

Minutes of the meeting of the Swaffham Prior Parish Council held on Thursday 11th September 2025 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 Steve Kent-Phillips (SKP) and Cllr Ruth Lambert (RL).

In attendance: Jude Griffiths (Clerk).

There were 4 members of the public in attendance.

95/25-26 To receive apologies for absence and to approve reasons for absence where appropriate.

Apologies were received from Cllrs Kate Muscroft and Paul Latchford.

96/25-26 Members' declaration of interest for items on the agenda and requests for dispensations

None

97/25-26 Public participation for items on the agenda

None.

98/25-26 Reports

a) Cambridge County Council – Cllr Yannifer Malinowski attended and circulated a report via email.

Cllr Malinowski:

- urged PCs to respond to the CCC Local Government Reorganisation survey – SKP has for Swaffham Prior PC
 - noted the new Highways management system, which so has been much more responsive, although Highways issues can still be raised through her
 - noted that the Fire Authority is not a statutory consultant for solar farms and is awaiting government guidance on fighting battery storage fires
 - noted that she has been submitting feedback on the bus routes to the A-B1102 group
- The Chair invited questions for Cllr Malinowski.

SKP asked Cllr Malinowski to follow up the PC's request for Highways to tackle an overhanging hedge.

JC noted the obscuring of the derestriction notices towards Burwell by trees and hedges; Cllr Malinowski to raise with Highways.

b) East Cambridgeshire District Council – Cllr John Trapp attended. No report received as there was little council activity during August.

Cllr Trapp noted:

- A small rise in taxi fares in Ely
- Regarding the Local Government Reorganisation, CCC are submitting a business case for option A, South Cambs are making the business case for option B, the leader of East Cambs prefers to join with Fenland and Peterborough but this has not been ratified by the rest of the council and the voices of the parishes should be considered.

99/24-25 Approve the minutes of the Parish Council meeting of 14th August 2025
SKP proposed that the minutes be approved as a full and accurate record of the meeting; seconded DG, passed with 1 abstention.

100/25-26 Matters arising from previous minutes (for information only)

68/25-26 SKP completed LGR survey for CCC.

91/25-26 Footpaths. To be decided at the October meeting.

92/25-26 DG The heating scheme is evaluating whether it will be possible for the Village Hall to join without going through the school.

93/25-26 SKP had reported the overhanging hedge to Highways.

94/25-26 Traffic survey. Clerk to chase for who commissioned.

101/25-26 Correspondence for consideration/circulation.
Noted.

102/25-26 Consideration of planning applications received.

- a) 25/00914/TRE G1 3x Lime – re-pollard. Towers and Hill Charitable Trust, Village Hall, 36 High Street, Swaffham Prior.

The PC agreed to support this application.

Approved:

- b) 25/00648/FUL Brick cladding or Airey house, replacement porch and single storey rear extension. 25 Fairview Grove, Swaffham Prior, CB25 0LB. Approved. Noted.

103/25-26 Accounts for payment including:

a) Clerk's salary and taxes	£562.40
b) Eastern Tree Surgery – cemetery tree survey	£510.00
Total	<u>£1072.40</u>

Direct debit:

Vodafone (PC mobile)	£39.22
nPower (street lights 01/04-30/6)	£252.26

Income:

Central England Co-operative (headstone) £100.00

SKP noted that £458.95 from VAT reclaim has been added to the Business Account.

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

SKP proposed a transfer of £1000.00 from the Business to the Current account; seconded SG, passed unanimously.

104/25-26 To discuss the installation of Real Time Passenger Information Displays at the High Street bus shelter/stop and to confirm to the A to B 1102 Group the Parish Councils decision.

DG explained that The Cambridge and Peterborough Combined Authority (CPCA) had funding for 9 Real Time Passenger Information displays for the T4 and T5 routes and in consultation with A-B1102 group, proposed putting on at the bus stop on the High Street. A-B1102 group had also negotiated the purchase of further units from the manufacturer if the combined PCs along the routes were willing to fund them independent of the CPCA and requested that the PC indicate if it is willing to take part in this.

DG proposed that the PC agrees with the location and direction (on the bus shelter) for the CPCA-funded device; seconded SG, passed unanimously.

DG proposed that the PC are unwilling to fund a second such device at present but will revisit the issue in the future; seconded SKP, passed unanimously.

Action: Clerk to inform A-B1102 group of the PC's decisions.

105/25-26 To agree to Kingsway Solar Farm offer to provide a project briefing to parish councillors and agree suitable dates.

DG explained that a briefing for parish councillors only had been offered by Kingsway and emphasised how essential it is that the PC is actively involved in the consultation process.

DG proposed that the dates of the October and November PC meetings be offered for the briefing to take place; seconded SKP, passed unanimously.

Action: Clerk to offer the dates of the next two parish council meetings.

106/25-26 To agree to join the Kingsway Area Parish Council Alliance

DG explained the Kingsway Area Parish Council Alliance are a group of PCs motivated to push back against the Kingsway proposal and that Swaffham Prior PC had been invited to join to help provide a united response from parish councils affected.

DG proposed that the PC join the Kingsway Area Parish Council Alliance; seconded SG, passed unanimously.

SKP proposed that DG represent the PC in the Kingsway Area Parish Council Alliance; seconded SG, passed unanimously.

107/25-26 To accept a quote for Parish Council insurance

The PC had received a quote for 1 years insurance from Zurich and a quote for either 1 or 3 years from Clear Councils. Other quotes had been sought but not received.

SKP proposed that the PC accept the 3 year quote from Clear Councils, seconded PH, passed unanimously.

108/25-26 To receive the ETS survey of the cemetery trees and agree any required actions.

The report was received; no actions required.

109/25-26 To agree to the disposal of the old PC laptop

SKP proposed that he wipe the laptop and recycle it; seconded RL, passed unanimously.

110/25-26 To adopt updated Financial Regulations

SKP proposed that financial regulation 5.18 change, increasing the maximum emergency spend allowance to £300 from £100; seconded DG, passed unanimously.

111/25-26 To hear a statement from the Swaffham Prior Community Land Trust and discuss.

The Clerk read out the following statement provided by email.

“Next March sees ten years from the first occupancy of the CLT homes on Rogers Road. We continue to be in the fortunate position to have eight good tenants all with close links to the village.

For six of the homes, their five year tenancy ends in spring next year. However, having reviewed the position of all the residents via Hundred Houses Housing Association, together with consideration of our terms of reference/letting criteria, we believe it would be disingenuous to advertise the properties for other people at this time as they are unlikely to be successful.

Should any home become available we will advertise in the usual way.”
There were no questions.

112/25-26 Clerk’s Report

- The Clerk had responded to Long Barrow Solar Farm as requested
- The broken bench in the cemetery has been dismantled and the metal ends stored in the sexton’s shed. An phone enquiry was made about repairing the bench – awaiting a follow-up email
- The Clerk asked for interest from parish councillors in having councillor emails provided, to make clear when they were contacting companies etc as PC representatives.

Action: SKP to set emails for chair and vice chair of the council.

113/25-26 Parish Councillors’ Reports

- a) DG. The next KAPCA meeting is on 3rd December – he will attend. A meeting on 24th September in the Gardiner Memorial Hall, Burwell has been arranged to raise public awareness of the issues.
Action: Clerk to put details on village Facebook page.
- b) SG/PH. Overgrown vegetation is obstructing footpaths outside 34 Lower End, 2A Green Head Road and 2 Green Head Road.
Action: Clerk to write to owners and to pass on address of Sanctuary Housing owned property to Cllr Trapp (ECDC).
- c) JC. Water leak on the road to Burwell has been reported but not yet fixed.
- d) SKP/DG. GigaClear have had issues connecting household on Tothill Road, Rogers Road and Lower End due to ducting needing replacing and have varied considerably in responsiveness to potential customers.

Business concluded and the meeting ended at 8.27pm