

**MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL  
MEETING NUMBER 452**

**Held at Downing Court on Tuesday 6<sup>th</sup> June 2017 starting at 7.30pm**

Present: Cllr Mrs Sue Romero (SR); Cllr Mrs M Smith (MS); Cllr Mrs Lynn Reed; Cllr Robin Sewell (RS); Cllr Mrs Kay Ballard; Mrs N Bates (NM);

**Members: 9 Quorum: 3**

**Members of the Public:**

**Clerk:** Mrs D Bayliss

Meeting opened at 7.30pm

**4256 APOLOGIES FOR ABSENCE**

Cllr Gordon Reid; C Cllr Allen Alderson;

**4257 PARISH COUNCILLOR VACANCIES**

East Cambs District Council has been notified of the vacancies. These cannot be filled until after the 'call for election' period has passed. As long as no election is called co-option can take place from the July meeting onwards.

Clerk

**4258 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA**

Cllr Nicky Bates 4263a) Planning Applications

**4259 OPEN FORUM FOR PUBLIC PARTICIPATION INCLUDING QUESTIONS FROM COUNCILLORS**

None

Clerk

**4260 TO APPROVE MINUTES OF MEETING 451 30<sup>th</sup> MAY 2017**

It was proposed by Cllr RS and seconded by Cllr LR that the minutes of the meeting held on 30<sup>th</sup> May 2017 are approved and signed with amendment at 4276c) to remove the sentence 'may publicise their services in the Bulbeck Beacon' and change it to 'contact the editor of the Bulbeck Beacon'.

CARRIED

**4261 MATTERS ARISING/CLERKS REPORTS**

A number of issues about the grass cutting were raised at the last meeting and should have been addressed. The Council will continue to monitor the situation.

Play area report a meeting to discuss the report will be arranged after this meeting.

**4262 INVITATION TO ECDC PARISH CONFERENCE**

The next East Cambs Parish conference will be held on 7<sup>th</sup> July at the Cambridgeshire Constabulary Headquarters in Hinchingsbrooke from 10.30am – 4pm. The email invite will be forwarded to the councillors.

Clerk

**4263 TO REVIEW AND AGREE MEMBERS OF WORKING GROUPS**

**Pavilion Development**

Sue Romero, (Guy Marsden, Margaret Chadwick, Peter and Liz Raby, Rachel Holt, Tor Docherty, Elizabeth Froy. Various others who are helping with the development project).

**Gutter Bridge Wood**

Mary Smith, Robin Sewell, Maddie Downs (NT) Toni Rogers (Forest School)

**Finance**

Gordon Reid, Kay Ballard,

**Denny (Recreation Ground)**

Mary Smith, Lynn Reed,

**Cemetery**

Kay Ballard, Lynn Reed, Robin Sewell

**CLT and Housing**

Nicky Bates, Sue Romero,

**Transport and Highways**

Gordon Reid, Nicky Bates

**Policy Group**

Lynn Reed, Mary Smith

Draft terms of reference have been written for each group. These will be circulated to group leaders and comments/amendments can be discussed at the next meeting.

4264

**PLANNING MATTERS**

a)

**Planning Applications**

Mrs Bates left the meeting at 8.13pm

Noted

17/00766/FUL Demolish and replace existing rear ground floor extension at Newnham House 48 Commercial End Swaffham Bulbeck CB25 ONE for Mr & Mrs Bates – The council object to the proposal on the grounds that the flat roof and the white rendering are out of keeping with the existing property.

Mrs Bates returned to the meeting at 8.21pm.

b)

**Other Planning Matters**

TPO/E/13/67/Swaffham Bulbeck & 17/00668/TPO Tree work consent at Far Leys, Fen Lane, Swaffham Bulbeck

An amendment has been received for the application 16/01318/FUM at New England Stud, Heath Road, Swaffham Bulbeck. No comment was made as the application was not on the agenda.

c)

**To Discuss possible development at Hillside Mill**

It was agreed that should any developer approach the parish council with regard to development of any site, notices with the basic information about the plans will be placed on the three notice boards.

A notice will be placed in the Bulbeck Beacon stating that if the Council receive any pre-application planning information it will be posted on the notice boards and on the website as soon as is practicable. Any plans received will be available to view on request to the Clerk to the Council.

4265

**FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS**

a)

It was proposed by Cllr NB and seconded by Cllr LR that the year end bank reconciliations are approved.

CARRIED

b)

It was proposed by Cllr SR and seconded by Cllr MS that the June accounts are approved and paid.

CARRIED

Cheque

Cheque No;	Payee	Item	Net	VAT	Total	Power
<u>Payments Since the Last Meeting</u>						
BACS	Mrs D Bayliss	Clerk's Salary	£501.70	£0.00	£501.70	LGA 1972 s112
BACS	HMRC	Tax & NI	£125.60	£0.00	£125.60	LGA 1972 s112
<u>Payments for Tonight's meeting:</u>						
300139	JCS Bookkeeping	Payroll	£17.00	£3.40	£20.40	LGA 1972 s112
300140	Mrs D Bayliss	Travel	£57.60	£0.00	£57.60	LGA 1972 s174
300141	CAPALC	Member ship Fees	£267.09	£0.00	£267.09	LGA 1972 s111
300142	SLCC	Membership Fees	£108.00	£0.00	£108.00	LGA 1972 s111
Grand Total>>>			£1,076.99	£3.40	£1,080.39	

4266

**TO APPROVE ANNUAL GOVERNANCE STATEMENT**

It was proposed by Cllr KB and seconded by Cllr MS that the Annual Governance statement is approved and signed by the Clerk and Chairman.

CARRIED

**4267 TO APPROVE ANNUAL RETURN ACCOUNTS STATEMENT**

The accounts statement had been signed by the clerk before the meeting.  
It was proposed by Cllr MS and seconded by Cllr SR that the accounting statement is approved and signed by the chair.

CARRIED

**4268 MOTION TO EXCLUDE THE PUBLIC AND PRESS**

That the public (including representatives of the press) be excluded during the consideration of the remaining item No 4276 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972 (as amended).

It was proposed by Cllr KB and seconded by Cllr LR that the meeting is closed to the public and press. The meeting was closed at 8.56pm.

**4269 TO APPROVE MINUTES OF EXCLUSION**

It was proposed by Cllr MS and seconded by Cllr LR that the minutes of exclusion are approved and include an additional sentence stating 'it was agreed that this would be discussed in July'.

CARRIED

KB abstained as she was absent from the last meeting.

The meeting re-opened to the public and press at 9.01pm

**4270 DATES OF NEXT MEETINGS**

July 4<sup>th</sup> 2017

The meeting closed at 9.04pm