

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday 14th September 2023
at 7.30pm in Swaffham Prior Village Hall.**

Present: Cllr John Covill (JC) (Chair), Cllr Alan Durrant (AD), Cllr David Greenfield (DG), Cllr Sandra Gynn (SG), Cllr Peter Hart (PH), Cllr Kent-Phillips (SKP), Cllr Ruth Lambert (RL) and Cllr Paul Latchford (PL).

In attendance: Jude Griffiths (Clerk)

There were 7 members of the public in attendance.

95/23-24 To receive apologies for absence and to approve reasons for absence where appropriate.

Cllr Kate Muscroft sent apologies for her absence.

96/23-24 Members' declaration of interest for items on the agenda and requests for dispensations

None.

97/23-24 Public participation for items on the agenda

Two members of the public spoke separately, one in favour and one against the planning application under item 102/23-24 a).

98/23-24 Reports

- a) Cambridgeshire County Council – no report received; no representative attended.
- b) East Cambridgeshire District Council – report circulated by email before the meeting. Cllr John Trapp (JT) attended.

JT noted that a meeting was scheduled for the next day between the District Councillors and Sanctuary Housing to discuss issues regarding repairs, renovations, deterioration of housing and the length of time some properties are remaining empty.

JT noted that discussion whether to re-instate the Bottisham bus stops on the number 11 route are taking place, with arguments both for and against. A trial Fulbourn to Lode route had been suggested, providing 'cross routes' rather than many stops on one route.

The Chair invited questions.

PL asked if Sunday buses were under discussion as there are none at present. JT noted it was a question of finance. Stephenson's is subsidised and at present the no. 11 route should continue after October 2023. JT would like franchising of bus services, so that profitable routes can subsidise less popular ones.

99/23-24 Approve the minutes of the Parish Council meeting of 10th August 2023.

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

100/23-24 Matters arising from previous minutes (for information only)

85/23-24 DG noted that the draft Training and Development Policy had been circulated and would be voted on at item 104/23-24.

91/23-24 PL and DG noted that an outcome hadn't been reached yet.

101/23-24 Correspondence for consideration/circulation.

- a) Email from Jon Cook requesting PC contribution to the costs of repainting of wooden sign at the bottom of Rogers Road. Noted
Action: Clerk to ask for figures and a quote.
- b) Email from Steve Count regarding weedkilling of footpaths and cycle paths.
Action: to be discussed at the October meeting in conjunction with 101/23-24 e).
- c) Email regarding Cheveley Neighbourhood Plan. Noted.

- d) Email from Cambridge Constabulary requesting they are told about planned Remembrance Day activities. Noted.
- e) Letter from Cambridgeshire County Council regarding their weed-spraying policy.
Action: to be discussed at the October meeting in conjunction with 101/23-24 b).

102/23-24 Consideration of planning applications received:

- a) 23/00942/FUL Two levels of raised decking to the rear – retrospective. 10 Green Head Road, Swaffham Prior, Cambridge, CB25 0JT.
The PC agreed to comment that the decking should have been built to planning standards and recommend that the Planning Department advise on this and on the privacy concerns.
Action: Clerk to send PC comments to the Planning Department.

Approved:

- b) 23/00809/TPO T1 Ash - Heavily reduce below previous reduction points due to Giant ash bracket (*Perenniporia fraxinea*) at base and proximity to dwelling.
Swaffham Prior Hall, 4 High Street, Swaffham Prior, Cambridgeshire, CB25 0LD.
Noted

103/23-24 Accounts for payment including:

a) Clerk's salary and taxes	£420.00
b) Balfour Beatty – maintenance contract	£276.00
Total	£696.00

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

SKP proposed a transfer of £500.00 from the savings to the current account; seconded PH, passed unanimously.

104/23-24 To review and adopt a Training and Development Policy.

DG proposed that the PC adopt the Training and Development Policy; seconded SKP, passed unanimously.

105/23-24 To hear a report from Mike Barker regarding Parish Nature Recovery Plan.

Mike Barker reported on a CCC/ECDC arranged event looking at rewilding and improving green spaces. After discussion, it was agreed that Mike Barker could draw up a plan with basic costings for Swaffham Prior, to be discussed at the next available Parish Council meeting.

106/23-24 To review and accept a General Risk Assessment.

*DG proposed that the PC accept the General Risk Assessment; seconded SKP, passed unanimously.
DG proposed that the General Risk Assessment be used as a dynamic document, regularly modified and updated as required; seconded SKP, passed unanimously.*

107/23-24 To discuss the maintenance of the cemetery.

After discussion, it was agreed to get quotes for putting in metal path edges, with the intention to get the path reshingled once the edges have been repaired/replaced.

Action: AD to get quotes as above.

Action: Clerk to contact owner of the grave regarding removal of baubles if possible.

AD suggested that the long grass at the front left of the cemetery be cut down, to uncover the wild primroses and that the area on the right, with very few grave markers would be more suitable for rewilding.

AD noted that the newest area of the cemetery was not being mown.

Action: AD to email DG with details of the areas missed.

108/23-24 To accept a quote from Meads for the clearance of the new allotment plots ground. *SKP proposed that the quote be accepted; seconded SG, passed unanimously.*
Action: Clerk to notify Meads that the quote has been accepted.

109/23-24 Report on Heating Scheme

DG reported.

Total cost of the heating Scheme was £9.4 million. This was £5.9 million for the Energy Centre, £3.5 million for the heating network, of which £2.9million was a capital grant.

Monthly update – Phase 1 of the external connections is due to end at the end of September 2023, when 100 will be complete. By the end of November 2023 there will be 65 with full connection to the system ~~is due to end at the end of September 2023, when 100 65 external connections will be complete; full connection for these will be completed by the end of November 2023.~~

Phase 2 will start in Spring 2023. Households in addition to the first wave of sign-ups will be joined to the network and there will be a push for more customers. Planning of installations will be better managed for this phase.

PH asked if the network cost included the cost of connections; SKP asked the cost of the cable connecting the energy centre to Burwell Solar Farm. DG did not have the answer to these questions.

110/23-24 Clerk's Report

The Clerk noted that Wicksteeds had given a date of 18th September to begin installing the new play equipment.

111/23-24 Parish Councillors' Reports

- a) DG had been contacted by 2 parishioners regarding the following concerns related to the Energy Centre:
 - i. Damage to the verge at the entrance. This is to be fully re-instated.
 - ii. Light pollution. Mitigation is in progress.
 - iii. Noise pollution. Mitigation for the cooling system noise (particularly in hot weather) is in hand.
 - iv. The onsite generator that is on constantly. This will go with the temporary cabins when the site is cleared.
 - v. Tree and hedge planting. This will be as planned and the window for planting is approaching.
- b) PH noted that the footpath beside the Energy Centre has a 5mm cable trip hazard across it near the hedge to the next field.
Action: DG and RL to alert CCC as the landowners.
- c) JC noted that the harvest festival will be taking place in the Little Chapel in the Fen on 1st October.
- d) JC noted that more potholes had been marked for repair on the Fen roads.

The meeting closed at 9.23pm

Open Question Time.

None.

Business concluded at 9.24pm

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