

**MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL
MEETING NUMBER 455**

Held at Downing Court on Tuesday 5th September 2017 starting at 7.30pm

Present: Cllr Mrs Sue Romero (SR); Cllr Robin Sewell (RS); Cllr Gordon Reid (GR); Cllr Mrs Lynn Reed; Cllr Mrs N Bates;
Cllr Mrs Kay Ballard;

Members: 9 Quorum: 3

Members of the Public:

Clerk: Mrs D Bayliss

C Cllr Allen Alderson

2 Parishioners

Meeting opened at 7.30pm

4318 APOLOGIES FOR ABSENCE

Cllr Mary Smith;

4319 CO-OPTION OF PARISH COUNCILLORS

It was proposed by Cllr RS and seconded by Cllr LR that Dr Peter Raby is co-opted as a Clerk member of Swaffham Bulbeck Parish Council.

CARRIED

It was proposed by Cllr KB and seconded by Cllr GR that Mr John Trapp is co-opted as a member of Swaffham Bulbeck Parish Council.

CARRIED

The clerk will send copies of the Good Councillors Guide, the Website Details and the Working Group Terms of Reference. Cllr SR will meet with both new councillors to give an overview of the role and dates for Councillor training will be sent to both of the new members for consideration.

4320 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

None

4321 OPEN FORUM FOR PUBLIC PARTICIPATION INCLUDING QUESTIONS FROM COUNCILLORS

The Chairman of Lode Parish Council was in attendance and pointed out that he was not aware of any case for change of use applications for Telephone Boxes.

Cllr Alderson will check with ECDC whether a change of use application is necessary.

4322 TO APPROVE MINUTES OF MEETING 454 8th AUGUST 2017

It was proposed by Cllr LR and seconded by Cllr RS that the minutes of the meeting held on 8th August 2017 are approved and signed by the Chairman.

CARRIED

KB and NB abstained from the vote as they were not present at the last meeting.

**4323 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS
(For information only)**

4315 – 17/01223/FUL The planning application for two new dwellings at 'The Bungalow' has been refused.

4314 – The BT junction box had been repaired but has been run over by something heavy and appears to have sunk again.

SR attended a brief meeting with Allen Alderson at 79 High Street, who are considering putting forward a planning application for a new development at the site.

COUNTY AND DISTRICT COUNCILLORS REPORTS

Cllr Allen Alderson stated that their had not been much business at the District Council because of the holiday period and also because of Purdah owing to a by-election taking place this week. He also reported on his objections to the planning application at Hillside Mill.

4324 PLANNING MATTERS

a) Planning Applications

17/01386/FUL Proposed single storey to side/rear of existing dwelling with internal alterations at 70 High Street, Swaffham Bulbeck for Mr & Mrs David Saunders – no objections

b) Planning Approvals

17/00766/FUL Demolish and replace existing rear ground floor extension at Newnham House 48 Commercial End, Swaffham Bulbeck for Mr & Mrs Bates

17/01199/TRE & Trees/Swaffham Bulbeck/CA Tree work approval at 56 Commercial End, Swaffham Bulbeck.

c) Other Planning Matters

An application will not be made for the telephone kiosk until Councillor Alderson reports back to this meeting. Clerk

d) Update on CLT

Three meetings have been held since the Parish Council met in July. At the first considerations around the development were discussed with the developer, including likely number of affordable homes and how they might fit into the whole design scheme. At the second the group met to consider the viability of the scheme. Notional figures based on 15 affordable homes (rented and shared ownership) were presented for consideration as a starting point for looking more seriously at the financial implications of ownership of 15 affordable houses and funding options. Finally the group visited Manor Farm, Stretham (created by our developer with the local CLT) to tour the site, followed by a meeting in the show house.

4325 DENNY AND PLAY AREA MATTERS

a) It was proposed by Cllr RS and seconded by Cllr KB that four replacement bins are purchased for the Denny at a cost of £300 + fixtures and installation each. Clerk

CARRIED

b) It was agreed that the wildflower planting would not be carried out on the Denny at the present time. It was agreed that a wildflower area in the cemetery might be more appropriate.

c) It was proposed by Cllr SR and seconded by Cllr NB that the quotation from Fenland Leisure for replacement ramps for both pieces of multi-play equipment and a new hinge for the gate is approved (One of the councillors will meet with the maintenance person to discuss the gate closure). A price for Artificial Grass quote/concrete plinth will be requested at the same time.

CARRIED

d) There was nothing new to report at the beginning of August. (Bolt on swing seat – ask FLP at the same time as other repairs)

KB will carry out the September inspection and a new inspection rota will be distributed before the next meeting. Clerk
KB

e) The council will carry out an inventory of the benches on the Denny before making a decision whether to purchase any new ones.

4326 CEMETERY MATTERS

a) Report from Cemetery Working Group

I. It was agreed that subject to confirmation from the insurance company and the appropriate risk assessments being carried out, that the repairs to the beam and doors on the funeral arch will be carried out by volunteers. An initial budget of £200 was agreed to pay for the materials needed. Clerk

II. The cemetery working group will look at a suitable site for a bench in the cemetery and bring back the information to the next meeting for consideration.

III. A quotation will be sought from Nightingale Landscapes for the remedial works that need to be carried out in the cemetery and will be brought back to the next meeting for consideration. Once this work has been carried out the council will look at the possibility of having a wild flower area in the cemetery.

b) Additional Cemetery Land

As part of the agreement between the CLT and the landowner it was agreed that the council

should request 70 x 50m of additional land for burials which should last for 200 years.

SR

4327 HIGHWAYS MATTERS

- a) I. A covered waste bin for outside the shop will be provided by ECDC.
II. It was Proposed by KB and seconded by SR that a bid to resurface the footpath from the shop to the pub will be submitted to the County Council under the Jointly Funded Minor Highways Improvement Scheme by the deadline of 15th October.

Clerk

CARRIED

4328 TO CONSIDER PURCHASE OF CHRISTMAS LIGHTS FOR THE VILLAGE

It was agreed that the council would get more information about the costs and practicalities of Christmas lights for consideration at the next meeting.

4329 GRASS CUTTING CONTRACT

It was proposed by Cllr NB and seconded by Cllr KB that new quotations for the grass cutting contract for 2018 - 2021 should be sought.

CARRIED

4330 TO DISCUSS PROGRESS ON APPOINTMENT OF HANDYMAN

Various enquiries had been made as to whether there is anyone locally who would be interested in taking on the role of handyman in the village with some positive response.

It was proposed by Cllr GR and seconded by Cllr KB that the position is advertised in the Beacon at £10 per hour for two hours per week. Additional hours to be paid at £10 per hour as per a completed time sheet, with agreed extra duties managed by the clerk to the council.

CARRIED

4331 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

- a) It was proposed by Cllr NB and seconded by Cllr LR that the bank reconciliations for June and July are approved.

CARRIED

- b) It was agreed that of Mr John Trapp and Mrs Nicky Bates will be added to the Council's list of approved signatories for the bank account.

CARRIED

- c) It was agreed that the maintenance contract with Balfour Beatty for the street light maintenance will be renewed for three years.

- d) It was proposed by Cllr SR and seconded by Cllr NB that a telephone/answer machine is purchased for the clerk at a cost of £49.99.

CARRIED

- e) It was proposed by Cllr KB and seconded by Cllr LR that the September accounts are approved and paid.

CARRIED

Cheque

No;	Payee	Item	Net	VAT	Total	Power
<u>Payments Since the Last Meeting</u>						
BACS	Mrs D Bayliss	Clerk's Salary	£501.90	£0.00	£501.90	LGA 1972 s112
BACS	HMRC	Tax & NI	£125.40	£0.00	£125.40	LGA 1972 s112
<u>Payments for Tonight's meeting:</u>						
300153	JCS Bookkeeping	Payroll	£17.00	£3.40	£20.40	LGA 1972 s112
300154	Mrs D Bayliss	Travel Pavilion Charity Hire paid to SBPC	£28.80	£0.00	£28.80	LGA 1972 s174
300155	Pavilion Charity	Account	£35.00	£0.00	£35.00	

300156	Mr R Sewell (Screwfix)	Ronseal	£20.84	£4.15	£24.99	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
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Grand Total>>>	£721.44	£6.06	£727.50
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4332 CORRESPONDENCE/MATTERS FOR INFORMATION

Invitation to Cambridgeshire ACRE's AGM 26th September 2017 Whittlesford Memorial hall Noted

4333 TO CONSIDER SETTING UP A FACEBOOK PAGE

It was proposed by Cllr SR and seconded by Cllr NB that a parish council Facebook page is set up and run by the clerk. A review of how it is going will be carried out in 6 months. Clerk

4 in favour

2 against

2 abstained

CARRIED

4334 DATES OF NEXT MEETINGS

October 3rd 2017

The meeting closed at 9.38pm