# **MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL**

# **MEETING NUMBER 502**

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

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

**Members: 9 Quorum 3**

**Clerk:** Mrs D Bayliss

3 members of the public

District Councillor Cane

County Councillor Sharp

Meeting opened at 7.30pm

## TO RECEIVE AND APPROVE APOLOGIES FOR ABSENCE

None received.

Absent: Councillor John Trapp.

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

None.

## PRESENTATION BY GRANT FOLLEY, EDF RENEWABLES PROPOSED SOLAR PARK

Grant Folley, Principle Onshore Development Manager, EDF Renewables, gave a power point presentation about the application for Cadenham Solar Farm to be located mostly just outside the parish boundary. The Councillors were given an opportunity to ask questions and raise matters of concern.

An application for planning will be made to ECDC which will then come to the parish council for comment.

## OPEN FORUM FOR PUBLIC

Mr Welton noted that the drop kerb had been installed opposite the pedestrian access to the cemetery and thanked the Council for arranging for the work to be carried out.

Mr Welton also expressed his concern that he had made a number of attempts to contact District Councillor Trapp without success. District Councillor Cane suggested he write to her.

Mr Woodroffe requested that the Council hold a consultation with the community about leaving the wildflowers to grow on the bunds around the Denny and that the results of any such consultation are reported fully to the community before a council debate takes place later in the year.

**It was proposed by Councillor Romero and resolved that item 5129 b) should be brought forward.**

The Chairman expressed her concern that 6 letters of complaint had been received by the parish council about the decision that had been made at the last meeting to cut the wildflowers on the bund. The decision had been made based primarily on the appearance of the Denny and road safety issues on the corner. The Parish Council has a duty to consider biodiversity and should therefore take into account fully the views of the parishioners on this matter. Councillors were given an opportunity to share their views on the matter and expressed both their concerns, and their support for the idea of leaving the flowers to grow.

**It was proposed by Councillor Raby, seconded by Councillor Romero and resolved (4 in favour, 1 against, 3 abstentions)** **that the parish council should hold a consultation as to if and where the most appropriate places are on the Denny for wild flowers to grow.**

## TO APPROVE MINUTES OF MEETING 501 4th May 2021

**It was proposed by Councillor Singleton, seconded by Councillor Bates, and resolved that the minutes of meeting 501 held on 4th May 2021 be approved.** (The minutes will be signed as soon as practicable).

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

* The drop kerb opposite the cemetery had been completed.
* The cemetery footpath had been resurfaced.
* There had been no response from Matt Tyers (Woollensbrook) to the letter sent by the clerk in May regarding meeting to discuss specific matters relating to the Hillside Mill, Quarry Lane development.
* A member of the pubic has donated to the parish council two King George V Silver Jubilee Mugs which had been given to Swaffham Bulbeck primary school pupils and could be kept either at the school or at Downing Court.
* The flashing warning signs in the High Street by the school are being replaced within the next 6 weeks.

## COUNTY AND DISTRICT COUNCILLORS’ REPORTS

1. The County Councillor apologised for being late to the meeting and confirmed that he would send a written report in future. He will also send a copy to the Beacon editor.
* The first full County Council meeting had been held at Espace in Duxford to enable social distancing to take place.
* Councillor Sharp had been appointed to four County Council Committees: Audit and Accounts; Pension Fund/Audit and Accounts; Highways and Transport and Children and Young People.
* The closing date for the Local Highways Improvement scheme (LHI) has been extended from August until 15th September.
1. The District Councillor’s report

District Councillor Cane gave a brief overview of her report which included the following points:

* The Planning Committee had approved a substantial development of the Minor Injuries Unit at Ely.
* The County Council is also considering locating care suites on the site.
* The Operational Services Committee approved the Council’s second Environment and Climate Change Strategy and Action Plan.
* The Council will become an official supporter of the Cambridgeshire and Peterborough Against Scams Partnership.
* The next full council meeting will be held on 15th July. The District Council are also finding it difficult to find suitable venues.

## FINANCES INCLUDING APPROVAL OF PAYMENT OF OUTSTANDING ACCOUNTS

1. **It was proposed by Councillor Singleton, seconded by Councillor Reid, and resolved that the bank reconciliations for April, May and June 2021 are approved.**
2. The Quarter One budget report had been circulated, no questions were raised.
3. Receipts: Burial Fees R. J. Pepper £300
4. **Payment of Accounts**

*Action:* *Clerk to set up payments for councillor authorisation.*

**Proposal:** To note payment of June Accounts

The June payments made under delegated powers were noted by the Council.

| **Payee** | **Item** | **Net** | **VAT** | **Gross** |
| --- | --- | --- | --- | --- |
| Mrs D Bayliss | May Salary |  |  | Confidential |
| Mr J Wick | Handyman | £90.80 | £0.00 | £90.80 |
| Mrs D Bayliss | Travel Expenses | £28.80 | £0.00 | £28.80 |
| JCS Bookkeeping | Payroll | £20.40 | £4.08 | £24.48 |
| Herts and Cambs GM | Grass Cutting | £568.00 | £113.60 | £681.60 |
| Vision ICT | Email Hosting | £36.00 | £7.20 | £43.20 |
| L Batchelor-Wylam | NP Fees | £120.00 | £0.00 | £120.00 |

1. **Proposal:** To Pay July Accounts

| **Payee** | **Item** | **Net** | **VAT** | **Gross** |
| --- | --- | --- | --- | --- |
| Mrs D Bayliss | June Salary |  |  | Confidential |
| Mr J Wick | Handyman  | £90.80 | £0.00 | £90.80 |
| Mrs D Bayliss | Travel Expenses | £57.60 | £0.00 | £57.60 |
| JCS Bookkeeping | Payroll | £20.40 | £4.08 | £24.48 |
| Herts and Cambs G M  | Grass Cutting | £228.00 | £45.60 | £273.60 |
| Pear Technology | Cemetery Mapping | £80.00 | £16.00 | £96.00 |
| Glasdon | Rubbish Bags | £109.42 | £21.88 | £131.30 |
| Mead Construction | Drop Kerb/Path | £3720.00 | £744.00 | £4464.00 |

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

**It was proposed by Councillor Singleton, seconded by Councillor Reed, and resolved that the July accounts are approved and paid with the additional payment to Mead Construction of £3720 + VAT for the cemetery footpath, and the dropped kerb opposite the cemetery.**

***Action:*** *Councillor Romero and Councillor Bates to authorise the payments.*

1. **It was proposed by Councillor Singleton, seconded by Councillor Reid, and resolved that the council donate £500 to the mutual aid group (LGA 1972 s 142) for a film night to be held on the Denny in August.** It was also agreed that food vans may be situated on the carparks as long as all rubbish is cleared away when they leave.

**Action:** *Councillor Singleton and the Clerk to consider rules for users of the Denny.*

## SCHEME OF DELEGATION OF COUNCIL MATTERS TO THE CLERK (LGA 1972 s101)

**It was proposed by Councillor Romero, seconded by Councillor Bates, and resolved that the scheme of delegation as approved at the last meeting will remain in place until the next meeting on September 7th 2021.**

## PLANNING MATTERS

1. **Planning Applications** (for information)

21/00610/FUL 28 Commercial End Swaffham Bulbeck. First floor extension & alterations to existing dwelling. No comments were submitted by the Parish Council.

21/00671/FUL Chalk Farm Newmarket Road Bottisham. Change of use of amenity land and construction of a hard surfaced tennis court and associated development. No comments were submitted by the Parish Council.

1. **Planning Approvals**

21/00400/FUL 14 Pound Way Swaffham Bulbeck. Single storey front extension.

1. **Tree Works**

**21/00680/TRE** 54 Commercial End Swaffham Bulbeck. T1 Apple - Reduce by up to 2mtrs all over, shaping accordingly and thin the crown by approximately 20% to make appropriate size for current environment.

**21/00859/TRE 53** Commercial End Swaffham Bulbeck. T1 Macrocarpa - Remove due proximity to wall and road and due to size and location causing shadowing and reducing the use of the garden.

T2 Western Red Cedar - Remove due to proximity to wall and road, poor specimen

## COMMUNITY LAND TRUST (CLT) UPDATE

Councillor Romero reported that the CLT Trustees had held a number of meetings with the developer, the landowner and ECDC where good progress is being made. The CLT is now a joint applicant with the landowner for the cemetery/pony field site.

## NEIGHBOURHOOD PLAN UPDATE

Councillor Romero had circulated the draft Neighbourhood Plan prior to the meeting. It is hoped that the formal consultation will take place in September. A further application for funding is to be made before the plan can be completed.

Councillor Reid thanked Councillor Romero and the Steering Group for the considerable amount of work that had been put into the plan and this was seconded by Councillor Raby.

## TREES AND BIODIVERSITY

1. Councillor Raby informed the councillors that a parish biodiversity map indicating desired linkages through the parish and connecting to neighbouring parishes had been drawn up, a note of thanks was given to those involved with this. Councillor Raby also informed the meeting that he was carrying out an informal nature survey in the village via the Beacon.
2. It was reported that the grass had been cut in Commercial End on the day of this meeting. It was noted by Councillors that only 6 verge cuts are carried out per year, which depending on the weather, sometimes resulted in the grass growing particularly long between cuts.

***Action:*** *Councillor Singleton to contact County Councillor Sharp about grass cutting on Fen Lane.*

## SPEED WATCH

* There had been no response to the request in the Beacon for Speed Watch Volunteers.
* Information had been received by the former co-ordinator about training for the team.
* Councillor Ballard offered to co-ordinate the team.

***Action:*** *Councillor Ballard to obtain information from the current co-ordinator.*

## DENNY AND PLAY AREA MATTERS

1. Councillor Sewell had noted three minor matters for attention:
* The BBQ is missing a few bricks.
* The gates to the play area don’t close properly.
* There are a number of suckers around the memorial tree by the play area.

***Action:*** *Clerk to arrange repairs and replacements*

1. This item was discussed earlier in the meeting.

## 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 5132 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 Romero, seconded by Councillor Singleton, and resolved** **that the meeting should be closed to the public and press at 9.15pm.**

## POSITION OF CLERK TO THE COUNCIL

The Chairman confirmed that, following interviews, one candidate had been offered the post but had subsequently declined the offer of the job for personal reasons. Two further applications had been received since these interviews were carried out; it was hoped that both applicants will be interviewed during the week ending 16th July. The current clerk will remain on full time hours until the end of July and then on reduced hours through August as required.

The meeting reopened at 9.27pm

## 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.*

## DATE OF NEXT MEETING

7th September 2021 (Venue to be confirmed)

The meeting closed at 9.30pm