



**SWAFFHAM BULBECK PARISH COUNCIL**

Chairman: Mrs Sue Romero. Clerk: Mrs Diane Bayliss  
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**NOTICE OF A MEETING OF THE PARISH COUNCIL**

**To Members of the Council:**

I hereby give notice that a meeting of Swaffham Bulbeck Parish Council will be held in **Downing Court** on **Tuesday 3<sup>rd</sup> July at 7.30pm**

You are hereby summoned to attend for the purpose of transacting the following business:  
 Members of the public and press are invited to attend.

**AGENDA FOR MEETING 465**

1. **APOLOGIES FOR ABSENCE**
2. **MEMBERS’ DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA + REQUESTS FOR DISPENSATION**
3. **OPEN FORUM FOR PUBLIC PARTICIPATION (10 MINS)**  
 At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.
4. **TO APPROVE MINUTES OF MEETING 464**
5. **MATTERS ARISING/CLERKS and COUNCILLORS REPORTS for information only.**
6. **COUNTY AND DISTRICT COUNCILLORS REPORTS**
7. **PLANNING MATTERS**  
**Planning Applications**  
 18/00737/FUL Erection of two detached single storey dwellings at Land Southeast of The Bungalow, Abbey Lane, Swaffham Bulbeck for Ms Nicola Bartram  
**Planning Approvals**  
 1818/00480/FUL Rear extension and internal alterations at Four Mile Stable Farm, Cambridge Road, Newmarket for Mr & Mrs Owen  
**Other Planning Matters**  
 Street Naming and Numbering – Springfield House, Mill Lane.
8. **NEIGHBOURHOOD PLANNING UPDATE**  
 Report from Neighbourhood Planning Conference
9. **FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS**
  - a) Quarterly Budget Reports
  - b) To Approve Bank Reconciliations for June
  - c) To Pay July Accounts

**Payments Since the Last Meeting**

BACS	Mrs D Bayliss	Clerk's Salary		Confidential		LGA 1972 s112
BACS	Inland Revenue	Income Tax		Confidential		LGA 1972 s112

**Payments for Tonight's meeting:**

BACS	Mr J Sugg	Handyman Payment	£276.00	£0.00	£276.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Mrs D Bayliss	Travel/Telephone	£86.20	£0.00	£86.20	LGA 1972 s174
BACS	JCS Bookkeeping	Payroll	£17.00	£3.40	£20.40	LGA 1972 s112
BACS	Burwell Print	Print leaflet for APM	£60.00	£0.00	£60.00	LG Miscellaneous provisions Act 1976 s19
BACS	Herts & Cambs Ground Maintenance	Grass Cutting	£2,872.00	547.40	£3,446.40	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214

BACS	Mr T Wilding Swaffham Internal	Cemetery Tree Works	£175.00	£0.00	£175.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Drainage Board	Drainage Rates	£490.20	£0.00	£490.20	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	SLCC	Training Seminar	£37.50	£7.50	£45.00	(LGA 1972 s111)
BACS	Mr G Ballard	CLT Membership	£125.00	£0.00	£125.00	(LGA 1972 s111)
300191	Mr T Bowd	Internal Audit	£64.00	£0.00	£64.00	Local Audit and Accountability Act 2014,
300192	Mr H Clark	Travel Expenses	£50.00	£0.00	£50.00	(LGA 1972 s111)
300193	Mr R Sewell	Travel Expenses	£9.90	£0.00	£9.90	LGA 1972 s174

**10. UPDATE ON THE GDPR**

- a) General Data Protection Regulations 25<sup>th</sup> May 2018 – to adopt the model policies as set out by the SLCC
1. **Information and Data Protection Policy**
  2. **Retention of Documents policy**
  3. **Email Privacy Notice**
  4. **Hirers Privacy Notice**
  5. **Purchase of Exclusive Right of Burial Privacy Notice**
  6. **New Councillors Privacy Notice**

**11. PAVILION MATTERS**

Report from Pavilion Working Group

**12. DENNY AND PLAY AREA MATTERS**

- a) Play Area Inspection & Report
- b) Recommendations from Fenland Leisure Play Area Annual Report
- c) To Discuss use of the Denny for Football on Sunday Mornings
- d) To Consider Report from Cllr Trapp re Meeting with Police and Crime Commissioner

**13. CEMETERY MATTERS**

Report from Cemetery Working Group

**14. CORRESPONDENCE/MATTERS FOR INFORMATION ONLY**

- a) ECDC Public Spaces Protection Order – Dog Fouling Consultation

**15. AGENDA ITEMS FOR THE NEXT MEETING**

*Any business and payments, to be considered at Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.*

**16. Date of Next Meeting:**

Tuesday 7<sup>th</sup> August 7.30pm (If needed)

June 28<sup>th</sup> 2018  
Clerk to the Parish Council

