

## MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

### MEETING NUMBER 467

Held at Downing Court on Tuesday 2<sup>nd</sup> October 2018 starting at 7.30pm

Present: Cllr Sue Romero (SR); Cllr Peter Raby (PR); Cllr Nicky Bates (NB); Cllr Lynn Reed (LR); Cllr John Trapp (JT); Cllr Kay Ballard (KB); Cllr Mary Smith (MS); Cllr Robin Sewell (RS);

**Clerk:** Mrs D Bayliss

C Cllr Mathew Shuter;

2 Visitors from the TAC Cricket Club

0 Parishioners

Meeting opened at 7.30pm

#### **4528 TO RECEIVE APOLOGIES FOR ABSENCE**

Cllr Gordon Reid; DC Allen Alderson;

#### **4529 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION**

Nicky Bates – Item 4535a) 18/00157/FUL Planning Application.

Peter Raby – Item 4531 Request to use the Cricket Pitch and Pavilion.

John Trapp – Item 4538b) Payment of Expenses.

#### **4530 OPEN FORUM FOR PUBLIC PARTICIPATION**

Two representatives of the TAC Cricket Club attended the meeting to outline their request to use the Denny cricket pitch for the 2019 season. The club have been promoted to division 4 in the league for next year and hope to play approximately 13 games of 40 overs on Saturdays throughout the season including 'friendlies' (dates to be confirmed). The club have their own public liability insurance. The cricketers all live in and around the Cambridge area and are currently using the cricket ground at Reach which does not have a pavilion.

#### **4531 It was proposed by the Chairman that Item 4541b) DENNY MATTERS is brought forward to this point in the meeting.**

Cllr PR had provided a brief report outlining the additional work involved for the groundsman and other factors that needed to be considered. Following a detailed discussion **It was proposed by JT and seconded by NB that the council agree to let the cricket ground and the pavilion to the TAC Cricket Club at a total cost of £90 per match (£55 for the ground and £35 for the pavilion) for the 2019 season.**

**CARRIED**

#### **4532 TO APPROVE MINUTES OF MEETING 466 4<sup>th</sup> SEPTEMBER 2018**

**It was proposed by Cllr LR and seconded by Cllr NB that the minutes of meeting 466 held on 4<sup>th</sup> September 2018 are approved and signed by the chairman with an amendment at 4521a) omitting 'responded to' and replacing it with 'will be drafted and sent'.**

**CARRIED**

Cllr RS & Cllr MS abstained from the vote as they were not in attendance at the meeting.

#### **4533 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS (For information only)**

- There has still been no response from Anglian Water re the water meter for the cemetery.
- The Remembrance Day Service will be held at the War Memorial on 11<sup>th</sup> November and will be followed by a brief service in the church. The children will be laying their wreath in the church during the second service in the afternoon.
- Quite a large branch from the Denny Wood is hanging over the 30mph sign and needs to be removed.

#### 4534 COUNTY AND DISTRICT COUNCILLORS REPORTS

The County Councillor gave a verbal report to the meeting outlining progress on the A1303 which is almost complete, work on repairing pot-holes across the county, the resources that are going into libraries and the County Council budget for 2019/20.

- Cllr SR asked if there is any possible solution to the Heath Road junction which comes out on the A1303 which is dangerous. The County Cllr confirmed that although a number of schemes had been looked at none of them had proved feasible. There is not enough room to stagger the junction. It was agreed that signage could be improved and the Council were encouraged to apply for the LHI funding next year.
- Cllr PR asked if the speed limit could be reduced. The County Cllr stated that the police do not have the resources to monitor speed restrictions.
- Cllr MS asked if there was any money for repairing the footpaths, the County Cllr confirmed that Swaffham Bulbeck is currently on the list for assessment and suggested reporting the condition of the footpath outside the shop on the Highways fault reporting website.

There was no report from the District Councillor.

#### 4535 PLANNING MATTERS

##### a) Planning Applications

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 – no comments from the council.

##### b) Planning Approvals

18/00461/FUL Alterations and extensions to existing building at 68 High Street, Swaffham Bulbeck

18/00324/FUL Proposed side and rear extensions to existing listed building. Proposed outbuilding in garden at Lordship Cottage, 2 High Street, Swaffham Bulbeck.

18/00325/LBC Proposed side and rear extensions to existing listed building. Proposed outbuilding in garden at Lordship Cottage, 2 High Street, Swaffham Bulbeck.

18/00821/FUL Proposed dwelling, garaging and parking and associated works at Land East of 34 Quarry Lane, Swaffham Bulbeck

Noted

#### 4536 NEIGHBOURHOOD PLANNING UPDATE

MS has joined the Neighbourhood Planning Working Group which now consists of 4 councillors and 5 members of the public. The first meeting date has been set for Monday 8<sup>th</sup> October 2018.

#### 4537 COMMUNITY LAND TRUST (CLT) UPDATE

The CLT AGM was held on Tuesday 25<sup>th</sup> September at 7.30pm at Downing Court.

There are currently three sites under consideration for development:

- It is likely that an outline planning application for housing will be submitted before Christmas for the land off Heath Road and Quarry Lane (also referred to locally as the *cemetery/pony field*). A full application could then be submitted in the New Year. A new entrance to the site at the junction of Heath Road with Quarry Lane is being considered in the anticipation that this will make the junction safer. There are no plans for a community building on the site. A green corridor, as previously discussed, will be incorporated into the plan.
- The Hillside Mill site is currently under offer and the CLT has indicated a desire to work with the new owners to provide affordable housing.
- Plans for the land fronting Heath Road are not yet known.
- The East Cambs Local Plan should be in place by Spring 2019 which will see the village development envelope re-instated.
- In the future, the CLT may consider purchasing its own rural exception site with funding that is available from a number of potential sources.

#### 4538 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- a) It was proposed by Cllr JT and seconded by Cllr MS that the Bank Reconciliations for September are approved.

CARRIED

- b) To Pay October Accounts  
It was proposed by Cllr PR and seconded by Cllr RS that the October 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:**

		Handyman				
BACS	Mr J Sugg	Payment	£120.00	£0.00	£120.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Mrs D Bayliss	Travel/Telephone	£86.94	£0.00	£86.94	LGA 1972 s174
BACS	Mr J Trapp	Travel Expenses	£26.10	£0.00	£26.10	LGA 1972 s174
BACS	JCS Bookkeeping	Payroll	£17.00	£3.40	£20.40	LGA 1972 s112
		Herts & Cambs Ground				
BACS	Maintenance	Grass Cutting	£791.00	£158.20	£949.20	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	PKF Littlejohn	External Audit	£200.00	£40.00	£240.00	Accounts & Audit Regulations 2015
BACS	MAGPAS	Donation	£100.00	£0.00	£100.00	LGA 1972 s137

**4539 COMPLETION OF AUDIT 2017-18**

The external auditors report has been received and the audit is complete for the year. The notice of completion has been posted on the website and the village notice-boards. Clerk

**4540 PAVILION MATTERS**

- a) Clerk
- The Pavilion Re-Development Group will be meeting on 9<sup>th</sup> October and will discuss the possibility of re-developing the current pavilion as well as building a new one.
  - The handyman has reported that the posts at the front of the pavilion are rotten and need to be replaced. The Council will arrange to have the necessary work carried out ASAP.

**4541 DENNY AND PLAY AREA MATTERS**

- a) The play area inspection was not carried out during September.  
b) This item was discussed earlier in the meeting.

**4542 CEMETERY MATTERS**

- a) The council **approved** the purchase of the Exclusive Right of Burial for Mrs K Donoghue formally of Vicarage Close, Swaffham Bulbeck.  
The council **noted** the transfer of burial rights for two deceased parishioners.

**4543 GUTTER BRIDGE WOOD**

Cllr RS had walked the woods and noted nothing of concern to report.  
The new contact at the National Trust will be introduced to the Gutter Bridge Working Group by John Hughes (also NT).

**4544 HIGHWAYS MATTERS**

Cllr NB and Cllr JT are still investigating the options regarding the prevention of traveller encampments on the Denny. NB/JT

**4545 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY**

- a) CAPALC AGM 11th October 2018 7pm Noted  
b) Cambridgeshire Matters Noted  
c) CAPALC Bulletin Noted

**4546 MOTION TO EXCLUDE THE PUBLIC AND PRESS**

It was proposed by Cllr MS and seconded by Cllr LR that the public (including representatives of the press) be excluded during the consideration of the remaining

items No 4547 & 4548 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972 (as amended) at 9.05pm

**4547 LAND RENT**

It was proposed by Cllr JT and seconded by Cllr PR that the offer from the Rayners to rent the land parcel at Red Tile Farm is accepted.

Clerk

**CARRIED**

**4548 CEMETERY MATTERS**

The councillors noted that because of an error made in 1996 the council will incur £305 charges for the interment of Miss O Lewin.

**The meeting was re-opened to the public and press at 9.15pm.**

**4549 Date of Next Meeting:**

**Tuesday 6<sup>th</sup> November 2018 (KB apologies)**

**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 9.16pm