

SWAFFHAM BULBECK PARISH COUNCIL

Chairman: Mrs Margaret Chadwick. Clerk: Mrs Sue McAllister

8 Parsonage Lane, Burwell, Cambs CB25 0EN

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NOTICE OF A MEETING OF THE PARISH COUNCIL

Prior to official Parish Council Meeting a Public Open Forum will be held at 7.00pm. Julian Fountain of the Cambridgeshire Fire Service will be attending to provide an update on the Burwell Fire Station and related matters.

To Members of the Council:

I hereby give notice that a meeting of Swaffham Bulbeck Parish Council will be held in the **School** on **Tuesday, 4th February 2014 at 7.30pm following the Open Forum at 7pm.**

Members of the public and press are invited to attend. You are hereby summoned to attend for the purpose of transacting the following business:

AGENDA FOR MEETING 403

1. **Apologies for Absence**
2. **Members' Declaration of Interest for Items on the Agenda + Requests for Dispensation**
3. **To Approve & Sign the Minutes of Meeting Number 402, 7th January 2014**
4. **Matters Arising from Previous Minutes (*for information only*)**
5. **County Councillor's Report**
6. **District Councillor's Report**
7. **Correspondence for Consideration/Circulation:**
 - CCC – Great War Commemoration
 - ECDC -Consultation on the Draft Ely Station Gateway Supplementary Planning Document
 - General – Buckingham Palace Garden Party
 - General - Cambridgeshire Acre – Invitation to discuss Affordable Housing
 - General - Support for local resident on trip to World Scout Jamboree in Japan
 - General – Lode Parish Council – Lode to Stow-cum-Quy Cycle Route
8. **Consideration of Planning Application for Country Store and Post Office, 31 High Street – *extensions and alterations to provide additional ground and first floor residential accommodation. Change of use of adjoining existing takeaway to retail space to be incorporated into existing shop and associated works. Ref: 14/0030/FUL.***
9. **Grant Funding for Amenity Areas in Parish:**
 - Confirmation of successful bids
 - Confirmation of Parish Council's contribution
 - Denny Woods
 - Additional Insurance requirements
 - Confirmation of company for the supply and installation of new equipment
10. **Storage of Parish Council Documentation at the School**
11. **Discussion on Additional Dog Bins for the Village**
12. **Amendment to Standing Orders – Circulation of Meeting Summons/Agenda and Minutes by email using electronic signature**
13. **SLCC Membership and Training for Clerk**
14. **Clerk's Reports**
15. **Finances including Approval of Payment of Outstanding Accounts:**

a) Karen King – <i>Clerk's salary January 2014 (supporting)</i>	£ 256.04
b) Sue McAllister – <i>Clerk's Salary January 2014</i>	£ 272.95
c) Inland Revenue – <i>Clerk's PAYE</i>	£ 64.00
d) Information Commissioners Office - <i>Data Protection Registration fee</i>	£ 35.00
e) SLCC membership - <i>Clerk</i>	£ 87.00 (<i>subject to above</i>)
f) E-ON – <i>streetlighting – DD payment</i>	£ 5.95
16. **Parish Councillors' Reports**
17. **Dates of Next Meetings:**

4th March, 1st April, 6th May, 20th May – Annual Parish Meeting, 3rd June

Clerk to the Parish Council - Signed: Date: 29th January 2014