

Minutes of the meeting of the Swaffham Prior Parish Council held on Thursday 12th March 2026 at 7.30pm in Swaffham Prior Village Hall.

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

In attendance: Jude Griffiths (Clerk).
4 members of the public.

188/25-26 To receive apologies for absence and to approve reasons for absence where appropriate.

Apologies were received from Cllrs David Greenfield and Kate Muscroft.

189/25-26 Members' declaration of interest for items on the agenda and requests for dispensations

No declarations of interest were made.

190/25-26 Public participation for items on the agenda

A member of the public requested that the PC consider if membership of CAPALC is value for money.

191/25-26 Reports

a) Cambridge County Council. Cllr Yannifer Malinowski attended and gave a verbal report.

- Issues requiring escalation to be forwarded to Cllr Malinowski.
- Local Government Reorganisation. The government national consultation is running until 26th March 2026. Cllrs Malinowski and Edge are co-ordinating a Parish Council response regarding Option A and feel the need for a second letter to be sent. Public consultations are happening locally to raise awareness and collect views. These take place at Stetchworth (20th March) Bottisham (21st March) and Burwell (24th March). Swaffham Prior PC has responded to the government consultation, but Cllr Malinowski noted that individuals can respond as well. PL asked if it will make a difference; Cllr Malinowski replied that she doesn't know but it's worth a try.

b) East Cambs District Council. Cllr Charlotte Cane attended and gave a verbal report; a written report was circulated by email.

- LGR. Cllr Cane suggested that if a large response was received supporting Option A, there would at least have to be an explanation why if a different decision was made. Cllr Cane also noted that e.g. the direction of travel for work is much more into Cambridge than Peterborough for the Burwell and Woodditton Wards.
- Greater Cambridge Development Company. Cllr Cane emphasised the importance of responding to consultations about this as it is likely to have a significant impact.
- Consultation on Licensing committee. Cllr Cane voiced concerns that changes proposed would reduce the committee's ability to respond to local detail and concerns.
- Full Council. The budget has been agreed, there will be no rise in Council Tax and a £3,000,000.00 contingency for Mepal crematorium was agreed – Cllr Cane feels the contract puts the financial risk onto ECDC.

As local MP, Cllr Cane asked that the PC share a petition launched by her, for extra funds (£500 million) for repairs to peat-based roads.

192/24-25 Approve the minutes of the Parish Council meeting of 12th February 2026.

SKP proposed that the minutes of the meeting of 12th February be approved and signed as a true and accurate record of the meeting; seconded SG, passed with 1 abstention.

193/25-26 Matters arising from previous minutes (for information only)

185/25-6 DG had responded to the National Planning Policy Framework consultation on behalf of the PC.

194/25-26 Correspondence for consideration/circulation.

- a) Email regarding drop in sessions about the new bin system – the new bins provided and how to use them. Noted.
- b) Email regarding Temporary Traffic Regulation Order for Prior Fen and Great Drove. Noted.
- c) Email from Cllr Jonny Edge (ECDC) proposing a second joint letter of support for option A (Local Government Reorganisation). To be discussed under item 198/25-26.

195/25-26 Consideration of planning applications received.

- a) 25/01237/FUL Provision of new driveway and relocation of existing oil and septic tanks – amended development description to include reference to relocation of existing oil and septic tanks and additional consultation of County Archaeologist on the Archaeological Desk Based Assessment (version 1) received 19th January 2026 and comments received 4th February 2026 from Historic England with reference to the septic tank to be relocated. Baldwin Manor, 80 Station Road, Swaffham Prior, Cambridge CB25 0LD.
No objections were made and the PC strongly support these works.

Approved:

- b) 25/01387/LBC Alterations to first floor bathroom including removal of the airing cupboard space to form toilet alcove and changes to water tanks with the attic floor to increase capacity – no external changes. Goodwin Manor Farmhouse, 1 Station Road, Swaffham Prior, Cambridge, CB 25 0LG. Noted.

196/25-26 Accounts for payment including:

a) Clerk's salary and taxes	£306.40
b) Viv Elston – repairs to benches, village sign, tidying Pound	£606.72
c) Viv Elston – repairs to cemetery bench	£238.28
d) Village Hall rent (February)	£20.00
e) CAPALC annual membership	451.72
Total	<u>£1623.12</u>

Payments made:

Direct debit

Vodafone (PC mobile, February)	£ 39.22
Information Commissioner's Office	£ 47.00
HyperJar Cash card top up	£200.00

Income:

Peasgoode and Skeates (interment fee)	£175.00
Interest (Business account)	£ 44.08

SKP reported that the defibrillator pads (adult and junior) had needed replacing and had been ordered – invoices to follow.

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

SKP proposed a transfer of £1500.00 from the business to the current account to cover payments; seconded SG, passed unanimously.

197/25-26 To discuss the Reach Lode catchment plan and write a letter of support
After discussion, **SKP proposed** that the PC write a letter supporting the Reach Lode Catchment Plan in its current form but including the wish to be consulted regarding any changes to the plan in the future; seconded PH, passed unanimously.

198/25-26 To discuss and agree a second joint letter supporting Local Government Reorganisation Option A
After discussion, it was felt that the PC could not support the letter in its current form, as too much was incomplete.

SKP proposed that approval of the final version of the letter be delegated to the Chair and SKP; seconded SG, passed unanimously.

SKP proposed that included in the letter is the request for the option of splitting the East Cambs parishes, with the Burwell and Woodditton Wards joining Cambridge if Option B of the LGR is chosen; seconded SG, passed unanimously.

199/25-26 To receive an update regarding the Kingsway Parish Council Alliance.

An update from DG was received via email.

The KPCA has been preparing the organisation & structure for the next stage, which is when the 'battle' begins.

An email (Kingsway Solar Farm - What happens next? sent Sunday 8/3/26 17:39) explained the importance of Parish Councils, community groups and individuals registering as 'Interested Parties'.

DG proposed to action all this as necessary with the Parish Council's permission.

SKP proposed that DG be delegated to act on the PC's behalf in this matter; seconded SG, passed unanimously.

200/25-26 Clerk's Report.

- Letter written and delivered to Slimming World lady
- Litter picking equipment ordered, delivered, Janet passed on her thanks.
- Letters re overgrown vegetation – still to do/ongoing.
- Playground annual inspection will be £85 and take place in April.

201/25-26 Parish Councillors' Reports

- a) SG. A parishioner had complained about parking on the High Street and requesting further double yellow lines.
- b) SKP. Reported a mobility scooter had been forced onto the road by cars parked on the Lower End pavement.
- c) PH. A parishioner had asked if the drastic hedge cut-back on Cage Hill had been commissioned by the PC. It had not.
- d) PL. Parts of the double yellow lines are still incomplete on the High Street opposite Anglesey Abbey House. Cllr Malinowski to chase again.
- e) PL. Reported that buses were still leaving 4 minutes before time.

Business concluded and the meeting ended at 8.30pm.

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Unapproved