

MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

MEETING NUMBER 480

Held at Downing Court on Tuesday 1st October 2019 starting at 7.30pm

Present: Cllr Sue Romero (SR); Cllr Lynn Reed (LR); Cllr John Trapp (JT); Cllr Peter Raby (PR); Cllr Robin Sewell (RS); Councillor Kay Ballard (KB); Cllr Gordon Reid (GR); Cllr Sophie Singleton (SS); Cllr Nicky Bates (NB)

Clerk: Mrs D Bayliss

2 Parishioners

County Councillor Shuter

Meeting opened at 7.30pm

4750 TO RECEIVE APOLOGIES FOR ABSENCE

None

4751 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

Councillor Trapp – Planning Matters at all meetings.

4752 OPEN FORUM FOR PUBLIC PARTICIPATION

Mr Woodroffe thanked the chairman and the clerk on behalf of members of the community for the hard work that had been done to sort out the recent violation of the village green. Thanks were also offered to the handyman for the incredible amount of work that he had done in cleaning up the play area and the Denny. The article in the Beacon had been well received and it was hoped that the negative situation could be turned into a positive

The Chairman commented that the community showed restraint and respect to the travellers while they were here which was to be commended.

Councillor Bates commended Mr Sugg on the way he had carried out his duties on the Denny during and after the incursion.

4753 TO APPROVE MINUTES OF MEETING 478 3rd SEPTEMBER 2019

It was proposed by Cllr Councillor Reed, seconded by Cllr Raby and resolved that the minutes of meeting 478 held on 3rd September be approved and signed by the Chairman.

4754 TO APPROVE MINUTES OF MEETING 479 17th SEPTEMBER 2019

It was proposed by Cllr Sophie Singleton, seconded by Cllr Robin Sewell and resolved that the minutes of meeting 478 held on 3rd September be approved and signed by the Chairman.

4755 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS (*For information only*)

The clean up behind the pavilion was carried out by East Cambs District Council.

4756 COUNTY AND DISTRICT COUNCILLORS REPORTS

a) County Councillor Report

Councillor Shuter reported:

- Councillor Shuter apologised for inadvertently giving an interview to the Daily Mail which came about as the result of a phone call. He also advised the council that he would be giving an interview on Radio Cambridgeshire on Tuesday 2nd October. His intention in both interviews was to defend the actions of the parish council and the clerk.
- The Chairman of the Parish Council asked about signage at the crossroads at Heath Road. Councillor Shuter confirmed that he is still waiting for a report detailing what was going to be done and when they would be starting.
- The final stage work on A1303. Several trees had been removed and would need to be replaced elsewhere.

b) District Councillor Report

Councillor Trapp gave an overview of the written report that had been distributed just before the meeting.

Councillor Shuter left the meeting at 8.02pm

4757 PLANNING MATTERS

a) **Planning Approvals**

19/01067/LBC Retrospective permission to replace study window adjacent to new extension ref 17/01067/LBC at The Merchants House, Commercial End, Swaffham Bulbeck.

19/00492/FUL Provision of temporary modular buildings for use as an office for up to 2 years at Theatre Barn, Downing Farm, Station Road for G B Geotechnics Ltd.

b) **Tree Work Approval**

19/01198/TRE & Trees/Swaffham Bulbeck/CA 56 Commercial End, Swaffham Bulbeck

19/00091/TCON & Trees/Swaffham Bulbeck/Gen The Farmhouse, Park End, Swaffham Bulbeck

4758 NEIGHBOURHOOD PLANNING UPDATE

The minutes of the meeting held on 5th September had been circulated. A further meeting had been held on 30th September.

Lucy Batchelor-Wylam, Chartered Landscape Architect working with the Steering Group, has drawn up landscape character areas of the parish and is currently carrying out a sensitivity assessment of fringe areas around the village itself. This information will form the basis of policies for our Neighbourhood Plan.

4759 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

a) **It was proposed by Cllr Bates, seconded by Cllr Reid and resolved** that the bank reconciliations for September is approved.

b) The Council noted the considerable additional work that had been undertaken by the clerk during and following the unauthorised encampment and Gordon Reid proposed a vote of thanks to the clerk for what she had done.

The Clerk left the meeting at 8.17pm

It was proposed by Cllr Reid, seconded by Cllr Trapp and resolved that the clerk is paid an additional 30 hours for the extra work, that had been undertaken during September. In addition to this an Ex Gratia payment of £250 is to be made in recognition of the anti-social hours undertaken and the pressure to meet a number of deadlines as part of the extra work.

The Clerk returned to the meeting at 8.21pm

c) In recognition of the rapid response and the unpleasant nature of some of the clean up tasks that had been carried out by the Handyman, Mr Sugg, it was **proposed by Councillor Raby, seconded by Councillor Trapp and resolved** that an Ex Gratia payment of £250 is to be made.

d) The invoices had been verified by Cllr Lynn Reed and Cllr Bates before the meeting.

It was proposed by Cllr Sophie Singleton, seconded by Cllr Nicky Bates and resolved that the October accounts are approved and paid.

Action: Clerk to set up payments for councillor authorisation.

Payments Since the Last Meeting

Mrs D Bayliss	Clerk's Salary				Confidential
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Payments for Tonight's meeting

HMRC	Tax & NI				Confidential
Mr J Sugg	Handyman Payment	£244.72	£0.00	£244.72	
Mrs D Bayliss	Travel/Telephone	£138.20	£0.00	£138.20	
JCS Bookkeeping	Payroll	£20.40	£4.08	£24.48	
Balfour Beatty	Street Lighting Maintenance	£30.00	£6.00	£36.00	
PKF Littlejohn	External Audit Fee	£200.00	£40.00	£240.00	
Mr T Wilding	Cemetery/Denny Work	£180.00	£0.00	£180.00	

4760 NOTICE OF CONCLUSION OF AUDIT

The External Auditors report had been received showing no matters for attention. The notice of conclusion of audit had been posted on the website and on the noticeboards before the deadline of 30th September.

4761 DENNY AND PLAY AREA MATTERS

a) Councillor Sewell had carried out the play area inspection whilst at the same time Fenland Leisure (FLP) were carrying out their repairs as previously approved.

It was noted that the roof of the Gazebo needs replacing, this had been looked at by the Denny working group but not picked up in the FLP report.

Action needs to be taken on replacing the posts on the front of the pavilion.

Action: Clerk to obtain necessary quotations for both the gazebo and the posts.

- b) The following emergency resolution was made by the Parish Council on Friday 20th September and received a unanimous vote in favour from the parish councillors by email.

Following the work carried out by Mead Construction Thursday afternoon, it became clear that once the logs were in place they were not sufficient to prevent the travellers returning therefore, a few small trenches were dug taking care not to damage the tree roots. Unfortunately, these are not deep enough to prevent the caravans accessing the site. Further to this during the course of the evening a number of cars from the traveller group accessed the Denny through the horizontal bars and were seen driving round the Denny.

- Ploughing 3-5 furrows from the small car park all the way around the perimeter of the Denny to the large car park using an old style plough and supervised by George Hay, County Council Enforcement Officer, (Outside the tree line).
- Placing an earth bund around the large carpark, height depending on available soil (0.6m recommended) also bringing forward a couple of the logs to halve the size of the car parking area.
- Placing a log across the cycle path near the large carpark and just past the entrance to the woods (preventing caravan access).
- To put a log/logs across the top of the small car park to secure the site at that end.

- c) The initial Denny working group meeting to consider a permanent solution to secure the Denny from access by caravans was not held as the County Council Enforcement Officer was not able to attend. A new date has been set for Tuesday 8th October and a meeting with the County Council Ecologist has been arranged for Thursday 3rd October at 10am to consider possible seeding options for the ploughed area.

It was agreed that Councillor Raby would draft a letter to Lucy Frazer informing her of events and asking her for more support from Government and from the law to enable villages to better protect their green spaces from unlawful encampments.

Following the ploughing of the edge of the Denny, a few concerns were expressed by members of the public to the tree officer at ECDC about possible damage to tree roots. Kevin Drane, Trees Officer, had met with the chairman on site to discuss the matter. The full report is available on request from the clerk.

Action: Working Group meeting to be held on 8th October

4762 TREE MATTERS (brought forward)

- a) A request has been made by a resident of Commercial End to have the cherry tree on the grass triangle cut back. The clerk has arranged a meeting with Eastern Tree Surgery for Monday 7th October at 8.30 am to discuss what action might be taken.
- b) The parish council agreed to take Mr Hanke up on his offer of being a volunteer tree warden for the parish council.

4763 HIGHWAYS MATTERS

- a) It was proposed by Councillor Reed, seconded by Councillor Trapp and resolved that the Clerk is delegated authority to accept the best quotation for the street lighting energy contract.
- b) The parish council will respond to the Greater Cambridge Greenways Consultation with the following comments:
- The route should follow the cycle path around the back of the Denny rather than the road
 - The width of the ring way needs to be thought through properly
 - The consultation made no mention of the proposed Cycle path from Waterbeach new town to Lode
 - When are parish councils and landowners to be consulted.

4764 CEMETERY MATTERS

- a) The area proposed for wildflowers has been sprayed and cut back in preparation for seeding. Members of the working group have been asked to look at the area and see if they want it tilled. The water meter at the cemetery has been read and an up to date bill is expected in the near future. Consideration may be giving to putting a removable tap on the cemetery water pipe.

4765 AGENDA ITEMS FOR THE NEXT MEETING

Parish Paths Partnership

4766 Date of Next Meeting:

Denny Working Group Meeting 8th October, 7pm. Downing Court

5th November 2019
The meeting closed at 9.20pm