

MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

MEETING NUMBER 498

Held via Zoom on Tuesday 2nd February 2021 starting at 7.30pm

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

Members: 9 Quorum 3

Clerk: Mrs D Bayliss

4 Parishioners

County Councillor Shuter

Meeting opened at 7.30pm

5033 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

None.

5034 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

Councillor Trapp – 5041 Planning Matters (Planning Committee East Cambs District Council).

5035 OPEN FORUM FOR PUBLIC PARTICIPATION

It was pointed out that paragraph 6 of the inspector's report in the appeal decision on land adjacent to the Barn, Abbey Lane, had made it clear that the development would have an adverse impact on the rural character of Abbey Lane and would harm the three historic areas of Commercial End, The Abbey and the Swaffham Bulbeck Conservation Area. The Chairman confirmed that this matter was going to be discussed later in the meeting and that this point would be taken into account.

5036 TO APPROVE MINUTES OF MEETING 496 5th January 2021

It was proposed by Councillor Raby, seconded by Councillor Reed, and resolved that the minutes of meeting 496 held on 5th January 2021 be approved.

5037 TO APPROVE MINUTES OF EXTRA-ORDINARY MEETING 497 12th January 2021

It was proposed by Councillor Singleton, seconded by Councillor Bates, and resolved that the minutes of meeting 497 held on 12th January 2021 be approved.

The minutes will be signed as soon as practicable.

5038 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS (*For information only*)

There were no matters arising.

Councillors' Reports:

- Councillor Romero (SR) reported that she had received a phone call from a resident of Quarry Lane on 21st January, who was concerned about the proposed access from Quarry Lane to the cemetery/ pony field site development. SR had explained the planning application process, and that the PC are a statutory consultee, and that any highway concerns should be addressed to either the District or County Councillor.

5039 COUNTY AND DISTRICT COUNCILLORS REPORTS

- a)
- The County Councillor reported that he had been contacted by the resident of Quarry Lane about the proposed access for the development on the cemetery/pony field site, they had discussed the matter fully and it was pointed out that Highways did not think the access point would constitute a danger and had made a number of conditions that would have to be met ahead of the development.

- There had been a number of dog thefts in the area which had been particularly distressing, this included dogs being taken from outside local shops. The police are aware and parishioners should remain vigilant and report any suspicious activity to the police.
- A County Council task group is looking at flooding issues across Cambridgeshire. Please report incidences of flooding on the website or to the County Councillor. The County Council is only responsible for water that falls onto the highway, not water that flows off the land onto it. If water on the highway constitutes a danger, then the matter needs to be reported to the police. Also any blocked drains need to be reported to the District and County Councils.
- The vaccine rollout in Cambridgeshire is going very well, with Suffolk just a few weeks behind. The Government are on target to meet their target of vaccinating the top four priority groups by mid-February.
- The number of COVID cases in Cambridgeshire has plateaued and is now dropping, however, everyone must continue to be careful.

b) The District Councillor's report had been circulated just prior to the meeting as the District Council website is down. Councillor Trapp gave a brief overview of the report. There were no comments or questions from the councillors.

5040 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

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

b) The invoices had been circulated via email and will be signed when the council reconvenes. **It was proposed by Councillor Ballard, seconded by Councillor Singleton, and resolved** that the February accounts are approved and paid subject to the correction of the item for Fenland Leisure to state £984.84 not £1085.54.

Action: Clerk to set up payments for councillor authorisation. Councillors Bates and Romero.

Payments Since the Last Meeting

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

Mr J Wick	Handyman	£90.80	£0.00	£90.80
Mrs D Bayliss	Travel Expenses	£32.20	£0.00	£32.20
JCS Bookkeeping	Payroll	£20.40	£4.08	£24.48
SLCC	12th Edition LCA Book	£123.00	£0.80	£123.80
Rialtas	Underpayment	£3.60	£0.00	£3.60
Glasdon	Rubbish Bags	£58.05	£11.61	£58.05
Fenland Leisure Play	Zip Wire Platform	£820.70	£164.14	£984.84
Communicorp	Local Councils Update	£100.00	£0.00	£100.00
	Top Up Graves/Play			
Mr T Wilding	Area Repairs	£70.00	£0.00	£70.00
Eon	Street Lighting	£13.62	£0.68	£14.30

5041 PLANNING MATTERS

a) Planning Applications

21/00082/FUL The Lodge New England Stud Heath Road Swaffham Bulbeck Newmarket. Demolition of existing conservatory, store and boiler room and erection of side Extension. The Councillors supported the proposal as they considered the proposal an improvement to the property.

b) Planning Approvals

19/01721/VARM Car Park Hill Side Mill Quarry Lane Swaffham Bulbeck. To vary condition 1 (approved plans) of previously approved 17/01231/FUM for construction of 19 dwellings with associated parking and amenity space and retention of existing offices on site.

c) Other Planning Matters

Hillside Mill development: Councillor Romero reminded councillors that Matt Tyers from Woollensbrook Developments had attended a Parish Council meeting in February 2020, where the Council had expressed their desire to discuss landscaping and environmental matters pertaining to the site. They also wish to discuss the allocation of the four affordable homes on the site. It was agreed that the Council would invite Mr Tyers to the March Parish Council meeting.

Action: Clerk to invite Matt Tyers to the March meeting which will be held at 7pm.

The Pavilion Charity meeting will be held after the PC meeting.

5042 COMMUNITY LAND TRUST (CLT) UPDATE

Councillor Romero had circulated a briefing note prior to the meeting.

- A statement of Community Benefit to support the application for the cemetery/pony filed site is being prepared by the landowner and CLT. As a community-led development, benefits to the community must be shown to be greater than those normally attributed to market-driven housing developments.
- A draft allocations policy had been drawn up based on the Haddenham points- based system.
- The S106 agreement had been signed and permitted variations are now valid which enables work to start on site.
- Update on Hillside Mill Site:

The S106 agreement has now been signed and permitted variations are now valid which enables work to start on site. The S106 agreement states that the CLT may purchase one house taking the total affordable number of houses to 5. Should the CLT not purchase this house an index linked commuted sum of £142,675 (based on estimated market price for a two-bedroom home as £275,000) will instead be paid by the developer into the S106 fund to be allocated by ECDC to projects across the district i.e. lost to our community.

Two significant points came to the attention of the CLT regarding the purchase of the 5th house:

- Woollensbrook Developments served their 50 days' notice to complete the contract for transfer of an affordable home to the CLT on the 18th of January - 5 days after the signing of the S106 agreement for the site, rather than as originally agreed, at Practical Completion. (The CLT has no involvement in the drawing up of the S106 agreement.)
- Woollensbrook increased their estimated open market value of the two-bed home from £275,000 to £360-375,000.

Both these matters presented the CLT with an unacceptable level of challenge and have been discussed with senior officers at East Cambs District Council in order to find an acceptable solution.

5043 NEIGHBOURHOOD PLAN UPDATE

Councillor Romero reported on the progress of the Neighbourhood Plan steering group

- The plan is now on its third draft which the group are working their way through before a further meeting is held with Rachel Hogger (planning consultant) on 18th February.

Councillor Raby reported that there had been some liaison between the Trees and Biodiversity working group and representatives with other local villages to discuss creating footpaths and green corridors between the villages. Councillor Romero suggested that this might fit in with the objectives of the Neighbourhood Plan and the Council agreed that the matter should be pursued.

A letter from the steering group had been sent to the Parish Council requesting that a number of local green spaces that have special significance in the village might be included in the Neighbourhood Plan with Local Green Space designation.

The sites for the council to consider were as follows:

- a) The Denny and Denny Wood
- b) Gutter Bridge Wood
- c) Land in front of Cowbridge Farm
- d) Land in front of Swan House, Commercial End
- e) Triangle outside Black Horse pub (Stocks Hill)
- f) Parish land on the west side of the Lode, from the National Trust bridge to the Cam

The Council agreed to the request and Councillor Reid suggested that the road triangle at the end of Commercial End might also be included.

Action: Clerk to write to the NP Steering Group

5044 TREES AND BIODIVERSITY

- a) Councillor Raby reported that the working group continue to pursue the trees promised by the County Council to replace those cut down when works were carried out on the A1303. The group had also determined that the strip meadow opposite Cow Bridge is a designated County Wildlife Site.

5045 PAVILION MATTERS

It was agreed that the handyman should seal and paint the pavilion ceiling and clear the moss from the roof. It is hoped that by doing this it will become clear whether water is still coming in through the roof.

5046 DENNY AND PLAY AREA MATTERS

- a) The play area inspection had not been carried out by Councillor Trapp this month. Councillor Romero reported that the zip wire platform had been replaced. The Clerk reported that the graffiti had been cleaned off the COVID signs at the play area by the handyman. Also an adjustment had been made to the gate, however, it will still need new hinges.
Action: Order new hinges for gate.

- b) Councillor Romero reported that the Denny is still being well used in spite of the cold weather.

5047 COMMUNITY MATTERS

- a) **Parish Council Meeting with Diocese of Ely Multi Academy Trust (DEMAT)**

Three members of the Parish Council had met with the Head Teacher, the Chair of Governors and the CEO of DEMAT. Notes of the meeting had been circulated to councillors and will be published with these minutes. The Councillors in attendance agreed that the meeting had been positive and constructive and they look forward to maintaining a good relationship with the school.

5048 HIGHWAYS MATTERS

- a) The Clerk had obtained permission to have a drop kerb installed opposite the cemetery and had also received two quotations out of three sought. The question of whether this was an appropriate use of parish funds for a request from only one parishioner was raised. The Chairman confirmed that there had been one previous request received by the Council. As it was not clear whether the proposed dropped kerb would be accessible to mobility scooters the matter was deferred until the March meeting.

Action: Clerk to obtain further information.

5049 CEMETERY MATTERS

- a) Further to a request from a funeral director last year, the Council had agreed to discuss whether there should be a change to the rules for burial fees for people who had left the village but

wanted to be buried in the cemetery. Councillor Romero had visited a number of council websites and reported that charging double fees to non-parishioners is almost the norm. In one case the fees were 10x and in another 4x. A number of councils had an option to waive the additional fee for anyone who had left the village for health reasons (which could be time limited). Some councillors wanted the Council to be able to use discretion when considering individual cases, where others felt that a clear set of rules would be more appropriate and less likely to cause difficulty in the future. Councillor Trapp proposed that a set of rules should be written and brought back to the council for consideration.

Action: Clerk and Councillor Singleton to write a set of rules for approval by the Council.

- b) The Clerk had sought three quotations for the resurfacing work on the footpath at the rear of the cemetery but only two had been received.

It was proposed by Councillor Singleton, seconded by Councillor Sewell and resolved (6 in favour, 3 abstentions) that the quotation from Mead Construction for £3720 to resurface the footpath at the rear of the cemetery is approved.

Action: Clerk to arrange work to be carried out.

- c) The clerk had obtained one quotation for removing the spoil heap from the cemetery. The contractor had suggested that the work should not be carried out until the spring or summer when the ground is in a more suitable condition.

It was proposed by Councillor Ballard, seconded by Councillor Bates, and resolved (7 in favour, 2 abstentions) that the quotation should be approved and the work carried out at a suitable time in the spring or summer.

Action: Clerk to arrange work to be carried out.

The meeting was suspended by the Chairman at 9.06pm to allow a resident to speak.

The residents expressed their surprise and concern about the proposal for a camping and caravanning club so near to an inhabited property. They consider that the proposal is lacking in sensitivity and is inappropriate for the setting.

The meeting reconvened at 9.11

5050 MOTION TO EXCLUDE THE PUBLIC AND PRESS

That the public (including representatives of the press) be excluded during the consideration of the remaining item No 5051 because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item(s) there would be disclosure to them of exempt information of Category 1 & 2 Part 1 Schedule 12A to the Local Government Act 1972 (as amended).

It was proposed by Councillor Singleton, seconded by Councillor Bates, and resolved that the meeting is closed to the public and press at 9.12pm.

5051 PROPOSED CAMPSITE ABBEY LANE

Further to taking advice from a solicitor, it was clear that the Council did not have many options with regard to objecting to the proposal for a camping and caravanning site on Abbey Lane. Following a discussion amongst the councillors it was agreed that a letter would be sent to the Camping and Caravanning Club stating in the strongest possible terms the Council's unease at this proposal.

Action: SR and Clerk to draft a letter and circulate to councillors for comments before it is sent.

5052 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.

5053 Date of Next Meetings:

2nd March 2021 7pm

2nd March 2021 Pavilion Charity (after the full council meeting)

The meeting closed at 9.51pm