



SWAFFHAM BULBECK PARISH COUNCIL
Chairman: Mr Gordon Reid. Clerk: Mrs Sam Chambers-Turner
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NOTICE OF A MEETING OF THE PARISH COUNCIL

To Members of the Council:

I hereby give notice that a meeting of Swaffham Bulbeck Parish Council will be held at the Pavilion on **Tuesday 2nd September 2025 at 7.30pm.**

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

Sam Chambers-Turner
27th August 2025
Clerk to the Parish Council

AGENDA FOR MEETING 558

- 6055 Apologies for Absence**
 (LGA 1972 s 85(1) To note written apologies for absence.
- 6056 Members' Declaration of Interest for Items on the Agenda and Requests for Dispensation**
 (Localism Act 2011 s 31 s 33)
- 6057 To Approve Minutes of Previous Meetings**
Proposal: To Approve Minutes of Meeting 557 held on 5th August 2025.
- 6058 Open Forum for Public Participation (10 minutes)**
 At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman.
- 6059 Matters Arising/Clerks and Councillors' Reports (for information only)**
- 6060 District and County Councillors' Reports (for information only)**
- 6061 Finances Including Approval of Payment of Outstanding Accounts**
 - a. Proposal: To approve the bank reconciliation for August 2025.**
 - b. To note receipts.**
 - c. Proposal: To pay September Accounts.**

Method	Payee	Item	Net	VAT	Total
<u>Payments Since the Last Meeting</u>					
BACS	Mrs S Chambers-Turner	Clerk's Salary August			Confidential
<u>Payments for Tonight's meeting:</u>					
BACS	Mr G Turner	Handyman	£90.80	£0.00	£90.80
BACS	JCS Bookkeeping	Payroll August	£30.00	£0.00	£30.00
BACS	ECDC	By Election Costs	£3911.18	£0.00	£3911.18
BACS	CAPALC	Internal Audit	£165.40	£3.00	£165.40
BACS	Viking	Supplies and Stationary	£167.20	£33.44	£200.64

- 6062 Planning Matters**
 To discuss Planning matters as per separate document.

- 6063 The Denny**
- To receive monthly inspection from Councillor Woodroffe.
 - To consider repainting the fence around the playground.
 - To receive an update regarding playground works/development.
 - To discuss a quotation for tree works in the Denny Woods.
- 6064 Cemetery**
- To consider replacement of the row markers in the cemetery.
- 6065 Swaffham Greenway**
- To note the response from Greater Cambridgeshire Partnership Greenways Project Team.
 - To consider points to be raised with the Project Team at the engagement event.
- 6066 Annual Parish Meeting**
To discuss feedback from the Annual Parish Meeting.
- 6067 AtoB1102**
To receive an update from the AtoB1102 group.
- 6068 Parking at Vicarage Close**
To receive information regarding parking at Vicarage Close.
- 6069 Council Administration**
- **Proposal: To ask the Policy and Legislation group to look at an IT policy, new Standing Orders and Financial Regulations.**
 - To consider the use of a spreadsheet to manage actions.
 - To receive an update on the transition from Microshade to Microsoft 365.
 - To review the schedule of works for grass maintenance.
 - Consider date for Annual Parish Meeting for 2026.
- 6070 Highways and Transport**
- To note the required works to the steps between Bottisham and Swaffham Bulbeck.
 - To receive an update on the previously awarded Local Highways Improvement
 - To consider future applications to the Local Highways Improvement Scheme.
- 6071 Agenda Items for the Next Meeting**
Any business and payments to be considered at a Parish Council meeting must be delivered to the Clerk for inclusion on the agenda at least 7 days prior to the meeting.
- 6072 Date of Next Meeting**
Parish Council Meeting, 7.30pm on 7th October 2025 at Downing Court, Swaffham Bulbeck