

Minutes of the meeting of the Swaffham Prior Parish Council held on Thursday 10th October 2024 at 7.30pm in Swaffham Prior Village Hall.

Present: Cllr John Covill (JC) (Chair), Cllr David Greenfield (DG), Cllr Sandra Gynn (SG), Cllr Peter Hart (PH), Cllr Kent-Phillips (SKP), Cllr Ruth Lambert (RL) and Cllr Kate Muscroft (KM).

In attendance: Jude Griffiths (Clerk)

There were 2 members of the public in attendance.

103/24-25 To receive apologies for absence and to approve reasons for absence where appropriate.

Apologies were received from Cllrs Paul Latchford and Alan Durrant.

104/24-25 Members' declaration of interest for items on the agenda and requests for dispensations

Cllr John Covill declared a pecuniary interest in item 110/24-25 a).

105/24-25 Public participation for items on the agenda

A member of the public clarified that Planning application information was now available online.

106/24-25 Reports

a) Cambridgeshire County Council. A report was circulated by email. No representative attended.

b) East Cambs District Council. A report was circulated by email. Cllr John Trapp attended. Cllr Trapp noted the main item of interest was the changes to the bins – replacement of black bags with fortnightly black bin collection, with provision of 2 black bins or one larger for larger households and the continued use of bags where bins were not feasible. Extra recycling will be available free of charge.

Cllr Trapp also noted that ECDC were undertaking further costings for the Mepal crematorium, which was overbudget and that the Net Zero Community Grant Scheme had been approved – applications to be in by the end of 2024.

The Chair invited questions.

PH asked when the bin changes will come in. Cllr Trapp confirmed March 2026 but information regarding the changes will be circulated fully before then.

107/24-25 Approve the minutes of the Parish Council meeting of 12th September 2024

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

108/24-25 Matters arising from previous minutes (for information only)

98/24-25 DG completed the questionnaire as required.

109/24-25 Correspondence for consideration/circulation.

None.

110/24-25 Consideration of planning applications received.

a) 24/00915/ARN Change of use of agricultural buildings to 2 dwellings. Sunnywood Farm, Swaffham Prior Fen, Swaffham Prior, Cambridgeshire CB25 0LQ.

JC left the meeting 7.32pm.

DG proposed that the PC support the application; seconded SKP, passed unanimously.

JC returned to the meeting 7.34pm.

b) CCC/23/123/VAR Creation of an Energy Centre to serve the village of Swaffham Prior via a heat supply network. Centre will include a small visitors, education and exhibition space within an existing agricultural building. Erection of solar photovoltaic PV Panels, a borehole ground source heat collector with associated pumps and machinery, landscaping and

associated works. Section 73 application to vary Condition 2 (approved plans/documents) and Condition 6 (External Lights) of planning permission CCC/21/112/VAR, to regularise the building facade details, external equipment ducting and pipework, alterations to perimeter fencing, new acoustic fencing around transformer and external equipment and new external lighting. Land At Goodwin Farm, 1 Heath Road, Swaffham Prior, Cambridge, CB25.

SKP proposed that the PC strongly support the application; seconded KM, passed unanimously.

- c) 24/01023/TRE T1 Golden Thuja Plicata tree and T2 Juniper Chinensis (spartan) - Fell/cut down the trees as concerns regarding boundary wall damage and potential damage to water meters / supply for three properties, also removal necessary for works to be carried out to connect property and two neighbouring properties to the Swaffham Prior heat network. 1 High Street Swaffham Prior Cambridge CB25 0LD

DG proposed that the PC support the application; seconded SKP, passed unanimously.

Approved:

- d) 24/00274/FUL Proposed outbuilding. Church View Cottage 54 High Street Swaffham Prior Cambridge CB25 0LD.

Noted.

- e) 24/00843/TRE T1 Golden Thuja Plicata tree - Fell/cut down the tree as concerned it is too close to the building foundations and utilities. It is about 8.1 meters tall situated to the left of the front door. The base is under 2 meters from the property. 1 High Street Swaffham Prior Cambridge CB25 0LD.

Noted.

- f) 24/00833/VAR To Vary Condition 2 (Occupation Restriction) of previously approved 05/01273/FUL for change of use of use of arable land to grazing paddock, along with the construction of stable block, muck bunkers, menage, access road & associated site works. The Paddock 43 Lower End Swaffham Prior Cambridge CB25 0HT.

Noted.

111/24-25 Accounts for payment including:

a) Clerk's salary and taxes	£562.80
b) Village hall invoice 1101 – September	£20.00
	<hr/> £582.80 <hr/>

Direct debits:

Wave (water bill)	£79.43
Vodafone (September mobile)	£36.86
nPower (electricity bill)	£279.34

Income:

Precept	£8,500.00
Parochial Charities (grass cutting)	£ 388.80

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

SKP proposed a transfer of £750.00 from the Business to the Community Account.

112/24-25 To respond to the Combined Authorities consultation on bus franchising.

DG reported. DG summarised the consultation as a choice between franchising and an enhanced partnership model.

DG proposed that respond to the first part of the questionnaire on behalf of the PC, supporting the move to franchising; seconded SKP, passed unanimously.

DG reported that the second part of questionnaire was designed to be completed by users of the bus service individually.

Action: Clerk to put details of the second part of the survey on the village Facebook page to encourage completion by as many bus users as possible before the deadline of 20th November.

113/24-25 To decide how to control ivy growing over the back of the Keep.

The Clerk clarified that the ivy on the Keep is growing entirely within the Pound.

Action: Clerk to ask Mike Barker to use herbicide on the ivy.

114/24-25 To agree a contract with Nurture Landscapes Ltd for the cutting of the Scout Hut grass.

DG reported. A contract had been negotiated for 8 cuts to the Scout Hut grass, to run for 2 years and be managed by the PC. The Parochial Church Charity had approved it.

DG proposed that the contract be agreed by the PC; seconded KM, passed unanimously.

115/24-25 To accept an estimate from Meads for moving the prone gravestones in the cemetery onto their corresponding grave plot.

SKP proposed that the PC accept the estimate from Meads for moving the prone gravestone; seconded KM, passed.

Action: Clerk to arrange.

116/24-25 To agree a wreath order and donation for Remembrance Day.

SKP proposed that a wreath be ordered from The British Legion and the amount made up to £50 in donation; seconded PH, passed unanimously.

Action: JC to check when and where the wreath is placed.

117/24-25 To hear the results of the PKF Littlejohn Audit report.

SKP reported that the accounts had passed the External Audit, with a reminder that the accounts must be agreed by the PC in time.

118/24-25 To hear a progress report on having a gov.uk website.

SKP reported, having attended 2 webinars.

SKP proposed that the PC wait until a gov.uk domain was made compulsory before changing as it would not be cost efficient to do so now; seconded DG, passed unanimously.

119/24-25 To adopt updated Standing Orders.

SKP proposed that the updated Standing Orders be adopted; seconded PH, passed unanimously.

120/24-25 Report on Heating Scheme.

DG reported. By the end of the month the first ground source compressor will be insulated to reduce noise, which should make a noticeable difference.

121/24-25 Clerk's Report

a) Cemetery.

- The clerk is obtaining quotes for making safe the tall Benstead grave as no family has been found.
- 3 areas of overgrown shrubs require cutting back/down within the cemetery. Action Clerk to ask if AD will carry out.
- Broken glass and a broken light had been removed from 2 separate plots.

- All the right side (looking towards main gates) grave markers have been photographed and are being uploaded to the PC laptop, with a record of inscriptions were possible.
 - 2 unopened cans of beer had been removed from a grave plot and returned to the owner.
 - A parishioner had requested that a cemetery yew tree be cut back to prevent berries falling on a specific gravestone. After consulting with ETS this seemed impractical. Action: Clerk to reply to request.
- b) Allotments.
- The cemetery allotment main gate has been fixed again.
 - An inspection date for all allotments needs to be agreed.
- c) Play area.
- Jobs list from the playground inspection has been begun.
- d) Other
- ICO fee is proposed to increase from £40 to £55.
 - New edition of Good Councillors' Guide is available online or £2.50 for a hard copy

122/24-25 Parish Councillors' Reports

- a) DG. The last or penultimate grass cut of the season is to take place shortly
- b) SG noted that the buses seem full at present, especially the 7am to Cambridge.
- c) SKP noted that the Burwell Cricket Club fireworks display will take place on Saturday 2nd November, starting at 7.15pm and lasting for 22 minutes.

The meeting closed at 8.20pm

Open Question Time

A member of the public thanked SKP for his research into the gov.uk domain and noted the importance of people completing the bus consultation questionnaire.

Business concluded 8.27pm