

**MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL
MEETING NUMBER 417**

Held in the School on Tuesday 2nd December 2014 starting at 7.00pm

Present: Ian Woodroffe (IW); Margaret Chadwick (MC); Sharyn Robinson (SR); Lynn Reed (LR); Mary Smith (MS); Gordon Reid (GR); Robin Sewell (RS);

Members of the Public: 3

Loder Bevington; Peter Raby and Guy Marsden

In attendance:

Clerk Mrs Diane Bayliss

DC Allen Alderson

Meeting opened at 7:05pm

3648 APOLOGIES FOR ABSENCE

Tim Oates (TO); C Cllr David Brown;

3649 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

There is a standing dispensation for discussing and setting the precept.

3650 OPEN FORUM FOR PUBLIC PARTICIPATION

None

Guy Marsden has been working for the pavilion re-development group and gave a short presentation to the Councillors on progress so far.

A number of discussions have been held regarding potential uses, current uses and future development which should be as wide ranging as possible.

A document has been produced (to be circulated) which is a starting framework doc – mostly questions and headings for collecting views and aspirations for the future and will then record the progress of the project. Any input from councillors would be most welcome.

IW thanked Mr Marsden for the work he has put into the document so far.

Keeley Russell attended the meeting on behalf of Balfour Beatty to inform the Council about the street lighting programme for Swaffham Bulbeck for January 2014. The proposal is that 6 street lights are to be removed as the County Council are required to make a reduction of 10% of the street lighting assets across the County. Any lights owned by the parish are not affected. Heritage lighting at Commercial End is currently not included in the contract and would cost approximately £1500 per column if the council wish to pay for them. (It may be possible to keep them if they are less than 15 years old).

It was agreed that there will need to be a village meeting to discuss the lighting further and this will be arranged for Wednesday 14th January.

3651 CHAIRMANS COMMENT

The chairman spoke about a breach of confidentiality following the November 4th Parish Council. The consequences had given rise to a very difficult situation since the sensitive approach to the matter had been sabotaged.

The chairman reported that the money had been deposited in the Parish Council bank account.

The Chairman also reminded Councillors that breaching confidentiality is a serious matter with regard to the code of conduct and that future adherence to confidentiality was essential.

The Chairman reported on a meeting seeking reconciliation of the difficult situation and informed the meeting that a resolution would be placed later in the meeting to move matters forward.

3652 TO APPROVE MINUTES OF MEETING 416 4th NOVEMBER 2014

It was proposed by MC and seconded by MS that the minutes of the meeting held on 4th November are approved and signed by the chairman with an amendment to show that LR seconded the minutes. (ref 3632)

CARRIED

3653 MATTERS ARISING

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There was not time to discuss the Gutterbridge Wood spreadsheet at the precept working group meeting.

PAT testing still needs to be arranged for the pavilion.

3654 COUNTY COUNCILLORS REPORT

There was no report from the County Councillor.

3655 DISTRICT COUNCILLORS REPORT

The District Councillors report was distributed before the meeting.

MS reported that a vast amount of broken glass has been left behind where the travellers have been. AA stated that this should be cleared by ECDC.

3656 GUTTERBRIDGE WOOD MATTERS

a) MS updated the council on the principles of the Gutterbridge Wood:

- The working party continue to clear particular areas of the wood.
- There is a further bill for payment this evening for wood (for the fence alongside Gutterbridge stream and for the inner bridge over the small drainage ditch) a little more needs to be purchased to complete the work.
- The Gutterbridge Working Party discussed buying a power tool and ask the Council to consider buying a strimmer which would be useful in both woods and cemetery. A lockable cabinet would be useful to store the petro strimmer as it could not be stored in the pavilion changing rooms.
- There is to be a Christmas get together for the rangers in the wood.
- A management plan has been produced which will go on the PC website and the Woodland Website. Cllrs comments should be submitted to MS by 16th December.
- Completion date for the project has been moved back until March 31st 2015
- Spreadsheet – two letters one from SRo and one from TO – figures to be circulated by MS before the next meeting.

3657 GUTTERBRIDGE WOOD AND DENNY WORKING PARTY

a) It was proposed by MC and seconded by GR that a resolution is made that the previously named steering group of the Gutterbridge Project and the Parish Council work in partnership and form a working group to be known as the Gutterbridge and Denny Wood Working Party of the Parish Council.

CARRIED

b) The working party can invite whoever they wish to join the group to complete the work in the allotted time frame.

3658 RECREATION GROUND AND DENNY WOODS MATTERS

a) A quotation has been received for the various tree works necessary on the Denny however two further quotations are still required before the works can be carried out.

b) It was proposed by MS and seconded by LR that the quotation from Herts & Cambs Ground Maintenance for £260 + VAT to heavy roll and spike the recreation ground as the pitch is unsuitable to play on.

CARRIED

c) Eastern Tree Surgery have provided an initial quote for the low and moderate works necessary in the Denny Wood. A further quotation and permission from ECDC Tree Officer will be needed before the work is carried out.

3659 PAVILION MATTERS

Report already given by Guy Marsden during the open forum.

IW informed the Councillors that the Pavilion Development Group have reached a point where they need approval from the Parish Council before proceeding further.

It was agreed that the Parish Council are all in favour of the redevelopment of the pavilion. £1000 has been set aside in the budget to enable work on the project to proceed.

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3660 CEMETERY MATTERS

- a) Herts & Cambs have provided a quotation for spraying part of the cemetery and the necessary tree works for £720. At least one further quotation will be necessary.
Two quotations have been received for repairs to the cemetery wall; as there is such a large variance a further quote will be sought.
- b) IW and the Clerk met with Cathy White to discuss tree works at the Cemetery and on the Denny. She was in agreement with removing the ash; the vegetation on the bend; the trees around the corner; two sapling cherries; reshaping the cherry near the wall and removing a branch from the yew. The relevant forms need to be completed and submitted to ECDC before the works are carried out.

3661 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

- a) (See 3662 for recommendation from working group)
- b) The bank reconciliation was not available for approval at the meeting. This will be done a month in arrears in future so that copies of the bank statement can be issued with it.

c) RECEIPTS

- | | | | |
|----|-----------------------------|---------|-------|
| d) | a) Gutterbridge Wood Monies | £398.45 | NOTED |
|----|-----------------------------|---------|-------|

e) PAYMENTS

- | | | |
|----|------------------------------------|---------|
| a) | Clerk's Salary | £353.01 |
| b) | HMRC | £88.20 |
| c) | Clerk's Travel Expenses | £18.90 |
| d) | JCS Bookkeeping Services - Payroll | £12.00 |
| e) | Herts & Cambs Grass Cutting | £132.00 |
| f) | Herts & Cambs Grass Cutting | £130.80 |
| g) | R Daniels – Pest Control | £50.00 |
| h) | Alan Newbury (Ridgeons) | £104.00 |
| i) | Herts & Cambs Grass Cutting | £100.80 |
| | TOTAL | £989.71 |

It was proposed by LR and seconded by MS that the accounts are approved and paid.

CARRIED

3662 TO APPROVE PRECEPT REQUEST FOR 2015-16

- a) The working party met to discuss the budget and the precept request for 2015-16.
It was proposed by LR and seconded by RS that the precept is set at £19,000
An amendment was proposed by IW and seconded by LR that the precept is set at £18,000.
5 in favour
2 against

The Amendment was CARRIED

3663 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY

- a) FOI Request from Mr Wegg will be replied to within the 20 days as required.
- b) A letter from Mrs Romero has been received and replied to.
- c) Connecting Cambridgeshire Information – superfast broadband is now available in the village.

NOTED

3664 HIGHWAYS MATTERS

- a) Nothing to Report

3665 PLANNING MATTERS

Planning Applications

14/01236/FUL Construction of 2no detached dwellings at land between 48 and 54 Commercial End, Swaffham Bulbeck for Mr Peter Romaniuk – no objection

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14/01015/FUL First floor extension, over existing flat-roofed double garage at Barge End, Fen Lane, Swaffham Bulbeck, Cambridge CB25 0NJ (Amendment for note only)

Planning Approvals

12/01106/NMAA Non material amendment to previously approved alterations and refurbishment of courtyard and outbuildings plus provision of new kitchen to main house including removal of some walls and alteration to existing window. The Old Rectory, 98 High Street, Swaffham Bulbeck.

Other Planning Matters

14/01159/TRE & Tress/Swaffham Bulbeck/CA Tree Work Approval at the School

NOTED

3666 MOTION TO EXCLUDE THE PUBLIC & PRESS

The meeting was not closed as there were no public or press present.

3667 TO APPROVE MINUTES OF EXCLUSION

a) It was proposed by GR and seconded by MC that the minutes of exclusion are approved.

CARRIED

3668 PARISH COUNCILLORS' REPORTS

Barge End – an amendment to the original application has been received but there was not time to put it on the agenda for consideration. GR has looked at the application on the ECDC website and has no comments to make.

SR and the Clerk met with a representative from Living Sport who is keen to put money into parishes to run small fitness/health groups. There may also be some help with funding for community buildings.

IW reported that there is national organisation that encourages running for under 10 year olds and it may be possible to start a group of this type early next year.

IW will carry out the play area inspection this month.

MC queried whether the County and District Councillors were being invited to the event on 7th February and whether the school or the church need to be booked?

3669 DATES OF NEXT MEETINGS

Pavilion Charity 13th January 2015 7pm

13th January 2015 7.30pm

Meeting Closed at 10.15pm