

MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

MEETING NUMBER 499

Held via Zoom on Tuesday 2nd March 2021 starting at 7.00pm

Present: Councillor Sue Romero; Councillor Gordon Reid; Councillor Sophie Singleton; Councillor Kay Ballard; Councillor Peter Raby; Councillor Lynn Reed; Councillor Robin Sewell; Councillor John Trapp arrived at 7.30pm.

Members: 9 Quorum 3

Clerk: Mrs D Bayliss

4 Parishioners

Mr Matt Tyers

County Councillor Shuter

Meeting opened at 7.00pm

5054 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

Councillor Nicky Bates.

5055 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

Councillor Trapp – 5062 Planning Matters (Planning Committee East Cambs District Council).

5056 DISCUSSION WITH MATT TYERS WOOLLENSBROOK RE HILLSIDE MILL SITE

Mr Matt Tyers introduced himself as the Development Director for WoollensBrook who had purchased the Hillside Mill site about 15 months ago and explained a little about why it had taken so long to get to this point with the development. The section 106 agreement had now been signed and the developer is considering whether a fifth affordable house might be provided on the site as the CLT had notified them that they would not be taking ownership of this.

Councillor Romero reminded everyone present that the Council had made a request to be included in discussions related to Environmental matters, Landscaping and allocation of Affordable Housing to those with a local connection.

Mr Tyers assured the Council that he was willing to engage with them on all of these issues.

- A Biodiversity scheme will be submitted to ECDC.
- Discussions will take place between the developers and members of the Trees and Biodiversity Group. The latest proposals will be sent to the Group via the Clerk.
- Solar Panels are not to be used in the scheme. Renewable energy has been provided to ECDC satisfaction by the developers using air source heat pumps. The Parish Council expressed their disappointment at the decision to change original plans for the inclusion of Solar panels.
- External sockets will be available on the front of all houses for Electrical Vehicle charging.
- Provision of bird nesting boxes will be considered. The developers will liaise with Councillor Sewell via the Clerk.
- The scheme should be underway by June 2021 with completion by autumn 2022.
- Some traffic management will be put into place on Quarry Lane when the offsite manufactured frames are delivered. Any road closures will be conveyed to the Clerk.
- With regard to affordable housing, the developers will engage with a housing association, however, it is not the remit of the developer to allocate housing. This will need to be discussed by the Parish Council, the District Council and the Housing Association.

5057 OPEN FORUM FOR PUBLIC PARTICIPATION

A member of the public asked if it was possible to see what the houses will look like. Some impressions were shown on the shared screen.

Councillor Trapp joined the meeting at 7.30pm.

The County Councillor referred to the solar panels, informing the meeting of the Cambridgeshire Solar Scheme and offering Mr Tyers the opportunity to discuss the matter further. Mr Tyers said that this matter would only be revisited if it became part of a planning condition.

Councillor Romero thanked Mr Tyers for attending the meeting.

There were no other matters raised by members of the public.

5058 TO APPROVE MINUTES OF MEETING 498 2nd February 2021

It was proposed by Councillor Raby, seconded by Councillor Reed, and resolved that the minutes of meeting 498 held on 2nd February 2021 be approved. (The minutes will be signed as soon as practicable).

5059 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS (For information only)

There were no matters arising.

Councillors' Reports:

- Councillor Romero had received a report from a resident about potential hare coursers between Downing Court and the Gutter Bridge Wood. The matter had been reported to the police.
- Another resident had made a report to the police about possible drug dealing on the High Street. Councillor Romero had made contact with the neighbourhood policing team at Ely to share information. Councillors and members of the public were encouraged to remain vigilant and report any suspicious antisocial behaviour.
- A resident had reported that a blue truck was being parked on the verge at the edge of the Denny in Station Road, which was causing damaging to the swale. A letter will be sent to the owner of the vehicle asking them not to park on the verge.
- Councillor Singleton reported that work had started on the proposed Camping and Caravanning Site at Abbey Lane and that a new entrance had been created.
- Councillor Ballard informed the council that a member of the public had reported that a lantern on a gravestone had been smashed. It seemed likely that this might have blown off the grave and been run over by the mower rather than vandalised.

5060 COUNTY AND DISTRICT COUNCILLORS REPORTS

a) The County Councillor reported on the following matters:

- The County Council budget meeting had been held in February and the council tax was due to increase by 2.99%, 1.99% for the council tax and a further 1% for adult social care. The County Council considered it would be prudent in the light of the ongoing situation to increase it rather than spending the reserves. £67million had been spent during the pandemic although it is expected that most of this will come back from the government.
- £4million has been allocated to improve and repair pavements.
- Concerns about access to Cambridge from the east had been raised with the Mayor. Lode had made a very good submission and the County Councillor was going to ask if he could share it with other parishes.
- The vaccination programme is rolling out well across the County with a high take up of the vaccine. Apart from a few hotspots, cases of COVID are falling across the County.
- The booking system at the recycling centres continues to work well.
- Mr Shuter is not standing as a county councillor in the forthcoming elections so is unlikely to be at the next meeting as the Council will be in purdah. He will make sure that whoever takes over from him is fully briefed on the situation with the Heath Road junction and will try to make sure it is completed in the next financial year.

Councillor Romero thanked Councillor Shuter for all his work on behalf of the parish council.

- b) The District Councillor's report had been circulated prior to the meeting.
- The District Council are not putting up council tax this year but it will rise by over 3.5% in 2022/23.
 - There was cross-party support for a motion in support of the proposed Fens Biosphere.
 - It was confirmed that the Council has a 7-year land supply, therefore the development envelopes remain in place.
 - The council passed a motion calling for the A1123 to be down graded to a B road.

5061 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- a) **It was proposed by Councillor Ballard, seconded by Councillor Sewell, and resolved** that the bank reconciliations for February 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 February accounts are approved and paid including the £11.61 VAT payment to Glasdon which had been omitted last month.

Action: Clerk to set up payments for councillor authorisation by Councillor Romero and Councillor Reed.

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	£14.40	£0.00	£14.40
	Home Working			
Mrs D Bayliss	Allowance	£120.00	£0.00	£120.00
JCS Bookkeeping	Payroll	£20.40	£4.08	£24.48
Cambdays	Gazebo Roof	£782.75	£156.55	£939.30
Viking	Ink	£54.17	£10.83	£65.00
Pear Technology	Cemetery Software	£1,420.00	£284.00	£1,704.00
Eyelid Productions	Website Hosting	£160.00	£0.00	£160.00
Fraser Dawbarns	Legal Advice	£525.00	£105.00	£630.00
Eon	Street Lighting	£13.62	£0.68	£14.30

5062 PLANNING MATTERS

a) Planning Applications

21/00115/FUL 2 Pound Way Swaffham Bulbeck Cambridge CB25 ONL. Single storey front extension with internal alterations and re-modelling. There were no adverse comments from the council.

b) Planning Approvals

20/00935/FUL The Abbey, Abbey Lane Swaffham Bulbeck Cambridge CB25 0NQ. Construction of borehole and rill pond within the garden to northeast of The Abbey.

20/00932/FUL The Abbey, Abbey Lane Swaffham Bulbeck Cambridge CB25 0NQ. Construction of tennis court in garden to The Abbey.

c) Planning Appeals

APP/V0510/W/20/3254839 (19/01469/OUM) Site East of Heath Road Swaffham Bulbeck Cambridgeshire. Outline application for the erection of up to 18 dwellings along with associated infrastructure and landscaping with all matters reserved.

Councillor Romero noted that the application had been refused by ECDC June 2020. The Parish Council need to decide if they have anything to add to supplement the original comments sent in. It was agreed that the following points would be included in the Council's response.

- The East Cambs Local Plan now has a 7-year land supply which has been tested in court.

- The area should only be brought forward for development as a rural exception site or community led development.
- The development of the site is not required to meet local housing needs as there are already two schemes in place which exceed the requirements of East Cambs District Council.

Actions: Councillor Romero to draft a response for circulation before submission/Clerk to submit response before 12th March.

d) Response from Camping and Caravanning Club

A letter had been received from the Camping and Caravanning Club and had been circulated to councillors. The response was more detailed and replied to the questions by the Parish Council, however, the Club are still planning to proceed with the application. The Council still have a number of concerns about access, visibility and sanitation. The Clerk will write to the District Council to ask if planning permission is required for the new access or a septic tank. It was agreed that copies of the letter sent to the Club and the response from them will be sent to the owners of the adjacent property.

Action: Clerk to send copies of letters to and from the Camping and Caravanning Club.

5063 COMMUNITY LAND TRUST (CLT) UPDATE

- Councillor Romero reported that three meetings had been held since the last PC meeting. The first was a meeting with the residents of Quarry Lane who are concerned about the change of access to the site. The landowner had agreed to carry out investigations into all possible access points and Quarry Lane is the most suitable. The residents had been informed of this.
- At the meeting held on 17th June the Community Benefit Statement and the distribution of affordable housing was discussed. Woollens Brook had been informed that the CLT will not take up the 5th affordable house. A meeting had been held with ECDC who had agreed that the commuted sum could be used for an additional affordable house elsewhere in the village.
- A further meeting was held on 24th June to continue the discussion about affordable housing and to complete the agenda from the previous week. An allocations policy had been drafted and was to be reviewed by the trustees before the next meeting on 24th March.
- The CLT will make a response to the appeal for the application at Heath Road by the County Council.

5064 NEIGHBOURHOOD PLAN UPDATE

Councillor Romero had circulated the minutes of the meeting held on 18th February with the planning consultant. The 4th draft of the plan had been sent to the steering group for consideration and once read it will be sent to the Neighbourhood Plan Advisor at ECDC for comment before it is shared with the community.

5065 TREES AND BIODIVERSITY

- a)** Councillor Raby reported that the County Council were offering money for the Parish Council to purchase the promised trees themselves, however, other local parishes didn't want to do that, therefore the group are still waiting for an alternative solution. Councillor Raby will contact the County Councillor to see if he is able to progress the matter.

5066 PAVILION MATTERS

In line with the reopening of schools the pavilion would be reopened for the Forest Schools Group from Saturday 13th March 2021.

5067 DENNY AND PLAY AREA MATTERS

- a)** The play area inspection had not been carried out. Councillor Ballard will do it as soon as possible and inform the clerk if there are any urgent matters to be attended to.

- b) The Clerk reported that she had authorised the rolling and spiking of the recreation ground which had been approved last year but not carried out. The cost of the work has not increased from the quotation last year.
Councillor Sewell commented that some bulbs had been planted on the Denny.
- 5068 COMMUNITY MATTERS**
- a) Councillor Romero had met with the head teacher of the primary school; they had exchanged information about the resources available to the school including the pavilion and the Denny. Mrs Bartley had shared her experience of being a new head in the midst of the pandemic and how impressed she had been with everything that goes on in the community. Consideration will continue to be given as to how the school and parish council can support each other in practical ways.
A member of the school community had joined the Neighbourhood Plan Steering Group thus creating a vital link between the two groups.
It is hoped that the children will do some artwork, possibly a tile mosaic, to celebrate the 300th anniversary of the school.
- 5069 HIGHWAYS MATTERS**
- a) **It was proposed by Councillor Reid, seconded by Councillor Romero and resolved** that the quotation for £1200 for the dropped kerb opposite the cemetery is approved subject to there being no additional costs, in which case it will be brought back to the next meeting for re-consideration.
Action: Clerk to contact Mead Construction.
- 5070 CEMETERY MATTERS**
- a) Councillor Singleton and the clerk had met to consider updating the rules for the cemetery in order to allow parishioners to only pay a single fee to be buried in the village if they have moved out of the village due to ill health, or for medical care, or to a nursing home or residential home. The matter of putting a time restriction on this was discussed but not recommended as it is very difficult to decide how long might be too long. There was some consideration given to leaving the rules as they are, meaning double fees for all ex-residents. After a discussion the matter was put to the vote.
It was proposed by Councillor Trapp, seconded by Councillor Raby, and resolved (4 in favour/3 against/1 abstention) that if a parishioner/inhabitant has had to move out of the village for medical care, or to a nursing home or residential home due to no fault of their own, then a single fee would apply.
Action: Clerk to update rules with this clause.
- 5071 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.
- 5072 Date of Next Meetings:**
6th April 2021 (Via Zoom)
4th May 2021 Annual Meeting of the Council (via Zoom)
Consideration will be given at the next meeting as to how the Council might proceed with face to face meetings from June, as the temporary regulations allowing remote meetings is due to end on 7th May 2021. NALC continue to lobby the government for an extension to the regulations.
The meeting closed at 8.55pm