

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Minutes of the Meeting of the Burwell Parish Council held virtually using Zoom at 7.30p.m. on Tuesday 9th March 2021.

(The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) Regulations 2020.

Present: Liz Swift (Chair), Robin Dyos, Lea Dodds, Michael Geary, Joan Lonsdale, Helen McMenamin-Smith, Gill Miller, Jenny Moss, Jim Perry, Michael Swift, Geraldine Tate, Paul Webb, and Brenda Wilson.

Also present: District Councillor David Brown, and two members of the public.

FC/090321/1 Apologies

Apologies for absence had been received from Gus Jones and Derek Reader.

FC/090321/2 Declarations of any interests known to Councillors

There were no declarations of interests.

FC/090321/3 Approval of Minutes of the meeting held on 23rd February 2021

The minutes of the meeting held on 23rd February 2021 were approved as a true and correct record. Proposed by Paul Webb, seconded by Joan Lonsdale.

FC/090321/4 Public Forum

Richard Adams raised concerns about the safety of pedestrians using the zebra crossing opposite the Post Office. Part of the hedge on the Newmarket Roadside of the crossing restricts the view for pedestrians of vehicles approaching the crossing from Ness Road and for vehicles coming from that direction, for the drivers to see pedestrians approaching and using the crossing. It was agreed that Robin Dyos would approach the owner of the hedge and make them aware of the situation. It was agreed that the matter should also be raised as matter of urgency to Highways.

Nicola Hallows gave her support to the recommendation being made to Full Council for the Wildflower Pilot Scheme. She also asked if the cutting of Pound Hill could be delayed until later in the summer.

FC/090321/ 5 County and District Reports

Written reports from District Councillors David Brown and Lavinia Edwards were noted. David Brown confirmed that other items he had asked to be considered were the Treasury Management Strategy and the Local Council Tax Reduction Scheme.

FC/090321/6.1 Planning Applications to be considered

21/00251/FUL 8 High Street

Demolition of lean-to, conservatory, and stable block. Proposed two storey extension, single storey extension and cart lodge outbuilding

No objections

21/00292/FUL Chelwood House 1D Ness Road

Single storey front extension

No objections

21/00272/FUL 22 Parsonage Lane

Two storey side extension and single storey front extension with additional alterations

No objections

FC/090321/6.2 Planning Decisions from District Council

The following decision was noted:

21/00002/FUL 16 Silver Street – Approval

Removal of existing roof on an outbuilding and replacement with new roof structure and pantiles

FC/090321/6.3 Trees/Environment - None

FC/090321/7 Finance

1.Consideration of payment to the following:

The following payments were approved. Proposed by Jenny Moss and seconded by Brenda Wilson.

| Payee | Description | | Amount inc Vat |
|--------------------|---------------------------------|--|-----------------------|
| George Rowland | Mileage & Phone | | £68.05 |
| Burwell Cleaning | Property Cleaning | | £224.39 |
| S P Landscapes | Cemetery | | £7,518.00 |
| Creative Play | Retention - Rec Play Equipment | | £218.00 |
| Mr Groundsman | Grass Cutting Rec | | £640.00 |
| Varsity Consulting | GMH | | £1,710.00 |
| Clunch | Hall Advertising | | £105.00 |
| Vision ICT | Operation Bridges x 3 (Website) | | £126.00 |
| Salaries etc | All Employees | | £6,814.59 |
| CAPALC | Membership | | £1,016.85 |
| Hallmaster | Annual Fee | | £861.60 |
| | Total Payments | | £19,302.48 |
| | | | |

FC/090321/8 Action Points Update

The Clerk will chase the Solicitors regarding the transfer of land to Pauline's Swamp. It was noted that nothing had been received from Smithers Purslow. The Clerk would continue to chase prior to a decision being taken in September of the way forward. The MVAS Sign has been returned from repair and is now operational in Swaffham Road.

FC/090321/9 Group Reports

Consideration of notes from the Community, Leisure and Sports Group meeting held on 16th February 2021

Council noted the minutes. Michael Swift reported that the group will be looking at what to do with the Recreation Ground carpark once end of year finance figures are available. Some remedial work will be carried out in the short term to fill potholes. Other projects such as the Community Garden are waiting for planning requirements and other investigation results.

Consideration of the notes and recommendations from Assets and Environment meeting held on 23rd February 2021

Council noted the minutes of the meeting. Joan Lonsdale outlined the recommendations made to Full Council.

The Group recommends to Full Council that a Pilot Scheme to encourage the growth of wildflowers on the verges within the village takes place subject to the approval of sites from Cambridgeshire County Council Highways Department and adjacent landowners. The Pilot Scheme to be limited to the following sites:

1. Area of verge/grass on the corner of Hall Lane and Park Road
2. Land at the top of Bolton Close (ECDC)
3. Verge along the east side of Spring Close
4. Area of grass verge between the junction of The Causeway and Silver Street

Proposed by Jenny Moss and seconded by Liz Swift and approved in full by the Council.

Following a question raised by Jenny Moss, it was clarified that the cutting regime for Pound Hill is a separate matter that will be discussed at a later date.

The Group recommends to Full Council that a quotation from Eastern Tree Surgery for £785.00 plus VAT to carry out work to the boundary of Jubilee Green and 27 Parsonage Lane is accepted.

Proposed by Jim Perry, seconded by Jenny Moss and approved by Full Council.

The Group recommends that 10 ton of Planings is purchased from Meads at a cost of £290.00 plus VAT to fill potholes on the Recreation Ground car park

Proposed by Paul Webb, seconded by Helen McMenamin-Smith and approved by Full Council.

Consideration of a recommendation from the Assets and Environment Group for the Grass Cutting Contract from 1st April 2021 to 31st March 2024.

Joan Lonsdale informed Council that five quotations had been received and that the recommendation from the Asset and Environment Group is for Truelink to be awarded the contract. Although this is not the cheapest quotation received, the Group felt that Truelink had a proven record having worked with the Council over the previous three years and that the company provided value for money.

It was proposed that Truelink should be awarded the grass cutting contract for the period of 1st April 2021 to 31st March 2024 at an annual cost of £10,524.00

Proposed by Michael Swift and seconded by Robin Dyos.

Following a unanimous vote Council resolved that Truelink should be awarded the grass cutting contract for the period 1st April 2021 to 31st March 2024.

FC/090321/10 Parish Reports: -

Weekly Property Reports

The Clerk reported that a small fire had been started in a plastic container on one of the items of play equipment at the Recreation Ground. The incident had been reported to the Police. She continued to report that something has been biting the rubber cover tubing on the zip wire seat. The Maintenance Officer has painted the iron railings at the Cemetery. He has also repaired a snapped bench seat slat at Pauline's Swamp and fitted the new gate at Margaret Field. All normal weekly play equipment and property checks have been carried out. Helen McMenamin-Smith reported that the new litter bin at Pauline's Swamp is being used.

FC/090321/11 Other County & District Matters: -

1. Cambridgeshire County Council – Temporary Traffic Order North Street

A Traffic Order for North Street was noted.

FC/090321/12 Other Reports – None

FC/090321/13 Correspondence - None

FC/090321/14 Consideration of the following items

1. Covid-19 update

It was noted that legislation allowing Parish Council meetings to be held virtually expires on 6th May 2021. Arrangements have been made to for future face to face Council meetings to be held at Mandeville Hall. The Annual Parish Meeting due to be held on 4th May can still be held virtually.

2. Update on the Gardiner Memorial Hall Refurbishment Project

The project has now been added to the ECDC CIL Regulation 123 and funding through this will hopefully be available for both phases. The grant to Amey has now been submitted for £80,000.00. Applications will also be submitted to the National Lottery for second phase funding. The Community Fundraising Group is in the process of sending out letters to local businesses to ask for their thoughts on the project to help support future grant funding applications.

The meeting ended at 8.15 pm

Signed

Dated