

**Minutes of the Swaffham Prior Parish Council meeting held on Thursday, 14<sup>th</sup> April 2022 at 7.30 pm in the Swaffham Prior Village Hall committee room.**

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

**In attendance:**

Cllr Charlotte Cane (ECDC)  
Jude Griffiths (Clerk)

There were 2 members of the public in attendance.

**172/21-22      Apologies for absence**

None

**173/21-22      Members' declaration of interest for items on the agenda and requests for dispensations**

None

**174/21-22      Public participation for items on the agenda**

A member of the public notes that the link to the March 2022 minutes was not working on the website.

Action: SKP to check and fix.

**175/21-22      Reports**

- a) CCC - none received, no representative attended.
- b) ECDC – Cllr Charlotte Cane attended and reported.

The business plan of the company that collects waste was being examined in response to concern regarding non-collection of bins on planned routes. Some extra collections may take place over the Easter weekend to catch up.

Grants were available for sports centres that open for more than 30 hours per week. CC Had suggested looking at grants for smaller centres that open fewer hours such as Bottisham.

CC had concerns over grants available to Community Land Trusts as there was no specification of a number of affordable homes needed to access the grants.

Sustrans had carried out a review of cycle routes from Swaffham Prior to Burwell via Reach, which should be shared with the relevant Parish Councils in due course. The current cycling route (along the B1102) was noted as not meeting the most recent requirements e.g. heavy traffic runs beside it.

*The Chair invited questions*

JC asked if an off-road route had been considered as the Reach route was narrow and twisty in places. CC said that the route through Reach was seen as quiet, but that there would need to be much consultation. PL noted that the sharing of road space was problematic, that there needed to be separation of cars, bikes and pedestrians. JC noted that where good, safe paths were available e.g. Cottenham-Babraham, cycle route were well used. Several councillors suggested the removal of the railway bridge on Reach Road would make the route safer and DG suggested making use of the old railway line. CC noted that the aim was to have cycle routes on the most direct path to encourage the use of cycling over car use, also linking smaller villages to longer routes via safe cycleways.

SKP asked that some of the bags of waste from the Burwell-Swaffham Bulbeck litter pick be collected – CC to follow up.

JC asked for details regarding a government scheme to take DIY waste to tips. CC had heard of it but had no further information.

**176/21-22      Approve the minutes of the Parish Council meeting of 10<sup>th</sup> March 2022**

*SJP proposed that the minutes be accepted as a true and accurate record of the meeting; seconded PL, passed with 1 abstention.*

**177/21-22 Matters arising from previous minutes (for information only)**

168/21-22 DG noted that Mr Hurrell had asked to hear from the village and PC regarding the next step for developing the Horse Field site and asked how this was to happen. After discussion, it was clarified that Mr Hurrell and his fellow landowner had been left to consult with the Highways Agency regarding site access while the PC and the village can reflect and think on what was desirable, with special emphasis given to the need to monitor carefully what was proposed.

**178/21-22 Correspondence for consideration/circulation.**

- a) Email rejecting PC registration as an interested party regarding Sunnica – noted.
- b) Email inviting the PC to join in ‘No Mow May’ from Highways Cambridgeshire – noted.
- c) Email from Cambridgeshire ACRE invitation to Food, Farming and Countryside Commission: Listening to Cambridgeshire local council event (online) – noted.

**179/21-22 Consideration of planning applications received.**

- a) **22/00287/FUL Construction of garage and home office outbuilding, Station Cottages 9 Station Road Swaffham Prior Cambridge CB25 0LG**  
*DG proposed that the PC respond to the application with the following: The PC are concerned regarding the scale and size of the development relative to the existing dwelling. The PC are also concerned regarding potential future conversion of the development to residential use. Seconded PL, passed unanimously.*
  - b) **22/00195/VAR Variation of condition 1 (Approved plans) of previously approved 20/00269/VAR for Variation of condition 1 (Approved plans) of previously approved 19/00622/VAR To Vary Condition 1 (Approved plans) of previously approved 18/00850/FUL for 2 storey side and rear extension and alterations 6 Cage Hill Swaffham Prior Cambridge CB25 0JS.**  
The PC had no objections or comments.
  - c) **22/00254/TRE T1 Box Elder - Re-pollard to previous points. T2 Lime - reduce height by 6m and shape in remaining branches. T3 Ash - Pollard to approximately 4m below previous points. All works proposed due to excessive shading. Swaffham Prior C Of E Community Primary School Station Road Swaffham Prior Cambridge CB25 0LG**  
The PC had no objections or comments.
  - d) **CCC/22/021/VAR Retention of a 3-bay classroom building for a temporary period. Informative: This is a Section 73 planning application that seeks to retain the existing 3 bay mobile classroom unit without compliance with condition 1 of planning permission E/03014/12/CC until on or before 31st August 2027. Swaffham Prior C Of E Community Primary School, Station Road, Swaffham Prior, Cambridge, Cambridgeshire, CB25 0LG**  
The PC had no objections or comments.
  - e) **22/00371/FUL Replace rear porch with single storey extension. 2 Tothill Road, Swaffham Prior, CB25 0JX**  
The PC had no objections or comments.
- With the Chair’s permission, a further planning application was considered:*
- f) **22/00440/TRE T1 Walnut – reduce crown by up to 3m. 16 Cage Hill, Swaffham Prior, Cambridge, CB25 0JS.**  
The PC had no objections or comments.

**180/21-22 Accounts for payment including:**

a) Clerk's salary and taxes	£520.00
b) Village Hall alarm system annual maintenance	£208.80
c) Eastern Tree Surgery cemetery tree survey	£511.60
d) Institute for Cemetery and Crematorium Management membership renewal	£95.00
e) CAPALC Archiving and Retention bitesize course	£30.00
Total	£1345.40

Direct Debit – £82.67 Wave water bill

- £252.83 – npower electricity bill

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

*SKP proposed a transfer of £1500.00 from the savings to the current account; seconded PH, passed unanimously.*

In response to a question from DG, SKP confirmed that water charges are now being paid for the horses' water use.

**181/21-22 To further discuss repairs/improvements to the Village Hall main path**

AD reintroduced the quote received to replace the wooden path edging with metal edging and replenishing the gravel for the main footpath at the village hall. The quote total had risen due to increases in the price of materials.

*AD proposed that the PC accept the quotation from Meads to replace the path edging and replenish the gravel at a total cost of £2400.00; SKP seconded, passed unanimously.*

**182/21-22 To discuss the results of the Eastern Tree Surgery tree survey.**

Action: Clerk to ask Eastern Tree Surgery to quote for the work recommended for four tree as separate jobs and altogether.

**183/21-22 To discuss a parishioner's planned party Jubilee party on Cooper's Green**

SKP reported that a party was planned using Cooper's Green and the organisers had asked for permission to hold it there and for a donation towards the cost of bunting. After discussion, it was decided that there was a lot of bunting left from the last street party that could be reused and that the green would have to be cleaned up at the end of the event.

Action: Clerk to put the organisers in touch with the last known possessor of the bunting, ask that any further requests for funding be submitted for the May meeting and state that the PC were happy for Cooper's Green to be used provided that all litter is removed at the end of the event.

**184/21-22 Clerk's Report**

- The ROSPA playground inspection is due to take place this month.
- Allotment plot 2 had been given up and then rented out to new allotmentees.
- The Clerk had attended an 'Archiving and Retention' course, which recommended that minutes are bound and archived every 2-3 years and that the PC should have a model Publication Scheme.  
Action: Clerk to draw up a draft Publication scheme for adoption.
- The Clerk had attended and reported back on the Greater Cambridgeshire Partnership Forum regarding the development of cyclepaths and greenways in and around Cambridge – see Appendix 1.

**185/21-22 Parish Councillors' Reports**

- PL asked if the timing of the excavation of the road at the church end of the village was known? DG said not yet, but that he would confirm when it was, that the aim was not to close the road if possible.
- AD noted that areas of the cemetery are in need of weed killer and that hemlock is growing the newly laid out area. DG confirmed that CGM are producing a quote to be circulated and discussed when it received by the PC.

- Action: AD to mow the hemlock to prevent flowering.
- c) AD reported that the Village Hall committee had recruited three more trustees, so would be able to continue running at present.

*The meeting ended at 8.35pm*

### **186/21-22 Open Question Time**

A member of the public sought reassurance that the PC intended to give feedback to Mr Hurrell regarding the planned development of the horse field.

*Business concluded at 8.40pm*

### Appendix 1

#### Greater Cambridge Partnership Forum – 21<sup>st</sup> March 2022

- 1) Chisholm trail phase 1. Pretty much finished, connects Cambridge North Station to Coldhams Lane. Took 3 years and £22 mil.
- 2) Chisholm Trail phase 2. Coldhams Lane to Cambridge Main Station. Public engagement this summer for junction designs. Goes east and west of railway.
- 3) Eat route Greenways – connects Horningsea, Bottisham, Swaffhams and Fulbourn to Chisholm trail at Abbey/Chesterton Bridge. Aim to be for walkers and cyclists and where they can, for horses. Currently working on designs, developing consistent signage. Draft designs should be shared either at the end of the month or after the election period. Checking who owns land. Developing business case (what they are trying to achieve) – to be presented to the Executive Board in October 2022. Milestone Contractors – to be involved in designs etc. At present making site visits, mapping environmental constraints, technical assessment of proposed structures (bridges, underpasses etc), topographical surveys, utilities search, engaging with stakeholder e.g. National Highways, Environment Agency etc. Next stage – meetings and engagement with stakeholders e.g. PC's community groups, to show design. This should be in the Autumn and Winter of 2022.  
Delivery timetable to be approved by Executive Board in October 2022. Sections on Council owned land, where no planning permission will be needed will start end of 2022/start of 2023. Completion of network 2025.  
Qu Paul Webb of Burwell PC. Why stop at SP, why not continue 1 mile more to Burwell with pop. of 8.5k? Ans. Public consultation of 2019/20 – route stopped at SP, noted ECDC were not consulted. Possibility floated of ECDC extending the cycle path to Burwell – ECDC councillor confirmed ECDC were working on this.  
Qu. Had there been input from Equestrian interests? Ans. Yes – on designs and in working group.  
Qu. How could local knowledge and observations be fed back e.g. areas that flood etc. Ans. Email GCP also routes specific engagements/consultations for detailed local knowledge.
- 4) Eastern Access – Newmarket Road.  
Looking at how best to ensure connectivity without dependence on private cars. Consultation closed 22/12/22 and results will go to Executive Board later this year to decide options. Elizabeth Way and Barnwell Road roundabouts – both showed preference for segregated pedestrian/cyclist space. Regarding relocating P&R, people less bothered. Next – looking at conservation of mature trees on Newmarket Road – to be surveyed. Further looking into relocation of P&R - considering other options, also impact on SSSI and greenbelt. Next phase, working with Marshalls looking at busway through airport site, considering options for access to city centre, considering opportunities to improve Cambridge-Newmarket Railway Line.

- 5) Mill Road – Spring consultation closed today (21/3/2022) – connected with comments regarding temporary closure to traffic, whether to make this permanent. Roughly 2000 responses received, feedback to be considered by CCC Highway and Transport committee in July, may be further consultation in the Autumn.

[contactus@greatercambridge.org.uk](mailto:contactus@greatercambridge.org.uk)

Recording of forum available on youtube channel

Presentations available on website.

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