

BURWELL PARISH COUNCIL

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Minutes of the Meeting of the Burwell Parish Council held at 7.30p.m. on Tuesday 28th September 2021 at Mandeville Hall, Tan House Lane, Burwell, CB25 0AR.

Present: Liz Swift (Chair), Robin Dyos, Don Harrison, Joan Lonsdale, Gill Miller, Jenny Moss, Jim Perry, Derek Reader, Michael Swift, Geraldine Tate, and Hazel Williams.

FC/28092021/01 Apologies

Apologies for absence had been received from Lea Dodds, Helen McMenamin-Smith, Paul Webb and Brenda Wilson.

FC/28092021/02 Declarations of any interests known to Councillors

No declarations were made.

FC/28092021/03 Approval of Minutes of the meeting of 7th September 2021

The minutes of the meeting held on 7th September 2021 were approved and signed as a true and correct record.

Proposed by Robin Dyos and seconded by Jim Perry.

FC/28092021/04 Public Forum

No matters were raised during the Public Forum.

FC/28092021/05 Planning Applications

The following planning applications were considered: -

21/01296/FUL 7 Meadowlands

Construction of single rear extension, cladding of existing exterior walls

No objections

21/01295/FUL Greenfield Farm Weirs Drove

Construction of single storey rear extension and internal alterations – Retrospective

No objections but disappointed to see that a retrospective application had been required

21/01294/FUL Greenfield Farm Weirs Drove

Demolition of existing outbuildings, construction of new room

No objections

21/01323/FUL Fourways 8 Park Road

Conversion and extension to roof space including insertion of roof lights and gable window

No objections

21/01134/FUL 19 Isaacson Road

Single storey rear extension

No objections but not much information about the proposal available

21/01339/FUL 55 Isaacson Road

Rear extension to garage

No objection

21/01344/FUL 106 Low Road

Erection of steel frame metal clad garage

No objection

21/00794/FUL 14 The Avenue

Proposed erection of two private detached dwellings, new dropped kerb/access road and associated works

Amendment involving alterations to the location of two parking spaces for Plot 2 to address concerns raised by the Tree Officer about the impacts upon T25. The indicative existing right of way for No. 15 The Avenue has also been shown on the site plan.

Objections – The objections and issues raised by the Council to the original application still stand. This and other amendments do not resolve the issues initially raised.

The Clerk informed Council that the application had been called in and is due to be determined at the Planning Committee meeting on 6th October 2021. The Clerk was asked to make sure that District Councillors David Brown and Lavinia Edwards are aware of the Council’s objections to the application.

21/00604/FUL 17 Ness Road

Proposed ground and first floor extension and loft conversion

Amendments to plans

No objections

FC/28092021/06 Planning decisions from District Council

The following decisions were noted:

21/00793/RMA 25 Carter Road - Approval

Reserved matters for Appearance, Landscaping and Scale for previously approved 19/00235/OUT for Proposed private detached bungalow with existing access retained

21/00883/FUL Land Between 53 and 61 Silver Street - Approval

Construction of four-bedroom, 2 storey dwelling with brick shed and associated parking, gates and wall to the front – previously approved on 20/1170/FUL

21/01084/TCON 7 Montford Close – Approval

To comply with Condition 1 of Decision Notice 94/00353/FUL

21/01014/FUL 3 Bayfield Close – Approval

Garage conversion and side extension

21/00322/FUL The Farmhouse Welsumme Farm Weirs Drove – Approval

Part change of use of land to form Helicopter Landing Area and erection of single storey helicopter and general garden store

FC/28092021/07 Notifications from ECDC of approved work to trees

The following tree works were noted:

21/01163/TRE Drumcairn 35a High Street

T1 Walnut – reduce crown spread above the garden of number 37 by up to 3m and taper into remaining crown

FC/28092021/08 Urgent Matters for Consideration

1. Approval of Payments to the following:

Payee	Description		Amount inc Vat
ESPO	Stationery		£26.76
Burwell Cleaning	Various Properties		£664.30
Truelink	Grass Cutting/Hay Cut		£2,073.60
Sharp	Photocopier Contract		£69.76
Mr Groundsman	Rec Grass Cutting and weed control		£1,760.00
Eon	Gas Mandeville Hall		£13.74
Huws Gray Ridgeons	Maintenance Materials		£46.01

S R Landscapes	Trees Jubilee Green/Kingfisher Drive		£400.00
British Gas	Public Toilet Electric		£15.89
PKF Littlejohn	External Audit Fee		£720.00
Sophie Jinks	Return of Deposit MH		£50.00
Michael Martin	Return of Deposit MH		£50.00
Planning Portal	GMH Retrospective		£144.00
Lloyds Bank	Various		£33.67
BT	Telephone/Internet AC		£389.03
WAVE	Cemetery		£64.95
WAVE	Recreation Ground		£15.51
WAVE	Allotment		£116.24
Corona Energy	Allotment		£11.79
Corona Energy	GMH		£68.64
Corona Energy	Recreation Ground		£73.12
Corona Energy	Cemetery Chapel		£10.40
Corona Energy	JRR		£26.93
Corona Energy	Mandeville Hall		£14.82
Corona Energy	JRR Gas		£25.74
	Total		£6,884.90

Derek Reader declared an interest in the accounts – payment to S R Landscapes.

The above payments were approved. Proposed by Robin Dyos and seconded by Jenny Moss.

Hazel Williams passed on compliments she had received on the Public Toilet at the Jubilee Reading Room.

2. Notice of Conclusion – External Audit Report 2020/2021

Council noted receipt of the Notice of Conclusion for the External Audit Report. No matters were found giving cause for concern that relevant legislation and regulatory requirements had not been met.

The External Auditor did note however that Section 2 of the AGAR was approved after the start date of the Exercise of Public Rights and that the notice regarding the period of Public Rights was not published prior to the start of the period and as a result when the Annual Governance Statement 2021/2022 is completed the answer to Assertion 4 must be 'No'.

3. Email of thanks from Burwell Carnival for the use of Margaret Field

An email thanking the Council for the use of Margaret Field for the event held on 4th September 2021 had been received from the Carnival Committee. The event had been well attended, with many positive comments being received.

4. Climate Change Action Plan

The inaugural meeting of the Climate Change Forum is due to be held on Monday 4th October 2021, 7.30 pm at Mandeville Hall. All members of Council are welcome to attend.

5. Covid 19

There were no Covid 19 matters to discuss.

FC/28092021/09 Gardiner Memorial Hall – General Update and Reports, consideration of payments etc.

A meeting had been held in the previous week to discuss the kitchen. It was noted at the meeting that the refurbished kitchen is smaller than original. A further meeting has been arranged for Monday 4th October with the Quantity Surveyor to help move the kitchen design forward. The Clerk to approach a couple of kitchen companies to see if they will provide further quotations. Hazel Williams expressed the need for the kitchen to be as usable as possible.

The contractors are due to start on 11th October 2021

The meeting closed at 8 pm.

Signed

Dated