

SWAFFHAM BULBECK PARISH COUNCIL

Chairman: Mrs Margaret Chadwick. Clerk: Mrs Karen King

10 Mill Hill, Swaffham Prior, Cambridge, CB25 0JZ

Tel: 01638 742358 email: karen.king5@btopenworld.com

NOTICE OF A MEETING OF THE PARISH COUNCIL

Prior to official Parish Council Meeting a Public Open Forum will be held at 7pm to give members of the Public the opportunity to put their views on items of the agenda.

To Members of the Council:

I hereby give notice that a meeting of Swaffham Bulbeck Parish Council will be held in the **School** on Tuesday, 6th December 2011, starting at 7.30pm.

Members of the public and press are invited to attend. You are hereby summoned to attend for the purpose of transacting the following business:

AGENDA FOR MEETING 363

1. **Apologies for Absence**
2. **To Approve & Sign the Minutes of Meeting Number 361, 1st November 2011**
3. **To Approve & Sign the Minutes of Extraordinary Meeting Number 362, 15th November 2011**
4. **Matters Arising from Previous Minutes (*for information only*)**
5. **Members' Declaration of Interest for Items on the Agenda**
6. **County Councillor's Report**
7. **District Councillor's Report**
8. **Correspondence for Consideration/Circulation:
CCC – Local Minor Highways Improvements Funding Scheme**
9. **Access & Parking at Play Area, Cemetery Corner:**
 - **Caution in place at land on the South Side of Green Bank Road**
 - **Confirmation of land ownership and boundaries**
 - **Proposal to extend car parking area - Working Party progress**
10. **The Queen's Diamond Jubilee**
11. **Telephone Box, Commercial End**
12. **Consideration of Draft Budget & Precept for 2012/13 for later approval**
13. **Clerk's Reports**
14. **Finances including Approval of Payment of Outstanding Accounts**

a) Karen King – <i>Clerk's salary, November 2011</i>	£ 274-30
b) Inland Revenue – PAYE	£ 68-60
c) Karen King – <i>expenses & reimbursements</i>	£ 181-50
d) Herts & Ground Maintenance - <i>grasscutting</i>	£ 504-00
e) Herts & Ground Maintenance – <i>rolling/slitting-Recreation Ground</i>	£ 420-00
f) Cambridgeshire County Council – <i>salt bin</i>	£ 114-00
g) Honorarium for Bin Emptying/Litter Picking	£ 140-00
15. **Parish Councillors' Reports**
16. **Dates of Next Meetings:**
 - 3rd January 2012
 - 7th February
 - 6th March

Signed:..... Date:
Clerk to the Parish Council