

MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL
MEETING NUMBER 409

Held in the School on Tuesday 3rd June 2014 starting at 7.00pm

Present: Ian Woodroffe (IW) Chairman; Lynn Reed (LR); Gordon Reid (GR); Mary Smith (MS); Sharyn Robinson (SR); Mr Tim Oates (TO); (arrived at 7.30pm)

Members of the Public:

In attendance:

Interim Clerk: Mrs D Bayliss

Mr Robin Sewell

DC Allen Alderson

CC David Brown

3525 APOLOGIES FOR ABSENCE

Cllr M Chadwick;

3526 CHAIRMANS COMMENT

IW offered a vote of thanks to Margaret Chadwick for her time as Chairman of the Council. Letters of thanks will be sent to Bert Collins, Brian Ambrose and Sue Romero thanking them for their work as councillors.

3527 COUNCILLOR VACANCY

There is still one vacancy on the Council. This will continue to be advertised.

3528 CO-OPTION OF PARISH COUNCILLOR

It was proposed by MS and seconded by LR that Mr Robin Sewell is co-opted onto the Parish Council.

3 in favour

2 abstained

CARRIED

Mr Sewell signed his declaration of acceptance of office in the presence of the Clerk.

3529 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

None

3530 OPEN FORUM FOR PUBLIC PARTICIPATION

None

3531 TO APPROVE AND SIGN MINUTES OF MEETING NUMBER 407, 6th May 2014

It was proposed by LR and seconded by SR that the minutes of meeting 407 are approved and signed.

CARRIED

3532 TO APPROVE AND SIGN MINUTES OF MEETING NUMBER 408, 20th MAY 2014

It was proposed by GR and seconded by SR that the minutes of meeting 408 are approved and signed.

LR abstained as she was not at the meeting.

CARRIED

3533 MATTERS ARISING FROM PREVIOUS MINUTES/CLERKS REPORTS

6th May

- 3500 A response has been received from parishioner following a letter about keeping her dog on a lead in the cemetery – IW will visit the lady.
- SR asked if there going to be an away day. A date has yet to be set.

TO arrived at 7.30pm

- Signs for the wood – Cathy White/Amanda Apcar would not advise on a sign. C Cllr DB suggested contacting the Woodland Trust.

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- 3515 A letter was sent to Mrs Butler and the hedge has been cut. A letter will be sent thanking her for doing this so promptly.
- IW has not yet made contact with the pest control company.

20th May

- None

3534 COUNTY COUNCILLORS' REPORT

C Cllr David Brown delivered his report which had been distributed before the meeting.

- Full Council met on 13th May for the annual meeting. Inauguration of the committee system took place at this meeting.

3535 DISTRICT COUNCILLORS' REPORT

C Cllr Allen Alderson delivered his report:

The District Council has been in rather a long period of purdah owing to the European Elections and two by-elections in the district which has led to much less information being sent out.

The Consultation on the local plan ended on 30th May. There will be a hearing with the government inspector in June who will then issue a report in July. The plan should be formally adopted by the Council in October.

C Cllr Alderson also reported that he had been in touch with the Drainage Board re the application for Byelaw Consent.

C Cllr David Brown left the meeting at 7.50pm

3536 TREE HEALTH AND SAFETY INSPECTION DENNY WOODS

It was proposed by SR and seconded by TO that the quote from Eastern Tree Surgery for £482 (+ VAT) is approved.

CARRIED

A number of the Councillors wish to be in attendance when the meeting is held.

3537 RECREATION GROUND & GUTTER BRIDGE WOOD MATTERS

Playground Inspection: MS reported that the equipment is basically ok and is being well used.

- Table tennis table had footprints on it. The lid of the bat box has been broken. On the cradle swing the brackets are not covered – 6 out of 8 rubber shrouds need to be replaced.*
- Some of the trees need trimming back.
- Need to change the sign of contact.
- One of the posts at the end of the chin up bar has a bit of movement. *
- The village sign is in a poor state of repair and it does need looking at before the winter. (contact David Turner)
- One of the trees on the Denny a lime? Is getting distorted. Autumn job – when the sap is falling.
- On the zip wire the rubber sleeve is slipping down –

*IW will ask Fenland Leisure to look at all the items that have been mentioned.

- a) MS has the information file for the Gutterbridge Wood. All the minutes and quotes are included however nothing much can happen until the bridge is in place.

Mary Smith, Tim Oates and Sue Romero will continue to monitor the project and co-ordinate the decision making. Whatever happens will be transparent to the Steering Group/the Rangers and the Parish Council.

Terms of reference will be drawn up by the group. Information will be distributed to councillors between meetings and decisions will be made at Parish Council meetings.

IW made it clear that the Parish Council has done nothing to hold up the lease, they have only followed the advice of their solicitor. The lease has now gone from Taylor Vinters to the National Trust.

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It was proposed by GR and seconded by SR that Mary Smith is authorised to use her credit card to make the purchases for the wood and to be reimbursed by the Council within 30 days of purchase.

CARRIED

There is approximately £600 towards the cost of the tree inspection. MS will need to check what the remainder can be used for.

- b) It was agreed that the Red to Green Group can regularly use the pavilion on a Wednesday to hold Pop Up Sales to raise funds.

3538 CORRESPONDENCE FOR CONSIDERATION/CIRCULATION

- a) Mr Sewell had asked if a different variety of trees could be planted on the Denny. However it had been pointed out that no trees could be planted on this area because it is under the care of English Heritage.

SR asked if a Wild flower area could be planted there. This will be considered at a future meeting.

3539 CEMETERY MATTERS

The first of the cemetery working parties was a washout. There is a considerable amount of restoration work to do that will take more than just one more working party. A series of dates will be put in the Beacon.

IW is still in discussion with Sanctuary Housing about the possibility of them providing a couple of skips for use in the cemetery. There is also some tree work to be done – some of which can be done by the working group.

There will be a burial in the Cemetery on 12th June.

3540 HIGHWAYS MATTERS

- a) TO will contact Highways to discuss whether standard kerbs will be sufficient. The money from the JFMHI bid for the Zebra Crossing has been rolled over into this financial year. A meeting will be arranged with Matthew Pickering and 3 parish councillors. (GR/MS/TO would like to be involved in the discussion).

CARRIED

SR asked that the elderly are considered when the site of the zebra crossing is considered.

3541 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

- a) It was proposed by TO and seconded by MS that the bank reconciliations are approved.

CARRIED

PAYMENTS

- | | | | |
|----|----|--|----------|
| b) | a) | Diane Bayliss – Clerk’s Salary | £492.35 |
| | b) | Diane Bayliss – Expenses | £47.25 |
| | c) | Inland Revenue – Clerk’s PAYE | £ 123.08 |
| | d) | Herts & Cambs – Grass Cutting | £262.80 |
| | e) | Herts & Cambs – Grass Cutting – Verges | £372.00 |
| | f) | Viking – Office Supplies/Postage | £156.04 |
| | g) | CAPALC – Subscription | £288.82 |
| | h) | ROSPA – Annual Inspection | £128.40 |
| | i) | SN Handyman Services | £642.00 |

It was proposed by MS and seconded by LR that the accounts area approved and paid apart from the account for ROSPA. The Clerk will check that an inspection has actually been carried out.

CARRIED

It was proposed by IW and seconded by MS that the insurance for the Pavilion is paid from this meeting as it overdue.

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c) **RECEIPTS**

a) Grass Cutting Grant £847.09

- d) It was proposed by LR and seconded by MS that a donation of £50 is made to Newmarket CAB.
5 in favour
2 abstained

CARRIED

- e) Membership of Cambridgeshire Acre will be deferred to the Pavilion Committee meeting to be held on 1st July.

- f) It was agreed that GR/MS/SR/MC and the Clerk would meet as a working group to discuss the budget. New Expenditure etc to be bought back to a Parish Council meeting not later than 4th August for discussion and approval.

3542 REVIEW OF ASSET REGISTER

As per recommendation from NALC and CAPALC the asset figure will be the purchase value only.

The final figure to be added to the annual return is £113,544.00.

3543 TO APPROVE ANNUAL RETURN

- a) It was proposed by LR and seconded by TO that the Annual Return Accounting Statement is approved and signed.

CARRIED

- b) It was proposed by MS and seconded by LR that the annual governance statement is approved and signed.

CARRIED

3544 PARISH COUNCILLORS' REPORTS

- TO asked what is likely to happen to the old Fire Station; He was advised that the site would be sold for full market value including the barn which is a listed building.
- MS – asked if the draft minutes could be published on the website.

It was agreed that Parish Council meetings will start at 7.30pm in future.

Meeting Dates.

1st July 7.30pm (followed by Pavilion Committee)

5th August 7.30pm?

2nd September 7.30pm

3545 MOTION TO EXCLUDE THE PUBLIC AND PRESS

That the public (including representatives of the press) be excluded during the consideration of the remaining item No 3546 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972 (as amended).

It was proposed by LR and seconded by MS that the meeting is closed to the public and press at 10pm. The Clerk left the meeting.

3546 TO DISCUSS APPOINTMENT OF NEW CLERK

See separate minutes.

The meeting re-opened to the public and press at 10.13pm

3547 DATES OF NEXT MEETINGS

See above.

Meeting Closed at 10.15pm