

**BURWELL PARISH COUNCIL**  
***The Jubilee Reading Room***  
**99, The Causeway, Burwell Cambridge. CB25 0DU**  
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Minutes of the meeting of Burwell Parish Council held at Mandeville Hall, Tan House Lane, Burwell, CB25 0AR at 7.30p.m. on Tuesday 9<sup>th</sup> November 2021.

Present: Liz swift (Chair), Robin Dyos, Lea Dodds, Joan Lonsdale, Gill Miller, Jim Perry, Michael Swift, Geraldine Tate, Paul Webb, and Brenda Wilson.

Also Present: Councillor David Brown and two members of the public.

**FC/091121/1 Apologies**

Following a proposal from Gill Miller, seconded by Paul Webb, Council approved a six-month absence for Helen McMenamin-Smith due to health issues.

Apologies for absence were also received from Don Harrison, Gus Jones, Jenny Moss, Hazel Williams, and District Councillor Lavinia Edwards.

**FC/091121/2 Declarations of any interests known to Councillors**

Liz Swift, Michael Swift, Lea Dodds – Planning Application for Orchard Lodge 29B The Causeway

Robin Dyos – Planning Application for 34 Swaffham Road

**FC/091121/3 Approval of Minutes of the meeting held on 26<sup>th</sup> October 2021**

The minutes of the meeting held on 26<sup>th</sup> October 2021 were approved and signed as a true and correct record. Proposed by Robin Dyos and seconded by Jim Perry.

**FC/091121/4.1 Public Forum – An opportunity for members of the public to raise concerns or question Council on matters included in this agenda. There will be no further opportunity for members of the public to speak after this point in the meeting.**

No matters were raised during the public forum.

**FC/091121/ 5 County and District Reports**

A report from Councillor David Brown had been circulated. There was no report from Councillor Lavinia Edwards as she had been away and had not attended any meetings. Councillor Brown made Council aware that the Greater Cambridgeshire Partnership Consultation on Newmarket Road, Cambridge is now live and asked that any member of the Council submitting comments to copy him in as well.

**FC/091121/6.1 Planning Applications to be considered**

The following applications were considered:

**21/01538/FUL 8 Hythe Close**

Demolition of existing conservatory and construction of single storey rear extension and associated works.

**No objections**

**21/01544/FUL Harleys 24 Toyse Lane**

Demolition of existing conservatory and construction of single storey rear extension

**No objections**

**21/01539/FUL 34 Swaffham Road**

Demolition of existing conservatory and erection of single storey rear extension, loft and roof alterations, and associated works.

**No objections**

**21/01573/FUL Orchard Lodge 29B The Causeway**

Construction of one private detached dwelling and associated works

**Council noted concerns raised by neighbour otherwise no objections**

**FC/091121/6.2 Planning Decisions from District Council**

The following decisions were noted:

**21/01295/FUL Green Farm, Weirs Drove – Approval**

Construction of single storey rear extension and internal alterations - Retrospective

**21/01296/FUL 7 Meadowlands – Approval**

Construction of single storey rear extension, cladding of existing exterior walls.

**21/01307/TPO 20a Ness Road – Refusal**

T1 Walnut – Remove low limb interfering with and pushing fence over and crown reduce by 2-3m where it overhangs the neighbouring (1 Bewicks Mead) property.

**FC/091121/6.3 Trees/Environment**

**Notification of approved tree works by East Cambs. District Council – None**

District Councillor David Brown and the two members of public left the meeting.

**FC/091121/7 Finance**

1. Consideration of payment of the following:  
The following payments were approved. Proposed by Robin Dyos and seconded by Geraldine Tate.

<b>Payee</b>	<b>Description</b>	<b>Amount inc Vat</b>
ESPO	Cleaning/Stationery	£124.14
Mead Construction	Clunch removal Cemetery	£240.00
Burwell Window Cleaning	Various Properties	£65.00
Simpsons	Grass Seed	£120.00
Varsity Consulting	GMH Fees	£1,140.00
Truelink	Grass Cutting	£1,692.00
Cambs CC	Buntings Path Survey	£500.00
CAPALC	Councillor Training	£75.00
George Rowland	Mileage, Phone etc	£166.25
Debbie Cawley	Mileage	£24.75
Salaries etc	All Staff	7,948.54
	<b>Total</b>	<b>£12,095.68</b>

**FC/091121/8 Action Points Update**

Council noted the following updates:

That the planning application for the development in Exning has now been approved. The Clerk to speak with West Suffolk Council for an update on the progress of the land acquisition for the cycleway.

A meeting has taken place with Joshua Hopkins from Hopkin Homes regarding the transfer of land adjacent to Pauline's Swamp. The Clerk has requested another meeting with Joshua Hopkins as there are concerns that they may be impinging on Pauline's Swamp land as part of a sale of land to another developer. The £3,500 has yet to be received.

Work on the village sign is near to completion, however we have been made aware of delivery delays in materials need to complete the work.

**Consideration of the notes and recommendations from the Assets and Environment Meeting held on 26<sup>th</sup> October 2021:**

The following recommendations were considered:

- 1. The Assets and Environment Group recommends that EWP Consultancy should be appointed to carry out annual Tree Inspections and Checks at a cost of £1661.00 plus VAT for the first year.**

*Proposed by Liz swift, seconded by Paul Webb and approved by Council.*

- 2. The Assets and Environment Group recommends that a quotation from S R Landscapes is accepted to carry out required tree work at Jubilee Green, the entrance to the allotments and at the Cemetery in the sum of £1390.00.**

*Proposed by Michael Swift, seconded by Brenda Wilson and approved by Council.*

The Clerk informed the Council that she had spoken with the owner of Pimp my Fish regarding the use of Mandeville Hall car park. He had asked if a Tuesday evening would be an option. As this currently is not such a busy night for the hall as a Wednesday, it was agreed that he could use the car park up until March when this will need to be reviewed due to the impact of the cricket season restarting. It was agreed that he should be charged £25.00 per session. This will also need to be reviewed in March.

*Proposed by Robin Dyos, seconded by Brenda Wilson and approved by Council.*

**Consideration of notes and recommendations from Community, Leisure and Sports Group meeting held on 19th October 2021**

- 1. The Group recommends to Full Council that the following donations are approved:**

- **Rowan £50.00**
- **Burwell Community Radio £100.00**
- **Burwell Action for Youth £500.00**

*Proposed by Brenda Wilson, seconded by Robin Dyos and approved by Council.*

- 2. The Group recommends to Full Council that a Christmas Tree is purchased for Pound Hill at a cost of around £200.00 plus VAT**

*Proposed by Jim Perry, seconded by Gill Miller and approved by Council.*

Consideration was also given to allowing the Burwell Cycle Club to have a storage container at the Recreation Ground to store some of their equipment. Following a proposal from Geraldine Tate which was seconded by Lea Dodds, this was approved by Council. Paul Webb and Jim Perry as members of the club declared an interest in this matter.

**FC/091121/10 Parish Reports**

The Clerk reported that the contractor carrying out the work at the Recreation Ground had damaged some electric cables for the floodlights. The Clerk is waiting to hear back from the contractor for more information.

The Maintenance Officer had damaged the lawnmower blade when cutting the wildflower area at the Recreation Ground.

The hedge cutting contractor had reported a number of incidents of negative feedback whilst cutting the hedges this year. He also raised concern about the amount of dog fouling in the rougher areas around the edge of the Recreation Ground. Council agreed that something should be put on the Community Facebook Page and in Clunch reminding people of the need to clear up after their dogs and that the bagged dog poo can be placed in any public bin in the village. The football teams should also be asked about the amount of dog poo they are finding on the pitches and the need when collected, for this to be placed in a bag in then put into the bins provided at the Recreation Ground.

**FC/091121/11 Other County & District Matters: -**

Council noted the following items:

1. Cambridgeshire County Council Temporary Road Closures for Footpath off Abbey Close and Parsonage Lane
2. East Cambs District Council Notification of the consultation on the Local Council Tax Reduction Scheme

**FC/091121/12 Other Reports**

Council noted the following reports:

1. Burwell Environment Group Minutes of 1<sup>st</sup> September and 6<sup>th</sup> October 2021

**FC/091121/13 Correspondence - None**

**FC/091121/14 Consideration of the following items**

1. Climate Change including noting of minutes from the meeting held on 4<sup>th</sup> October 2021

Council noted the minutes from the Climate Change Forum meeting held on 4<sup>th</sup> October 2021. A second meeting has now been held, which a Councillor from Brixworth Parish Council had attended as they were interested on our Climate Change Policy. Other parishes have also shown an interest in the policy. Liz Swift and Paul Webb to put together an application for Lottery Funding to cover the cost of carrying out a further Climate Change Survey in the village.

2. Update on the Gardiner Memorial Hall Refurbishment Project

Liz Swift reported that some decisions still need to be made regarding the kitchen and the AV equipment. The latest layout for the kitchen from Howdens is acceptable, but we are still awaiting costings. AED are in the process of providing a quotation for the AV work. A question was asked regarding the need for the suggested level of AV equipment. However other members of the Council felt that this would create many opportunities for the use of the hall. A final decision about the AV equipment needs to be made as soon as possible, so that first fix electrical work is not delayed. Council approved the Gardiner Memorial Hall Working Group making the decision with regards to both the kitchen and AV without the need to come back to Full Council. Proposed by Brenda Wilson and seconded by Robin Dyos.

3. Consideration and confirmation of Representatives/Trustees for the following organisations:

The following representatives were agreed:

- The Day Centre – Hazel Williams, Joan Lonsdale, Liz swift, Paul Webb, and Geraldine Tate
- Burwell Museum – Brenda Wilson
- Wicken Fen - Paul Webb and Jenny Moss
- Burwell Allotment and Garden Society – Jenny Moss

4. Remembrance Day Sunday 14<sup>th</sup> November 2021 2.30pm at the War Memorial followed by service at St Mary's Church at 3 pm

Liz Swift reminded Council that the Act of Remembrance at the War Memorial is due to take place this Sunday and that seats need to be booked in Church for those wishing to attend the Church Service.

The meeting closed at 8.32 pm

Signed:

Dated: