

# MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

## MEETING NUMBER 488

Held via Zoom on Tuesday 2<sup>nd</sup> June 2020 starting at 7.30pm

**Present:** Councillor Sue Romero; Councillor Peter Raby; Councillor Nicky Bates; Councillor Robin Sewell; Councillor Gordon Reid; Councillor Sophie Singleton; Councillor Lynn Reed; Councillor John Trapp; Councillor Kay Ballard;

**Members: 9 Quorum 3**

**Clerk:** Mrs D Bayliss

2 Parishioners

County Councillor Shuter

Meeting opened at 7.30pm

**4880 TO RECEIVE APOLOGIES FOR ABSENCE**

None

**4881 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION**

Councillor J Trapp: 4872a) Planning Approvals

Councillor Raby: 4888b) Tree Work Approval

Councillor J Trapp: 4893a) Highways Matters

**4882 OPEN FORUM FOR PUBLIC PARTICIPATION**

Requests to take up the horse chestnut saplings, and to plant snowdrops on the bunds had been received from a member of the public. (Denny Matters)

**4883 TO APPROVE MINUTES OF MEETING 487 5<sup>th</sup> May 2020**

**It was proposed by Councillor Singleton, seconded by Councillor Raby and resolved** that the minutes of meeting 487 held on 5<sup>th</sup> May 2020 be approved. The minutes will be signed by the chairman as soon as practicable.

**4884 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS (For information only)**

Councillor Reid item 4867 asked whether the parish council owned the land outside Swann House.

Councillor Singleton raised the matter of the condition of the road and the fence on Green Bank Road.

**4885 COUNTY AND DISTRICT COUNCILLORS REPORTS**

a) County Councillor Shuter reported on the following matters:

- The reopening of the recycling centres went very smoothly and operations are working successfully.
- Commercial waste centres will be reopening on 8<sup>th</sup> June and a booking system will be in place.
- The Mayor of Cambridgeshire and Peterborough has secured funding of £2.9m for cycling and walking improvements and an application has been made for a priority cycleway from Lode to Burwell. Councillor Trapp suggested that cycle ways from Swaffham Bulbeck to Bottisham and Lode to Bottisham also need improving. Councillor Trapp will speak to the principal at Bottisham Village College to see if they have any input
- Regarding the poor condition of Green Bank Road, if no response is received from the County Council then the Clerk will contact County Councillor Shuter.

b) A report from the District Councillors had been circulated and District Councillor Trapp reported that the Annual Council was held by Zoom. Meetings are returning to their published schedule and are also being held via Zoom.

A working group has been set up to help East Cambs recover from the COVID pandemic. The group will work with parish councils and community groups and the County Council to ensure that the local economy recovers.

**4886 REPORT ON MEETING WITH MRS SHRUBBS, JAMES SHRUBBS AND GILES TURTON FROM CHEFFINS**

Councillor Raby and the Clerk had met with Giles Turton from Cheffins, Mrs Shrubbs and James Shrubbs on 10<sup>th</sup> March. The family are keen to continue to rent and manage the land and are open to suggestions

as to how the strip should be managed. A new tenancy is to be drawn up by Cheffins and it was agreed that the parish council would share the fees with Mrs Shrubbs & Son.

**4887 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS**

a) It was proposed by Councillor Reid and seconded by Councillor Raby, and resolved that the bank reconciliations for April should be approved.

b) The invoices had been circulated via email and will be signed when the council reconvenes.

It was proposed by Councillor Singleton, seconded by Councillor Ballard, and resolved that the June 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 £870.23
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**Payments for Tonight's meeting**

Mr J Sugg	Handyman Payment	£66.00	£0.00	£66.00
Inland Revenue	Income Tax	£202.40	£0.00	£202.40
Mrs D Bayliss	Travel Expenses	£14.40	£0.00	£14.40
JCS Bookkeeping	Payroll	£20.40	£4.08	£24.48
Herts & Cambs Ground Maintenance	Grass Cutting	£796.00	£159.20	£955.20
Glasdon	Bollards	£609.88	£121.98	£731.86
Vision ICT	Email Accounts	£36.00	£7.20	£43.20
Barricade Fabrications	Keys	£27.50	£5.50	£33.00

**4888 PLANNING MATTERS**

**Planning Applications**

a) None

**Planning Approval**

a) Emergency Tree Work Approval for removal of one Corsican Pine tree at Ram Cottage 63 Commercial End Swaffham Bulbeck Cambridge CB25 0ND.

**4889 CLT UPDATE**

A meeting of the trustees had been held on Wednesday 20<sup>th</sup> May via Zoom. The agenda covered the election of the Chairman and Vice-Chairman, the co-option of Sue Romero, the appointment of a clerk (Diane Bayliss), the statement of accounts for the preceding financial year and an update on the membership list. A new website is to be developed in order to progress community engagement and a search for future funding is underway.

**4890 NEIGHBOURHOOD PLAN UPDATE**

Councillor Romero reported that the Draft Vision and Objectives papers had been circulated. As it is not possible to hold a consultation meeting at the moment information will be put in the Beacon and on the website.

**4891 DENNY AND PLAY AREA MATTERS**

a) Councillor Romero had carried out the play area inspection and reported the following:

- The metal rod that had been sticking out of the picnic table has been hammered back into place.
- There was quite a lot of litter in the shelter.
- The tree guard on the tree close to the children's playground is dangerous and needs immediate attention.

b) The chairman confirmed that the bunds had been seeded but unfortunately had not germinated. Reseeding can't take place now until the autumn. After some discussion it was resolved that the situation would be reviewed in September.

It was agreed that the request to plant snowdrops on the bund will be properly considered when the grass has started to grow and before the next planting season.

The request to remove the Chestnut saplings was approved.

c) Concerns about the access points onto the Denny had been raised. The chairman confirmed that these were not any different from the original slopes, however the handyman and a volunteer will do a little levelling work where required. A few of the logs are to be retained if possible and placed near the small car park.

d) An email had been received from the landlady at the Black Horse Pub, who asked for the parish council's thoughts on them offering a takeaway service. The main concerns raised were around the potential for

a lot of rubbish to be left behind. The Council agreed to support the move but request that the pub asking customers to bring their own drinking vessels and flagons.

**Action:** Clerk to write to the landlady at the Black Horse.

**4892 CEMETERY MATTERS**

- a) A member of the trees and biodiversity group had visited the cemetery and was not concerned that the weeds would cause a problem in the area allocated for wildflowers. The area will be mowed at the end of the growing season. The Council will continue to monitor what is happening and ask for advice from members of the group on management issues.

**4893 HIGHWAYS MATTERS**

- a) **Councillor Trapp left the meeting at 8.36pm**

A request to replace the tarmac path, which is on parish council owned land, with a brick path at the front of Swann House had been received from Councillor Trapp. This matter needs further consideration and the Highways Working Group will bring a report back to the next meeting.

The matter of cutting back the tree on the green outside the house was also raised and a quotation to cut it back had been received. The volunteer tree warden will be asked for his advice on the matter before any work is carried out.

**Councillor Trapp returned to the meeting at 8.52pm**

**Action:** The highways group will gather the necessary information and report back to the next meeting.

**Action:** Clerk to accept quotation for tree work subject to a report from the tree warden.

- b) The Clerk had asked the Highways Working Group to write a proposal for the LHI bid to the County Council for resurfacing the footpath between the pub and the shop. Councillor Trapp had some further ideas for this scheme which had been sent to the Group for consideration. Any work carried out will necessitate a 10% contribution from the parish council funds.

**Action:** Highways working group to discuss further.

**Action:** Clerk to contact County Council Officer to arrange a site meeting.

The condition of Green Bank needs to be addressed as soon as possible.

**Action:** Councillor Singleton to contact residents for information/Clerk to contact Highways Department.

**4894 AGENDA ITEMS FOR THE NEXT MEETING**

*Items for inclusion on next month's agenda to be sent to the clerk 7 days before the meeting.*

**4895 Date of Next Meetings:**

7<sup>th</sup> July 2020 (via Zoom)

The meeting closed at 9.08pm