

MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

MEETING NUMBER 472

Held at Downing Court on Tuesday 5th March 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); Cllr Kay Ballard (KB);

Clerk: Mrs D Bayliss

1 Parishioner

Meeting opened at 7.30pm

4611 TO RECEIVE APOLOGIES FOR ABSENCE

D Cllr Alderson; C Cllr Shuter;

4612 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

None

4613 OPEN FORUM FOR PUBLIC PARTICIPATION

One member of the public attended the meeting.

4614 TO APPROVE MINUTES OF MEETING 471 5th FEBRUARY 2019

It was proposed by Cllr LR and seconded by Cllr MS that the minutes of meeting 471 held on 5th February are approved and signed by the chairman.

CARRIED

4615 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS (*For information only*)

- Notice of Appeal 18/00737/FUL Erection of two single storey dwellings at Land southeast of The Bungalow, Abbey Lane – On behalf of the Parish Council, the Chairman had lodged the appeal objection on 15th February and confirmation that it has been accepted had been received. There is currently no further information on the website. It was noted that there has been a significant number of responses to the appeal from the neighbouring properties in Commercial End.

4616 COUNTY AND DISTRICT COUNCILLORS REPORTS

Noted

County Councillor

There was no report from the County Councillor

District Councillor

There was no report from the District Councillor

4617 PLANNING MATTERS

a) Update on East Cambridgeshire Local Plan (previously circulated by email).

On 21st February Full Council voted overwhelmingly in favour of withdrawing the East Cambridgeshire Local Plan from its Examination by an independent inspector – East Cambs did not make this decision lightly. The plan the council submitted to the National Planning Inspectorate was legally and procedurally correct. The council wanted an up to date Local Plan which reflected the aspirations of both the District Council and its communities. Cllr Romero had contacted Ed Dade, Strategic Planning Officer, at East Cambs District Council about implications for Swaffham Bulbeck and had received a response. A full response on the implications for Neighbourhood Planning would be forthcoming in the next few days.

b) Planning Approvals

Noted

19/00065/LBC Alteration of existing truss to provide access to roof space at 6 Frank Turner Court, Swaffham Bulbeck for Mr & Mrs Winchester

4618 NEIGHBOURHOOD PLANNING UPDATE

a) The minutes of the Steering Group had been circulated. There are currently about 40 responses to the questionnaire and there are still 10 days remaining for responses.

4619 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- a) It was proposed by Cllr GR and seconded by Cllr RS that the Bank Reconciliations for February are approved.

CARRIED

- b) To Pay March Accounts

It was proposed by Cllr JT and seconded by Cllr MS that the March accounts are approved and paid including the additional payments to the SLCC (Conference) £339.00 and to Eyelid Productions (Website & Email Addresses) £335.00.

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	£66.00	£0.00	£66.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Mrs D Bayliss	Travel/Telephone Home Office	£75.15	£0.00	£75.15	LGA 1972 s174
BACS	Mrs D Bayliss	Expenses	£120.00	£0.00	£120.00	LGA 1972 s112
BACS	JCS Bookkeeping	Payroll	£20.40	£4.08	£24.48	LGA 1972 s112
BACS	Greenwood Tree Surgery	Emergency Tree Work	£60.00	£12.00	£72.00	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Parish Online	Mapping Service	£30.00	£6.00	£36.00	LGA 1972 s111
BACS	Royal Mail	PO Box	£222.50	£44.50	£267.00	LGA 1972 s111
BACS	Glasdon	Bench Local Councils	£921.73	£184.35	£1,106.08	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
BACS	Communicorp	Update	£100.00	£0.00	£100.00	LGA 1972 s111
300198	Sanctuary Housing	Room Hire	£70.00	£0.00	£70.00	LGA 1972 s111

4620 HIGHWAYS MATTERS

The Highways Working Group had explored the likelihood of an illegal encampment on The Denny and possible preventative options. It was generally agreed that the central village location would likely be a deterrent. Following the discussion the Parish Council were agreed to take no preventative action at this stage. However, a letter will be sent by the parish council to Andrew Lamb, Traveller Liaison Officer, at the District Council showing their support for a district-wide preventative injunction against illegal encampments.

NB

4621 PARISH ELECTIONS

- a) Nomination papers were made available for those councillors who intend to re-stand for election. The papers have to be submitted between 27th March 10am and 3rd April 4pm (there are no mitigating circumstances for missing the deadline).

4622 OPERATION LONDON BRIDGE

- a) The Clerk had previously circulated a power point presentation on this sensitive issue. The Council agreed that the Clerk and Cllr Lynn Reed would form a small working group to discuss actions the council might take in the event of a death of a senior person of state.

Suggestions include:

- Consider appropriate action to take for website blackout
- Allocate a specific area for the laying of flowers
- Consider how these will be collected/disposed of after D10
- Chairman to visit school/Downing Court?
- Book of Condolence

The Clerk and Lynn Reed to liaise with the church and the school

4623 PAVILION MATTERS

- a) The pavilion re-development group reported that following a very small number of responses from the survey sent out to the community there was no consensus of opinion therefore the

matter would be reviewed in the autumn. The group also requested that the Parish Council carries out any affordable minor refurbishment to maximise continued use.

It was also agreed that some advice would be sought as to how to improve the football pitch by levelling and draining it.

Acrow props have been placed under the roof at the front of the pavilion as supporting wooden posts have rotted. Quotes for repairs are being sought.

The Clerk reported that she had completed the annual return for the pavilion charity and that she had removed the individual councillor names from the document and listed 'Swaffham Bulbeck Parish Council' as the trustee.

4624 DENNY AND PLAY AREA MATTERS

- a) The play area inspection was carried out by Cllr Trapp and there were no major issues to report. Some remedial works need to be carried out to the barbeque. Clerk

4625 GUTTER BRIDGE WOOD MATTERS

- a) Cllr Sewell had walked the woods recently and commented that the aconites and snowdrops were beautiful as well as various wildlife including muntjac deer and woodpeckers. He also noted some of the ivy had been cut back from one of the trees.

4626 CEMETERY MATTERS

- a) The Clerk will make further inquiries with regard to re-selling the Exclusive Right of Burial for a family plot originally purchased in 1920 and bring the information back to the next meeting. Clerk

4627 CORRESPONDENCE/MATTERS FOR INFORMATION ONLY

- a) To Note Items Sent by Email Noted

4628 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 4629 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.

The meeting closed to the public and press at 8.51pm and re-opened at 9.11pm.

4629 CLERKS APPRAISAL

The Clerk's appraisal had been carried out by Cllr SR and Cllr MS on 31 January 2019. Councillors discussed the remaining items brought up at that meeting.

Regarding the Council's contribution towards an eye test and the provision of occupational lenses (glasses), the Clerk was to be asked to contact the SLCC to see whether they had a model policy which, if applicable, could be adopted by the Parish Council. A pro-rata payment could then be considered on receipt of an invoice.

Proposed by: _____ Seconded by: _____

CARRIED

In recognition of the Clerk having been employed for five years and having broadened her knowledge and undertaken training courses in order to help and advise the Council, it was agreed to increase her salary by one spinal column point on the new scale to Point 25 £14.96 an hour with effect from April 2019.

CARRIED

4630 Date of Next Meeting:

April 2nd, 2019

The meeting closed at 9.14pm