

MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

MEETING NUMBER 470

Held at Downing Court on Tuesday 8th January 2019 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); Cllr John Trapp (JT);

Clerk: Mrs D Bayliss

0 Parishioners

Meeting opened at 7.30pm

4568 TO RECEIVE APOLOGIES FOR ABSENCE

Cllr Kay Ballard; D Cllr Alderson;

4569 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

None

4570 OPEN FORUM FOR PUBLIC PARTICIPATION

None

4571 TO APPROVE MINUTES OF MEETING 469 4th December 2018

It was proposed by Cllr RS and seconded by Cllr LR that the minutes of meeting 469 held on 4th December 2018 are approved and signed by the chairman.

CARRIED

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

4572 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS (*For information only*)

Councillors were encouraged to check their email accounts regularly in order to make sure payments are made in a timely fashion. There is still a problem with many emails going into the spam folders which needs to be addressed. It seemed sensible to leave this matter until after the elections when the email provider would be re-considered.

4573 COUNTY AND DISTRICT COUNCILLORS REPORTS

There was no report from the District Councillor

There was no report from the County Councillor

Noted

4574 PLANNING MATTERS

a) None

4575 NEIGHBOURHOOD PLANNING UPDATE

a) Notification has been received from East Cambs District Council that the Neighbourhood Area has been designated as per our application with immediate effect.

The next steering group meeting will be held on Thursday 10th January where the questionnaire will be finalised.

4576 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

a) It was proposed by Cllr JT and seconded by Cllr RS that the Bank Reconciliations for December are approved.

CARRIED

b) The quarterly budget report was received by the Council.

c) The council has received a notification from HMRC that their latest VAT 126 claim has been selected for verification.

Noted

d) **To Note Receipts**

Burial Fees £160

e) **To Pay December Accounts**

It was proposed by Cllr PR and seconded by Cllr MS that the January 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	£77.00	£0.00	£77.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Mrs D Bayliss	Travel/Telephone	£50.88	£0.00	£50.88	LGA 1972 s174
BACS	JCS Bookkeeping	Payroll	£20.40	£4.08	£24.48	LGA 1972 s112
BACS	Mr T Wilding	Bench repair/Branch removal	£30.00	£0.00	£30.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
	Mr R Sewell	Travel Expenses	£15.30	£0.00	£15.30	LGA 1972 s174
BACS	Cheffins	Land Registration	£604.44	£120.89	£725.33	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Fenland Leisure Play	Play Area Repairs	£901.62	£180.32	£1,081.94	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	CAPALC	LCAS Fee	£80.00	£0.00	£80.00	LGA 1972 s111

4577 LOCAL COUNCIL AWARD SCHEME

- a) It was agreed that the resolution would be made at the next meeting. The clerk will send the relevant paperwork to the councillors so that they can review the information before the next meeting. Clerk

4578 PARISH ELECTIONS

- a) Notification has been received from East Cambs District Council that the parish council elections will take place on Thursday 2nd May 2019. Nomination papers will be available on the ECDC website towards the end of February/early March. The papers have to be submitted between 27th March 10am and 3rd April 4pm (there are no mitigating circumstances for missing the deadline). Clerks have been requested to take the papers into ECDC in bulk if possible.

4579 DEFIBRILLATOR

- a) The insurance company has confirmed that any defibrillator installed would be covered by the parish council's insurance policy as negligence cannot be proved. There is also automatic cover up to £5,000 in the case of loss or damage.

4580 PAVILION MATTERS

- a) The plans for the pavilion re-development are in the Beacon and parishioners have been given until 20th January to respond. Clerk

4581 DENNY AND PLAY AREA MATTERS

- a)
- The play area inspection was carried out by Cllr Reid. Clerk
 - The repairs to the bench, the cableway, the basket swing and the log walk indicator post have been carried out by Fenland Leisure Play.
 - It was agreed that a letter should be sent to the householder living adjacent to the Denny where construction work is being carried out requesting that their contractors do not park on the grass, the paths, or the 2-car hardstanding which is designated for users of the Denny.
- b) It was agreed that an oak sapling will be planted on the Denny by Cllr Sewell. RS

4582 GUTTER BRIDGE WOOD MATTERS

- a) Nothing to report.

4583 CEMETERY MATTERS

- a)
- It was agreed that prices will be sought for a traditional style bench for the cemetery. Clerk
 - The Council will chase Anglian Water re water meter in the cemetery

4584 HIGHWAYS MATTERS

- a)
 - The report on the possible measures to prevent traveller encampments on the Denny will be brought to the next meeting.
 - There has been no further information about placing a drop kerb opposite the cemetery.
 - An email will be sent to the County Councillor to see if there is any update about pavement improvements for the village.
- b) Cllr Sewell attended a workshop on 11th December, organised by Cambs County Council which takes the view that Parish Councils need to consider installing electric vehicle charging points for people who do not have off road parking facilities. Further information is to be sought before the Council make a decision about whether to proceed with any installation. Clerk
- c) **It was proposed by Cllr NB and seconded by Cllr JT that £200 is allocated for speed watch signage for the village.** Noted
- CARRIED**
- d) A formal response from the County Council re the Heath Road/A1303 junction has been received by the Parish Council. The County Council are carrying out an investigation of the collision records for the area which includes a desk-top analysis of the site and a site visit to look at the environment to pick up any location specific issues that could be addressed by low cost measures that could be installed relatively quickly. Consideration will be given as to whether a major scheme could provide a longer term solution. However there are cost implications which are likely to exceed the current budget provision. The Parish Council agreed to review this matter at the February meeting and follow it up if there has been no further update.
- 4585 ACTION PLAN**
- a) The amendments to the terms of reference for the CLT and Housing, the Pavilion and the Policies and Legislation working groups were approved with a slight change to the wording in the pavilion terms of reference point 5 to state, ‘to oversee the management and any future development of the pavilion’.
- 4586 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY**
- a) Cheffins have sent the necessary plans in order for the Council to undertake a voluntary first registration of the land near Red Tile Farm. Cllr MS will find out which solicitor was used to register the other parcels of land owned by the Council. Noted
- b) To Note Items Sent by Email – CAPALC/NALC Bulletins Noted
- 4587 Date of Next Meeting:**
February 5th 2019
 The meeting closed at 8.48pm