

## MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

### MEETING NUMBER 486

Due to be held on Tuesday 24<sup>th</sup> March 2020 (This meeting was cancelled owing to the COVID-19 outbreak).

**Email responses received from:** Councillor Sue Romero; Councillor Gordon Reid; Councillor Peter Raby; Councillor John Trapp; Councillor Sophie Singleton; Councillor Nicky Bates;

**Clerk:** Mrs D Bayliss

#### 4856 TO RECEIVE APOLOGIES FOR ABSENCE

None.

#### 4857 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

None.

#### 4858 COVID-19 CONTINGENCY ARRANGEMENTS

**It was proposed by: Councillor Romero, seconded by Councillor Reid and resolved** that the parish council delegate responsibility to the clerk in consultation with the chairman and vice-chairmen of the council to make payments and carry out urgent/necessary parish council business until parish council meetings are able to resume, which will be kept under review as the situation unfolds.

##### **Resolution:**

**It was proposed by Councillor Romero, seconded by Councillor Reid and resolved** that the parish council parish councillors respond to planning applications and amendments by email to the clerk who will compile a response in consultation with the chairman and vice-chairmen of the council until such a time as the necessary guidance is received from NALC.

#### 4859 PLANNING MATTERS

##### a) Planning Applications

**19/01721/VARM** Car Park, Hill Side Mill, Quarry Lane, Swaffham Bulbeck. To vary condition 1 (approved plans) of previously approved 17/0123/FUM for construction of 19 dwellings with associated parking and amenity space and retention of existing offices on site.

**It was proposed by Councillor Romero, seconded by Councillor Reid and resolved** that the parish council uphold their previous objection to this application.

#### 4860 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

a) **It was proposed by Councillor Romero, seconded by Councillor Reid and resolved** that the clerk's hours are increased by 2 hours per week in line with the recommendation from the finance working group/recent budgeted figures to begin from 1st April 2020 and to be reviewed after one year.

b) The invoices had been verified by Councillor Bates and Councillor Reed before the meeting.

**It was proposed by Councillor Bates, seconded by Councillor Reed and resolved** that the additional March 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			Gross £673.20
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##### **Payments for Tonight's meeting**

Mr J Sugg	Handyman Payment	£55.00	£0.00	£55.00
Mrs D Bayliss	Travel	£34.20	£0.00	£34.20
JCS Bookkeeping	Payroll	£20.40	£4.08	£24.48
	Neighbourhood Plan			
Cambridgeshire ACRE	Support	£1,200.00	£240.00	£1,440.00
Rialtas	Software Support	£121.00	£24.20	£145.20
Herts & Cambs Ground Maintenance	Grass Cutting	£150.00	£30.00	£180.00
Eastern Tree Surgery	Denny Tree Works	£1,195.00	£239.00	£1,434.00

#### 4861 Date of Next Meetings:

To be confirmed in accordance with guidance from the government and NALC.