

**MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL
MEETING NUMBER 416**

Held in the School on Tuesday 4th November 2014 starting at 7.30pm

Present: Ian Woodroffe (IW); Margaret Chadwick (MC); Sharyn Robinson (SR); Lynn Reed (LR); Mary Smith (MS); Tim Oates (TO); Gordon Reid (GR);

Members of the Public: 0

In attendance:

Clerk Mrs Diane Bayliss

DC Allen Alderson

CC David Brown

Meeting opened at 7:30pm

3628 APOLOGIES FOR ABSENCE

Robin Sewell (Training); David Brown;

3629 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

None

3630 OPEN FORUM FOR PUBLIC PARTICIPATION

None

3631 CHAIRMANS COMMENT

IW suggested that as the council move towards the elections in May that

As the council move towards the election in May it is important to inform the community a little more on the work of the Parish Council. Nominations will need to be in to the District Council by early April. It is important for councillors to consider whether they wish to stand for the next 4 years and what time they might have available to give to the Council Working Parties. Those who wish to stand for election should compose a paragraph about what they can bring to the council with a head and shoulders photograph to go on a printed flier that will go into the Beacon on 1st May.

A Saturday morning open morning is to be organised with a poster demonstration of the work that has been carried out in 2014 in order to raise the profile of the Council with parishioners. (7th or 28th February). Each of the working parties will need to think about the year that has passed and the year ahead.

3632 TO APPROVE MINUTES OF MEETING 415 7th OCTOBER 2014

It was proposed by MS and seconded by that the minutes of the meeting held on 7th October are approved and signed by the chairman with an amendment to 3624a) stating Matthew 'Pickering' not 'Belton'.

CARRIED

3633 MATTERS ARISING

None

The SLCC (Society of Local Council Clerks) Conference was held at the Bristol Marriot hotel over three days. There were a number of speakers and various seminars some of which were interactive and others involved a lot of listening – one or two were almost incomprehensible; others were thoroughly engaging. (Jeffrey Archer and Jonathon White)

SLCC/NALC (National Association of Local Councils) are intending to work more closely together in the future. CEO's of both organisation gave interesting talks about the role of local councils and the opportunities that will arise as a result of the cuts at County and District level.

There is currently no direct contact with NALC for smaller councils and this is being looked at as some councils do not feel that the CALC's are always accessible.

The new Quality Status Scheme should be launched in the new year. The new scheme is being piloted at the moment however there was quite a lot of uncertainty from Clerk's about the viability of the new scheme.

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The Institute of Local Council Management (ICLM) is a vehicle to provide a platform for all SLCC Members to be recognised for their ability, skills and knowledge through continuous professional development (CPD) 6 points are awarded for attending the National Conference. The required points per annum for a member of the institute is 12. The cost of joining is £65.

3634 COUNTY COUNCILLORS REPORT

The County Councillors report was distributed before the meeting. There were no queries.

3635 DISTRICT COUNCILLORS REPORT

The District Councillors report was distributed before the meeting.

MS reported that a further caravan has appeared on Forty Acre Drove. This will need to be moved with the others by 12th November according to the court order. The District Council will be responsible for removing the litter that is left behind. IW will contact Adam Rayner to organise the locking of the gate.

C Cllr Alderson left the meeting at 8.15pm

3636 GUTTERBRIDGE WOOD MATTERS

a) This item was moved without notice under an exclusion order to item 18.

b) This item was moved without notice under an exclusion order to item 18.

3637 RECREATION GROUND AND DENNY WOODS MATTERS

a) The Denny Working Group has met and discussed future expenditure on the Denny in advance of the budget meeting on 18th November. Expenditure includes repairing the village sign, necessary tree works around the play area and cemetery, and the possibility of employing a handy man for the village.

b) Following the tree report on The Denny Wood the low and moderate risk items need to be carried out ASAP. A 3 year plan needs to be put in place. The Council will approach Eastern Tree Surgery to get a quotation for the 'moderate' and 'low' works required.

3638 PAVILION MATTERS

The Pavilion Working Group has met. MC has joined the group. All the information has been circulated to councillors. The next meeting is to be held on 20th November.

It was proposed by LR and seconded by MS that the PAT testing is carried out on the equipment in the pavilion. (GR & MS will source)

CARRIED

3639 CEMETERY MATTERS

a) A fantastic job has been done in the cemetery by the working group. The wall is now easily able to be inspected and quotations are being sought for raking out and re-pointing the whole wall.

b) It was proposed by TO and seconded by MC that the Exclusive Right of Burial is approved for Rosemary Adam.

CARRIED

3640 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

a) There was no report from the Finance Working Group. The budget meeting is to be held at the school on 18th November, all Councillors are encouraged to attend.

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

CARRIED

This bank reconciliation will be discussed further at the Finance meeting on 18th November as it is unclear what it is showing.

c) RECEIPTS

d)	a) Burial Fees	£275.00
	b) CIL Monies	£1784.14
		NOTED

e) PAYMENTS

a) Clerk's Salary	£352.81
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b) HMRC	£88.40
c) Clerk's Expenses	£43.80
d) Herts & Cambs Grass Cutting	£363.60
e) Herts & Cambs Grass Cutting	£372
f) Eastern Tree Surgery – Tree Survey	£578.40
g) PFK Little John – External Audit Fees	£240
h) S B Primary School – Hall Hire	£110
i) Royal British Legion – Poppy Wreath	£30.00
j) JCS Bookkeeping Services	£12.00
k) Fenland Leisure	£363.60
l) Alan Newbury (Ridgeon's)	£697.35
	TOTAL £3,251.96

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

CARRIED

3641 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY

Members briefing pack on Anti-Social Behaviour, Crime and Policing Act 2014.

NOTED

If the information is not clear then IW suggested that councillors send comments to the Community Safety Partnership.

Information on the Electoral Review of Cambridgeshire.

NOTED

3642 HIGHWAYS MATTERS

a) SR & MS attended the Parish Paths meeting and have sent a written report to all Councillors. It should be mentioned in the Beacon that faults can be reported on the County Council Highways website. A link will be put on the Parish Council website.

- b)
- It was agreed that Matthew Pickering would be asked why the fall on the new kerb is towards the road instead of towards the field as previously discussed.
 - Information will be sought from the County Councillor on the progress of the street lighting programme.
 - There is no further update on the zebra crossing.
 - Some of the kerb stones have been re-used in the Gutterbridge Wood.
 - TO will prepare a forward looking Highways document with a draft available for the Council open day.

3643 PLANNING MATTERS

Planning Applications

14/01007/ESF Erection of two wind turbines at Red Hill Farm, Cambridge Road, Stretham for Mr Chris Attle – No Comments as the Council are unaware of any criteria on the matter. It was agreed that the council would ask ECDC for an officer briefing on what the criteria is for responding to these applications.

14/01084/FUL Demolition of existing dwelling and replacement with new two storey house, garaging and associated site works at Hare Park Stud, Six Mile Bottom for Mr & Mrs L Detorri – No objection

14/01015/FUL First floor extension, over existing flat-roofed double garage at Barge End, Fen Lane, Swaffham Bulbeck, Cambridge CB25 0NJ – No objection

Planning Approvals

14/00602/FUL Proposed boundary wall at 2 Station Road, Swaffham Bulbeck for Mr & Mrs C Rice

Other Planning Matters

Schedule of street naming and numbering Maryland Avenue

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TPO/E/13/67/Swaffham Bulbeck & 14/01048/TPO Trees at Lordship Cottage, 2 High Street,
Swaffham Bulbeck

TPO/E/23/71/TPO Trees at 103 Commercial End, Swaffham Bulbeck

3644 MOTION TO EXCLUDE THE PUBLIC & PRESS

That the public (including representatives of the press) be excluded during the consideration of the remaining item No 3645 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).

3645 TO DISCUSS STATUS OF GUTTERBRIDGE WOOD STEERING GROUP

The meeting was closed to the public and press at 9.30pm

a) Comments on the closure of the Diamond Jubilee Group

b) Gutterbridge Working Group Report:

It was agreed that the Clerk would write to Mrs Romero to thank her for the copy of the management plan for the wood and to notify her that unfortunately insufficient Councillors are available on Saturday 15th November to attend a walk round of the Gutterbridge Wood.

The Gutterbridge management plan was circulated to the councillors and a query was raised regarding the figures on the spread sheet.

The meeting re-opened to the public and press at 10.15pm

3646 PARISH COUNCILLORS' REPORTS

RS had carried out the play area inspection last week and reported to the Clerk that there were no outstanding issues.

IW will carry out the inspection this month.

3647 DATES OF NEXT MEETINGS

18th November 7pm – It was proposed by MC and seconded by GR that the meeting to discuss the budget and the precept is changed to a working group meeting to which all councillors are invited to attend. Mrs Sue Romero will also be asked to attend to discuss the Gutterbridge Wood spreadsheet.

CARRIED

2nd December 7.30pm

13th January 2015 7.30pm

Meeting Closed at 10.24pm