

MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL

MEETING NUMBER 500

Held via Zoom on Tuesday 6th April 2021 starting at 7.30pm

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

Members: 9 Quorum 3

Clerk: Mrs D Bayliss

4 Parishioners

Meeting opened at 7.30pm

5073 TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

None.

5074 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA & REQUESTS FOR DISPENSATION

Councillor Trapp – 5080 Planning Matters (Planning Committee East Cambs District Council).

Councillor Reed – 5080 Planning Matters – Planning Application 31 High Street.

5075 OPEN FORUM FOR PUBLIC PARTICIPATION

A resident reported that she was deeply unhappy about the Quarry Lane access for the proposed development at the cemetery/pony field site. Councillor Trapp confirmed that both District Councillors had met with the residents and a report of the meeting was due to be sent to the CLT and to ECDC.

There were no other comments from members of the public.

5076 TO APPROVE MINUTES OF MEETING 499 2nd March 2021

It was proposed by Councillor Reed, seconded by Councillor Raby, and resolved that the minutes of meeting 499 held on 2nd March 2021 be approved. (The minutes will be signed as soon as practicable).

Councillor Bates abstained from the vote as she had not been in attendance at the meeting.

5077 MATTERS ARISING including REPORTS FROM CLERK AND COUNCILLORS (For information only)

5056: Councillor Reid expressed his concern that EV charging points on the front of the houses might create a parking hazard on the main road.

Action: Clerk to write to Matt Tyers

The clerk confirmed that Matt Tyers had not yet made contact with her about any of the issues raised at the March meeting.

Councillor Raby reported that he had received a telephone call from a resident of Vicarage Close about a badly damaged garage and some anti-social behaviour that is taking place there.

Action: Clerk to contact Sanctuary Housing, ECDC and the Police about the matter.

Councillor Romero reported that the teenage son of a resident is doing the Bronze Duke of Edinburgh Award and will be litter picking around the village for the next three months.

5078 COUNTY AND DISTRICT COUNCILLORS REPORTS

- a. There was no report from the County Councillor as the County Council is in purdah.

- b. The District Councillor's report had been circulated prior to the meeting. There were no comments or questions from Councillors. Councillor Trapp also reiterated that the District Councillors had met with concerned residents of Quarry Lane about the proposed development as discussed earlier.

5079 FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

- a. **It was proposed by Councillor Singleton, seconded by Councillor Bates, and resolved that the Council purchase a new laptop.** The decision as to which computer to buy was delegated to the Clerk in consultation with Councillor Reid and Councillor Trapp, up to a maximum spend of £1,000 which is within the allocated budget figure.

b. **To Note Receipts:**

Shrubbs and Rayner Land Rents £3,532.

c. **Payment of Accounts**

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

It was proposed by Councillor Reid, seconded by Councillor Singleton, and resolved that the April accounts are approved and paid.

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

Payments Since the Last Meeting:

Mrs D Bayliss Clerk's Salary: Confidential

Payments for Tonight's meeting:

Payee	Item	Net	VAT	Gross
Mr J Wick	Handyman	£90.80	0	£90.80
Mrs D Bayliss	Travel Expenses	£14.40	0	£14.40
JCS Bookkeeping	Payroll	£42.39	£8.48	£50.87
CAPALC	Affiliation Fees	£388.57	0	£388.57
Herts and Cambs G M	Grass Cutting	£785.00	£157.00	£942.00
Viking	Ink/Paper (N.P.)	£108.22	£21.64	£129.86

5080 PLANNING MATTERS

a. **Planning Approvals**

20/01318/FUL 31 High Street Swaffham Bulbeck Cambridge CB25 0HP. Detached Dwelling. Councillors were concerned about the overdevelopment of this site, the right to light of neighbouring properties, additional traffic, parking and access. There are no comments on the planning portal from residents.

It was proposed by Councillor Singleton, seconded by Councillor Ballard (7 in favour, 2 abstentions) that the Council object to the proposal on the grounds of overdevelopment of the site, parking and traffic.

21/00368/FUL 25 Heath Road Swaffham Bulbeck Cambridge Cambridgeshire CB25 0LS.

Proposed change of use of one room in the house to be used as a beauty room.

It was proposed by Councillor Singleton that the council object because of highway dangers of having an additional access at this point on Heath Road.

There was no seconder therefore the proposal fell.

The Council will make a comment that there are concerns about parking and vehicle access.

21/00327/LBC 4 Frank Turner Court Quarry Lane Swaffham Bulbeck Cambridge CB25 0FG.

Part Garage conversion to habitable accommodation.

21/00326/FUL 4 Frank Turner Court Quarry Lane Swaffham Bulbeck Cambridge CB25 0FG.
Part Garage conversion to habitable accommodation.

There were no comments from the councillors on this application.

Action: Responses to be sent to the Planning Department

b. Planning Notifications

20/00932/DISA to discharge Condition 3 (Archaeological - Written Scheme of Investigation) and 4 (Construction Specification) of decision dated 11.02.2021 for Construction of tennis court in garden to The Abbey.

20/00935/DISA to discharge Condition 3 (Archaeology) of decision dated 11/02/2021 for Construction of borehole and rill pond within the garden to northeast of The Abbey.

5081 COMMUNITY LAND TRUST (CLT) UPDATE

- a. Councillor Romero reported that the latest meeting of the CLT Trustees had been held on 31st March.
- b. The trustees are to meet with the planning officer on 12th April to discuss the application at the cemetery/pony field site.
- c. The landowner gave an update on the progress of the Community Benefit Statement, the Financial Statement, and the Transport Statement.
- d. The Draft Allocations Policy and Expression of Interest forms had been circulated and would be considered at the next meeting.
- e. The CLT had submitted an objection to the planning inspectorate about the appeal for 18 houses at the top of Heath Road for the County Council.
- f. The clerk to the CLT had resigned her post with effect from the end of April.

5082 NEIGHBOURHOOD PLAN UPDATE

Councillor Romero reported that the responses to the fourth draft of the NP had been received from members of the steering group, and from Ed Dade, Neighbourhood Plan Advisor at ECDC who was happy with the scope and direction of the policies. It is hoped that the plan will be ready for the required 6-week consultation period in June with a referendum to follow in the autumn.

5083 TREES AND BIODIVERSITY

The minutes of the meeting held on 24th March had been circulated to councillors. Councillor Raby reported that the County Councillor had intervened to obtain the promised trees, which had now been delivered and planted in various locations around the parish. A note of thanks was made to Mr & Mrs Bretscher for hosting and watering the trees when they were delivered. The Group are also working through aspirational statements for possible inclusion in the Neighbourhood Plan.

5084 PAVILION MATTERS

As discussed at the Pavilion Charity Meeting, the handyman had met with the clerk and Councillor Romero in the pavilion to discuss the water stain on the ceiling of the pavilion which is increasing in size. The area is wet and the ceiling is bowing slightly. It was agreed that the handyman would take that part of the ceiling down to try to find the problem and if necessary a roof tiler would be contacted to look at the condition of the roof.

5085 DENNY AND PLAY AREA MATTERS

- g. Councillor Ballard carried out the play area inspection and reported that much of the equipment is grubby and in need of cleaning. It was agreed that a working party would be set up to undertake this work.

- h. The bench nearest the playground next to the basket swing has a metal bar sticking out of the back of it.
- i. The springs need replacing on the back gate.
- j. Consideration could be given as to whether to put a surface of some sort in front of the target wall.

Action: Clerk to make arrangements for the minor repairs to be carried out.

Action: Councillor Ballard to organise a working party to clean the equipment

- k. Councillor Romero reported that large numbers of people are still using the Denny which is helping to keep anti-social behaviour down.

5086 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 5088/89 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 Trapp, and resolved that the meeting should be closed to the public and press at 8.28pm

5087 POSITION OF CLERK TO THE COUNCIL

The Chairman confirmed that the Clerk to the Council would be leaving her position at the end of May 2021, although she had agreed to stay on reduced hours after 1st June if a replacement has not been found or for a handover period if that is deemed appropriate.

It was proposed by Councillor Reid, seconded by Councillor Raby, and resolved that an advert, job description and person specification should be drawn up by the Chairman with Councillor Ballard and the Clerk, and that with the view and consent of council members over email, an advert would be placed in the Beacon, other local parish magazines, on the website and via Cambridgeshire and Peterborough Association of Local Councils (CAPALC) and the Society of Local Council Clerks (SLCC). The deadline for applications would be 14th May and in person interviews should take place after 17th May in line with government guidelines.

5088 IDENTIFYING LOCAL GREEN SPACES

The parish council discussed the use of green spaces within the parish. No decisions were made.

The meeting reopened to the public and press at 9.01pm

5089 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.

5090 DATE OF NEXT MEETINGS

Finance Working Group Meeting: 27th April 7pm.

Annual Parish Meeting 4th May 2021 7pm (Open Forum)

Annual Meeting of the Council 4th May 2021 (via Zoom)

The Parish Council await a further update from NALC on the status of remote meetings before deciding when the next meeting of the council will be held.

The meeting closed at 9.06pm.