

**Minutes of the meeting of the Swaffham Prior Parish Council held on Thursday 8th May 2025
at 7.30pm in Swaffham Prior Village Hall.**

Present: Cllr John Covill (JC), Cllr David Greenfield (DG), Cllr Alan Durrant (AD), Cllr Sandra Gynn (SG), Cllr Peter Hart (PH), Cllr Steve Kent-Phillips (SKP), Cllr Paul Latchford (PL) and Cllr Kate Muscroft (KM).

There were 2 member of the public in attendance.

In the absence of the Clerk, the Deputy Clerk (SKP) took the minutes.

16/25-26 To receive apologies for absence and to approve reasons for absence where appropriate.

Cllr Ruth Lambert sent her apologies.

17/25-26 Members' declaration of interest for items on the agenda and requests for dispensations

None.

18/25-26 Public participation for items on the agenda

None.

19/25-26 Reports

a) Cambridgeshire County Council – Cllr Yannifer Malinowski attended.

The Chair welcomed Cllr Malinowski, the new CCC councillor. She thanked the meeting for inviting her and said she would like to attend as many meetings as she could and would also send regular reports.

The Chair invited questions; there were none.

b) East Cambridgeshire District Council – report circulated by email, Cllr John Trapp attended.

Cllr Trapp welcomed Cllr Malinowski. He highlighted the defibrillator training available and said the PC would be consulted in any local government changes.

The Chair invited questions; there were none.

20/25-26 Matters arising from previous minutes (for information only)

216/24-25 DG reported he was still waiting for a meeting Cllr Trapp and the ECDC planners.

This was progressed and DG to report back.

218/24-25 DG reported Nurture Landscaping had sent 17 more invoices, all incorrect and that they are going to a new accounting system. The invoices are still outstanding.

21/25-26 Correspondence for consideration/circulation.

a) Emails from Swaffham Prior Scouts regarding their grant application. Noted

b) Emails from Community Payback team looking for jobs. Noted.

22/25-26 Consideration of planning applications received.

a) 25/00442/FUL Ground and first floor rear extension. 15 Rogers Road, Swaffham Prior, Cambridge, CB25 0HX

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

23/25-26 Accounts for payment including:

a) Clerk's salary and taxes

£561.20

b) RoSPA playground inspection, April 2025
Total

£110.40
£671.60

Direct debit:

Vodafone £39.22

Cash card payments:

Scotsdales (bench) £299.99

Income:

ECDC first precept instalment £8750.00

Allotment rents (total) £100.00

DG noted that the Nurture Landscaping invoices cannot be settled until they are correct. SKP proposed that the accounts be settled in full; seconded DG, passed unanimously. SKP proposed a transfer of £1000.00 from the business to the current account; seconded DG, passed unanimously.

24/25-26 To receive and consider the Internal Auditor's report
SKP presented the Internal Auditor's report and noted that no issues were raised.
The report was accepted unanimously.

25/25-26 To approve the annual governance statement
SKP went through the statements in the report one by one.
SKP proposed that the PC approve the annual governance statement; seconded DG, passed unanimously.

26/25-26 To approve the statement of accounts
SKP went through the accounts and highlighted the £3000.00 surplus. DG queried the mowing budget – to be addressed at the June meeting.
DG proposed that the PC approve the statement of accounts; seconded SG, passed unanimously.

27/25-26 To approve the certificate of exemption
SKP highlighted the PC is below the threshold for external audit and so can be declared exempt, saving some £300.00 in audit fees.
SKP proposed that the PC be declared exempt; seconded DG, passed unanimously.

28/25-26 To discuss having the new cemetery bench bolted to the ground
After discussion, the PC concluded that this is unnecessary.
Action: SKP to ask Viv Elston to look into the possibility of bolting the bench to the ground for future reference.

29/25-26 To receive and consider the RoSPA report for the playground
The report was noted. SKP highlighted the low risks and the lack of need for remedial action.

30/25-26 To provide a grant to the Scouts for repairs to the Scout Hut
SKP noted that if the PC paid the full amount, it would be able to recover the VAT, but that this would not be true with a part grant.
To be decided at the June meeting when the budget would be available.

31/25-26 To discuss and agree the continuation of the rewilding project areas
The meeting adjourned to allow Mike Barker to speak regarding the current state of the rewilding project and subsequent discussion of the issues raised.

The meeting reconvened.

DG proposed the continuation of the scheme in its present form; seconded SG, passed with one abstention.

Action: Mike Barker to do a butterfly count to get a baseline.

Action: Mike Barker to discuss areas of rewilding within the churchyard with the church.

Action: Mike Barker to alter the 'no mow' period in the cemetery to April-July in response to AD's concerns that lack of mowing left the cemetery appearing messy.

32/25-26 To discuss and agree jobs that could be undertaken by the community payback team

After much discussion three projects were suggested:

- 1) Clear the bank back 2 feet on the bypass from Cage Hill to the sliproad.
- 2) Clear the scrub on the path from the play area to the scout hut
- 3) Clear the footpath from Laundry Cottage to the Beeches.

Action: Clerk to liaise with the community payback scheme.

33/25-26 Report on Heating Scheme

DG reported installation and day-to-day running is smooth. The sound issues are ongoing, as is the landscaping. CCC are not very reactive on these issues.

The Water Authority are dragging their heels on reinstatement of the trench and yellow lines on the High Street.

Action: DG to send information to Cllr Malinowski to see if she can help.

34/25-26 Clerk's Report

Action: Report to be circulated by the Clerk.

35/25-26 Parish Councillors' Reports

PH reported that the leylandii at the bottom of Cage Hill (Stocks Farm) is overgrown and obstructing the footpath.

Action: Clerk to write formally to the owners.

The meeting closed at 8.45pm