

# MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

## MEETING NUMBER 468

Held at Downing Court on Tuesday 6<sup>th</sup> November 2018 starting at 7.30pm

Present: Cllr Sue Romero (SR); Cllr Peter Raby (PR); Cllr Nicky Bates (NB); Cllr Lynn Reed (LR); Cllr Mary Smith (MS); Cllr Gordon Reid (GR); Cllr Robin Sewell (RS);

Clerk: Mrs D Bayliss

DC Allen Alderson;

1 Parishioner

Meeting opened at 7.30pm

### 4550 TO RECEIVE APOLOGIES FOR ABSENCE

Cllr John Trapp; Cllr Kay Ballard;

### 4551 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

Cllr S Romero 4556b) Tree work Approval

Cllr N Bates 4556a) Planning Approvals

### 4552 OPEN FORUM FOR PUBLIC PARTICIPATION

A request for written reports from the District and County Councillors to be placed in the Bulbeck Beacon was received from a member of the public.

The matter of the Heath Road/A1303 junction improvements was raised (This matter is on the agenda later in the meeting).

### 4553 TO APPROVE MINUTES OF MEETING 467 2<sup>nd</sup> OCTOBER 2018

It was proposed by Cllr LR and seconded by Cllr NB that the minutes of meeting 467 held on 2<sup>nd</sup> October 2018 are approved and signed by the chairman.

**CARRIED**

Cllr GR abstained from the vote as he was not in attendance at the meeting.

### 4554 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS (*For information only*)

- Cllr SR reported that following the recent death of Carol Turner, the Turner family has generously offered to fund the purchase of a defibrillator for the village.
- Cllr SR reported that a road closure notice has been put up on the High Street without any information being received from the County Council
- The TAC Cricket Club did not take up the Parish Councils proposal to use the recreation ground and pavilion.

### 4555 COUNTY AND DISTRICT COUNCILLORS REPORTS

The District Councillor's report was read at the meeting.

There was no report from the County Councillor.

### 4556 PLANNING MATTERS

#### a) Planning Approvals

18/01157/FUL Proposed single storey pitched roof rear extension. Proposed demolition of an existing toilet block and existing garage. Proposed new garage at 54 Commercial End, Swaffham Bulbeck for Mr Nick Jarvis

#### b) Tree Works

18/01278/TRE & Trees/Swaffham Bulbeck/CA Tree work approval at Martin House, 1 Station Road, Swaffham Bulbeck.

18/00438/TRE & Trees/Swaffham Bulbeck/CA Tree work approval at 97 High Street, Swaffham Bulbeck.

TPO/E/13/67/Swaffham Bulbeck & 18/01378/TPO Consent for emergency tree works at St Mary's Church, High Street, Swaffham Bulbeck.

### 4557 NEIGHBOURHOOD PLANNING UPDATE

The introductory meeting of the Neighbourhood Plan Steering Group took place on

Noted

Monday 8<sup>th</sup> October. The members introduced themselves (another member of the community has joined the group) and gave a little background on what they knew of Neighbourhood Plans.

The next meeting will be held on 19<sup>th</sup> November. The group will be carrying out some research before the next meeting including investigating the demographic of the area and considering what professional help might be needed.

**4558 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS**

a) **It was proposed by Cllr GR and seconded by Cllr PR that the Bank Reconciliation for October is approved.**

**CARRIED**

b) **To Note Receipts**

Precept: £12,500

CIL Monies: £6,271.94

c) **To Pay November Accounts**

**It was proposed by Cllr MS and seconded by Cllr RS that the November accounts are approved and paid.**

**CARRIED**

**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	£67.50	£0.00	£67.50	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Mrs D Bayliss	Travel/Telephone	£34.88	£0.00	£34.88	LGA 1972 s174
BACS	JCS Bookkeeping	Payroll	£20.40	£4.08	£24.48	LGA 1972 s112
BACS	Herts & Cambs Ground Maintenance	Grass Cutting	£513.00	£102.60	£615.60	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Co-op Funeral Care	Funeral Expenses	£305.00	£0.00	£305.00	Local Authorities Cemeteries Order 1977
BACS	Viking	Office Supplies	£154.90	£30.98	£185.88	LGA 1972 s111
BACS	Glasdon	Bin Bags	£47.26	£9.45	£56.71	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	CAPALC	GDPR Scheme	£50.00	£0.00	£50.00	LGA 1972 s111

**4559 VILLAGE HANDYMAN**

**It was proposed by Cllr PR and seconded by Cllr LR that the handyman role is made a permanent position and that the council pay the public liability insurance for the forthcoming year.**

Clerk

**CARRIED**

**It was proposed by Cllr GR and seconded by Cllr SR that the handyman is requested to increase his hourly rate to £11 per hour.**

**CARRIED**

A letter will be sent to Mr Sugg saying how appreciative the Council is of the work that has been carried out to such a high standard.

**4560 PAVILION MATTERS**

a) **It was resolved** that the decision about which company should carry out the work on the pavilion is delegated to the Clerk, Cllr SR and Cllr GR

Clerk

b) The Pavilion Development Group had met since the last parish council meeting and reported that they are planning to outline 3 options for improved pavilion facilities which include refurbishment and maintenance of the existing pavilion, extending the current building and rebuilding. It is hoped that a report on these matters for consideration by the community will be included in the January edition of the Beacon.

**4561 DENNY AND PLAY AREA MATTERS**

a)

- The play area inspection was carried out by Cllr Sewell. A small number of remedial works were identified and will be passed to the handyman for

Clerk

completion.

- Cllr SR reported that she had completed the annual report on the Denny facilities purchased with grant funding as requested by Amey Cespa.
- Cllr RS asked the council to consider placing another oak tree on the Denny in place of an elder that needs removing. The Denny working group will look at the site and report back to a future meeting.

**4562 CEMETERY MATTERS**

- a) Members of the Cemetery Working Group will arrange a meeting to discuss remedial works to be carried out over the next year. Clerk

**4563 HIGHWAYS MATTERS**

- a) There was nothing to report from the Highways Working Group. NB/JT

- b) All the Speed Watch volunteers have had their training. Mr Middleton is liaising with the team leader to discuss where the first 'Speed Watch' will take place. The kit can be borrowed from Bottisham. The PC will look into getting signs notifying the community that the village is a 'Speed Watch' zone.

Vehicle Activation Signs are to be considered at the budget meeting next week (prices to be sought). The Highways Working Group is to look at appropriate sites in the village to put these.

- c) Cllr RS is willing to attend a workshop to explore the possibilities around Electric Vehicle charging for the community. (Date to be arranged) RS

Concerns about the dangerous junction at Heath Road/A1303 were raised at the last meeting with the County Councillor who informed the council that although an assessment had been carried out the landowners didn't want to sell the land necessary to make a staggered junction. He suggested that the Parish Council put a bid into the Local Highway Improvement Fund next year to improve signage at the junction.

A very serious accident took place at the junction a few days after the last meeting and councillors agreed that a letter should be sent to the CEO of the County Council outlining the Council's concerns and including relevant statistics. Cllr PR will collate the councillors and parishioners concerns and draft the letter which will be circulated and sent to the County Council by the clerk. PR

**4564 REMEMBRANCE DAY PARADE AND SERVICES**

There are to be two services to commemorate the hundredth anniversary of the cessation of hostilities in the first world war. The first is at the War Memorial at 10.50 am followed by a short service in the church; Cllr RS will lay the wreath on behalf of the Parish Council. The second will begin with a parade which will assemble at the War Memorial and after the laying of wreaths the parade will then march to the church for a service at 2.50pm. Cllr LR will be attending on behalf of the parish council. RS/LR

**4565 ACTION PLAN**

The Action Plan has been updated and will be reconsidered after the budget has been approved at the next meeting, before being formally adopted.

**4566 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY**

- a) CAPALC Bulletin Noted

- b) Letter from MAGPAS Noted

**4567 Date of Next Meeting:**

**Budget Meeting 13<sup>th</sup> November 2018**

**Tuesday 4<sup>th</sup> December 2018**

**Tuesday 4<sup>th</sup> December 2018 (Pavilion Charity)**

The meeting closed at 9.02pm

Signed:.....

Date:.....