

**MINUTES OF THE SWAFFHAM BULBECK PARISH COUNCIL MEETING
NUMBER 333**

Held at the School on Tuesday, 6th April 2010, starting at 7.25pm following the Pavilion Charity Meeting.

Present: Margaret Chadwick (Chairman), Giles Merritt, Lynn Reed, Sharyn Robinson, Mary Smith and David Turner.

In Attendance: Cllr David Brown-CCC, Cllr Allen Alderson-ECDC and Karen King-Clerk.

2500: Apologies for Absence:

Daphne Dodds
Bert Collins
Loder Bevington

2501: To Approve & Sign the Minutes of Meeting Number 331, 2nd March 2010:

- Sharyn Robinson noted that the minutes recorded Cllr David Brown having left the meeting twice. The Clerk confirmed this was an error and that the second entry should have read Cllr Allen Alderson left the meeting.
- (Min.ref.2490) - "Gutteridge" corrected to "Gutterbridge".

Subject to these corrections the minutes were agreed and signed. *Proposed: Giles Merritt. Seconded: Lynn Reed.*

2502: To Approve & Sign the Minutes of Extraordinary Meeting Number 332, 16th March 2010:

These were agreed and signed. *Proposed: Lynn Reed. Seconded: Giles Merritt.*

2503: Matters Arising from Previous Minutes (for information only):

Min.ref.331/2477: Mary Smith said she had spoken with team at Neighbourhood Panel meeting about organising a Speedwatch survey in the High Street and was hopeful this would go ahead.

Min.ref.331/2447: David Turner confirmed that the tree had been planted.

Min.ref.331/447: Lynn Reed asked about the dog bins and the Clerk confirmed that she was to meet with Dog Warden and agree final positions and then they would be erected. **Action: Clerk**

Min.ref.332/2494: Sharyn Robinson confirmed the details of catering for the Opening Ceremony with an approximately cost of £120. She had also spoken with the children involved in the initial consultation asking if they would be willing to 'cut the ribbon'. Loder Bevington was to be asked to say a few words.

Min.ref.332/2495: Margaret Chadwick reported concerns about the pit being used for the storage of materials. Following some discussion it was suggested that there were two separate issues on the site and each should be considered separately, i.e., the usage of the 'pit' area for storage of materials and the proposed planning application to replace the bungalow.

2504: Members' Declaration of Interest for Items on the Agenda: None.

2505: County Councillor's Report: *Cllr David Brown reported to the meeting:*

- *Adult and Communities Policy Development Group* met to consider a number of items. With the demise of the Learning and Skills Council, the County Council has to decide whether to take on the role of lead body. The PDG felt that the County Council should actively seek this role and also considered how informal adult learning should fit into the education landscape. The PDG also received a presentation from Dr Liz Robin on the annual Public Health Report.
- *Meeting of the Local Government Association Rural Commission* in London, with supply of affordable housing and the need to keep local health facilities open high on the agenda. Economic development and supply of services in rural areas were also discussed.
- *Changes to Bus Services:* Continuing to raise a number of areas of complaint with Stagecoach over the revised bus timetable and hope to have more to report next month.
- The full County Council met on 30 March, with road maintenance the main agenda item of local interest.

Lynn Reed asked Cllr Brown about the scrapping of the Learning Skills Council and what would happen with Evening Classes. Cllr Brown replied that CCC would take over and get the budget. This would mean that Evening Classes would remain the same.

Cllr David Brown left the meeting at 7.50pm.

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2506: District Councillor's Report: *Cllr Allen Alderson reported to the meeting:*

- *Member Visits:* To give Councillors a better understanding of businesses and organisations in the District, ECDC arranged member visits. Visits have been made to Turners and D S Smith Packaging at Fordham plus recycling plant at Waterbeach. Further visits are to follow.
- *Kerbside Plastic Recycling:* This has now ceased as part of ECDC's economy measures. A saving of £119,000 per annum. Plastic bottle banks were to be monitored and collections increased if required.
- *Executive Director:* Andrew Killington has acted as John Hill's Deputy during difficult budget round and this has proved very successful. Andrew has been designated Deputy Chief Executive as from 31st March 2010.
- *Meetings:* Attended the Licensing and the Overview and Scrutiny committee meetings and the South Area Neighbourhood Panel Meeting.

2507: Correspondence for Consideration/Circulation: (see Appendix 1 for correspondence received):

ECDC – Neighbourhood Panel Meeting Dates/Venues for 2011. *Noted. Mary Smith confirmed that she was happy to continue as Parish Council representative.*

Sharon Crossley (Black Horse Inn) – Village Fun Day. *This was supported by Parish Council but unfortunately the date suggested (19th June) clashed with other village events. The Clerk was to suggest changing to a different date.*

Action: Clerk

2508: Play Pathfinder Project – Recreation Ground: (Min.ref.332/2594)

It was reported that the equipment was now in place. There remained the damage to the galvanising of the Cantilever Swing. It was hoped this would be resolved in the near future. It was agreed to hold payment of Monster Play's outstanding invoicing in the sum of £8,044-45 until the galvanising was satisfactorily repaired. As previously agreed a 5% retention would be held. The period of retention was to be 6 months.

With reference to the zip/aerial wire it was noted that a further visit by Adventure Playgrounds would be needed to tighten the wire with the suggested time scale by Adventure Playgrounds being 6-12months. It was agreed to pay the balance of Adventure Playgrounds' invoice in the sum of £5,882-85 but hold retention of 5% for 6 months.

2509: Review of Insurance Cover for Cemetery Building:

It was agreed to pay current premium in the sum of £107-87 and as advised by Cambridgeshire ACRE, ask local builder Kim Sheldrick to carry out a revaluation of the building with a view to paying an additional premium if found necessary.

2510: Remedial Works to War Memorial – quotations received and grant application:

Mary Smith told meeting that having spoken with the War Memorials Trust they had informed her that applications for small works grants were considered every month rather than quarterly/half yearly as previously thought. Mary would complete the application forms and submit. Following discussion it was agreed that Fairhavens of Anglesey Abbey would carry out the work to the memorial and Roger Cook would carry out the repairs to the base. Mary was to speak with Roger Cook about the colour of the rendering and possibly ask for a sample. The agreed colour for the rendering was grey. *Proposed: Sharyn Robinson. Seconded: Lynn Reed.*

2511: Repairs to Bus Shelter, Pound Way:

This was discussed further. The Clerk reported that she had contacted a specialist company about cleaning the shelter and was awaiting a reply. It was agreed to defer this item until further information was available.

Action: Clerk

2512: Exclusive Grant of Burial:

Donald Yeo (Cremation Plot AB4). This was approved. *Proposed: Lynn Reed. Seconded: Giles Merritt.* The Clerk confirmed that a copy of the cemetery regulations and letter would be sent with exclusive grant. **Action: Clerk**

2513: Review of Fishing Rights (Min.ref: 315/2260)

The Clerk was asked to speak with Waterbeach Angling Club and report back to next meeting. **Action: Clerk**

2514: Request for Donation for Community Project – Bottisham Village College: (Min.ref: 329/2462)

A request for a donation towards the costs of developing a Sculpture Trail to link sculptures on site together. This was to follow on from the new sculpture commissioned by the David Irwin Trust. Following discussion the Clerk was to ask for further detail on the trail and what the money would be used for.

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2515: Adoption of New Standing Orders: (Min.ref: 331/2485)

Sharyn Robinson had reviewed the New Standing Orders and proposed options. With reference to point 27 – 'Freedom of Information Act 2000' and point 31 'Allegations of breaches of the Code of Conduct', it was agreed that should an issue rise under these headings a 'Procedures Committee' would be convened. The Clerk was to produce final copy and circulate via email (David Turner – hard copy). *Proposed: Sharyn Robinson. Seconded: Giles Merritt. Agreed by all.*

2516: Summary of End of Year Accounts:

The Clerk circulated copies of the above. These were noted.

2517: Clerk's Report:

Min.ref.331/2481: Letter received from Tom Banks in response to Clerk's letter re problems on Fen Lane. *This was noted.*

2518: Finances including Approval of Payment of Outstanding Accounts:

Payments:

a) Karen King – <i>Clerk's salary, March 2010</i>	£	322-32
b) Inland Revenue – PAYE	£	80-40
c) E.ON Energy – <i>streetlighting, March 2010</i>	£	1-93
d) Algar Signcraft Services – <i>new sign for play project</i>	£	90-48
e) Thomson Webb & Corfield – <i>land registrations</i>	£	930-00
f) Suffolk ACRE – <i>insurance premium for cemetery building</i>	£	107-87
g) Suffolk ACRE – <i>annual subscription</i>	£	25-00
h) CCC – <i>contribution for JFMHI scheme</i>	£	660-00
i) ECDC – <i>non-domestic rates – cemetery</i>	£	128-21
j) Glasdon UK Ltd – <i>dog bins</i>	£	828-09
k) Anglian Water – <i>cemetery water supply</i>	£	160-52
l) Subvention – <i>SB Pavilion Charity</i>	£	400-00
m) K H Services – <i>grasscutting</i>	£	572-66
n) Adventure Playgrounds Ltd – <i>new play equipment</i>	£	<u>5,338-71</u> (<i>retention £544.14</i>)
Total:	£	9,646-19

n) Monster Play – *cantilever swing* £ 8,044-45 (*payment held as above – 2508*)

Proposed: David Turner. Seconded: Giles Merritt.

Receipts:

BIAA Bank Interest – <i>March 2010</i>	£	0-92
CCC – <i>Play Pathfinder Grant – 2nd Instalment</i>	£	10,700-00
CCC – <i>Play Pathfinder Opening Ceremony (bursary)</i>	£	200-00

2519: Parish Councillors' Reports:

- Sharyn Robinson collected sign for Play Pathfinder Project. David Turner said he would erect.
- Giles Merritt reported that a draft working copy had been produced for rights of way leaflet.
- Giles Merritt told meeting that information for website was with producers and he was waiting to hear back from them.
- Sharyn Robinson asked that the new pieces of play equipment be added to the monthly inspection sheet.

Meeting closed at 9.25pm

2520: Dates of Next Meetings:

4th May
18th May (Annual Parish Meeting)
1st June
6th July
No August meeting unless called
7th September
5th October
2nd November
7th December

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APPENDIX 1

CORRESPONDENCE RECEIVED FOR INFORMATION/CIRCULATION

CCC

Play Pathfinder Project – email communications

Passenger Services – changes to bus service from 4/4/10

ECDC

Community Services Committee – Decision List 17/3/10

Alan Williams (NHP) – dates/venues

Licensing Committee – Decision List 24/3/10

Dave White – removal of plastic bottle recycling

'Chairman's Chat'

General

Sharon Crossley, Black Horse Inn – Village Fun Day

Thomson Webb & Corfield – Land Registrations

Moore Stephens – Annual Audit Return

Information Commissioner's Office – Confirmation of Entry in The Register (Data Protection)

Taylor Vinters – Lease to National Trust

Bottisham Village College – community project donation request

Richard Beardsmore – introductory letter – ground maintenance.

Cambridgeshire ACRE – 'Community Action'

CALC – details of membership + Membership News

COMMA, The Community Aggregates Fun 2010-11

Tony Walton – Architect – re Abbey Lane planning issue.