

# **MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL MEETING NUMBER 428**

**Held in the Pavilion on Tuesday 1<sup>st</sup> September starting at 7.30pm**

Present: Ian Woodroffe (IW); Robin Sewell (RS); Sue Romero (SR); Mary Smith (MS); Gordon Reid (GR); Lynn Reed (LR); Mark Rogers (MR);

**Members of the Public:**

**In attendance:**

Clerk Mrs Diane Bayliss;

Mrs Marilyn Strand; Ms Nicola Miller

C Cllr David Brown; D Cllr Allen Alderson;

1 Parishioner

Meeting opened at 7.30pm

**3837 APOLOGIES FOR ABSENCE**

Bill Wicksteed;

**3838 NOTICE OF VACANCY**

There is one vacancy on the council following the election. This will continue to be advertised in the Beacon, on the website and on the notice boards.

**3839 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA**

None.

**3840 OPEN FORUM FOR PUBLIC PARTICIPATION**

None.

**3841 FACEBOOK PRESENTATION BY LINTON PARISH COUNCIL**

A presentation was made to the Council by Nicola Miller and Marilyn Strand from Linton Parish Council. A copy of their social media policy was distributed to councillors before the meeting and Ms Miller agreed that it could be used by Swaffham Bulbeck as a model document.

A few of the main points raised:

- The idea of starting a Facebook page came from a South Cambridgeshire District Council newsletter encouraging Parish Council's to engage with the public through social media.
- In particular it was recognised as a way of reaching younger members of the community.
- Linton Councillors did not object to the setting up of the site.
- The Social Media Policy was adopted before the page was set up.
- Councillors can't comment on behalf of the Parish Council unless it is something that has been agreed at a meeting.
- The Page itself is very quick to set up. It can be set up as a government organisation.
- The page was initially set up for a trial period of 3 months. This helped the Council to see how people responded to the information posted and they have just agreed to continue it permanently. The Page currently has 240 likes/followers.
- People do use it to contact the council – the standard response is to contact the clerk; the Council response will not be posted online and there is a section which states this clearly.
- One of the priorities was that the page shouldn't incur extra work for the clerk; Ideally a councillor will volunteer and should note that the site needs checking daily
- It can be used in conjunction with other village groups
- Should it become necessary certain people can be blocked from the site
- It should be seen as a communication tool rather than a forum for debate
- The page should have a link to the village website

Marilyn and Nicola left the meeting at 8.00pm

**3842 TO APPROVE MINUTES OF MEETING 427 4<sup>th</sup> August 2015**

It was proposed by RS and seconded by MS that the minutes of meeting 427 held 4<sup>th</sup> August 2015 are approved and signed by the chairman.

CARRIED

MR abstained as he was not at the meeting.

3843

**MATTERS ARISING**

3828 GR expressed concern that the response from ECDC regarding the planning application (15/00561/FUL) was unsatisfactory and asked whether it is worth pursuing this with them. DC Alderson will pursue this with the planning officer and will report back to the clerk. AA

3844

**COUNTY COUNCILLORS REPORT**

(Distributed before the meeting).

Cambridgeshire County Council are at the early stages of discussions with Peterborough about the future CEO of the County Council.

The Draft Rights of Way Improvement Plan. (Distribute the information and bring back to October meeting).

3845

**DISTRICT COUNCILLORS REPORT**

(Distributed before the meeting).

Allen Alderson and David Brown left the meeting at 8.30pm

3846

**PLANNING MATTERS**

**Planning Applications**

14/01007/ESF Erection of 2 wind turbines, hub height of 75 metres with height to blade tip of 102 metres, concrete pads for crane use and small sub-station at Red Hill Farm, Cambridge Road, Stretham (amendment – the submission of a revised Environmental Statement containing new and updated information) No comment to be made as the Council still do not have sufficient information to make a decision. Noted

**Planning Approvals**

15/00542/LBC Replacement roof with replacement lights at The Old Fire Station, 108 – 110 High Street, Swaffham Bulbeck for Mr Clem Robertson (Amendment)

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 Noted

3847

**GUTTERBRIDGE WOOD MATTERS**

- a)
  - A meeting has been held to discuss dates for the rangers to meet and to discuss the involvement of children who are hoping to gain the Forest School Award.

- b) It was proposed by RS and seconded by LR that 3000 snowdrops and 1000 aconites are purchased for the Gutterbridge Wood. Cocoa for open evening may also be purchased using the money that is set aside for the Wood at a maximum cost of £300. RS/DB

CARRIED

3848

**RECREATION GROUND AND DENNY WOODS MATTERS**

- a)
  - IW has spoken to Justin from Herts and Cambs about arranging obtaining a final quote for the work that is required on the Denny.
  - The Council will consider whether the area near the children's play area might be planted with snowdrops. This will need to be approved by the conservation officer. DB
  - There have been a few incidents of dog fouling on the Denny.

- b) A response was received from the Burwell Tigers requesting that the council implement a maintenance regime on the Denny ensuring that the pitch would be always suitable to play on. The council agreed that they are not in a position to have a full schedule of maintenance, however they will get a price for spiking and rolling the pitch at the beginning of the season. IW  
IW will contact the manager of Cambridge City youth team who have been using the recreation ground to see if they can advise on purchasing paint or chalk for pitch marking.

- c) Play Area Report
  - The back gate hinges need adjusting. (MR will look at the gate)
  - The end rope on the balance trail needs taping over so that the wire is not exposed.
  - The lime tree opposite 4 Station Road looks very unhealthy; it may be being attacked by a pest (Herts and Cambs).
  - The inspection rota has been distributed.

- 3849 PAVILION MATTERS**
- a) • The Committee had not met over the summer but will be meeting on the 10<sup>th</sup> October.
- 3850 CEMETERY MATTERS**
- a) • The repairs to the cemetery wall have been completed. A superb job has been done.  
 • The area that the volunteers cleared has been sprayed but it is in danger of becoming overgrown again; it could be cut back with the parish council brushcutter.  
 • The metal grave markers (approx. 20) will be gathered and painted and then put along the base of the wall that has been repaired. IW
- 3851 HIGHWAYS REPORT**
- a) • The street lighting on Commercial End is not yet complete.  
 • Although the trees have been cut back on Commercial End the street light is still obscured. The Council will contact ECDC about this. Clerk  
 • An email has been received from Matthew Pickering informing the council that he had heard from Balfour Beatty that the proposal for the lighting on the zebra crossing is acceptable. He has now asked them for a formal quotation.
- b) • IW met with Mike Brooks to discuss the footpaths. There are only two footpaths in the parish. Some research needs to be done as to who owns some of the land the paths cross. It would also be helpful to find out where land is owned by the Parish Council from which we receive rents. IW
- c) • There is to be no further dimming of the street lights at the present time.
- d) • RS asked if the Iron hydrants could be painted. IW reported that the ECDC community payback team may go ahead with this work and this will be checked out. If this is not possible RS will get together a team of volunteers to carry out the work. IW/RS
- 3852 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS**
- a) • A written report has been circulated by the clerk. Part of the reason for looking at the figures was that Cllr Wicksteed wanted to be brought up to speed with the financial package.  
 • GR went through the figures to clarify that the report was accurate and he was satisfied that the figures were correct. The % of budget column is reassuring.
- b) It was proposed by LR and seconded by MR that the Council change the bank account to Unity Trust. CARRIED
- c) It was proposed by MS and seconded by SR that the bank reconciliation for July is approved. CARRIED
- d) It was proposed by SR and seconded by RS that £210 is approved for councillor training for Mr M Rogers and Mr B Wicksteed. CARRIED
- e) RECEIPTS
- |                       |           |       |
|-----------------------|-----------|-------|
| a) Burial Fees        | £270      | Noted |
| b) Section 106 Monies | £6,973.99 |       |
| c) VAT Refund         | £1,617.52 |       |
- f) PAYMENTS Clerk
- It was proposed by SR and seconded by MS that the September Accounts are approved and paid. CARRIED

Cheque

No;	Payee	Item	Net	VAT	Total	Power
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Payments since last meeting

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1390	Oliver Janes	Cemetery Wall Repairs	£1,033.00	£0.00	£1,033.00	Local Authorities Cemeteries Orders 1977 and 1986
Payments for Tonight's meeting:						
1391	Mrs D Bayliss	Clerk's Salary	£360.50	£0.00	£360.50	LGA 1972 s112
1392	HMRC	Tax & NI	£90.20	£0.00	£90.20	LGA 1972 s112
1393	Mrs D Bayliss	Clerk's Travel/Telephone	£48.20	£0.00	£48.20	LGA 1972 ss174
1394	J C S Bookkeeping	Payroll	£10.00	£2.00	£12.00	LGA 1972 s112
1395	Herts & Cambs Ground Maintenance	Grass Cutting	£1,383.00	£276.60	£1,659.60	LGA 1972 s50
1396	Oliver Janes	Cemetery Wall	£4,132.00	£0.00	£4,132.00	Local Authorities Cemeteries Orders 1977 and 1986
Grand Total>>>			£7,056.90	£278.60	£7,335.50	

**3853**

**DATES OF NEXT MEETINGS**

6<sup>th</sup> October 2015

20<sup>th</sup> October 2015 (Pavilion Charity)

The meeting closed at 10.03pm