

Minutes of the Parish Council meeting of the Swaffham Prior Parish Council held on Thursday 11th June 2026 at 7.30pm in Swaffham Prior Village Hall.

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

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

42/26-27 To receive apologies for absence and to approve reasons for absence where appropriate.

Apologies were received from Cllrs Gynn, Lambert and Latchford.

43/26-27 Members' declaration of interest for items on the agenda and requests for dispensations

None.

44/26-27 Public participation for items on the agenda

None.

45/26-27 To agree the minutes of the Parish Council meeting and the Annual Parish Council of the 14th May as a true and accurate record.

SKP proposed that the minutes of the Annual Parish Council meeting of the 14th May be accepted as a true and accurate record of the meeting; seconded DG, passed with 1 abstention.

SKP proposed that the minutes of the Parish Council meeting of the 14th May be accepted as a true and accurate record of the meeting; seconded DG, passed with 1 abstention.

46/26-27 Reports

a) Cambridgeshire County Council. No report was received, no representative attended.

b) East Cambridgeshire District Council. Cllr John Trapp attended. A written report was circulated by email prior to the meeting, the main points of which were the election of the Chair and Vice Chair of the Full Council, the creation of the Conservative and Independent majority group, motions on dualling the A10, High Street bank closures and fair access to employment for care-experienced and disabled applicants and delivery of the new bins.

The Chair invited questions.

SKP asked for details of the proposed 'Forest City'. Cllr Trapp explained that it was imagined as being between Haverhill and Newmarket, but that idea hasn't progressed beyond imagination.

JC asked how the new bin system is working. Cllr Trapp said it is working well with the inevitable teething problems such as confusion over what goes in which bin and the food caddies being too small and light to withstand strong winds. The changes were produced in consultation with the collection crews, which has helped and Cllr Trapp asked that any issues continue to be reported.

7.39pm. The meeting was suspended to allow a member of the public to speak, who noted that ECDC will provide advice if contacted regarding what items go in which bin.

The meeting restarted at 7.40pm.

47/26-27 Matters arising from previous minutes (for information only)
 26/26-27 SKP noted that a change was being made to the recording of accounts in the ledger, with the VAT on a purchase being recorded in a separate column from 'price'.
 26/26-27 SKP noted that VAT would now be reclaimed at 6 monthly intervals instead of quarterly.
 41/26-27 DG noted that the borehole field has been returned to agricultural use and is currently being used to graze sheep.

48/26-27 Correspondence for consideration/circulation.

a) Email from Charlotte Cane regarding 'Forest City' proposal. Noted.

49/26-27 Consideration of planning applications received.

Approved:

- a) 26/00433/LBC Insertion of inspection hatch in first floor ceiling (retrospective).
 Lavender Cottage 62 High Street Swaffham Prior Cambridge CB25 0LD.
 Noted.
- b) 26/00379/FUL Solar PV system to be installed to the south east roof pitch of detached garage. Goodwin Manor Farm, 1 Station Road, Swaffham Prior, CB25 0LG.
 Noted.

50/26-27 Accounts for payment including:

a) Clerk's salary and taxes	£602.40
b) Village Hall (AVA rent)	£24.00
c) Village Hall (May meetings)	£20.00
d) Nurture Landscapes Ltd (382566)	£1096.50
e) Eastern Tree Surgery (cemetery trees)	£600.00
Total	<u>£2342.90</u>

Payments made:

ICCM annual membership renewal	£110.00
Barclays Bank (bank charge)	£ 0.05

Direct debit

Vodafone (PC mobile, May)	£ 42.08
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Cash Card

Waitrose (AVA refreshments)	£15.05
Wickes (fence posts for playground repairs)	£36.00

Income:

M Goddard (water)	£30.00
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SKP noted that late payments from 2025-26 for use of the cemetery water tap were being pursued. Also, the funds from the Manchester Building Society account have been transferred to the Barclays business account and the MBS account has been closed. Paperwork to open an account for reserves with the Cambridge Building Society has been completed and is

ready to post. Once opened, £22,000.00 of ring-fenced reserves and £3000.00 of general reserves will be deposited in it.

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

SKP proposed a transfer of £2500.00 from the business to the current account; seconded PH, passed unanimously.

51/26-27 To approve a memorial plaque for a cremation plot

SKP proposed that the PC approve the memorial plaque for a cremation plot in Swaffham Prior cemetery; seconded KM, passed unanimously.

52/26-27 To approve a quote for an insurance valuation for the Pound and Keep

After discussion, **DG proposed** that the PC approve the quote for an insurance valuation of the Pound and Keep; seconded AD, passed unanimously.

53/26-27 To review the Asset Register insurance values for the Pound and Keep and Village Hall

Reviewing the insurance value of the Pound and Keep were postponed until the valuation is received.

KM had provided the insurance value for the village hall used by the Village Hall committee of £956,000.00.

SKP proposed that the PC accept the increase in the Village Hall's insurance value on the asset register; seconded DG, passed unanimously.

54/26-27 To discuss options for inclusive play equipment at the playground.

The issue of a lack of inclusive play equipment in the playground had been raised at the Annual Parish Meeting and a parishioner had offered to look into options including grants available. The PC would want to see options and costings for consideration.

Action: Clerk to inform the parishioner.

Cllr Trapp mentioned funding is available for playgrounds that underwent an ECDC playground audit.

55/26-27 Clerk's Report

- Black bin for the cemetery – reported to ECDC who are checking if the cemetery is eligible for a black bin.
 - Grants of Exclusive Right of Burial have been transferred from funeral directors to next of kin.
 - The roadside gate into the allotments and the steps leading to it are in need of some maintenance – to be raised at the July meeting.
 - Annual Parish meeting – 23 attended, thanks to the PC for providing refreshments, potentially to be called in the 3rd week of April 2027.
- Action: Clerk to check availability of the village hall.

56/26-27 Parish Councillors' Reports

- a) DG - Kingsway Parish Council Alliance. 24th May Kingsway submitted an development consent order, without an environmental statement. This is important as potential pollution of the aquifer is a serious issue. DG will sign in as an Interested Party on behalf of the PC and would encourage individuals to do so as well. Applications to connect to the grid are dealt with on a first come, first served basis and there are completed projects still waiting. Kingsway have not applied yet and the intended substation of Burwell South hasn't been built yet – the current Burwell substation does not have capacity for the proposed increase in power. Additionally, the current pylons could accommodate the additional cabling needed so there is no immediate need for new pylons.
- b) DG -Heating Scheme. There was a false alarm on Monday for an ammonia leak. The sign with the emergency contact number needs to be put back onto the new fencing – this is in hand.
- c) JC – Fen droveways. Logs have been placed at the ends of Black Fen to prevent vehicular access.

Business concluded and the meeting closed at 8.12pm