

MINUTES OF THE SWAFFHAM BULBECK PARISH COUNCIL MEETING NUMBER 322

Held at the School on Tuesday, 1st September 2009. *The meeting started at 7.40pm following the Pavilion Charity meeting.*

Present: Margaret Chadwick (Chairman), Bert Collins (Vice-Chairman), Loder Bevington, Daphne Dodds, Lynn Reed, Sharyn Robinson and Mary Smith

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

2351: Apologies for Absence: Giles Merritt (*work commitments*)
David Turner (*conflicting commitment*)

The Chairman adjourned the meeting to allow a member of the public to speak. Mr Peter Raby expanded on his letter of the 14th July 2009 asking whether the Parish Council had a conservation officer or adviser. He felt that perhaps a small working group to keep a watchful eye on areas of particular interest such as natural habitats for nesting birds, butterflies and wildflowers particularly when it came to the programming and carrying out of work by bodies such as the Environment Agency or Authorities would be very useful.

The Chairman reconvened the meeting.

2352: To Approve & Sign the Minutes of Meeting Number 321, 4th August 2009: These were approved and signed. *Proposed: Mary Smith. Seconded: Daphne Dodds.*

2353: Matters Arising from Previous Minutes (for information only):

- Min.ref 321/2349: Karen Whymark, Public Rights of Way Officer for CCC, confirmed that the bridleway was closed because of badgers on an order until November or earlier if matters could be resolved. Meetings were taking place with landowner to look at alternative routes. She confirmed that it was of a long-term interest to get the path moved both for the badgers and the public expense of continually repairing the path due to badger activity.
- Min.ref 321/2344: The Clerk told the meeting that the company who set up the draft website had confirmed that no document whether a PDF or Word could be edited whilst on the website.
- Min.ref: 321/2336: Giles Merritt had confirmed that he met with an officer from Sanctuary Hereward at the allotments. They had reviewed the site plans and looked at plots that were not being cultivated. Sanctuary Hereward were to send out a letter asking that the allotments be used or given up. SH was also to look at increasing the number of allotments by splitting up the larger ones and using areas not currently designated as allotments. SH did ask that people be made aware that the garden waste pile was for the use of allotment holders only and not for the use of surrounding householders (put in Beacon Report). **Action: Clerk**
- Min.ref 319/2326: Lynn Reed reported that the overgrown hedgerow at the junction of Pound Way had been cut back.

2354: Members' Declaration of Interest for Items on the Agenda: None

2355: County Councillor's Report: *Cllr David Brown reported to the meeting.*

- August has been a quiet month at the County Council, although September looks likely to be busy as people return from holiday and the meeting calendar swings into action.
- Briefing attended on the Minerals and Waste Plan for the County through to 2026.
- One issue addressed recently is problems experienced by parents whose children are starting at Bottisham Village College this term. Unfortunately application forms for bus passes were not allocated as efficiently as possible, meaning that some children will not have received their bus pass for the start of term. Bottisham Village College, the County Council and Bus Operators are working together to address this issue. All affected pupils will be issued with a temporary pass to ensure they can get to and from school. Parents of affected pupils are urged to complete and return an application form for a permanent pass as soon as possible. Application forms can be downloaded from the County Council website – www.cambridgeshire.gov.uk

2356: District Councillor's Report: *Cllr Alderson reported to the meeting.*

- *Bridge over Reach Lode:* The National Trust's application for a bridge over Reach Lode comes before ECDC's Planning Committee on Wednesday, 2nd September 2009.
- *Metal theft:* The metal railings on the bridge over the drainage channel at the junction of Headlake Drove and Split Drove in the Parish of Swaffham Prior have been stolen. Temporary barriers have been erected until the railings can be replaced.

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- *Changes to waste and recycling days:* The new waste and recycling days for the Swaffhams Ward can be confirmed as waste – Thursdays weekly, recyclables – Thursdays fortnightly. Explanatory leaflets to be delivered to households. Changes to start from 5/10/09.
- *Encouraging businesses to the District:* ECDC's Economic Development Team working hard to bring businesses to the District by launching a new website – www.investeastcambs.co.uk.

Mary Smith asked Cllr Alderson if the roadshows for the new waste recycling arrangements had been advertised. Cllr Alderson confirmed that they had and would be in Swaffham Bulbeck on the 23/09/09 – 8-10am outside School and 10.30am-2pm at 'Village Green'.

Sharyn Robinson asked about the lack of brown sacks at 'her village end'. Cllr Alderson said he would check on this.

2357: Correspondence for Consideration/Circulation: (*see Appendix 1 for general correspondence*)
General – letter from Mr Peter Raby re Conservation. The meeting discussed Peter's suggestions as above adjournment and agreed with his views. Loder Bevington was to write a note for the Beacon with a view to setting up a Working Committee/Group. He felt that further discussion would be needed particularly the terms of reference and asked that this be an agenda item for the next meeting suggesting that any Working Committee/Group should be made up of 2 or 3 Parish Councillors plus interested people from the village.

Action: LB

Cllr David Brown and Cllr Allen Alderson left the meeting at 8.10pm

2358: Progress re Arrangements for Grasscutting at the Recreation Ground – Min.ref: 321/2340: This was pending and as such it was agreed to defer further consideration until the next meeting. The Clerk was to organise meeting between Parish Councillors, Football Clubs and Cricket Club. This was to coincide with the Pavilion 'tidy-up' on the 19/09/09.

Action: Clerk

2359: Progress Report on CCC Play Pathfinder Project – Recreation Ground/The Denny: - Min.ref 321/2341: Loder Bevington confirmed that he had attended the next stage meeting with approximately 30 parishes attending. He said that he met with Adventure Playgrounds and discussed the options and type of equipment and was awaiting a quotation. Three quotations were needed, a second one from Monster Play was handed to LB by the Clerk and Wicksteed was to provide a third. Sharyn Robinson asked whether there would be any Planning or Conservation Area issues. The Clerk was to contact the Conservation Officer and Tree Officer of ECDC to discuss.

Action: Clerk

A further issue was the putting together of a Management Committee. In order not to hold matters up it was agreed to delegate to the Committee the appointment of other members. PC Committee members – Giles Merritt, Loder Bevington and Sharyn Robinson. *Proposed: Lynn Reed. Seconded: Mary Smith. All in favour.*

2360: Progress on Memorial to the late Charles Stevens: (Min.ref: 321/2343): Following advice from Taylor Vinters and further discussion it was agreed that the Trust Fund should remain complete. It was considered of more benefit to use the funds in the long-term towards a more substantial and fitting project such as a Village Hall in memory of Charles Stevens. To receive funds from the Trust now and provide a smaller memorial was not felt to be of any value to the Parish or in keeping with the original will. It was also agreed to review the above in 3 years time if contacted by the family or their solicitors. The Clerk was asked to draft a letter to Ward Gethin and email to MC & LB.

Action: Clerk

Proposed: Loder Bevington. Seconded: Sharyn Robinson. All in favour.

The Clerk left the meeting whilst the next item was discussed.

2361: Consideration of CPALC's Job Evaluation for Clerk: It was agreed to accept this evaluation and increase the Clerk's salary to £11-43/hour from the 1st April 2010. *Proposed: Loder Bevington. Seconded: Lynn Reed.*

With reference to the Clerk's contract, Loder Bevington asked that this be forwarded to CPALC for their review.

The Clerk returned to the meeting.

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2362: Finances including Approval of Payment of Outstanding Accounts:

Payments:

a) Karen King – <i>Clerk's salary, August 2009</i>	£ 161-16
b) Inland Revenue – PAYE	£ 40-20
c) K H Services – <i>grasscutting services</i>	£ 1,418-48
d) E.ON Energy – <i>streetlighting, June 2009</i>	£ 1-93
Total:	£1,621-77

The above accounts were approved. *Proposed: Mary Smith. Seconded: Bert Collins.*

Receipts: BIAA Bank Interest – *August 2009* £0-94

2363: Clerk's Report:

- Parish Council Code of Conduct Training – ECDC. Sharyn Robinson and Mary Smith confirmed they would be interested in attending.
- Graham Wiltshire confirmed that he would clean bus shelter later in year if Parish Council provided the cleaning materials.

2364: Parish Councillors' Reports:

- Margaret Chadwick confirmed that a Youth Worker from Bottisham Village College had telephone her with reference to the Youth Club. May attend October PC meeting to discuss.
- Margaret Chadwick had spoken with Ute Towriss and it was confirmed that the dedication ceremony would take place on the 12th September at 10.30am. Bert Collins was to erect the memorial plaque prior to the ceremony. **Action: BC**
- Daphne Dodds was asked about disabled access over the wooden bridge on Red Tile Lane. The Clerk was to contact the Footpaths Officer, Karen Whymark for further guidance. **Action: Clerk**
- Sharyn Robinson asked that two faulty streetlights at Vicarage Close be reported. **Action: Clerk**
- Margaret Chadwick asked about the emptying of dog bins. It was confirmed that this was carried out by ECDC's contractor Veolia.
- Giles Merritt received a complaint about parking on pavements particularly in the High Street. This was to be reported to the Police Community Support Officer. **Action: Clerk**

2365: Dates of Next Meetings:

6th October 2009
3rd November 2009
17th November 2009 – Precept/Budget Meeting
1st December 2009
5th January 2010
2nd February 2010
2nd March 2010

APPENDIX 1: CORRESPONDENCE FOR INFORMATION/CIRCULATION/FILE:

ECDC

Mass Vaccination of Community
Ely Masterplan/Growth Delivery Working Party – 30/7/09
Internal Overview & Scrutiny Committee – 24/7/09

General

Taylor Vinters – Advice regarding the Evelyn May Stephens Will Trust
Moore Stephens – request for further information re Annual Audit
CarillionWSP – A14 Cambridge Northern Bypass: Major Resurfacing Scheme
Cambridgeshire ACRE – Annual General Meeting 2009

Planning

Conservation Area Consent – 37 Commercial End
Planning Permission – 10 Four Mile Stable Farm, Cambridge Road, Newmarket.

Emails

Cllr David Brown – Swine Flue update
ECDC – Ely Masterplan draft document (request for venues to hold displays)
Cambs Acre – Cambridgeshire Together e-magazine
Neighbourhood Panels Newsletter
East Cambridgeshire – Community Safety Partnership – Quarter 1 Newsletter
Andrew Caruana – CCC – re road signs for play area
Karen Whymark – CCC – re bridleway No 15