



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 5th February 2019 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.

31st January 2019
Clerk to the Parish Council

AGENDA FOR MEETING 471

Presentation by Ross Bullard from Came & Company (Parish Council Insurance Company)

- 1. APOLOGIES FOR ABSENCE**
(LGA 1972 s 85(1))
- 2. MEMBERS' DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA + REQUESTS FOR DISPENSATION**
(Localism Act 2011 s 31 s 33)
- 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 470 8th JANUARY 2019**
- 5. MATTERS ARISING/CLERKS and COUNCILLORS REPORTS for information only.**
- 6. COUNTY AND DISTRICT COUNCILLORS REPORTS**
- 7. PLANNING MATTERS**
 - a) Planning Applications**
19/00065/LBC Alteration of existing truss to provide access to roof space at 6 Frank Turner Court, Swaffham Bulbeck for Mr & Mrs Winchester
 - b) Notice of Appeal**
18/00737/FUL Land southeast of The Bungalow, Abbey Lane, Swaffham Bulbeck for Ms Nicola Bartram
 - c) Planning Approvals**
18/01551/FUL Single storey side and rear extensions at 37 Maryland Avenue, Swaffham Bulbeck for Mr & Mrs Smith
- 8. NEIGHBOURHOOD PLANNING UPDATE**
 - a)** Report from Steering Group Meeting
 - b)** Use of Website
 - c)** Draft Terms of Reference for Steering Group
 - d)** Request for Grant from the Parish Council
- 9. MOBILE LIBRARY PROVISION FOR SWAFFHAM BULBECK**
 - e)** Letter from Cambridgeshire County Council
- 10. FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS**

- a) To Approve Bank Reconciliations for January
- b) VAT Return
- c) To Note Receipts
Burial Fees £270
- d) To Pay February 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	£60.50	£0.00	£60.50	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Mrs D Bayliss	Travel/Telephone	£34.95	£0.00	£34.95	LGA 1972 s174
BACS	JCS Bookkeeping	Payroll	£20.40	£4.08	£24.48	LGA 1972 s112
BACS	Bulbeck Beacon	NP Questionnaire	£75.00	£0.00	£75.00	LGA 1972 s 142

11. TRAINING STATEMENT OF INTENT

To Approve Training Statement of Intent

12. LOCAL COUNCIL AWARD SCHEME

Resolution confirming that the council has met the requirements for the Local Council Award (Foundation Level) including online publication of necessary information.

13. PARISH ELECTIONS

- a) Parish Elections May 2nd 2019 (Nomination Papers)

14. DEFIBRILLATOR

- a) Update on Defibrillator Installation

15. PAVILION MATTERS

Report from Pavilion Working Group

16. DENNY AND PLAY AREA MATTERS

- a) Play Area Inspection & Report

17. GUTTER BRIDGE WOOD

Report from Gutter Bridge Working Group

18. CEMETERY MATTERS

- a) Report from Cemetery Working Group
- b) To Discuss and Approve Purchase of a Bench for the Cemetery

19. HIGHWAYS MATTERS

- a) Report from the Highways Working Group
- b) Update Cllr Sewell from Electrical Charging Point Workshop
- c) Junction of Heath Road/A1303

20. CORRESPONDENCE/MATTERS FOR INFORMATION ONLY

- a) To Note Items Sent by Email – CAPALC/NALC Bulletins

21. MOTION TO EXCLUDE THE PUBLIC AND PRESS

It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 22 namely Clerks Appraisal (State Agenda Item) it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting and they are herewith instructed to withdraw.

22. CLERKS APPRAISAL

23. 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.

24. Date of Next Meeting:

5th March 2019