

Minutes of the Parish Council meeting of the Swaffham Prior Parish Council held on Thursday 9th July 2026 at 7.30pm in Swaffham Prior Village Hall.

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

In attendance: Jude Griffiths (Clerk).

3 members of the public.

In the absence of Cllr Covill, Cllr Greenfield took the Chair.

57/26-27 To receive apologies for absence and to approve reasons for absence where appropriate.

Apologies were received from Cllrs Covill, Gynn and Lambert.

58/26-27 Members' declaration of interest for items on the agenda and requests for dispensations.

No interests were declared.

59/26-27 Public participation for items on the agenda

None.

60/26-27 To agree the minutes of the Parish Council meeting and the Annual Parish Council of the 11th June as a true and accurate record.

PH noted that under item 46/26-27 b), "A14" should read "A10".

SKP **proposed** that with this correction, the minutes should be accepted and signed as a true and accurate record of the meeting, seconded PH, passed with one abstention. The Chair signed the minutes.

61/26-27 Reports

- a) Cambridgeshire County Council. Cllr Yannifer Malinowski sent her apologies. No report was made.
- b) East Cambridgeshire District Council. Cllr John Trapp sent his apologies and a written report was circulated by email before the meeting. The report covered meetings of the Operational Services committee and the Finance and Assets committee, noting of reports on waste management, community safety partnership, budgets and spending for both committees, progress on Mepal crematorium, a new fee for planning applications, a grant award to Soham's Viva Arts and Community group, the Register of Buildings of Local Interest and the setting up of a Business Grants Scheme for small businesses.

62/26-27 Matters arising from previous minutes (for information only)

56/26-27 DG noted that Kingsway Solar Farm had withdrawn their planning application on 17th June after many errors and omissions had been highlighted by the Planning Inspector. The feeling is that the application will be redrafted and resubmitted at a later date.

63/26-27 Correspondence for consideration/circulation.

- a) Email regarding the Combined Authorities Bus network review. Noted
- b) Email from ECDC planning department invitation to the Parish Council Forum 19th August. Noted
- c) Email from Charlotte Cane MP invitation to Councillor meeting on 2nd July. Noted.
- d) Email regarding an online police community meeting open to councillors and residents on 14th July. Noted.

- e) Emails regarding the withdrawal of the Kingsway Solar Farm planning application.
Noted.

64/26-27 Consideration of planning applications received.

- a) [26/00645/FUL](#) Demolition of existing storage units, construction of 1No. single storey 1 bedroom cabin for staff accommodation and change of use of land to residential. The Smock Tower Mill, Mill Hill Swaffham Prior Cambridge CB25 0JZ

After discussion, the following objections to the application were raised:

- The Schoolmaster's plot was included as part of the land belonging to the Mill when it belongs to the Parochial Charities.
- The access lane is shown as belonging to the Mill – this is disputed. The properties fronting onto the lane have shared ownership. It is also a public right of way.
- The fence shown would prevent use of the turning circle at the far end of the lane that has been in use for many years.
- The PC support the concerns raised by the Conservation Officer over the lack of a coherent plan for development around the listed Mill.
- The PC question the statement from the Highways Development Management, that building of further accommodation will not intensify the access arrangement to a degree that would have an unacceptable impact on highway safety, given that the access road is an unadopted track that gives onto a 40mph road of increasing traffic numbers.

SKP **proposed** that the PC respond to the planning application on the above grounds; seconded PH, passed unanimously.

Refused:

- b) [26/00480/FUL](#) Installation of replacement windows and doors. The Old Inn House, 5 Cage Hill, Swaffham Prior, CB25 0JS.
Noted.

65/26-27 Accounts for payment including:

a) Clerk's salary and taxes	£657.45
b) Village Hall (June meeting)	£20.00
c) Nurture Landscapes Ltd (383479)	£1096.50
d) Society of Local Council Clerks annual membership	£140.00
Total	<u>£1913.95</u>

NB a credit note for £539.87 to be taken off the Nurture Landscapes bill.

Payments made:

Watsons (insurance valuation of Pound and Keep) £540.00

Direct debit

Vodafone (PC mobile, June)	£ 42.82
Water bill (cemetery tap)	£166.29

Income:

M Goddard (water)	£50.00
-------------------	--------

K King (cremation plaque)	£50.00
Bank interest (Business account)	£58.11

The Clerk noted income of £528.34 from Cambridgeshire County Council – the contribution to the grass-cutting bills.

DG noted that this is the fourth of eight grass cutting bills and so it is time to raise the first invoice for the Parochial Charities contribution for Town Close.

Action: Clerk to send the Parochial Charities' invoice.

It was also agreed to schedule the delayed June weed spray of the cemetery main path for as soon as possible.

PL questioned the water bill. SKP noted the extreme hot dry weather requiring higher water use.

Action: Clerk to remind all allotment renters it is not allowed to leave a hose on overnight.

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

SKP **proposed** a transfer of £2000.00 from the Business to the Current account; seconded PH, passed unanimously.

66/26-27 To approve a PC account with the Cambridge Building Society to replace the Manchester Building Society account that was no longer provided (to hold the reserves).

SKP reported that the reserve funds had been transferred to the Barclays business account, the Cambridge Building Society account had been opened with a £100 cheque and JC, PH and the Clerk as signatories and that a total of £33,000.00 would be transferred to the new account once the opening was complete.

SKP **proposed** that the PC approve a new reserves account with the Cambridge Building Society; seconded AD, passed unanimously.

67/26-27 To approve commissioning maintenance work to the steps and roadside gate to the allotments.

It was agreed that the Clerk would find someone to look at repairing the gate between the allotments and the B1102. The item will be revisited at the August meeting.

68/26-27 To review the Asset Register insurance values for the Pound and Keep
SKP **proposed** that the PC accept the valuation for the Pound and Keep; seconded DG, passed unanimously.

Action: Clerk to ask the insurance company what it will cost to increase the value of the Pound and Keep to the assessed value – to be returned to at the August meeting.

69/26-27 To hear from a member of the public regarding options for inclusive play equipment at the playground.

The meeting was closed at 7.58pm to hear from the member of the public.

The meeting reopened at 8.14pm.

DG remarked that the PC were fully committed to the concept of inclusivity in the playground and its equipment.

Action: Clerk and the member of the public to liaise to bring specific suggestions to the August meeting.

70/26-27 To approve a burial plot sale at parishioner rate to a non-parishioner with strong family ties to village.

SKP proposed that the PC approve sale of a burial plot at parishioner rate to a non-parishioner with strong family ties to the village; seconded AD, approved unanimously.

71/26-27 To approve a change of phone contract for the PC mobile.

The Clerk put forward a four new Sim-only phone contracts with different providers for a range of costs and data.

SKP proposed that the PC approve the phone contract change from Vodafone to a Lebara monthly contract of £1.69 per month (months 1-9) then £4.40 per month; seconded AD, passed unanimously.

72/26-27 To approve a quote from Eastern Tree Surgery for work on the Coopers Green trees.

DG explained that the grass-cutters had requested the trees on Coopers Green be coppiced up to allow machines underneath and a quote from Eastern Tree Surgery had been obtained for the work.

SKP proposed that the PC accept the quote from ETS; seconded DG, passed unanimously.

73/26-27 Clerk's Report

- Working through past minutes to find date and purchase amounts for the asset register.
- A complaint was received regarding the grass cutters in the cemetery leaving a mess of cuttings on gravestones. The contractors have promised to try to avoid this where possible and asked that the shoots on the trees in the playground be cut back (The Parochial Charities have been contacted), the trees on Coopers Green be trimmed (see item 72/26-27) and the brambles growing out of the ditch along Lower End between the Beeches and Rogers Road be cut back (Clerk is writing to the owner).
- The Clerk will request Elstons Decorators quote for repainting the Pound and Keep and the phone box.
- The Clerk noted a petition launched to reduce the speed limit on the B1102 through the village from 40mph to 30mph.

74/26-27 Parish Councillors' Reports

- a) SKP and KM. The need for maintenance to the village hall car park had been raised (weed-killing, tidying the hedge) and a member of the public had offered to cut back the shoots on the driveway trees.
Action: Clerk to respond accepting the member of the public's offer.

Action: weed killing the car park to be added to the August agenda.

- b) PL. The double yellow lines on the High Street have still not been repainted.
- c) PL. A parishioner is having issues with the new wheeled bins and has approached ECDC four times without resolution.

Action: Clerk to write to Cllr Trapp with the details, copying Charlotte Cane MP.

- d) PL. Noted the presence of hogweed in the village and asked who should be dealing with its removal.

Action: Clerk to investigate.

- e) DG. A petition has been launched to reduce the speed limit on the B1102 (Mill Hill) to 30mph through the village. DG noted that while the PC had tried on numerous occasions to get this reduction before, a change in the political mindset in the last few years may result in a more favourable view being taken.
- f) DG. Bus Network engagement. Changes are under consideration to the T4 and T5 routes, including potentially adding a leg onto the end of the T4 routes from Addenbrookes through Stapleford to the Park and Ride, bypassing Cambridge South Station.

Action: DG to email a link to the consultation to SKP to put on the website, to allow input from parishioners.

Business concluded and the meeting ended at 8.36pm

This page is left blank intentionally