

**MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL
MEETING NUMBER 418**

Held in the School on Tuesday 13th January starting at 7.30pm

Present: Ian Woodroffe (IW); Sharyn Robinson (SR); Lynn Reed (LR); Mary Smith (MS); Gordon Reid (GR); Robin Sewell (RS); Tim Oates (TO);

Members of the Public: 0

In attendance:

Clerk Mrs Diane Bayliss

Meeting opened at 7:40pm

3670 APOLOGIES FOR ABSENCE

Margaret Chadwick; C Cllr David Brown;

3671 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

None

3672 OPEN FORUM FOR PUBLIC PARTICIPATION

None

3673 CHAIRMANS COMMENT

IW and MC had a meeting with Mrs Romero and Mr Wegg on 16th December in order to try to resolve matters concerning the perceived implications over the Gutter Bridge wood finances.

Mr Wegg proposed that a resolution should be placed before the January Parish Council.

IW agreed to draft a resolution and present to the Council.

3674 TO APPROVE MINUTES OF MEETING 417 2nd DECEMBER 2014

It was proposed by MS and seconded by LR that the minutes of meeting 417 held on 2nd December are approved and signed by the chairman.

CARRIED

TO abstained from the vote as he was not present.

3675 MATTERS ARISING

3653 PAT testing at the Pavilion has been completed.

3655 Allen Alderson has stated in his report that ECDC still need to complete the clear up at the unauthorised traveller encampment.

3656 There was a Christmas get together for the Rangers – about 20 people attended.

3658 Roll and Spike of the Denny has not taken place because of the weather.

3676 COUNTY COUNCILLORS REPORT

There was no report from the County Councillor

3677 DISTRICT COUNCILLORS REPORT

The District Councillors report was distributed before the meeting.

Questions and comments were deferred until the District Councillor arrived.

3678 GUTTERBRIDGE WOOD MATTERS

- a) There has been one meeting since the resignations from the group which was attended by the NT. Purchase of a brush cutter and signage for the wood was discussed. The NT will provide a temporary sign.

The management plan has been updated and will be put on the website.

- b) £500 has been set aside for the brush cutter therefore the working group can go ahead and make the purchase as this has already been budgeted within the grant funding.

Three issues were raised related to the use of this:

Safety equipment being worn – clarify

Training for those using the equipment

What signage is necessary when the equipment is in use

MS & RS will seek answers to these questions and report back to the next meeting.

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- c) MS, GR and TO are continuing to update the spread sheet so that it will be completed by the end of the financial year.
- d) The resolution regarding the perceived implications for Mrs Romero was presented to the meeting. The meeting agreed that they would not pass a resolution but would send a letter to Mrs Romero and Mr Wegg addressing the matter fully.

3679 RECREATION GROUND AND DENNY WOODS MATTERS

- a) It is still necessary to put one more piece of equipment on the Denny. A price for a basketball net has been requested from Fenland Leisure.
- b) It was agreed that it is only necessary to carry out the Play Area Inspections monthly. This should be ideally done by a trained parish councillor or member of staff.
- c) It was proposed by GR and seconded by LR that the quotation from Eastern Tree Surgery is approved.
1 against.

CARRIED

District Councillor Report - 8.53pm

Cllr Alderson reported that the travellers were requested to clear the site on Red Tile Farm. ECDC will arrange collection of the rest of the rubbish.

SR asked Cllr Alderson to investigate why there are no bags available from the District Council for household bonded asbestos disposal.

3680 PAVILION MATTERS

The pavilion development committee will be meeting next week.

3681 CEMETERY MATTERS

- a) Nothing to report.
- b) The Grants for World War Two Commemoration Events information was noted.
- c) It was proposed by MS and seconded by SR that the quotation from Herts & Cambs for £550 for remedial tree works to the cemetery is approved.

CARRIED

3682 RESOLUTION TO PAY TRAVEL EXPENSES FOR PARISH COUNCILLORS

- a) It was proposed by TO and seconded by SR that Swaffham Bulbeck Parish Council pay travel expenses incurred by Councillors within the County of Cambridgeshire should the councillor wish to claim it.
6 in favour
1 abstained

CARRIED

3683 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

- a) The Gutterbridge Spreadsheet is being updated by members of the working group.
- b) NALC/SLCC have reached an agreement of a 2.2% pay award for Clerk's from January 1st 2015 – March 31st 2016. There is also a one off payment of £100 paid in December 2014 and a further £18 in April 2015 in lieu of no pay rise for the last two years.
The Clerk's probationary period is past. IW will send a letter stating that she has passed the probationary period satisfactorily.
- c) The purchase of a printer will be considered at a later date if necessary.
- d) It was proposed by SR and seconded by MS that the council donate £300 towards the cost of the dishwasher for the Red to Green Charity.
(Annual donation from the PC)

CARRIED

- e) It was proposed by MS and seconded by LR that the bank reconciliation for November is approved.
CARRIED

- f) The Quarterly Budget Report was distributed to the councillors.

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			CARRIED
g)	RECEIPTS		
	a) Burial Fees	£280	
h)	PAYMENTS		NOTED
	a) Clerk's Salary	£353.01	
	b) HMRC	£88.20	
	c) Clerk's Travel/Telephone	£28.45	
	d) CAPALC Councillor Training	£105	
	e) Robin Sewell Travel	£66.60	
	f) JCS Bookkeeping Services - Payroll	£12.00	
		TOTAL £653.26	

It was proposed by LR and seconded by TO that the accounts are approved and paid with the addition of a payment to Herts & Cambs Ground Maintenance for £204 for tree works on the Denny and a cheque for £140 to Mr & Mrs Nash for their work collecting litter and emptying the litter bins on the Denny on a regular basis.

New Total: £997.26

CARRIED

3684 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY

a) A further request for information was received from Mr Wegg and has been answered.

3685 HIGHWAYS MATTERS

a) A highways report has been circulated to members but the Highways Working Group has not met to discuss it further. TO and GR will meet to discuss and update the document. Any councillors who have comments on the document should send them to TO and GR for consideration. IW reported that in going through the archive boxes a number of issues have been revisited over the years and it would be good if some of these issues can be resolved once and for all.

3686 PLANNING MATTERS

Planning Applications

14/01338/FUL Removal of existing single storey extension and construction of new single storey extension, plus addition of chimney and alteration to fenestration of an existing extension to a listed building at Lordship Cottage 2 High Street, Swaffham Bulbeck for Mrs N Hogan – no objection

14/01339/LBC Removal of existing single storey extension and construction of new single storey extension, plus addition of chimney and alteration to fenestration of an existing extension to a listed building at Lordship Cottage 2 High Street, Swaffham Bulbeck for Mrs N Hogan – no objection

14/01301/FUL To erect a conservatory to the rear of the property at The Hollies, 39 Maryland Avenue, Swaffham Bulbeck for Mr R Kirkby – no objection

Planning Approvals

14/01015/FUL First floor extension, over existing flat-roofed double garage at Barge End, Fen Lane, Swaffham Bulbeck for Mr Roger Heath

Other Planning Matters

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

Letter from Bidwells re planning application for change of use for Swaffham Bulbeck Fire Station

3687 PARISH COUNCILLORS' REPORTS

RS has obtained a sample of a 1:15000 street view map which are available from Blackwells for £40. This will be put on the agenda for the next meeting.

SR had already sent a map round from the county council which can be enlarged.

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On Saturday 7th February the Hustings will take place from 10-11.30 then a tea break then an opportunity to look at the posters and talk to parish councillors. End at 12.30pm

GR had prepared a draft poster. The heading that has been created will be used on each poster with the same font. Gordon will co-ordinate the posters from the different working groups. Can these be completed by Wednesday 28th January so that IW can take them to Burwell Print to be printed.

3688

DATES OF NEXT MEETINGS

3rd February 2015

3rd March 2015

7th April 2014

Meeting Closed at 22.00pm