

**MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL
MEETING NUMBER 446**

Held in the School on Tuesday 10th January 2017 starting at 7.30pm

Present: Cllr Ian Woodroffe (IW); Cllr Mrs M Smith (MS); Cllr Mrs Sue Romero (SR); Cllr Gordon Reid (GR); Mrs Lynn Reed; Mrs Kay Ballard (KB); Bill Wicksteed (BW); Robin Sewell (RS) arrived at 8.30pm

Members: 9 Quorum: 3

Members of the Public: 2

Clerk: Mrs D Bayliss

Meeting opened at 7.34pm

4179 APOLOGIES FOR ABSENCE

D Cllr Allen Alderson; C Cllr David Brown;
Best Wishes will be sent to Allen Alderson from the Parish Council.

4180 PARISH COUNCILLOR VACANCY

The vacancy will continue to be advertised.

Clerk

4181 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

None.

4182 PAVILION RE-DEVELOPMENT PRESENTATION

Mr Guy Marsden presented a project design brief for the proposed pavilion re-development. Approximately 10 people have been involved in the project to this point. Queries were raised about the need for a business plan - a model from Great Wilbraham had been shown to the working group and this will be considered more fully during the next part of the process.

IW paid tribute to the working party and to Mr Marsden for his input and time put into the document outside of working party meetings.

The working party will continue to work on the project; the first step will be consulting with Allan Lamb who has offered a second free consultation to the working party.

4183 OPEN FORUM FOR PUBLIC PARTICIPATION INCLUDING QUESTIONS FROM COUNCILLORS

Mr Raby expressed his interest in the comments by the parish council in response to the proposals for the pavilion re-development.

He also asked about the planning application at Abbey Lane (See Matters Arising).

4184 TO APPROVE MINUTES OF MEETING 445 6th December 2016

It was proposed by Cllr Mrs SR and seconded by Cllr Mrs MS that the minutes of the meeting held on 1st December are approved and signed including an amendment at 4171a) to state RS not RW.

CARRIED

4185 MATTERS ARISING/CLERKS REPORTS

4127 - The forms for adopting the BT phone box have been received and will be completed ASAP.

4144 – ECDC are awaiting a response on the contamination report from their consultants before the planning application at Abbey Lane can be determined.

Noted

4154 g) - The Optimum Cash Card has been received and activated. A transfer of £400 has been set up and is awaiting authorisation.

4173b) - The cherry trees are available for collection.

RS/IW

4186 PLANNING MATTERS

Planning Applications

Clerk

16/0230/LBC Installation of an oil tank within the curtilage of the property at The Old Fire Station, 108-110 High Street, Swaffham Bulbeck for Mr Clem Robertson – no objection

16/00222/FUL Installation of an oil tank within the curtilage of the property at The Old Fire Station, 108-110 High Street, Swaffham Bulbeck for Mr Clem Robertson – no objection

Planning Approvals

16/01404/FUL Demolition of existing house and erection of two detached dwellings at Green Acres 28 Commercial End, Swaffham Bulbeck for Mr & Mrs R Bridges

Noted

Other Planning Matters

16/01706/TRE & Trees/Swaffham Bulbeck/CA Tree work approval at 53 Commercial End, Swaffham Bulbeck Noted

16/01486/FUL Construction of new driveway with dropped kerb, lean-to car port and inclusion of car turntable at 103 High Street, Swaffham Bulbeck for Mrs Eva Hepworth – this proposal has been withdrawn.

4187 CLT UPDATE

The application for the £5,000 grant has been submitted and will be considered at the end of January. Debbie Wildridge is positive about the likely response to the application. The funding will be enough to cover the legal fees for setting up the legal entity for the trust.

4188 EAST CAMBS DOCUMENT AND VILLAGE PLAN

It was agreed that the wording for the leaflet as presented at the meeting is approved. The leaflet will be printed and distributed ASAP.

15 copies of the plan will be produced and left at the agreed locations around the village. Responses to the proposals can be sent to the Clerk or at the locations specified in the leaflet.

4189 COUNTY COUNCILLORS' REPORT

The report from the County Councillor was distributed before the meeting. Noted

BW requested that the council ask for more information about the outcome for Swaffham Bulbeck Primary School.

4190 DISTRICT COUNCILLORS' REPORT

There was no report from the District Councillor.

4191 GUTTER BRIDGE & DENNY WOOD MATTERS

a) Gutter Bridge Wood

- Cllr RS walked around the wood yesterday and noted that the snowdrops are just starting to come through.

b) Denny Wood

- A meeting has taken place with Sarah Poppy of English Heritage to discuss the spread around the scheduled site particularly towards the Denny; it will be necessary to remove some of the sapling poplars back to the edge of the moated area as there should not be any tree roots growing into it. Wildflowers or grass could then be planted in the area to make it more highly visible. A meeting will be arranged with the tree officer to discuss this further, if she is in agreement that the work can be undertaken quotes will be sought and a grant from the heritage lottery fund will be applied for. The work could then be carried out in November. (The quotes will need to take this into account).
- Cllr RS asked for permission to plant one Oak tree behind the map board south of the footpath outside the scheduled monument. It was agreed that a tree might be planted, however IW asked that another councillor is present when it is put in so that the site may be agreed. (LR abstained) RS

4192 RECREATION GROUND (Denny) AND PAVILION MATTERS

a) Nothing to report on the Denny

b) Pavilion Report

It was proposed by Cllr GR and seconded by Cllr BW that the council approve the work done by the working party and agree that the project should proceed in order to obtain the design brief and the business plan. The Council has an Ear Marked Reserve for this project of £8,000. It is expected that approximately £4,000 will be needed for the next stage of the project to be completed.

CARRIED

Cllr RS abstained from the vote as he missed the discussion.

c) KB carried out the play area inspection; there were no matters for attention.

4193 CEMETERY MATTERS

a) • Herts and Cambs are still carrying out remedial works in the cemetery. RS/IW

- The metal crosses still need to be re-instated. RS agreed to help IW to do this.

b) The clerk informed the council that she had agreed to a request from St Ives Town Council for a double plot in the cemetery following a mix up following a burial in their own cemetery.

- c) The Council refused the request for a joint headstone between the graves of Mr & Mrs Wakefield on the grounds that the piece of land between the graves is not purchased as part of the grave space, and to place a headstone there would bring confusion as to the position of the graves and create problems with maintenance, which is the responsibility of the parish council.

BW left the meeting at 9.35pm

4194 HIGHWAYS MATTERS

- a) The zebra crossing has still not been activated; Balfour Beatty are reported to be liaising with UK Power Networks. The notices stating not in use have been turned around so they are not seen by the traffic, however legally the crossing should not be used. David Brown will be asked to intervene as people are using it which could be dangerous. Clerk
- b) Following concerns about the footpath being unsafe and unlit along parts of Commercial End, the council will contact Balfour Beatty and investigate the cost of moving one of the lights to the other side of the road.
- c) IW has received strong representation from the village about re-instating the light at the bottom of Pound Way. Although the parish council would have to pay the installation and running costs of any additional street lights they agreed that a quotation would be sought for a new light at this location. Clerk

4195 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

- a) It was proposed by Cllr Mrs LR and seconded by Cllr Mrs MS that the bank reconciliations for November and December are approved. Clerk

CARRIED

Cllr GR asked that a receipts and payments cash book balance is provided for the next meeting.

b) RECEIPTS

- a) None

Noted

c) PAYMENTS

- It was proposed by Cllr Mrs MS and seconded by Cllr Mrs SR that the January accounts are approved and paid. Clerk

CARRIED

Cheque

No;	Payee	Item	Net	VAT	Total	Power
<u>Payments Since the Last Meeting</u>						
BACS	Mrs D Bayliss	Clerk's Salary	£529.80	£0.00	£529.80	LGA 1972 s112
<u>Payments for Tonight's meeting:</u>						
300101	HMRC	Tax & NI	£132.60	£0.00	£132.60	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300102	JCS Bookkeeping	Payroll	£12.00	£2.40	£14.40	LGA 1972 s112
300103	Mrs D Bayliss	Travel/Telephone Expenses -Dec/Jan	£57.60	£0.00	£57.60	LGA 1972 s174
300104	Herts & Cambs Ground Maintenance	Cemetery Works	£370.00	£74.00	£444.00	Local Authorities Cemeteries Orders 1977 and 1986
Grand Total>>>			£1,102.00	£76.40	£1,178.40	

4196 TRAINING

- It was proposed by Mrs KB and seconded by Cllr GR that the clerk attends the SLCC Practitioners Conference in February at a cost of £249 + VAT and travel expenses. Clerk

CARRIED

4197 DATES OF NEXT MEETINGS

7th February 2017

7th March 2017

7th March – Pavilion Charity Meeting (AGM)

The meeting closed at 9.54pm