

**MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL
MEETING NUMBER 422**

Held in the School on Tuesday 7th April starting at 7.30pm

Present: Margaret Chadwick (MC); Lynn Reed (LR); Mary Smith (MS); Gordon Reid (GR); Robin Sewell (RS); Tim Oates (TO) arrived at 7.45pm

Members of the Public:

In attendance:

Clerk Mrs Diane Bayliss

District Councillor Allen Alderson

Meeting opened at 7:35pm

3728 APOLOGIES FOR ABSENCE

County Councillor David Brown; Sharyn Robinson (SR);

3729 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

IW 3744 Highways Matters - Zebra Crossing

3730 OPEN FORUM FOR PUBLIC PARTICIPATION

None

3731 CHAIRMANS COMMENT

IW thanked the Clerk for taking in the nomination papers.

IW offered profound thanks to Margaret Chadwick for all that she has done for the Parish Council over the years.

3732 TO APPROVE MINUTES OF MEETING 420 3rd MARCH 2015

It was proposed by RS and seconded by MS that the minutes of meeting 420 held on 3rd March are approved and signed by the chairman.

CARRIED

IW abstained from the vote as he was not at the meeting.

3733 TO APPROVE MINUTES OF MEETING 421 24th MARCH 2015

It was proposed by RS and seconded by LR that the minutes of meeting 421 held on 24th March are approved and signed by the chairman.

CARRIED

3734 MATTERS ARISING

Meeting 420:

3716 Is the community payback team going to go down Red Tile Drove to clear the broken glass?

3717 The Council will check with ECDC to see if a dog waste bin will be emptied.

TO arrived at 7.45pm

IW has written to Youngs and Sanctuary thanking them for removing the chalk from the cemetery.

The street lights on the High Street are now working.

3735 AFFORDABLE HOUSING

GR had questions about the housing needs survey. He will liaise with Mark Deas and report back to GR the next meeting.

3736 COUNTY COUNCILLORS REPORT

The report from the County Councillor was distributed before the meeting.

3737 DISTRICT COUNCILLORS REPORT

The District Councillors report was distributed at the meeting.

TO asked if the housing development at Swaffham Prior is built outside the village envelope. It is and it is because of the affordable housing element.

As D Cllr Alderson is up for re-election in May he thanked the council for making him welcome and stated how impressed he is with the parish councils he has worked with over the years.

3738 GUTTERBRIDGE WOOD MATTERS

- a) RS & MS have provided information regarding use of the brush-cutter. Training still needs to be provided for the main users. A days training course will cost approximately £115 from a company in Buckinghamshire. MS will ask if the National Trust can provide training. MS/RS

b) MS has prepared the terms of reference and has been through them with all members of the working party. MS

It was agreed that the terms of reference for the group are adopted by the Council. They will be reviewed annually.

3739 RECREATION GROUND AND DENNY WOODS MATTERS

- a)
- 27th April is the date for installation of the basketball net.
 - Spiking and rolling has been done.
 - Trimming of the trees around the play area and along the road has been done.
 - The task force has moved some of the elders from behind the pavilion.
 - The main trees that are growing in the moat itself are elders and the plan is that these will be chopped down.

b) A donation of £60 has been received for one of the trees on the Denny from a lady in the village.

c) It was proposed by MC and seconded by RS that the quotation from Herts & Cambs Ground Maintenance is approved up to a maximum of £400 to reseed the necessary areas on the Denny.

CARRIED

d) The report from Fenland Leisure is generally very good however there are a number of items that need addressing. A quote will be sought from Fenland Leisure for the work that needs doing. It was agreed that as some of the items should not have deteriorated so quickly, that Fenland Leisure should be responsible for repairing these.

e) The family sports day and the two activity mornings cannot be funded by Living Sport. IW will do some costing on these and bring the matter back to the next meeting for consideration.

3740 PAVILION MATTERS

a) All pavilion matters were covered at the pavilion charity meeting earlier this evening.

3741 CEMETERY MATTERS

a) Herts & Cambs Grounds Maintenance will be poisoning the elders on the graves. A meeting still needs to be arranged to discuss the situation with dogs fouling in the cemetery. A further notice stating that dogs must be kept on a lead and not be allowed to foul the graves will be purchased.

3742 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

a) A report has been prepared by GR outlining the reasons for the increase in the precept.

The accounts are to go to the internal auditor on Friday 10th April.

It was proposed by LR and seconded by MS that a petty cash system of £100 is adopted by the Council

CARRIED

It was proposed by GR and seconded by RS that a Parish Council Paypal account is set up in order to make online purchases on behalf of the Council as long as this is permitted by NALC.

CARRIED

b) It was proposed by GR and seconded by MC that the bank reconciliation for February is approved.

CARRIED

c) It was proposed by RS and seconded by MC that a donation of £100 is made to MAGPAS.

CARRIED

d) RECEIPTS

a) Donation £60

b) Memorial Fee £50

NOTED

e) PAYMENTS

Item	Cheque No	Net	VAT	Total	Power
a) Clerk's Salary	001337	£360.50	£0.00	£360.50	LGA 1972 s112
b) HMRC Tax	001338	£90.20	£0.00	£90.20	LGA 1972 s112
c) Clerk's Travel/Telephone	001339	£38.30	£0.00	£38.30	LGA 1972 ss174
d) J C S Bookkeeping	001340	£20.00	£4.00	£24	LGA 1972 s112
e) Eastern Tree Surgery	001341	£1,480	£296.00	£1776	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
f) Cambridgeshire County Council – Street lighting	001342	£29.23	£0.00	£29.23	Highways Act 1980, s301

g)	Balfour Beatty	001343	£22.13	£4.43	£26.56	Highways Act 1980, s301
h)	Anglian Water	001344	£225.63	£0.00	£225.63	Local Authorities Cemetery Orders 1977 and 1986
i)	Herts & Cambs Ground Maintenance – Grass Cut	001345	£135.00	£27.00	£162.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
j)	Herts & Cambs Ground Maintenance - Trees	001346	£720.00	£144.00	£864.00	Local Authorities Cemetery Orders 1977 and 1986
k)	Herts & Cambs Ground Maintenance – Roll Recreation Ground	001347	£130.00	£26.00	£156.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
l)	Herts & Cambs Ground Maintenance – Roll Recreation Ground	001348	£130.00	£26.00	£156.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
m)	Impress Express	001349	£43.50	£8.70	£52.20	
n)	Parish Council.net	001350	£200.00	£0.00	£200.00	
o)	MAGPAS	001351	£100	£0.00	£10000	
p)	Pavilion Charity Subvention	TRF	£800.00	£0.00	£800.00	LG Misc Provisions Act 1976 s 19 (d)
	TOTAL				£5,060.62	

The cheque for JCS Bookkeeping includes payment of a previous invoice where the cheque has not been paid.

It was proposed by MS and seconded by IW that the April accounts are approved and paid including payments to Impress Express, Parish Council.net and a donation to MAGPAS.

CARRIED

It was proposed by IW and seconded by MS that the insurance premium of £100.24 for the cemetery building is approved. (Cheque no 001352)

CARRIED

3743 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY

a) MS agreed to be the representative for the Wicken Fen Liaison Forum.

3744 TO CONSIDER HAVING A SWAFFHAM BULBECK PARISH COUNCIL FACEBOOK PAGE

IW will explore the possibility of creating a Facebook page and bring further information to the next meeting.

3745 HIGHWAYS MATTERS

a) Discussion about the Zebra Crossing will be placed on the agenda for the next meeting. Further information will be sought from the County Council about the costings for this.

b) GR/TO will contact Balfour Beatty and the County Council and express severe concern that removal of the light has created a safety issue in Pound Way as a matter of urgency.

CARRIED

The lighting in Commercial End has been upgraded.

One of the street lights in Commercial End has been obscured by trees. The Clerk will write to the occupants of the property and ask them to cut them back.

3746 PLANNING MATTERS

Other Planning Matters

14/01421/FUL Two storey side extension and single storey porch at 43 Maryland Avenue has been withdrawn.

TPO/E/13/67/Swaffham Bulbeck & 15/00206/TPO Tree Work Refusal for Lordship Farm.

15/00207/TRE & Trees/Swaffham Bulbeck/CA Tree Work Approval for Lordship Farm.

15/00228/TRE/ & Trees/Swaffham Bulbeck/CA Tree Work Approval at the Cemetery, Swaffham Bulbeck.

15/00228/TRE & Trees/Swaffham Bulbeck/CA Tree Work Approval for Cemetery roadside boundary, Swaffham Bulbeck.

TPO/E/13/67/Swaffham Bulbeck & 15/00223/TPO Tree Work Approval for Denny Plantation.

TPO/E/10/67/Swaffham Bulbeck & 15/00224/TPO Tree Work Approval for Denny Plantation.

TPO/E/10/67/Swaffham Bulbeck 15/00224/TPO Tree Work Approval for the Denny Plantation.

15/00285/TRE & Trees/Swaffham Bulbeck Tree Work Approval at 2 Archers Close, Swaffham Bulbeck.

An amended plan has been received for Installation of a timber garden room at 91 High Street, Swaffham Bulbeck. No comments were made.

3747

TO CONSIDER AGENDA FOR THE ANNUAL PARISH MEETING

19th May 2015 7.30pm

The Relief in Need Charity will be asked to send a report as there is no longer a parish council representative on the committee.

Rebecca Avery/Bobby Scheme

A report from Red to Green

3748

DATES OF NEXT MEETINGS

Transparency Code – Finance Working Group.

21st April – to approve annual return/planning/ (MS/RS apologies)

12th May 2015

19th May Annual Parish Meeting

The meeting closed at 10.14pm