



SWAFFHAM BULBECK PARISH COUNCIL

Chairman: Mr Ian Woodroffe. Clerk: Mrs Diane Bayliss
C/o The Beeches, 32 Mill Street, Isleham, Ely, Cambs. CB7 5RY
Tel: 01638 781687 email: swaffhambulbeckclerk@gmail.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 6th September 2016 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 442

1. **APOLOGIES FOR ABSENCE**
2. **MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA + REQUESTS FOR DISPENSATION**
3. **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
4. **TO APPROVE MINUTES OF MEETING 441**
5. **MATTERS ARISING/CLERKS REPORTS**
6. **PLANNING MATTERS**
Planning Applications
16/01016/FUL Proposed dwelling, garaging, parking and associated works at Land East of 34 Quarry Lane, Swaffham Bulbeck for Mr & Mrs D Godfrey
Planning Approvals
16/00570/FUL Entrance porch to front and single storey extension to rear of 105 High Street, Swaffham Bulbeck for Mr & Mrs Latchford
Other Planning Matters
Update on Conservation Issues Concerning the Shop.
The Bungalow, Abbey Lane, Swaffham Bulbeck
Observation of Alterations at the Abbey
7. **COUNTY COUNCILLORS REPORT**
(July – Previously circulated)
(August – Previously circulated)
8. **DISTRICT COUNCILLORS REPORT**
9. **GUTTERBRIDGE WOOD MATTERS AND DENNY WOODS MATTERS**
Gutterbridge Wood Report
10. **RECREATION GROUND AND PAVILION MATTERS**
 - a) Denny Report – Litter Bins
Fenland Leisure – Play Area Additional Remedial Works Quotation
 - b) Play Area Inspections
11. **CEMETERY MATTERS**
 - a) Cemetery Report
 - b) To Review Burial Fees
12. **TO REVIEW PARISH COUNCIL COMMUNICATION PROCEDURES**
13. **FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS:**
 - a) Finance Report - Budget 2016-17
 - b) CLT Start Up Costs
 - c) To Receive Internal Audit Report

d) To Consider and Appoint Signatories for the Unity Trust Bank Accounts
Internal Financial Checks

e) To Approve Bank Reconciliations for April, May and June.

f) **RECEIPTS**

- a) Rural Services Grant **£2904.76**
- b) Burial Fee **£100**
- c) Grass Cutting Grant **£847.09**

g) **PAYMENTS**

To Pay August (Retrospective) and September Accounts

Cheque No; Payments made since last meeting	Payee	Item	Net	VAT	Total	Power
BACS	Mrs D Bayliss	Clerk's Salary				
300059	HMRC	Tax & NI	£129.80	£0.00	£129.80	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300060	Isleham Parish Council	Office Space	£100.00	£20.00	£120.00	LGA 1972 s 50
300061	JCS Bookkeeping	Payroll	£12.00	£2.40	£14.40	LGA 1972 s112
300062	Herts & Cambs Ground Maintenance	Cemetery Works	£420.00	£84.00	£504.00	Local Authorities Cemeteries Orders 1977 and 1986
300063	Herts & Cambs Ground Maintenance	Grass Cutting	£1,153.00	£230.60	£1,383.60	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300064	Mrs D Bayliss	Travel/Telephone Expenses - July	£46.40	£0.00	£46.40	LGA 1972 s174
<u>Payments for Tonight's meeting:</u>						
BACS	Mrs D Bayliss	Clerk's Salary	£364.40	£0.00	£364.40	LGA 1972 s112
300065	HMRC	Tax & NI	£91.00	£0.00	£91.00	LGA 1972 s112
300066	J C S Bookkeeping	Payroll	£12.00	£2.40	£14.40	LGA 1972 s112
300067	Mrs D Bayliss	Travel/Telephone Expenses - August	£48.20	£0.00	£48.20	LGA 1972 s174
300068	Herts & Cambs Ground Maintenance	Grass Cutting	£584.00	£116.80	£700.80	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300069	Herts & Cambs Ground Maintenance	Unpaid VAT from May	£0.00	£131.40	£131.40	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300070	Euro-bulbs	Snowdrops	£155.50	£10.00	£165.50	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
300071	R Daniels	Pest Control	£50.00	£0.00	£50.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
Grand Total>>>			£3,166.30	£597.60	£3,763.90	

14. **HIGHWAYS MATTERS**

- a) Highways Report
- b) Update on Zebra Crossing
- c) Notice board
- d) Bus Shelter
- e) Commercial End Light

15. **Dates of Next Meetings:**

4th October 2016; 1st November 2016; 6th December 2016; 10th January 2017.

Clerk to the Parish Council - Signed: 1st September 2016

