

MINUTES OF THE SWAFFHAM BULBECK PARISH COUNCIL MEETING NUMBER 321

Held at the School on Tuesday, 4th August 2009

The evening started at 7.15pm with an Open Forum to allow members of the public to speak with reference to item 9 of the agenda (min.ref.2340). Representatives of the Swaffhams Cricket Club Brian Ambrose (Secretary) and Stuart Woolley told the meeting of their concerns about the quality of the grasscutting noting that Stuart had been cutting the grass weekly using his own equipment to ensure that they had a good playing surface for cricket matches. Brian told the meeting that paying for grasscutting services that were not adequate and then Stuart repeating the exercise was an unacceptable expense to the Parish. It was suggested that during the Cricket season (June/July-August) the Cricket Club would prefer to carry out the cutting themselves. Stuart and Brian were currently looking at the purchase of suitable equipment.

Other items of concern were:

- The fire extinguisher in the Pavilion was in need of inspection and it was suggested that there should be a further extinguisher (foam & CO²).
- The showers were running cold.
- With reference to Public Liability Insurance, the question of individual sports clubs using the facilities needing their own insurance was raised.
- The need to clarify keyholders.
- Dog fouling continued to be a problem.
- The need for a Groundsman/Caretaker to ensure that Pavilion and Recreation Ground were properly managed.

General replies given to above. Full consideration was given in official meeting.

At this point, Brian Ambrose & Stuart Woolley thanked those present for listening to their concerns and left the meeting.

The official meeting started at 7.45pm

Present: Margaret Chadwick (Chairman), Bert Collins (Vice-Chairman), Loder Bevington, Daphne Dodds, Giles Merritt, Sharyn Robinson, Mary Smith and David Turner.

In Attendance: Karen King-Clerk, Cllr David Brown & Cllr Allen Alderson

2333: Apologies for Absence: Lynn Reed (on holiday)

2334: To Approve & Sign the Minutes of Meeting Number 319, 7th July 2009: These were approved and signed. *Proposed: Loder Bevington. Seconded: Giles Merritt.*

2335: To Approve & Sign the Minutes of Extraordinary Meeting Number 320, 21st July 2009: It was noted that Cllrs David Brown & Allen Alderson were **not** in attendance. Following this amendment the minutes were approved and signed. *Proposed: Loder Bevington. Seconded: Sharyn Robinson.*

2336: Matters Arising from Previous Minutes (for information only):

- Min.ref 319/2326: Giles Merritt was to meet with Hereward Housing to discuss the allotments. **Action: GM**
- Min.ref 319/2326: The cutting of the verges on Abbey Lane and Fen Lane was of ongoing concern. The Clerk was to seek guidance from Michelle Russell of CCC. **Action: Clerk**
- Min.ref 319/2309: Loder Bevington confirmed that further discussion re the work to the War Memorial was pending. **Action: LB/(BT)**
- Min.ref 319/2326: Rosie Burton responded to the Clerk's letter confirming that a Section 54 Urgent Works Notice was served on the owners of the barns on 15/6/09. This notice required the owners to carry out a schedule of works that would make the building wind & weather proof and secure from entry by unauthorised persons. The owners had 28 days to complete work. RB was to check on this and keep the PC informed.

2336: Members' Declaration of Interest for Items on the Agenda: None

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2337: County Councillor's Report: *Cllr David Brown reported to the meeting.*

- I attended my first full meeting of the County Council on 21 July.
- Council was angry at the news from Central Government that the Housing Growth Fund Grant to Cambridgeshire has been cut by £6 million from the £13.8 million we had been told to expect, with the money being diverted to other parts of the country. This seriously jeopardises much of the needed infrastructure associated with new developments in the County. Council resolved to try to do all in our power to have the cut overturned.
- Council agreed a motion to investigate re-opening the "Bramley Line" railway at Wisbech. The Lib Dems proposed a motion that Policy Development Groups should meet in public in future. This was defeated. PDGs are designed to allow policy to be influenced at an early stage. The Lib Dems are currently boycotting PDGs.
- At the conclusion of Council we received a presentation from the independent Cambridgeshire Transport Commission on the findings of their research. The Commission has concluded that the County Council should consider putting in a Transport Innovation Fund bid for £517 million to fund a wide range of transport improvements to tackle congestion in and around the city (including moving the Newmarket Road park and ride further east and dualling Newmarket Road to Quy roundabout). It recommends that the bid should include a commitment to introduce a congestion charge after 2017 if the improvements have not held congestion at an acceptable level. I am sure there will be lots of meetings over the next few months while we decide what to do.
- I attended a meeting of the Adults and Communities PDG where the main items for discussion were developing a community engagement strategy and discussions around adult education in light of cuts to the Learning and Skills Council budgets.
- A number of papers from the 17th century relating to the draining of the fens came up for auction in London recently. The County Council was successful in bidding for them (with grants from the V&A and others).
- I attended a meeting of the Joint Area Traffic Committee as a substitute. The review of speed limits on A and B roads continues across the county. Burwell to Fordham is the first section to be done this year and Burwell to Quy will be done later this year. This will involve survey work on current speeds and the road environment. Any suggestions for changes will be made towards the end of the year and would then have to be consulted on prior to implementation. Each district is to have a trial 20mph area and it was agreed that this should be the Soham High Street area in East Cambs. It is hoped that funding has been secured to upgrade and keep open the land being used as a layby at Barway and it is planned to close the parking area near the bridge at Ely railway station.
- I have arranged a meeting for 11 September with the Head of Highway Networks and Nick Clarke, County Councillor for Fulbourn to discuss the Quy traffic calming.
- I have also attended a number of training/induction days in July.

Loder Bevington asked about changes to the Park & Ride. Cllr Brown replied stating there had been no detailed consultation as yet.

Sharyn Robinson asked about anti-viral collection points. Cllr Brown confirmed that 4 points had been set up but demand was not huge. He was to email to the Clerk further details.

2338: District Councillor's Report: *Cllr Alderson reported to the meeting.*

- *Ely Masterplan* – At the Internal Overview Committee meeting on 24th July 2009 the draft version of the Ely Masterplan was discussed. A seminar is to be held on the 6th August where all ECDC Councillors will have the opportunity to examine the document and make any recommendations. The masterplan is still very much work in progress and will form a frame work for the future development. It has ten development principles:
 1. retaining Ely's distinctiveness
 2. achieving sustainable growth
 3. reinforcing the historic heart of Ely
 4. promoting a Green living landscape
 5. enabling easy access
 6. tackling congestion
 7. widening housing choice
 8. responding to climate change
 9. strengthening Ely as a place to work, live, visit and shop
 10. serving the wider community
- *Bridge over Reach Lode* – The National Trust has put in a planning application for a bridge over Reach Lode. This will be a rather tall and a very long structure as it has been designed to avoid destabilising the Lode banks. The application also includes a cycle path from Straight Drove in Reach Fen to Highbridge over Burwell Lode. Swaffham Prior Parish Council has voted unanimously to oppose the application.

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- *Community Recycling Champion* – ECDC are promoting the new Community Recycling Champion programme throughout the District. A Recycling Champion will act as a first point of contact for local residents who might want information or help about recycling and re-use, training and support will be provided for all volunteers.
- *Oliver Cromwell's House* – a year after its 'make-over' Oliver Cromwell's House has continued to fair well as a tourist attraction despite the difficult economic climate.
- *Jubilee Gardens* – for the 5th year in a row, Ely's Jubilee Gardens has won a prestigious Green Flag award for being amongst the best parks and green spaces in the country.

Sharyn Robinson asked about the recycling of Tetra packaging. Cllr Brown replied that contractors had no market for this.

2339: Correspondence for Consideration/Circulation: (see Appendix 1 for general correspondence)

CCC – Position Statement – Children's Centres Development in Cambridgeshire. *Noted*

ECDC – Parish Councillor Register of Interests/Application for Dispensations & Governance Toolkit. *Register of Interests circulated for completion by September meeting.*

ECDC – Parish Council Code of Conduct Training. *Generally felt a good idea to attend.*

Cambridgeshire ACRE – Rural Development Programme/Grant Scheme – *to be circulated.*

Cambridgeshire Together Rural Strategy Development – Stakeholder Consultation – *to be circulated.*

2340: Cutting of the Grass at the Recreation Ground: Following Open Forum and discussion the meeting responded as below:

Grasscutting. Loder Bevington suggested that Brian Ambrose and Stuart Woolley come back to the Parish Council with a cost for new equipment with the possibility of the PC contributing to the cost. The option of the Cricket Club cutting the grass during the Cricket Season was discussed. Loder noted that if a new mower was to be stored in the Pavilion shed this would first need clearing of redundant equipment. It was agreed that Giles Merritt, Loder Bevington and David Turner would set up meeting/working party with Cricket Club and Football Clubs to deal with this. Once the meeting had taken place it was suggested that the Clerk contacts Kelley Harrington to discuss the possibility of K H Services cutting only the boundaries and outer areas during the Cricket Season. **Action: LB/GM/DT**

Pavilion

- *fire extinguishers.* Bert Collins was to check the fire extinguisher already in place and 'sign off' plus check regulations about the requirement of a further one. **Action: BC**
- *cold showers.* Sharyn Robinson & Loder Bevington agreed to check time switches and set. Sharyn asked whether the timer was on continuous which would explain the high electricity costs. **Action: SR/LB**
- *Insurance* – the Clerk to check PC's liabilities with particular reference to other users and report back to the September meeting. **Action: Clerk**

2341: Progress Report on CCC Play Pathfinder Project – Recreation Ground/The Denny: Loder

Bevington confirmed that the PC's first round application (Part A) had been successful with an offer of £20,000 funding towards scheme. The date for submission of Part B had been extended until end of September.

Approximately 45 children had taken part in consultation with a zip wire, covered seating area, basket ball and skateboard ramp being amongst the most popular suggestions.

The meeting thanked Loder and Giles for their hardwork in putting together the application and thanks was also extended to Donna Cornwell of the Primary School and Kate Evans of Bottisham VC for their interest during the consultation and in the future.

2342: Play Area – Annual RoSPA Inspection Report: (Min.ref: 319/2315): David Turner told meeting that wetpour surfacing was in a very bad state of repair saying that it was lifting and could cause a hazard. The Clerk was to go back to Adventure Playgrounds and ask that they reinspect their repairs and put right as a matter of urgency. Other items reported:

Bearings on junior swings, new 'D' ring needed. Order from Adventure Playgrounds.

Seat eyebolts were loose. DT/BC was to check these and revert back to Clerk.

The Clerk was to check with Highways about the provision of road signs.

Kelley Harrington had confirmed that he was unable to install new gates in the play area fence as only the suppliers of the gates could do this. Loder Bevington proposed that a second gate be included when new play equipment installed.

Fence damaged. Bert Collins confirmed that this had been repaired.

Missing bolt cover on swings – to be monitored.

Toddler tower – suggested non-slip material on ramp.

Wear of ropes – to be monitored.

The Clerk confirmed that she had received no reports of accidents but that a record should be kept.

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2343: Progress on Memorial to the late Charles Stevens: (Min.ref: 319/2318): Due to holiday commitments formal legal advice was pending from Taylor Vinters.

2344: Progress on Village Website: (Min.ref: 319/2319): Giles Merritt told meeting that the draft website was available to view as www.swaffhambulbeck.parishcouncil.net. Sharyn Robinson expressed concern about the extra time involved for the Clerk in providing documents in a suitable format. GM was to clarify this with website designers. The need for a management team was discussed.

2345: Replacement of Millennium Oak – The Denny: (Min.ref:319/2320): It was suggested that a small leaf Lime would be the most suitable replacement. This was to be investigated further with a view to ordering a replacement in October.

2346: Final Approval for Format & Display of Cemetery Regulations: (Min.ref: 318/2302): Following final review by Daphne Dodds, these were agreed. The Clerk was to place order with Algar Signs.
Proposed: Loder Bevington. Seconded: Daphne Dodds.

2347: Finances including Approval of Payment of Outstanding Accounts:

Payments:

a) Karen King – <i>Clerk's salary, July 2009</i>	£ 209-37
b) Inland Revenue – PAYE	£ 52-40
c) K H Services – <i>grasscutting services</i>	£ 1,266-69
d) E.ON Energy – <i>streetlighting, June 2009</i>	£ 1-93
e) A H Shepherd – <i>engraving of plaque</i>	£ 35-00
f) David A G Frost – <i>mahogany mount for brass plaque</i>	£ 20-00
Total:	£ 1,589-92

The above accounts were approved. *Proposed: Loder Bevington. Seconded: Sharyn Robinson.*

Receipts:

a) Southgates – <i>burial (J Curtis, N157)</i>	£ 90-00
b) BIAA Bank Interest – <i>July 2009</i>	£ 0-96
Total:	£90-96

2348: Clerk's Report:

- Min.ref.319/2317: reference cutting of verges on Abbey Lane, having spoken with Paul Butcher of CCC Highways he suggested the planting of daffodils in the verge as this would stop the first cut of the season. By the second cut all would be clear. To ensure that the verge does not encroach on the footpath, a further suggestion was that the PC take-over the responsibility of cutting the verge from the top of Abbey Lane down to the speed sign.
- Min.ref.319/2313: reference the 106 monies referred to, Dan Schumann of ECDC confirmed that Swaffham Bulbeck does not qualify for the small villages 106 monies as population over 800 but does have 106 monies from past development:
£ 1,000, *community infrastructure budget, this can be used for refurbishment of buildings.*
£ 11,000, *public open space budget.*
Further discussion pending.
- 'Change of Signatory' forms handed to Sharyn Robinson for verification.
- Min.ref.319/2323: Memorial plaque completed. Margaret Chadwick to speak with Ute Towriss. Sharyn Robinson confirmed that the PC should organise placing of the plaque and hopefully the bellringers would be able to attend.

2349: Parish Councillors' Reports:

- Sharyn Robinson told the meeting that James Hardwick had offered to renovate the fingerpost signs at the top of Commercial End and Quarry Lane. SR to forward contact details to Clerk.
- Sharyn Robinson asked that Footpaths/Bridleways be included as an agenda item at the September meeting with particular reference to No.15.
- Giles Merritt gave his apologies for the September meeting due to work commitments.
- Margaret Chadwick told meeting that she had received a letter from Peter Raby asking if the PC has a Parish Councillor responsible for the Environment.

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2350: Dates of Next Meetings:

1st September 2009
6th October 2009
3rd November 2009
1st December 2009
5th January 2010
2nd February 2010
2nd March 2010

APPENDIX 1:

CORRESPONDENCE FOR INFORMATION/CIRCULATION/FILE:

CCC

Position Statement – Children’s Centres Development in Cambridgeshire

ECDC

Parish Councillor – Register of Interests/Application for Dispensations & Governance Toolkit

Parish Council Code of Conduct Training

Community Services Committee – 14/7/09 – Decision List

External Partnerships Review Committee – 17/7/09 – Decision List

London 2012 Open Weekend 2009 – *posters displayed on noticeboards*

Planning Committee – 3/7/09 – Decision List

General

Cambridgeshire ACRE – Fen Adventurers – Rural Development Programme

Cambridgeshire Playing Fields Association Newsletter

Emails:

CCC – Play Pathfinder – extension of Part B submission

CCC – Cambridgeshire Transport Commission – Final Report

CCC/NHS – Swine Flu, Anti-Viral Collection Centres

CCC/General – Highway verges at Commercial End – protection of butterfly nests

CCC – Information Leaflet for Highways

ECDC – ‘Chairman’s Chat’ – weekly

ECDC – Rosie Burton-Conservation Officer re Mitchell Lodge Farm

ECDC – Section 106 application forms

ECDC – Place Survey Report

CPALC – Copy of latest EERA News

Cambridgeshire Together Rural Strategy Development - Stakeholder Consultation