

Minutes of the Swaffham Prior Parish Council meeting held on Thursday 8th October 2020 at 730pm via Zoom.

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

In attendance:

Mrs Jude Griffiths (Clerk)

Cllr Charlotte Cane (ECDC)

There were 3 members of the public in attendance.

97/20-21 Apologies for absence

Cllr Andrew Camps – attending an Annual Parochial Church meeting

98/20-21 Members declaration of interest for items on the agenda and requests for dispensations

None

99/20-21 Public participation for items on the agenda

Min ref 107/20-21 Mrs L Fretwell outlined a proposal to plant woodland and dig a pond on an area of land rented from Cambridge County Council by Snakehall Farm. The wood is to be freely accessible to all, including wheelchair accessible and funding is available from both government grants and the Woodland Trust. The wood and pond would be maintained by Snakehall Farm with help from volunteers. Mrs Fretwell asked for a letter of support of the project from the Parish Council

100/20-21 Approve the minutes of the Parish Council meeting of 10th September 2020

PH proposed that the minutes be accepted; seconded DG, passed unanimously.

101/20-21 Reports

a) CCC representative – none received

b) ECDC representative - Cllr Charlotte Cane (CC) reporting. This was delayed until later in the meeting to give CC time to finish another earlier meeting.

102/20-21 Matters arising from previous minutes (for information only)

Min ref. 77/20-21 PL noted that he had not received a map of the Heath Road allotment plots from AC yet.

103/20-21 Correspondence for consideration/circulation:

a) Email from Sunnica regarding energy farm - noted

b) Email including briefing pack from Network Rail regarding round 1 consultation on Network Rail Ely Area Capacity Enhancement programme – noted.

- c) Letter from Dr and Mrs Fretwell regarding proposed community wood and pond at Snakehall Farm, Swaffham Prior – noted.

104/20-21 Consideration of planning applications received:

1) 20/000432/FUL 26 High Street Swaffham Prior Cambridge CB25 0LD

Conversion of an outbuilding barn into a dwelling with a porch extension and associated works – amendments to the design of the building, access and parking areas and the provision of a tree survey.

SG noted that the provision of parking in the grounds should end the need to park in the street. No other comments.

2) 20/01016/CCA Goodwin Farm Heating project – approved

Noted

3) CCC/20/054/FUL Creation of an energy centre to serve Swaffham Prior via a heat supply network. Land at Goodwin Farm, 1 Heath Road, Swaffham Prior, CB25 0LA. Revised/additional information and/or plans submitted.

It was noted that no Grade 2 listed permission had been sort, so that owners of a grade 2 listed property will have to seek permission individually for alterations. Additionally, there was to be an assessment on the effect of the scheme on the water table.

Noted.

4) 20/01046/FUL Single storey rear and side extension, single storey porch and re-render. Ingleside, 64 High Street, Swaffham Prior, CB25 0LD – approved.

Noted.

105/20-21 To agree to accept the insurance renewal

SKP proposed that the PC accept that insurance renewal; seconded PL, passed unanimously.

Action: Clerk to get quotes for comparison before the next renewal date and to pursue quotes for Keep roof.

106/20-21 Accounts for payment including:

| | |
|--|-----------------|
| a) Clerk's salary and taxes | £400.00 |
| b) A Camps expenses – key cutting | £7.00 |
| c) A Camps expenses – white spray paint | £9.59 |
| d) CGM grass cutting - June | £702.25 |
| e) CGM grass cutting – July | £702.25 |
| f) CGM grass cutting – August | £702.25 |
| g) CGM grass cutting - September | £702.25 |
| h) Eastern Tree Services – removal of cemetery trees | £1920.00 |
| i) Insurance | £526.76 |
| Total | <u>£5672.35</u> |

Direct Debit – water bill £ 72.64

Receipts: East Cambs District Council – precept £7250.00
Hanchetts FD – Levitt £ 100.00

DG explained that after discussions with CGM, it had been agreed that the PC would be invoiced per cut; the first three invoices had been a proportion of the calculated total amount which was felt to be unsatisfactory as it did not allow a record of the number of cuts made. However, no invoices had then been received until a request for payment of invoices listed above had been sent by CGM – these are still charging by proportion of the total. DG noted that 4 cuts of the originally scheduled 17 are still due to take place and if not all are undertaken, the final invoice should be adjusted accordingly.

A bill from the electricity supplier, Eon of £299.40 was also added.

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

SKP proposed a transfer of £6000.00 from the savings to the currant account; seconded PH, passed unanimously.

107/20-21 To discuss the results of the ‘rewilding the verges’ trial for 2020 and proposals for 2021

8.08pm CC joined the meeting.

The PC further discussed the proposed wood and pond described in min ref 99/20-21. Concerns were raised by the PC regarding the potential impact of people driving to and parking near the wood and the lack of a footpath from the edge of the village to the proposed wood site. It was clarified that no financial commitment was being asked of the PC.

It was agreed that the Clerk write a letter of support from the PC regarding the proposed wood and pond, but with these areas of concern stated.

Action: Clerk to write letter as described above.

DG reported back regarding the rewilding of the verges that had taken place this summer. Of the three areas rewilded;

- 1) The bypass was the most successful, looking tidy and containing thriving and interesting plants
- 2) Greenhead Road bank looks untidy and unmanaged. The village rewilding group intends to plant and seed it in the autumn to improve its appearance
- 3) The bank on Cage Hill under the Croft – the rewilding group are looking at weeding, planting and seeding this area in the autumn

Additionally, in August 2020, Cambridge County Council had been in contact regarding their interest in rewilding verges and the village rewilding group are interested in following this up.

DG proposed that the rewilding of the three areas continue next year; seconded SG, passed unanimously.

DG proposed that the PC allow the rewilding group to talk to CCC and report back; seconded PH, passed unanimously.

108/20-21 To agree further work to the cemetery trees

The quote received from ETS had been circulated prior to the meeting. The PC agreed to wait for a quote from a second company to arrive, for comparison.

109/20-21 To approve a grave marker in the cemetery

The full description of the proposed marker had been circulated prior to the meeting. *SKP proposed that the PC approve the proposed grave marker; seconded SG, passed unanimously.*

SG noted that it has to be 6 months after the burial before a grave stone can be added.

Action: Clerk to check.

The PC agreed to return to the ECDC report.

101/20-21 Reports

- a) ECDC representative - Cllr Charlotte Cane (CC) reporting.

A report had been circulated prior to the meeting.

The Custom and Self-Build Housing Supplementary Planning Document and the Natural Environment Supplementary Planning Document were adopted.

The Climate Change Supplementary Planning Document and Equality, Diversity and Inclusion Policy 2020-2023 proposal will be sent out for consultation with residents and PCs.

East Cambs Trading Company accounts were noted and the Business Plan accepted with misgivings from CC.

The Medium Term Financial Strategy report showed the need for substantial savings which may affect services.

The Operational Services Committee resolved to for more information before deciding if to support the Local Electricity Bill, received an update from the Housing and Community Team on the impact of COVID19 (CC found this useful – to date they are coping well but are concerned for the future e.g. the ending of the furlough scheme and landlords being able to evict again), received an update on the Climate Change Strategy and Action plan and noted a small forecast underspend on the Operational Services revenue budget and a small forecast overspend on the capital budget.

CC noted that at the last meeting, a question had been asked regarding the speed limit for the cycle path. There is no speed limit but some websites suggest that cyclists travelling at 15mph or more should use the road, while others say take account of the conditions.

The Bus workgroup had received nearly 1500 responses; the main requests for this area were to reintroduce the Sunday services and later evening services and to introduce a route to Cambridge North. The analysis of responses for walking and cycling are still to finish.

The Chair invited questions.

PH asked what the area of concerns regarding the ECTC accounts were. CC noted that her answers must be constrained, but replied that there had been a profit forecast, but now they were predicting a loss of half a million and an increasingly negative balance sheet. This is partly to do with COVID19 but lockdown only began 8 days before the years end.

PH asked what had been proposed to put this right? CC said that a business plan had been made that predicted a return to profitability in 4-5 years and that the directors of the company were confident that they could turn it around but that CC remained concerned as she felt she had not been allowed to probe sufficiently.

PH asked who would carry the cost of failure? CC said that ECDC would carry the main weight of losses, having lent money on top of the loan they had already given and now charging a lower interest rate; also the Combined Authorities had given loans.

PH asked how many years ECDC had made a loss. CC said that it had mainly made losses, but that the point of ECDC was to deliver houses rather than profit. CC said that it is dependant on a buoyant housing market.

JC asked why the fortnightly black bin bag collection in the Fen was to become weekly. CC said that East Cambs Street Scene were currently aiming to improve services and it was probably part of this.

JC conveyed his thanks to James of the fly-tipping department for his prompt response to recover information.

PL asked if there had been an assessment of bus use since the COVID19 outbreak. CC said that the Combined Authorities are looking into it and that the public need reassuring that public transport is safe as car use is at 120% of pre-COVID levels.

110/20-21 To agree to order a Remembrance wreath

SKP proposed to order a wreath and to round the payment up to £50 as a donation; seconded SG, passed unanimously.

111/20-21 To introduce the Local Transport group and its objectives and receive an update regarding the status of the Greater Cambridge Partnership Greenways Plan following public participation.

DG apologised for not circulating the presentation before the meeting.

Action: DG to circulate the presentation after the meeting.

DG explained that a Local Transport group had formed, chaired by Jon Cook of Foster's Mill, with the aim of improving the B1102 for all who use it and live beside it and to keep all involved parties (e.g. PCs and village residents) fully informed of proposals, decisions, progress etc. This was in the light of the recent consultation on traffic changes by the Greater Cambridge Partnership, to which only 19 people from Swaffham Prior responded.

The presentation looked at the proposed Greenway schedule, noting the proposed narrowing of the sliproad (and widening of the footpath) at the Swaffham Bulbeck end of the village. Other ideas examined briefly included a proposed bus gate on Newmarket Road, the possible moving of the Newmarket Road Park and Ride and the lack of proposed stops in villages of the Cam Metro.

CC was invited to comment. CC noted that ECDC does not fully engage in this process and so a group keeping watch on what is occurring will be useful.

DG proposed that the PC gives its support the group, who in return will provide information to help with future decision-making; seconded AD, passed unanimously.

112/20-21 Clerk's Report

- a) The issue of the family had been resolved, with the family now maintaining the correct grave. SG congratulated the clerk on the satisfactory conclusion of the matter.
- b) There had been a number of reports that the grave marker of Edwin Muir had fallen down – the Clerk had checked on it, it was still standing and a visual survey revealed no increase in lean or signs of movement.

- c) Other local Clerks had been canvassed for how they carried out checks for grave marker stability. Most either checked themselves or had groundmen that carried out the checks; some but not all had ICCM training. One mentioned that their local council bereavement services carried out checks – neither CCC nor ECDC offer this. One had the graves checked by a Memorial Mason ‘on condition they were allowed to quote for the work’. The Clerk had found one company that specifically undertook memorial testing and emailed them for a quote – no-one had been in contact. The National Association of Memorial Masons (NAMM) -run course would cost £725.00 per person plus payment of mileage for an assessor. The training takes place in Rugby, Warwickshire. CAPALC have added the ICCM memorial management course to their list of courses to run. SKP suggested that the Clerk attend the ICCM/CAPALC course when it next takes place.
- d) The Clerk had contacted Burwell Tigers regarding maintenance of the football field – they have been in touch with the Hurrells and everything is in hand. The Clerk had been in contact with Mr Cazenove regarding the trees overhanging Station Road and he is having them looked at where they are close to the power lines. JC noted that it was where the trees could contact passing traffic that was more of a problem.
Action: Clerk to take photographs of the trees that could damage traffic and forward to Mr Cazenove.
- e) The Clerk noted that an occupied grave recorded in the grave space and burial records is not marked on the most recent map. The Clerk had obtained a quote from a company for producing a map of the cemetery using ground penetrating radar as a possible solution for locating the grave. SKP suggested that the PC not grant use for any apparently unused graves in the older section of the cemetery.
Action: PL to look into other companies and whether this would produce a more accurate map. To be discussed as an agenda item in November.
- f) The Clerk confirmed that the Annual Village Assembly would go ahead via Zoom, due to restrictions on gatherings due to COVID 19, with reports being circulated before and the Zoom meeting being for any questions.
Action: Clerk to cancel the Village Hall booking, collect reports from village groups for circulation and advertise the Zoom meeting via Facebook, the noticeboard etc.

113/20-21 Parish Councillors' Reports

- a) DG asked if the PC wished to request that a right of way be established between the towpath and the path to the Little Chapel in the Fen. After discussion it was decided not to.
- b) PH noted that a road-edge post on the left hand side of the B1102 had been knocked over – SKP to report.
- c) AD noted that part of the hut in the playground had come off – SKP to get repaired.
- d) AD questioned whether the fence on a property on Cage Hill had been amended as agreed in the planning application. It was noted that it is the ECDC planning enforcement officer's job to check and enforce this, not a Parish Council power.
- e) SG noted a parishioner had complained about flooding from a blocked drain in front of the Village Hall and that this was a regular problem due to the drain blocking with pine needles from the Village Hall trees and hay spilt from lorries – SKP to report the blocked drain.
- f) SG noted that the wooden edge on the left hand side of the main cemetery path was broken – SKP to look into. SG also reported that the cemetery bins were still being

used incorrectly to dispose of dog excrement, which was deeply unpleasant to sort out.

- g) AC had reported to SG his intention to mark out new grave plots, which would require the bins to be moved. AC also suggested that the Clerk write to the landowners of the ditch on Lower End, requesting that it be cleaned out before the winter.

The meeting ended at 9.25pm

114/20-21 Open Question Time

In response to his question at the last meeting, the clerk informed Mr Limb that there had been no direct communication from Cllr Schumann.

Mr Limb asked DG for a copy of the Local Transport group presentation.

Business concluded at 9.29pm

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