delay on connecting the High Street properties had led to householders having to buy more oil. It was noted that the Housing Association residents had the option of refusing to join the Scheme so the final take-up may not be all 50.

SKP noted that the funding for the scheme not covered by government grants was covered by a commercial loan taken out by CCC and to be paid for by take-up of the Scheme.

167/22-23 Clerk's Report

- a) The push tap on the cemetery water supply has been replaced and the original tap is to be fixed so as to provide a back-up.
- b) A-B1102 bus route proposals were discussed at a meeting attended by a number of Parish Council representatives. The need of PCs to work together was emphasized; with this in mind, A-B1102 were invited to give a presentation to the PC at the March meeting and the idea was floated of the presentation also being given at the Annual Parish meeting to gain more widespread support from people.
- c) The Clerk noted that an accident had occurred on Mill Hill on 6th February, where a Mick George lorry went into the back of a van that had stopped to allow a car to turn right into their drive. No-one was injured.
- d) The Clerk noted that the regular handyman for the PC had retired and so there were a number of small jobs in need of doing, with no-one to do them, such as maintenance of some of the benches around the village.
 Action: Clerk to contact Reach PC to see if their handyman could cover Swaffham Prior as well.
- e) The Clerk mentioned the drawbacks of using the house landline as the PC phone number.
 Action: Clerk to look into purchasing a PC mobile phone.

168/22-23 Parish Councillors' Reports

- a) SG noted that the wooden path edge in the cemetery needed repairing again.
- b) SKP noted he'd been asked to check the defibrillator battery as some had gone flat during the cold spell; it was still fully charged.

- c) AD noted that the Village Hall would be having a car and motorbike display as part of the Village Feast and requested use of the car park; the PC agreed.
- d) JC noted that the trees lining the Village Hall driveway needed to be trimmed back.

The meeting closed at 8.40pm.

169/22-23 Open Question Time

A member of the public suggested that nominations for the Gay Bulleid award be taken so that it could be awarded again at the Annual Parish Meeting.

Action: Clerk to put a notice in the Crier.

A member of the public noted that the main cemetery gates were in need of maintenance and volunteered to carry it out.

Business concluded at 8.50pm