



**SWAFFHAM BULBECK PARISH COUNCIL**

Chairman: Mrs Margaret Chadwick. Interim Clerk: Mrs Diane Bayliss  
37 Croft Road, Isleham, Ely, Cambs. CB7 5QR  
Tel: 01638 781093 email: [swaffhambulbeckclerk@outlook.com](mailto:swaffhambulbeckclerk@outlook.com)

**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, 6<sup>th</sup> May 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 407**

- 1. ELECTION OF CHAIRMAN**
- 2. CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE**
- 3. ELECTION OF VICE CHAIRMAN**
- 4. APOLOGIES FOR ABSENCE**
- 5. COUNCILLOR VACANCY**  
**Vacancy Created by Resignation of Sue Romero**
- 6. CO-OPTION OF PARISH COUNCILLOR**  
**To Co-opt Mr Tim Oates to the Parish Council**
- 7. MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA + REQUESTS FOR DISPENSATION**
- 8. OPEN FORUM FOR PUBLIC PARTICIPATION (15MINS)**  
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
- 9. DISCUSSION WITH EMMA GRIMA RE USE OF CIL MONEY**
- 10. TO APPROVE & SIGN THE MINUTES OF MEETING NUMBER 405, 18<sup>TH</sup> MARCH 2014**
- 11. TO APPROVE & SIGN THE MINUTES OF MEETING NUMBER 406, 1<sup>ST</sup> APRIL 2014**
- 12. MATTERS ARISING FROM PREVIOUS MINUTES (*for information only*)**
- 13. COUNTY COUNCILLOR'S REPORT**
- 14. DISTRICT COUNCILLOR'S REPORT**
- 15. TREE HEALTH & SAFETY INSPECTION DENNY WOODS**  
**To Consider and Approve Quotation for Tree Works**
- 16. CORRESPONDENCE FOR CONSIDERATION/CIRCULATION:**  
**BOTTISHAM MUSEUM**  
**CAPALC NEWSLETTER**  
**CAME & CO NEWS**
- 17. PLANNING MATTERS**  
**Planning Approvals**  
**14/00043/FUL Demolition of existing garage to side and replacement with new single storey extension and two storey front extension at Mill Lodge, Mill Lane, Swaffham Bulbeck for Mr Tim Walker**

Other Planning Matters  
East Cambs Local Plan Post Hearing Modifications Consultation  
14/000354/TRE & Trees/Swaffham Bulbeck/CA – Tree Work Approval for  
Heronscroft, Mill Lane, Swaffham Bulbeck

18. **CEMETERY MATTERS**  
Memorial Request for Mrs Harrington (J K Memorials)
19. **NATIONAL TRUST LEASE**  
To Discuss the Lease for the Gutter Bridge Woods
20. **RECREATION GROUND & GUTTER BRIDGE WOOD MATTERS**  
To Discuss Grant Funding and Project Management
21. **UPDATE ON PAVILION DEVELOPMENT**  
Report from the Meeting
22. **REVIEW OF ASSET REGISTER**  
To Discuss Recommendations from Working Party
23. **CLERK'S REPORTS**  
To Consider Purchase of a Printer
24. **FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS:  
PAYMENTS**
- |  |         |
|--|---------|
| a) Diane Bayliss – Clerk's Salary                | £332.20 |
| b) Diane Bayliss – Expenses                      | £73.59  |
| c) Inland Revenue – Clerk's PAYE                 | £83.04  |
| d) E.On Street Lighting                          | £5.83   |
| e) Herts & Cambs - Grass Cutting                 | £525.60 |
| f) Herts & Cambs – Rolling of Recreation Ground  | £160    |
| g) Herts & Cambs – Fencing Work                  | £528    |
| h) Amazon – Microsoft Office/External Hard Drive | £238.07 |
| i) Dell – Laptop Computer                        | £349    |
| j) Isleham Parish Council – Ink Cartridge        | £23.99  |
- To Approve Refund to Burwell Tigers -£180  
Request from Newmarket CAB for funding
- RECEIPTS**
- |                 |         |
|-----------------|---------|
| a) Precept      | £7,584  |
| b) CIL Monies   | £483.26 |
| c) Memorial Fee | £50     |
| d) NALC Bursary | £49.50  |
- To Consider Outsourcing the Payroll for Parish Council Employees
25. **TO APPROVE ANNUAL RETURN**  
To Approve Annual Return Statement  
To Approve Annual Governance Statement
26. **PARISH COUNCILLORS' REPORTS**
27. **TO DISCUSS AGENDA FOR ANNUAL PARISH MEETING**
28. **Dates of Next Meetings:**  
20<sup>th</sup> May – Annual Parish Meeting,  
3<sup>rd</sup> June 2014



Interim Clerk to the Parish Council - Signed: 30<sup>th</sup> April 2014