

## MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

### MEETING NUMBER 485

Held at Downing Court on Tuesday 3<sup>rd</sup> March 2020 starting at 7.30pm

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

**Clerk:** Mrs D Bayliss

0 Parishioners

Meeting opened at 7.30pm

**4838 TO RECEIVE APOLOGIES FOR ABSENCE**

None.

**4839 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION**

None.

**4840 OPEN FORUM FOR PUBLIC PARTICIPATION**

None.

**4841 TO APPROVE MINUTES OF MEETING 484 4<sup>th</sup> FEBRUARY 2020**

It was proposed by Councillor Sewell, seconded by Councillor Reed and resolved that the minutes of meeting 484 held on 4<sup>th</sup> February 2020 be approved and signed by the Chairman.

**4842 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS (For information only)**

4835 d – Traveller Consultation completed by Councillor Bates and Councillor Raby.

Councillor Romero reported that she had walked the Gutter Bridge Wood to check on the trees following the recent winds. There was only one that had fallen across the main path which needs cutting back. It was suggested that a working party should be arranged for April to carry out remedial works in the woods.

Councillor's Romero, Trapp, Reed and the Clerk attended the East Cambs Parish Conference on Monday 2<sup>nd</sup> March. There were several stands there, and it was possible to talk to various officers from the district council including planning officers, open spaces officers and the police. Councillors Romero and Reed spoke to the policeman for some time about the low-level vandalism in the village. Any issues noticed by councillors and residents can be reported to the clerk or the handyman who will report the matter to the police by email rather than using 101.

**4843 COUNTY AND DISTRICT COUNCILLORS REPORTS**

a) There was no report from the County Councillor.

b) The District Councillor reported that the District Council would no longer be supporting Citizens Advice Rural Cambridgeshire. The budget for 2020-21 had been approved with a freeze on council tax for the year. The Council is consulting on two Supplementary Planning Documents on the Natural Environment and Self-Build.

**4844 TREES AND BIODIVERSITY GROUP**

a) The notes of the last meeting held on 11<sup>th</sup> February had been circulated to councillors.

- The County Council has offered 15 free trees and a discussion about where they are to be planted needs to take place.
- A second site has been put forward for planting trees within the parish.
- There is to be a regular article in the Bulbeck Beacon entitled 'Planet Bulbeck'.
- It was agreed that a new oak sapling could be planted on the edge of the Denny.

b) It was resolved that the grass should be allowed to establish before any decision about planting bulbs around the Denny is taken. It was agreed that that bulbs could be planted in the cemetery.

**4845 PLANNING MATTERS**

a) **Planning Approvals**

**19/01516/LBC** The Merchants House, 97 Commercial End, Swaffham Bulbeck. Replace 10 horizontal sliding sash dormer windows on the top floor of the house with side hung casement windows.

**20/00031/LBC** The Old Rectory, 98 High Street, Swaffham Bulbeck. Reinstate an existing blocked opening between the kitchen and dining room.

**4846 NEIGHBOURHOOD PLANNING UPDATE**

The next meeting of the Neighbourhood Planning Group is on Wednesday 4<sup>th</sup> March with two consultants who will be carrying out a SWOT analysis taking into account all evidence gathered to date. This will enable the steering group to identify a draft vision and priorities for the Neighbourhood Plan. There was an update on progress in the Beacon and there is a new member of the group.

**4847 CLT UPDATE**

Councillor Romero reported on a meeting that had taken place with Cambridgeshire County Council (CCC) to discuss the strip of land on Heath Road following the refusal of an application for 18 houses. A smaller development which would include CLT affordable houses was considered a more acceptable option. However, CCC Senior Officers have now decided to appeal the decision and at the same time submit a further application with fewer houses which would not include affordable houses or CLT involvement. This is disappointing for the CLT and village community.

Action: It was agreed that the housing working group would draft a response to the appeal if the council are notified of it before the next parish council meeting.

**4848 TENANCY AGREEMENT FOR LAND AT LODE FARM**

A meeting has been provisionally arranged for Tuesday 10<sup>th</sup> March 2020 with Giles Turton of Cheffins and Mrs Shrubbs to discuss the tenancy agreement.

**4849 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS**

a) There were no bank reconciliations for February as the bank statements had not arrived by the time of this meeting.

b) Receipts:  
Burial Fees £80.00

c) 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 March accounts are approved and paid.

**Action:** Clerk to set up payments for councillor authorisation. Councillors Reed and Romero to authorise

**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	£99.00	£0.00	£99.00
	Travel/Home Working			
Mrs D Bayliss	Allowance	£148.80	£0.00	£148.80
JCS Bookkeeping	Payroll	£20.40	£4.08	£24.48
Local Councils Update	Subscription	£100.00	£0.00	£100.00
Vision ICT	Email Accounts	£144.00	£28.80	£172.80
	Height Restrictor			
Barriers Direct	Barrier	£2265.00	£453.00	£2718.00

**4850 DENNY AND PLAY AREA MATTERS**

a) Councillor Trapp had carried out the play area inspection. Items for attention:

- The horizontal ladder is missing all but two of the end caps (order from FLP)
- The wood frame by the small swing has a rough area.
- The BBQ is rusted and not in working order.
- The flashing on the gazebo roof needs attention.

**Action:** Quotations to be sought for repair/replacement of the roof on the gazebo.

b) A request to carry out a survey on the trees on the Denny in the light of the recent high winds had been received by the clerk and a survey had been carried out by Eastern Tree Surgery who had provided a quotation for the necessary works.

**It was proposed by Councillor Reed, seconded by Councillor Singleton and resolved** that in the light of the urgent nature of the works the quotation is accepted and that the necessary works are carried out as soon as practicable.

**Action:** Accept quotation and forward a copy to the tree warden.

**4851 CEMETERY MATTERS**

- a) Councillor's Reed and Ballard had carried out an inspection of the cemetery and a report had been circulated outlining the remedial works that need to be carried out. A cemetery working party will be arranged to carry out some of the minor jobs that need to be completed.

**Action:** Clerk to arrange for sunken graves to be topped up and seeded.

**Action:** Date for a Working Party to be arranged.

#### 4852 HIGHWAYS MATTERS

- a) A report on the condition of Green Bank Road had been received by the clerk. It is not clear who is responsible for the land and repair of the fence or the road.

Councillor Singleton had reported an accident on Fen Lane and had concerns about the condition of the road and the speed of traffic.

**Action:** Clerk to make enquiries and arrange repairs to Green Bank Road if appropriate.

**Action:** Report condition of Fen Lane to Highways Department.

- b) The council had no adverse comments about the proposed temporary footpath closures at Wicken Fen.

**Action:** Clerk to reply to Alison Williamson

- c) The deadline for applications for the Local Highways Improvement applications is likely to be brought forward to between 1<sup>st</sup> April to 31<sup>st</sup> May. Suggestions for improvements to be considered to be brought to the next meeting for discussion.

- d) The Speedwatch group had met for the first time although it appeared that the equipment was not working correctly. It may be that the radar system is only triggered if vehicles are actually speeding and this needs to be tested before the group go out again.

**Action:** Order Speedwatch signs.

- e) **It was proposed by Councillor Trapp, seconded by Councillor Raby and resolved** that a dog bin is purchased for the entrance to the drive to Red Tile Farm.

1 against

2 abstained

**Action:** Clerk to order dog waste bins from Glasdon.

#### 4853 CORRESPONDENCE AND MATTERS FOR INFORMATION

- a) A letter had been received from Fordham Parish Council asking Swaffham Bulbeck Parish Council whether they would support seeking a Public Spaces Protection Order (PSPO) via East Cambridgeshire District Council.

**Action:** Clerk to obtain further information and bring it back to the next meeting for further discussion.

#### 4854 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.*

#### 4855 Date of Next Meetings:

7<sup>th</sup> April 2020

5<sup>th</sup> May 2020 Annual Meeting of the Council

19<sup>th</sup> May 2020 Annual Parish Meeting

The meeting closed at 8.52pm