

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday 13th April 2023
at 7.30pm in Swaffham Prior Village Hall.**

Present: Cllr David Greenfield (Chair) (DG), Cllr Andrew Camps (AC), Cllr Alan Durrant (AD), Cllr Peter Hart (PH), Cllr Kent-Phillips (SKP) and Cllr Paul Latchford (PL).

In attendance: Jude Griffiths (Clerk)

There were 6 members of the public in attendance.

In the absence of Cllr Covill, Cllr Greenfield chaired the meeting.

DG noted that this was AC's last meeting and thanked him on behalf of the PC for his years of contribution.

186/22-23 To receive apologies for absence and to approve reasons for absence where appropriate.

Apologies were received from Cllr John Covill and Cllr Sandra Gynn.

187/22-23 Members' declaration of interest for items on the agenda and requests for dispensations

None.

188/22-23 Public participation for items on the agenda

None.

189/22-23 Reports

- a) Cambridgeshire County Council – no report received, no representative attended.
- b) East Cambridgeshire District Council – a report was received by email and circulated prior to the meeting. No representative was available to attend; no questions were raised or comments made.

190/22-23 Approve the minutes of the Parish Council meeting of 9th March 2023

PH proposed that the minutes were a true and accurate record of the meeting; seconded SKP, passed with 1 abstention.

191/22-23 Matters arising from previous minutes (for information only)

Min ref 176/22-23 b) email regarding the tenancy of the Red Lion. DG noted that although the PC has applied for and received an Asset of Community Value status for the Red Lion, it is important that the PC continues to be involved in parishioners' discussions regarding its future. DG volunteered to take on this role. SKP noted that care was needed to prevent the PC appearing to interfere in a private business and that the pub was currently due to reopen at the end of August after a refit.

Min ref 183/22-23 c) DG stated that the Parish Council is made up of a number of individuals with a number of skill sets. It is also guided by trade bodies and organisations that can contribute to the discussions and ultimately the decisions we make. One such example is the policy put in place regarding the safety of gravestones and the procedure followed to ensure we were adhering to guidelines as set by the controlling bodies covering parish graveyards. Within the procedures, published on the website, the PC elected to include any repairs to be done by masons with BRAMM or NAMM registration.

The PC is conscious of the sensitivities involved for loved ones and we're always open to input and suggestions, but we need to ensure safety at all times and we are meeting our legal obligations – that said we can and are open to modify our written procedures when justified.

Min ref 181/22-23 PL noted that the work on clearing and tidying the allotment plot was underway and that on that basis, he was happy to allow the renter a little more time to bring it up to standard.

Min. ref. 176/22-23 b) It was noted that the PC had the ability to promote tourism to the parish e.g. through visitors to the pub.

Action: The Clerk to forward a link to an article discussing this aspect to the councillors.

The Chair allowed agenda item 195/22-23 to be moved forward.

195/22-23 To receive a report from Helen Bartley regarding Swaffham Prior Primary School (postponed from February)

Helen Bartley (headteacher) had provided a report that was circulated by email prior to the meeting. Mrs Bartley gave an overview of the school, including the Ofsted report of 'Good' (up from 'Inadequate'), the need for more governors, that the Trust is looking into the school using the Heating Scheme and the aims to resurface the playground and install open-link fencing behind the wall to increase the overall height of the boundary.

Meeting suspended at 7.52pm to allow input from a member of the public regarding the playground. Reconvened 7.55pm

The Chair allowed item 196/22-24 to be moved forward.

196/22-23 To receive a presentation from A-B1102 regarding proposed bus services and to discuss concerns about the planned Greenways.

Jon Cook of the A-B1102 group summarised the current position regarding the proposed co-operation between Swaffham Prior, Swaffham Bulbeck and Burwell in order to reduce the speed limit on the section of the B1102 that runs between them. As both Burwell and Swaffham Bulbeck have indicated that they are focussed on other areas, any ideas would have to be led by Swaffham Prior.

The Greenways consultations had invited responses and included a proposal to limit the B1102 from Quy to Swaffham Bulbeck to 40mph and also along the sliproad into Swaffham Prior. Mr Cook suggested arranging a meeting between the PC and Highways to look at all issues systematically and to consider wider strategies.

Mr Cook also summarised the work of A-B1102 on development of a proposal of a fast bus route that would provide an attractive, viable alternative to car use, linked with Active Travel for short, local journeys that then lead to faster modes of transport. Mr Cook suggested that in order to move forward with this proposal, funding and people would be needed as the point had been reached that more was needed than could be supplied by volunteers.

The Chair invited questions.

SKP asked where Sustrans fitted in? Mr Cook said that they report to ECDC and need to be involved in the development of short active journeys which would be part of a viable, practical system.

PL noted the need to look at the B1102 as a whole and the need to keep in mind the connectivity of those who are not able to use active modes of transport.

DG noted that while the PC has to be listened to, it's view can then be ignored hence the need for the support of lobbyists such as A-B1102 e.g. for questioning why the Greater Cambridgeshire Partnership hasn't responded to parishioners.

To be discussed further in May.

192/22-23 Correspondence for consideration/circulation.

a) Email regarding picking of daffodils from Cooper's Green.

DG proposed that the Clerk write a general letter to the Crier asking that parishioners enjoy the daffodils on the Green, where they grow for the enjoyment of all; seconded PH, passed unanimously.

b) Letter - Swaffham Bulbeck PC's response to the Greenways proposal and email from J Cook asking for a Swaffham Prior PC response. After discussion of the Greenways proposal for Swaffham Prior, it was agreed that PL would write to the Greater Cambridgeshire Partnership

with the PC's objections to the proposal, including a build-out at the church end of the High Street which would narrow the street unnecessarily and the use of red asphalt through a conservation area.

Action: PL to write to GCP as outlined above.

- c) Email from RoSPA notifying of the annual playground inspection at the end of April. Noted

The Chair allowed item 197/22-23 to be moved forward.

197/22-23 To discuss further responses regarding grave marker checks.

The meeting was closed at 8.24pm to allow free discussion between the PC and members of the public present.

The meeting was reconvened at 8.34pm.

Action: The Clerk to research the circumstances in which the PC would be able to re-erect failed or fallen gravestones.

Action: The PC to consider how to proceed with unclaimed failed or fallen grave stones – at the May meeting.

Action: The Clerk and AD to check on the condition of the Benstead tall memorial and if necessary, to cordon it off and look into structural engineers to examine it.

Action: The Clerk to check that the PC insurance covers all aspects of the cemetery checks.

Action: The PC to review the policies and regulations referring to the cemetery – at the May meeting.

193/22-23 Consideration of planning applications received:

None received.

The Chair allowed item 200/22-23 to be brought forward.

200/22-23 To confirm continued affiliation with CAPALC

AD proposed that the PC renew it's affiliation with CAPALC; seconded SKP, passed unanimously.

194/22-23 Accounts for payment including:

a) Clerk's salary and taxes	£700.00
b) CGM grass cutting invoice 253463 – 2 cuts in March	£777.60
c) CAPALC affiliation 2023-24	£416.01
Total	£1893.61

Wave water bill 15/12/22 – 14/3/23 (DD) £43.27

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

SKP proposed a transfer of £2500.00 for the savings to the current account; seconded PH, passed unanimously.

198/22-23 To adopt an Equality and Diversity Policy.

DG proposed that the Birsall Parish Council Equality and Diversity Policy be adopted as the Swaffham Prior Parish Council Equality and Diversity Policy until the May Annual Meeting of the Parish Council, when it would be reviewed; seconded SKP, passed unanimously.

199/22-23 To hear from Cllr Greenfield regarding proposed Gigaclear fibre provision.

DG reported on the current situation with suppliers of fibre to the village.

DG proposed that the PC keep closely and impartially involved in the proposed fibre provision so as to stay up to date with developments; seconded PH, passed unanimously.

201/22-23 To receive an update regarding the speed signs and the need for further work on them. SKP reported that the sign facing Swaffham Bulbeck was up and working but that on examination, the post containing the electrics for the second sign that would face Burwell was rotten and full of water and would need an engineer to get it fit for use.

SKP proposed that the PC only buy a sign for the post facing Swaffham Bulbeck as repairs to the second post would be complicated and expensive; seconded DG, passed unanimously.

202/22-23 To confirm a date for Annual Parish Meeting

A date of Wednesday 31st May was agreed.

Action: Clerk to book the Village Hall and advertise.

203/22-23 To agree if a request to buy grave plots in the cemetery pay the parishioner or non-parishioner rate.

SKP proposed that the request to buy 2 grave plots in the cemetery be processed at the parishioner rate; seconded PH, passed unanimously.

204/22-23 Report on Heating Scheme

DG reported:

- There are 78 signed Heat Supply Agreements
- A Connection Agreement has been signed with Sanctuary meaning external connections can be made to all their 45 properties.
- Sanctuary have written to all 45, giving them 28 days notice of intention to install the connection – no objections have been received to date, with 6 wanting to be connected so far.
- No agreement has yet been reached with CHS, who have 4 properties on Mill Hill.
- 25 additional properties have expressed an interest in joining the scheme since connection of properties started. These will be surveyed in due course as the current concentration is on getting properties connected.
- All 44 pre-installation surveys on Section A, B and C are complete.
- 33 external connections (from primary heat network to property) are complete with an additional one property currently in progress
- 3 Sanctuary properties external connections are currently in progress and we will have all 15 Sanctuary properties along Green Head Road completed by 12 May
- External connections are currently being carried out on the High Street
- 11 properties are fully connected and receiving heat
- The cost to connect to the heat network has now gone up to £1000 from 1 April
- The Heating Scheme has been featured on BBC Moneybox, ITV Anglia, Channel 4 News and most recently Sky News ‘The Climate Show’.

SKP asked why soil had been left on Green Head Road by the Heating Scheme works? DG to ask. DG clarified that Sanctuary Houses had agreed to allow the Scheme to put in pipework up to their properties, but that the tenants had to agree to installation.

205/22-23 Clerk’s Report

All aspects of the Clerk’s report were covered elsewhere in the meeting.

206/22-23 Parish Councillors’ Reports

- a) PH noted that cyclists were continuing to use the footpath on Mill Hill after it was no longer a cycle path, leading to at least one collision between a car and cyclist and one recent near miss by vehicles pulling out of the private drive beside Foster’s Mill.
- b) PH noted that 3 traffic posts had been lost on Mill Hill – SKP has reported to Highways and they are on the ‘to-do’ list.

- c) PL reported that the B1102 allotment map was ongoing and will be ready for the May meeting.
- d) AC requested that a notice asking all dogs in the cemetery to be on a short lead be added to the cemetery noticeboard.
Action: Clerk to produce and put up notice.
- e) DG requested that the Clerk look into the power to delegate responses to consultations and/or discuss via email where the pressures of timing make it difficult for the PC to respond in time otherwise.
Action: Clerk to research and check with CAPALC/SLCC

The meeting closed at 9.38pm.

207/22-23 Open Question Time

A member of the public requested that the primroses in the Pound not be removed or sprayed with weedkiller as they enhanced the Pound's appearance.

Business concluded at 9.42pm.

This page is left blank intentionally.