

**MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL
MEETING NUMBER 449**

Held in the School on Tuesday 4th April 2017 starting at 7.30pm

Present: Cllr Mrs M Smith (MS); Cllr Mrs Sue Romero (SR); Cllr Mrs Lynn Reed; Cllr Robin Sewell (RS) Cllr Gordon Reid (GR); Cllr Bill Wicksteed (BW);

Members: 9 Quorum: 3

Members of the Public: 1

Clerk: Mrs D Bayliss

Meeting opened at 7.30pm

4236 APOLOGIES FOR ABSENCE

Cllr Ian Woodroffe; Cllr Mrs Kay Ballard; C Cllr David Brown; D Cllr Allen Alderson;

4237 PARISH COUNCILLOR VACANCY

The vacancy will continue to be advertised.

Clerk

4238 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

Lynn Reed – New development in Waterbeach (Personal)

4239 OPEN FORUM FOR PUBLIC PARTICIPATION INCLUDING QUESTIONS FROM COUNCILLORS

Mr Rabey was hoping for some clarification from the parish council on the additional sites which have been put forward for the local plan. He had two questions: When will the parish council discuss it? Will the parish council make the opportunity for the public to respond to it?

Clerk

A brief discussion was held by the councillors on the proposals. The council had only been made aware of the situation on Friday 31st March and so have not had an opportunity to discuss the proposals, however the matter will be considered further at the Annual Parish Meeting on 2nd May.

4240 TO APPROVE MINUTES OF MEETING 448 7th March 2017

It was proposed by Cllr RS and seconded by Cllr LR that the minutes of the meeting held on 7th March 2017 are approved and signed with amendments at 4231b) to state 'that the social media policy is' and at 4232b) to state 'This matter will be re-considered at the April meeting when it is clear what the annual fee for the cloud package is'.

CARRIED

4241 MATTERS ARISING/CLERKS REPORTS

Buildings of local interest – a list has been compiled and will remain in place for 2-3 years.

There has still been no response from ECDC re the planning application at The Bungalow, Abbey Lane.

A further email has been received from Mr Taylor – further consideration will be given to this problem when the response to the latest planning consultation is made.

4242 PLANNING MATTERS

Planning Applications

17/000353/FUL Change of use from equine ancillary building to residential gym to be used in association with Hare Park House at Hare Park Stud, Hare Park, Six Mile Bottom for Mr & Mrs L Dettori – no objection

Clerk

17/00403/LBC New window opening in south wall in the easternmost bay of the undercroft plus consolidate and repair defective stonework etc at The Abbey, Abbey Lane, Swaffham Bulbeck for Mr Andrew Burke – no objection

Planning Approvals

17/00098/PDR Loft conversion with dormer extension to rear roof slope and roof lights to front roof slope at 35 Downing Court for Mr & Mrs Dodds

17/00023/FUL Proposed single storey rear extension at 37 Downing Court, Swaffham Bulbeck.

Other Planning Matters

Response to South Cambs District Council re comments about the proposed development at

Waterbeach.

BW attended a meeting on the proposals for the new development. The MOD will be retaining ownership of the site and a full interest in the development. The railway will be moved north in due course. The proposal is currently for 6,000 houses. Careful surveys and consultations have been carried out.

Comments:

- The Parish Council expressed their concern about the capacity of the road network as it currently stands to cope with the very substantial increases in traffic flows. And the council believes that firm proposals to upgrade the road should be agreed before the application is approved.

BW left the meeting at 8.23pm and returned at 8.25pm.

- The parish council would like more detail on the thinking on upgrading the cycle routes local to the site.

17/00289/TRE & Trees/Swaffham Bulbeck/CA Tree Work Approval for Far Leys, Fen Lane, Swaffham Bulbeck.

17/00285/TPO/E/13/67 & 17/00285/TPO Tree work approval at Far Leys, Fen Lane, Swaffham Bulbeck.

4243 TO CONSIDER PRODUCING A NEIGHBOURHOOD PLAN FOR SWAFFHAM BULBECK

BW had asked for this matter to be considered by the parish council although it is unlikely that he will be able to be involved in a long term project in the village. It is expected that more resources will be allocated to support Neighbourhood Plans over the next few years. It would have greater influence than the village plan when considering planning matters.

It was agreed that the matter would be referred to the Annual Parish Meeting for discussion.

The latest edition (19) of the Neighbourhood Planning Document was made available to the council.

4244 CLT UPDATE

- A meeting of the CLT members was held on Wednesday 29th March. A number of questions were raised and views were expressed on how members would like to see the land developed. The developer will begin to draw up a concept plan. Further meetings of the CLT will take place as the project progresses.
- The legal status of the CLT is currently being finalised.

4245 COUNTY COUNCILLORS' REPORT

Because of boundary changes Swaffham Bulbeck will be part of the new Woodditton division rather than part of Burwell at the County Council election to be held in May.

County Councillor Brown will not be standing as the candidate for Woodditton. He passed on his best regards to the Parish Council and said it had been a pleasure working with them.

Noted

4246 DISTRICT COUNCILLORS' REPORT

The District Councillors report was circulated before the meeting.

Noted

4247 GUTTER BRIDGE & DENNY WOOD MATTERS

a) Gutter Bridge Wood

- There is still a tree leaning over in the Gutter Bridge wood that needs to be made safe. Quotations will be sought so that the work can be carried out ASAP

RS/
Clerk

b) Denny Wood

- A request for the nettles to be cut back at both entrances to the Denny Wood has been received by the clerk who will arrange to have them cut back.

Clerk

4248 RECREATION GROUND (Denny) AND PAVILION MATTERS

a) Denny Report

- A complaint about the gate staying open at the pavilion end of the play area has been received.

Clerk

b) Pavilion Report

CLlr SR provided notes from the two Pavilion Working Group meetings which have been held in the last month. The Working Group are hoping to submit a pre-planning application to

ascertain the viability of a new pavilion after the next meeting which should be held at the beginning of May. They will also be looking at sources of funding.

- c) Play Area Inspections
- Cllr MS carried out the play area inspection. The gate needs adjusting at the pavilion end of the play area.
 - All the seats need attention this year. The arm of one of the seats is starting to rot.
 - Fenland leisure will be asked to provide a quote for rubber matting around the table tennis table.
- Clerk

4249 CEMETERY MATTERS

- a)
- The clerk has arranged for the tree that has blown down to be removed.
 - The Cemetery working group will look at the possibility of putting a new 'green waste' bin in the cemetery.
- b)
- The Cemetery working group will have a proper look at the cemetery and report back to the next meeting if there is a suitable location for the trees.
- All

4250 HIGHWAYS MATTERS

- a) The Beacons on the zebra crossing are in now in sync. Covers have been requested to improve the visibility of the crossing.

4251 GRASS CUTTING CONTRACT

It was proposed by Cllr RS and seconded by Cllr BW that the grass cutting contract is awarded to 'Nightingale' initially for 1 year with a further two years if the work is carried out satisfactorily.

4 in favour
2 against

Clerk

CARRIED

BW proposed that a letter is sent to Herts & Cambs stating that the change of contractor was a not a reflection of their work but because of the differential in cost.

AGREED

4252 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

- a)
- I. Annual Return – a meeting of the finance working group was fixed for Thursday 27th April at 7.30pm to review the year-end figures and make changes to the budget as discussed at the last meeting.
 - II. It was proposed by Cllr BW and seconded by Cllr GR that two copies of Clerks and Councils Direct are ordered for the council and the clerk.
- 5 in favour
1 objection
- Clerk

CARRIED

- b) It was proposed by Cllr BW and seconded by Cllr MS that the Community Cloud package from Microshade is purchased for a year, after which a thorough review will be carried out to ascertain whether this package is the most appropriate platform for storing the councils' electronic data and meeting the Data Transparency Code requirements.
- 4 in favour
2 against

CARRIED

- c) It was proposed by Cllr BW and seconded by Cllr LR that the decision about payment or time off for the clerks annual leave entitlement is delegated to the chairman and vice-chairman.

CARRIED

d) RECEIPTS

- | | | |
|----------------|-----------------|-------|
| a) Burial Fees | £1191.50 | Noted |
| b) CLT Funds | £9.00 | |

e) PAYMENTS

It was proposed by Cllr RS and seconded by Cllr LR that the April 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	£496.80	£0.00	£496.80	LGA 1972 s112
BACS	Royal Mail	PO Box	£210.00	£42.00	£252.00	
<u>Payments for Tonight's meeting:</u>						
300118	HMRC	Tax & NI	£124.20	£0.00	£124.20	LGA 1972 s112
300119	JCS Bookkeeping	Payroll	£17.00	£3.40	£20.40	LGA 1972 s112
300120	Mrs D Bayliss	Travel/Telephone Expenses -Dec/Jan	£96.10	£0.00	£96.10	LGA 1972 s174
300121	Herts & Cambs Ground Maintenance	Grass Cutting	£438.00	£87.60	£525.60	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
Grand Total>>>			£1,382.10	£133.00	£1,515.10	

4253 CORRESPONDENCE

a) ECDC Growth Delivery Newsletter

Noted

b) Copies of the Service Directory are available either in paper or electronic format.

Noted

4254 TO CONSIDER AGENDA FOR THE ANNUAL PARISH MEETING

- Timebanking Presentation – information will be circulated before the meeting.
- ECDC Planning
- Traffic Calming
- Red to Green
- Relief in Need
- School Report
- A mail drop will be arranged to inform parishioners of the meeting.

4255 DATES OF NEXT MEETINGS

Annual Parish Meeting 2nd May 2017 Downing Court

Annual Meeting of the Council 16th May 7.30pm Downing Court

NOMINATIONS FOR CHAIRMAN MAY BE SENT TO THE CLERK AHEAD OF THE MEETING ON 16th MAY.

The meeting closed at 10.02pm