



**SWAFFHAM BULBECK PARISH COUNCIL**

Chairman: Mr Ian Woodroffe. Interim Clerk: Mrs Diane Bayliss  
37 Croft Road, Isleham, Ely, Cambs. CB7 5QR  
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**NOTICE OF A MEETING OF THE PARISH COUNCIL**

**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, 3<sup>rd</sup> June 2014 starting at 7.30pm.**

You are hereby summoned to attend for the purpose of transacting the following business:

Members of the public and press are invited to attend.

**AGENDA FOR MEETING 409**

- 1. APOLOGIES FOR ABSENCE**
- 2. CHAIRMANS COMMENT**
- 3. COUNCILLOR VACANCY**
- 4. CO-OPTION OF PARISH COUNCILLOR**
- 5. MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA + REQUESTS FOR DISPENSATION**
- 6. OPEN FORUM FOR PUBLIC PARTICIPATION (10 MINS)**  
At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman
- 7. TO APPROVE & SIGN THE MINUTES OF MEETING NUMBER 407, 6<sup>th</sup> MAY 2014**
- 8. TO APPROVE & SIGN THE MINUTES OF MEETING NUMBER 408, 20<sup>th</sup> MAY 2014**
- 9. MATTERS ARISING FROM PREVIOUS MINUTES/CLERK'S REPORTS**  
*(for information only)*
- 10. COUNTY COUNCILLOR'S REPORT**
- 11. DISTRICT COUNCILLOR'S REPORT**
- 12. TREE HEALTH & SAFETY INSPECTION DENNY WOODS (10mins)**  
To Consider and Approve Quotation for Tree Works
- 13. RECREATION GROUND & GUTTER BRIDGE WOOD MATTERS (15mins)**  
To Set Up Working Party for Grant Funding and Project Management of the Gutter Bridge Woods
- 14. To Approve use of Pavilion by Red to Green for Pop Up Sale**  
**CORRESPONDENCE FOR CONSIDERATION/CIRCULATION:**

Request from Mr Sewell re planting of trees on the edge of the Denny Wood (different variety)

15. PLANNING MATTERS

16. CEMETERY MATTERS (3mins)

17. HIGHWAYS MATTERS (5mins)

To Consider and Approve Contribution for the Zebra Crossing

18. FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS:

a) To Approve Bank Reconciliations for April and May

b) PAYMENTS

a) Diane Bayliss – Clerk’s Salary	£
b) Diane Bayliss – Expenses	£
c) Inland Revenue – Clerk’s PAYE	£
d) Herts & Cambs - Grass Cutting	£262.80
e) Herts & Cambs – Grass Cutting - Verges	£372.00
f) Viking – Office Supplies/Postage	£156.04
g) CAPALC – Subscription	£288.82
h) ROSPA – Annual Inspection	£128.40
i) SN Handyman Services – BBQ	£642.00

RECEIPTS

c) a) Grass Cutting Grant	£847.09
d) Request from Newmarket CAB for funding	
e) Membership of Cambridgeshire Acre	
f) To Set a Date for a Finance Working Party	

19. REVIEW OF ASSET REGISTER

To Discuss Recommendations from Working Party

20. TO APPROVE ANNUAL RETURN

a) To Approve Annual Return Statement

b) To Approve Annual Governance Statement

21. PARISH COUNCILLORS’ REPORTS

22. 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 23 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).

23. TO DISCUSS APPOINTMENT OF NEW CLERK

24. Dates of Next Meetings:

24<sup>th</sup> June

22<sup>nd</sup> July

12<sup>th</sup> August

2<sup>nd</sup> September



Interim Clerk to the Parish Council - Signed: 28<sup>th</sup> May 2014