

## MINUTES OF THE SWAFFHAM BULBECK PARISH COUNCIL MEETING NUMBER 323

Held at the School on Tuesday, 6<sup>th</sup> October 2009. The meeting started at 7.30pm following the Pavilion Charity meeting.

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

**In Attendance:** Karen King-Clerk, Cllr David Brown

**2366: Apologies for Absence:** Loder Bevington (*holiday*)  
Daphne Dodds (*work commitments*)  
Cllr Allen Alderson

**2367: To Approve & Sign the Minutes of Meeting Number 322, 1<sup>st</sup> September 2009:** These were approved and signed. *Proposed: Lynn Reed. Seconded: Giles Merritt.*

The Chairman adjourned the meeting to allow a member of the public to speak. Mr Bob Thomson addressed the meeting in support of the School's request for a donation (*min.ref: 2374*). He explained that Government grants did not provide for external visits but OFSTED considered that children clearly work and learn better if an event or outing is stimulating and thus outside School visits were considered of great benefit. He went on to explain that the School made every effort to help children with costs which work out at £20/child/annum. This amounts to a lot when adding up number of children. Reference was made to the Parish Plan (clause 611) which refers to the commitment to the School. There followed some discussion between the Councillors and Bob Thomson.

The Chairman thanked Bob Thomson for his input and reconvened the meeting. Bob Thomson left the meeting.

**2368: Matters Arising from Previous Minutes (for information only):**

- Min.ref 322/2364: The Clerk confirmed that the faulty street lights at Downing Court were reported to CCC. Completion of repairs to be confirmed.

**2369: Members' Declaration of Interest for Items on the Agenda:** None

**2370: County Councillor's Report:** Cllr David Brown reported to the meeting.

- *Shortage of Foster Parents:* County and District Councillors from East Cambridgeshire met to exchange views in early September. There was a presentation on the work the County Council does with looked-after children. There is a desperate shortage of foster parents across the County, and especially in East Cambridgeshire. If anybody knows of people prepared to take on this role please ask them to contact the County Council. The meeting also received a report regarding schools' provision across East Cambridgeshire. The need for a new Secondary School is recognised and a consultation is taking place as to whether this should be in Ely or Littleport. At Primary School level talks are to commence on new or expanded schools, including the possibility of extending Burwell Village College.
- *The Adult and Communities Policy Development Group* met with the major agenda item being to consider Government proposals for reform of adult social care. This was a poorly attended meeting and we agreed that a topic this important needed wider input from Council members.
- *Budgets:* A seminar was held regarding the forthcoming talks surrounding budgets for next year. People will have seen reports of the financial difficulties facing the Council for the foreseeable future. The seminar was an eye-opener and there will be some intense discussions over the coming months.
- *Traffic Calming at Quy:* I met with Richard Preston, Highways Network Manager, Nick Clarke, County Councillor for Fulbourn and Quy Parish Council regarding the traffic calming measures in Quy. Quy Parish Council, whilst not very happy with the existing scheme having wanted something more all-encompassing, is adamant that they do not want to lose what they have got. County officers accept that it is not ideal and are prepared to consider improvements. We will be meeting again shortly on-site to consider possible changes to try to enable traffic to flow more easily. It was noted that there had been little comment from neighbouring villages.
- *Cambridgeshire Community Services,* currently a subsidiary of Cambridgeshire NHS, held its first AGM in September. CCS provides community-based health and social care services across the County. CCS aims to become one of the first Community Foundation Trusts.
- *Environment and Community Services Scrutiny Committee* met to consider the early stages of a suggested bid to DfT for £517 million of Transport Innovation Fund money for a wide-range of transport improvements, including the first phase- a new railway station at Chesterton. If Cabinet decides to proceed with a bid there will be wide consultation before any bid is submitted by late 2010.

Councillor Brown left the meeting.

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### **2371: District Councillor's Report:** *(written notes in Cllr Alderson's absence)*

- *Bridge over Reach Lode:* At recent planning meeting consideration of this was deferred. Next meeting – 7<sup>th</sup> October 2009. Cllr Alderson to report further following this meeting.
- *Affordable House:* Seminar attended on the 5<sup>th</sup> October 2009. To report on this at November Parish Council meeting.
- *Ely Masterplan:* To attend Overview & Scrutiny Committee as Member on 12<sup>th</sup> October 2009.
- *Flytipping:* Areas have been cleared up in Swaffham Prior and Reach but unfortunately further flytipping has occurred.

### **2372: Correspondence for Consideration/Circulation:** *(see Appendix 1 for correspondence received)*

ECDC: Ely Masterplan – to be circulated

ECDC: Biodiversity and Conservation Projects - details of possible funding. *Information relevant to the current proposal to form a village working group/committee to consider conservation and environmental issues within the Parish. Proposed as agenda item for November meeting.*

ECDC: East Cambridgeshire Rural Transport Study. *Reviewed-Clerk to complete and return.*

Cambridgeshire ACRE – Impact Report 2008/09 – to be circulated for information.

### **2373: Donation requests received from:**

- *SB Primary School – School Visits Fund.* This was discussed and the Parish Council appreciated the pressures placed on the School's limited funds when trying to provide education visits but unfortunately a donation towards the fund was not considered appropriate in light of the financial restraints placed on the Parish Council. Any contribution had to be seen to be for the benefit of the whole community. The Clerk was to reply to the School confirming the foregoing and the Parish Council's reluctance at having to make such a decision.

**Action: Clerk**

- *Victim Support.* No donation - National Charity.

### **2374: Consideration of Planning Application for 28 Green Bank Road – two storey extension, add first floor extension to single storey kitchen and alterations to existing property.**

**Ref: 09/00658/FUL.** No objections or comments.

### **2375: Lease of land to National Trust – Swaffham Bulbeck Lode:**

An Amended Tenancy Area Map was received from Taylor Vinters. Subject to confirmation with Loder Bevington it was agreed to accept this map provided the public footpath remained accessible at all times.

*Proposed: Sharyn Robinson. Seconded: Giles Merritt.*

### **2376: Village Website:**

Giles Merritt updated the meeting on progress. He had received assurances from the website design company that the extra work load for the Clerk would be minimal and that no document could be edited whilst on the website. Giles suggested the next stage would be a spreadsheet of details and information for inclusion. Sharyn Robinson raised concern that a website had not been included as part of the Precept and suggested that this should be deferred until the start of the next Financial Year. This was agreed. Giles was to collate costings for Precept meeting and tell company that the website would start from 1/4/10.

### **2377: Refurbishment of War Memorial:**

A letter received from Mr Lawrence Butler drew the Parish Council's attention to details of grants available to help with the cost of any refurbishment. It was noted that applications for one of the grants were considered every 6 months with the next deadline date being the 31<sup>st</sup> October 2009. Following discussion it was felt that to submit an application by the 31<sup>st</sup> was not feasible and it was agreed to carry this forward to the next deadline. The Clerk was asked to record the Parish Council's thanks to Mr Butler for his interest and help. Agenda item for November meeting.

### **2378: Progress Report on CCC Play Pathfinder Project – Recreation Ground/The Denny:**

Min.ref 322/2359: Giles Merritt confirmed that the next deadline date was the 14<sup>th</sup> October 2009. Three companies had visited site and quoted for the equipment and associated works. There were some variances in the quotes. Giles confirmed that he was to complete and submit application. GM said that the costs could possibly exceed the £20,000 on offer. The first option here would be to refer back to CCC and see if additional funds were available but Giles asked Councillors if the Parish Council would be willing to contribute additional funds if necessary. It was agreed that if funding was not sufficient, additional funding would be included in Precept for 2010/11. *Proposed: Bert Collins. Seconded: Mary Smith.*

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A meeting was held on the 18<sup>th</sup> September 2009 between children from Bottisham V.C., children from the Primary School, supporting adults and Parish Councillors to review the options. The meeting proved very useful with the most popular choices of equipment as below:

- Octagonal wooden shelter
- 25m aerial runway
- Basketball and football goal
- Cantilever swing

Giles Merritt said that a tree survey was to be carried out and that the Poplar tree would be removed.

David Turner asked the Clerk to minute thanks to Giles and Loder for their hard work putting together this project.

### **2379: Progress on Memorial to the late Charles Stevens:** (Min.ref: 322/2360):

Taylor Vinters replied on behalf of the Parish Council to Ward Gethin's letter dated the 19<sup>th</sup> May 2009 confirming the Parish Council's consideration of the matter and their thanks to the late Mrs Stevens in making funds available for community use. It was confirmed that the PC considered these funds should not be used for a smaller memorial as suggested, as it was clear from Mrs Stevens' Will that all the funds were intended to be used for a memorial. It was also confirmed that the Parish Council would be interested in pursuing at a future date the termination of the Trust and suggested that the matter be revisited in three years time. No reply received to date.

### **2380: Renewal of Annual Insurance and Term Undertaking – 1/3/5-year:**

Following consideration a 1 year term was agreed. Quotes to be obtained prior to next renewal date.

*Proposed: Giles Merritt. Seconded: David Turner.* Diary reminder for July 2010.

**Action: Clerk**

### **2381: Clerk's Report:**

- Power of Wellbeing training–19/10/09 at Burwell Day Centre. 4 places booked – Lynn Reed, Margaret Chadwick, Sharyn Robinson and Mary Smith.
- Dog 'poop' bags supplied by ECDC and available from Shop.
- Paul Butcher of CCC Highways had confirmed that funds were available for patching work on Green Bank Road but that they would like to replace the granite kerbstones with standard ones and asked for the Parish Council's approval. *Councillors considered that it would be a shame to lose the traditional granite kerbstones and did not want to see them replaced with the standard ones. Hence Paul Butcher was to be asked if it was possible to carry out the patching work without disturbing the granite sets.* **Action: Clerk**
- The spare parts needed to repair some of the play area equipment were on order. **Action: Clerk**
- Graffiti had been removed from the play area by ECDC.
- Request received to plant daffodil bulbs as part of a project for children from the School. *Following discussion it was felt that the planting of bulbs particularly in verge areas would lead to difficulties with grasscutting. The Councillors wished to support the children and suggested the planting of bluebells in the Denny Wood as an alternative.*

### **2382: Finances including Approval of Payment of Outstanding Accounts:**

#### **Payments:**

a) Karen King – <i>Clerk's salary, September 2009</i>	£	205-33
b) Inland Revenue – PAYE	£	51-40
c) Karen King – <i>Clerk's expenses 1/7/09-30/09/09</i>	£	46-66
d) K H Services – <i>grasscutting services</i>	£	1,117-93
e) Suffolk ACRE Services – <i>annual insurance premium</i>	£	1,094-88
f) Viking Direct – <i>office supplies</i>	£	39-08
g) Algar Signcraft Services – <i>cemetery sign</i>	£	98-67
g) E.ON Energy – <i>streetlighting, September 2009</i>	£	1-93
<b>Total:</b>		<b>£2,655-88</b>

The above accounts were approved. *Proposed: Giles Merritt. Seconded: Sharyn Robinson.*

#### **Receipts:**

BIAA Bank Interest – <i>September 2009</i>	£	0-85
HMRC – <i>VAT refund</i>	£	966-94
R H Wedd – <i>land rent</i>	£	960-00
ECDC - <i>1/2-year Precept payment</i>	£	7,500-00
<b>Total</b>		<b>£9,427-79</b>

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### **2383: Parish Councillors' Reports:**

- Giles Merritt carried out the inspections for September and reported on faults noting that the fence was a bit wobbly and needed some attention.
- Giles Merritt had received a report that the pavement on Quarry Lane particularly the High Street – Heath Road stretch, was in need of some attention to repair the uneven surface.
- Mary Smith said she was to attend the Neighbourhood Panel Meeting on the 7/10 and would raise the problem of parking on pavements in the High Street.
  
- Margaret Chadwick had received a complaint about bonfires in Commercial End. *Clerk to respond with details of ECDC's website.*
- Mary Smith noted that some white lining was missing (Swaffham Prior Lodge to Village limits – left hand side).
- Bert Collins confirmed that he had met with Adventure Playgrounds at the play area to discuss the surface repairs and said that AP would be in touch with Clerk to confirm date when repairs were to be carried out.

The meeting closed.

### **2384: Dates of Next Meetings:**

3<sup>rd</sup> November 2009  
17<sup>th</sup> November 2009 – Precept/Budget Meeting  
1<sup>st</sup> December 2009  
5<sup>th</sup> January 2010  
2<sup>nd</sup> February 2010  
2<sup>nd</sup> March 2010

### **APPENDIX 1: CORRESPONDENCE FOR INFORMATION/CIRCULATION/FILE:**

**CCC** - None

#### **ECDC**

East Cambridgeshire Rural Transport Study (East Cambs Strategic Partnership)  
NHP – Newsletter  
Biodiversity and Conservation projects in East Cambridgeshire  
Ely Masterplan – public consultation  
Licensing Committee – Decision List 14/09/09  
Ely Masterplan – Draft for Consultation  
Parish Precepts – Year Ending 31/03/2011

#### **General**

SB Primary School – Contribution to School Visits Fund  
Victim Support – request for donation/annual report  
Taylor Vinters – Lease to National Trust  
Suffolk ACRE Services – insurance renewal  
Ward Gethin – The Evelyn May Stevens Will Trust  
Cambridgeshire ACRE Impact Report 2008/09  
Cambridgeshire ACRE – 'Community Action – Autumn 2009'

#### **Planning**

Planning application for 28 Green Bank Road – *two storey extension and first floor extension to single storey kitchen and alterations to existing property.*

#### **Emails:**

Cambridgeshire ACRE - Development of a new Rural Strategy for Cambridgeshire - Another way to contribute your views (circulated)  
CPALC - More Powers to Parish and Town Councils: Including Local Councils in the Sustainable Communities Act - YOUR HELP NEEDED (EERA) – (circulated)  
CPALC - East of England Plan 2031 - Public Consultation – invitation (circulated)  
CPALC – details of AGM  
Cambridgeshire ACRE News Digest - September 2009 (circulated)  
ECDC – remittance advice for 2<sup>nd</sup> instalment of Precept  
ECDC – Neighbourhood Panel – Newsletter  
ECDC – Rosie Burton – Mitchell Lodge Farm  
CCC – Kate Day – Rights of Way Improvement Plan  
CCC – Paul Butcher, Highways re patching work at Green Bank Road