

**MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL
MEETING NUMBER 447**

Held in the School on Tuesday 7th February 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)

Members: 9 Quorum: 3

Members of the Public:

Clerk: Mrs D Bayliss

Meeting opened at 7.pm

4198 APOLOGIES FOR ABSENCE

C Cllr David Brown; D Cllr Allen Alderson; Diane Bayliss (Clerk);

4199 PARISH COUNCILLOR VACANCY

The vacancy will continue to be advertised.

Clerk

4200 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

Mary Smith and Lynn Reed declared a personal interest in Site 27/01 item 9 on the agenda.

Noted

4201 OPEN FORUM FOR PUBLIC PARTICIPATION INCLUDING QUESTIONS FROM COUNCILLORS

4202 TO APPROVE MINUTES OF MEETING 446 10th January 2017

It was proposed by Cllr MS and seconded by Cllr KB that the minutes of the meeting held on 10th January 2017 are approved and signed with an amendment at 4192 (b) 'Design brief will help define Business Plan' and delete 'is still' at 4194 (a).

CARRIED

4203 MATTERS ARISING/CLERKS REPORTS

The Social Media Policy and the Communications Policy have been deferred until the March meeting for discussion.

4204 PLANNING MATTERS

Planning Applications

17/00023/FUL Proposed single storey rear extension at 37 Downing Court for Mrs Jackie Duffy – No objection.

Clerk

Planning Approvals

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

Noted

Planning Refusals

16/01650/CLP Loft conversion at 35 Downing Court, Swaffham Bulbeck for Mr & Mrs Dodd's date received 24th November 2016.

4205 CLT UPDATE

£5,000 was awarded by the Corporate Governance and Finance Committee to Swaffham Bulbeck to assist with the start-up costs for the CLT.

4206 EAST CAMBS DOCUMENT AND VILLAGE PLAN

I. Parish Council Response to Village Plan (Village Form Section 2016)

Thanks were expressed to the working party who updated the village form chapter of 2004 village plan, for all their hard work and time also for the clear maps. Thanks were also expressed to George Ballard for printing the leaflet and the Draft Village Form documents

The responses of residents to the consultation on the Draft Village Form section of the Village Plan 2016 were discussed. There were 9 respondents in total representing approximately 2% of households. A wide range of differing points were raised. With a response which was statistically small, it was difficult to draw any clear conclusions. However, overall there was general agreement

with some components of the paper, particularly the 3 core assumptions (corridors of open space; gateways; and protection of conservation areas and the green belt).

There followed extensive discussion of the draft Village Form by parish councillors. The following key points were made:

- The Draft Village Form report is a technical paper representing the views of the Village Form working group. It does not correlate with the current situation in which the Parish Council must respond to ECDC's Further Draft Local Plan which sets out the 2 preferred sites as submitted in ECDC's call for sites exercise. As the draft Village Form document was written before ECDC's Local Plan was available for consultation, it is not helpful to guide and support the Parish Council in its own response to ECDC's Local Plan. The draft Village Form can only stand as a separate document and has no legal status.
- There was agreement on the 3 core assumptions but no agreement could be reached on the section which sets out where approximately 38 houses could be built. It was considered a helpful document in some aspects but in its present form has shortcomings.
- It was noted that no reference to the prospective CLT in the village was made in the document.
- Amendments to the paper will be made by the working group and the remaining sections of the Village Plan on transport, environment and recreation finalised and added to the Village Plan. An additional section of the Village Plan will provide an overview which draws the whole plan together.
- The draft Village Form as presented will not be submitted as an attachment with the Parish Council's response to the consultation on ECDC's Further Draft Local Plan

II. East Cambridgeshire District Local Plan

The Parish Council made a very detailed response to the local plan consultation document.

It was agreed that the amendments would be made and the comments sent to ECDC by 22nd February, the closing date for the consultation.

The revised text would be available on the Parish Council noticeboard and on the website.

4207	COUNTY COUNCILLORS' REPORT	
	Circulated before the meeting – no comments	Noted
4208	DISTRICT COUNCILLORS' REPORT	
	Circulated before the meeting – no comments	Noted
4209	GUTTER BRIDGE & DENNY WOOD MATTERS	
a)	Gutter Bridge Wood	MS
	<ul style="list-style-type: none"> • Discussion of the tree survey was postponed until the March Meeting. Cllr MS to circulate Tree Survey and the notes of the working party meeting. 	
4210	RECREATION GROUND (Denny) AND PAVILION MATTERS	
a)	Denny Report	
b)	The play area inspection was not carried out as there was some confusion as to who should be doing it. Cllr MS to circulate the rota to BW and RS.	MS
4211	CEMETERY MATTERS	
a)	<ul style="list-style-type: none"> • A letter will be sent to Mrs Nunn notifying her that the council have refused her request for a double memorial. 	Clerk
b)	•	
4212	HIGHWAYS MATTERS	
a)	<ul style="list-style-type: none"> • The bus shelter has been removed. 	

- The concept of a Speedwatch group in the village was raised.
- b) The complaint from a resident about speeding traffic was deferred to the March meeting for discussion.
- c) The zebra crossing is still not in use but should be connected to the power the week beginning 13th February.
- d) It was agreed that the quotation from JB & SB fencing for £300 to install the notice-boards is approved. Noticeboards to be installed ASAP. Clerk
- 4213 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS**
- a) The bank was not approved as the figures did not add up properly. Cllr GR to contact the clerk to seek an explanation. GR
- b) **RECEIPTS**
- a) None Noted
- c) **PAYMENTS**
- It was proposed by Cllr MS and seconded by Cllr BW that the February accounts are approved and paid. Clerk
- CARRIED

4214 CORRESPONDENCE

Councillors were encouraged to reply to the Parish Councillors survey previously circulated. Clerk

The Support Cambridgeshire Newsletter previously circulated was noted.

4215 DATES OF NEXT MEETINGS

7th March 2017 (GR apologies)

7th March – Pavilion Charity Meeting

4th April 2017

The meeting closed at pm