

BURWELL PARISH COUNCIL
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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 8th February 2022.

Present: Liz Swift (Chair), Lea Dodds, Michael Geary, Joan Lonsdale, Gill Miller, Jenny Moss, Jim Perry, Michael Swift, Geraldine Tate, Paul Webb, Hazell Williams, and Brenda Wilson
County Councillor Josh Schumann and District Councillor David Brown.
Also present: David Lewis, Brenda Kibblewhite and David Aplin (This Land)

FC/080222/1 Apologies

The following absences were approved: Helen McMenamin-Smith and Derek Reader. Following a proposal from Liz Swift, seconded by Jenny Moss, it was unanimously agreed that with the Council's duty of care to its members and the detrimental affect on the Council that the long-term absences due to illness of Councillors Gus Jones and Don Harrison should not be approved. This will allow six months for them to either attend a meeting or to tender their resignation.
An apology for absence had also been received from District Councillor Lavinia Edwards.

FC/080222/2 Declarations of any interests known to Councillors

Paul Webb and Jenny Moss – Planning application for Priory Farm, Factory Road.
Joan Lonsdale – Planning Application for Ibcott 27b North Street.

FC/080222/3 Approval of Minutes of the meeting held on 25th January 2022

The minutes of the meeting held on 25th January 2022 were approved and signed as a true and correct record.
Proposed by Brenda Wilson, seconded by Paul Webb.

FC/080222/4.1 Public Forum

No matters were raised during the Public Forum.

FC/080222/4.2 Newmarket Road Development – David Lewis and Brenda Kibblewhite from This Land

David Lewis, Brenda Kibblewhite and David Aplin of This Land gave an update on the Newmarket Road Development and the archaeological dig. Brenda Kibblewhite initially shared photographs of some of the items found during the two phases of the dig. These included human and horse skeletons. Some of the items are due to be on show at Burwell at Large. The Archaeological Team is currently analysing and logging the items found. All items will then go to Cambridgeshire County Council prior to a final decision being made on where they should end up. The human skeleton was a male of muscular build, approximately forty years of age. He was found in a funeral mound suggesting that he was of some importance, possibly a village elder. They had also found a mould for casting axe heads which was very rare. Phase 1 finds included many animal bones and pots. In Phase 2 a number of skulls had been found. The two horse skeletons are likely to have been sacrificial burials. It was not known if the skulls had been found near the previously found ashes urns. Brenda Wilson, as Chair of the Museum expressed an interest in having some of the items to display at the museum.

David Lewis informed Council that infrastructure work has started on site and that this work will take about a year to complete. The Vistry Group will develop the first phase of the housing. They are currently working on the detailed design. Houses in later phases constructed by This Land will have air sourced heat pumps, EV points and solar panels. The remaining dwellings in terms of sustainability will meet the building regulations requirements in place at the time. He expressed that it is likely that many dwellings built in the foreseeable future will continue to have gas heating.

It was noted that This Land sees the site as offering further development potential on top of the 350 dwellings already approved. This Land believes that they will develop around 30 to 40% of the overall housing on the site, with the third-party developers 'Vistry' developing the rest. When questioned on the confidence in being able to deliver the development, David Lewis stressed that there had been a number of negative stories

about This Land, but the company is in a strong financial position, with 70 million pounds being received by the company in the next 12 months, to move the development forward. County Councillor Joshua Schumann reported that roof top photo voltaic panels are not as efficient when compared with panels situated within a larger scale solar farm. He also confirmed that an external auditor had accessed the Business Plan for This Land and had given it a good bill of health.

It was confirmed that the Section 106 Agreement would be adhered to with funding being released for the Exning to Burwell Cycleway once the first dwelling has been occupied and that regular discussions were being held between the Councils involved with delivering the project.

25% of the first 100 dwellings will be affordable housing. This level takes into account costs involved with the infrastructure. 40% of the remaining dwellings will be affordable and This Land will not challenge this requirement. There will also be some self-build plots available. A consultation is due to take place with the community on 17th February 2022 on the style of the buildings residents would prefer. Hazel Williams suggested that it would be a good idea to bring examples of other housing sites to show the different building styles.

Jim Perry asked why, despite so many requests for access to and from the site to be via a roundabout and not a junction, had not been acted on. David Lewis explained that they too, had thought that a roundabout had been a better choice, but had been overruled by the County Council Highways Department. They apologised for not sending the traffic data to back the Highways decision when previously asked. Some members of the Council raised concern that the decision had been based on a desk top model. The additional vehicles from the development will also have an adverse effect on traffic using the Newmarket Road, High Street/Causeway junction.

David Lewis continued to report that the only community facility within the development will be the proposed sports hub. There will be no shops on the development as this would take away from the original village shopping areas.

County Councillor Joshua Schumann expressed that the developers are in a difficult position regarding the roundabout. The Safety Audit conducted assess the likely traffic situation and comes up with the best way to handle the traffic. If a developer goes against the recommendation they are liable to repercussions if something was to go wrong.

David Lewis reiterated that This Land wished to engage with the Parish Council about the Sports Hub. Paul Webb made the representatives from This Land aware of the Gardiner Memorial Hall project and the need for more funding to enable the extension to go ahead. This Land were thanked for attending the meeting.

FC/080222/ 5 County and District Reports

District Councillor reports were noted with nothing further to add.

County Councillor Joshua Schumann reported that the County Council were looking to increase their tax to the maximum they could without having to go out for a referendum. Some of the money will be used to fund an audit of the drainage systems in the County.

A large number of Executive Officers have now left the County Council. This is due to mixed reasons. The vacancies are being filled. There has been a 30% change over in Highways staff. Covid has put a lot of pressure on the workplace, with some employees being redeployed. This is slowly coming back to normal. He continued to report that he sees the road markings in Burwell a first priority as work returns to normal.

FC/080222/6.1 Planning Applications

The following planning applications were considered:

21/01588/FUL Priory Farm Factory Road

Single storey ground floor side extension

Amendment – no response needed

Flood resilience measures to be included within the proposed extension as per detailed in email dated 18.1.2022

Amendment noted.

22/00059/FUL Ibcott 27B North Street

Relocation of entrance, a new open porch will frame new front door and internal alterations. New bi-fold doors and window at the rear

No objections.

22/00082/FUL 16 Garden Court

Lowered kerb, approach across grass verge and footpath, and new vehicle hard standing

No objections

Two further planning applications amendments had been received requiring a response before the date of the next meeting:

21/01443/FUL Riverdale 71 North Street

Proposed demolition of a large clunch/brick outbuilding and erection of detached dwelling plus associated works.

Amendment – Design of dwelling amended from two storey to single storey. Tree Report submitted – No objections

21/01778/FUL 29 Isaacson Road

Demolition of existing attached garage and construction of two storey side extension.

Amendment includes the removal of the two east side elevation ground floor windows and the line of the eastern boundary treatment. No objections.

FC/080222/6.2 Planning Decisions from District Council

The following planning decisions were noted:

21/01588/FUL Priory Farm Factory Road – Approval

Single storey ground floor side extension

21/01563/FUL 18 High Street- Approval

First floor extension to rear and single storey extension to side (Resubmission to allow for large rooflight in kitchen

FC/080222/6.3 Trees/Environment

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

FC/080222/7 Finance

1.Consideration of Finance Report Quarter ending 31st December 2021

Council approved the Finance Report for the quarter ending 31st December 2021. Proposed by Hazel Williams and seconded by Michael Geary. The Clerk was thanked for her hard work in producing the report.

2.Consideration of payment of the following:

The following payments were considered and approved. Proposed by Paul Webb and seconded by Brenda Wilson.

Payee	Description		Amount inc Vat
Staff Members	Salaries, Tax, NI, Pensions		£7,318.67
E Freckingham	Ret of Dep		£50.00
Ridgeons	Maintenance Supplies		£91.02
Dent Security	JRR Intruder Alarm Contract		£152.40
Mead Construction	Topsoil - Cemetery		£54.00
Burwell Computers	Microsoft 365 Online Services		£1,140.48
Debbie Cawley	Mileage		£20.70
Cadman	GMH		£5,588.34
Cadman	GMH		£30,317.05
Harrisons	Boiler Repairs MH		£175.20
Varsity	Project Management		£2,052.00
Sharman Grimwade	GMH		£1,035.00
	Total		£47,994.86

FC/080222/8 Action Points Update

The following updates were received.

No	Action Point	Working Group if Applicable	Comments on Progress
1.	Section 106 Money	Section 106 Working group and Finance working group	Available 106 funding for Cycleways £1,000 No further update
2.	Newmarket Road Bridge safety improvements Burwell to Exning Cycle Way	Safety Group	Development in Exning approved with cycleway forming part of the Section 106 Agreement.
3.	Newmarket Road proposed Sports Hub including 3G artificial pitch Sports Pavilion/Football Pitches Recreation Ground	Sports Provision Working Group	This Land wish to meet with Council to discuss the Sports Area. Presentation from This Land on 8 th February 2022. Presentation by Vistry Group (Developers) 22.2.2022.
4.	Pauline's Swamp	Pauline Swamp Working Group	Hopkins Homes has been sold to another developer. Solicitors understand that the transfer will still be going ahead.
5.	Gardiner Memorial Hall Refurbishment		Ongoing work on site.
6.	Moveable Vehicle Activated Speed Signs		MVAS Unit currently in Buntings Path needs checking as appears to be displaying in correct mileage.

FC/080222/9 Group Reports

Consideration of the notes and recommendations from the Finance and General Purposes meeting held on 25th January 2022:

The notes of the Finance and General Purposes Meeting held on the 25th of January 2022 were noted and the following recommendations considered:

That the bank mandate is changed removing Robin Dyos as a signatory and adding Paul Webb.

Proposed by Liz Swift and seconded by Brenda Wilson.

It was agreed that Paul Webb should replace Robin Dyos as a signatory for the Unity Trust Bank.

The Group recommends the following fees from 1.4.2022 to full council:

Allotments – From October 2022 an increase from 20p per square metre to 23p per square metre and from October 2023 an increase from 23p to 25p per square metre.

Mandeville Hall and Gardiner Memorial Hall

Charges to remain the same.

Lock Up

Rent to remain the same at £200.00 per year.

Cemetery

The following increases are recommended:

Part 1 - Interments (excluding fee for digging grave)

For the interment granted:

- a) of the body of a still-born child or of a child whose age at the time of death did not exceed 12 years **£90 to remain the same at £90.00**
- b) of the Person whose age at the time of death exceeded twelve years:

Single grave to the depth of 5	£310 increase to £330.00
Double grave to the depth of 7 ft	£310 increase to £330.00
c) For any interment at a depth exceeding 7 feet, for each additional foot, an additional:-	£120 increases to £140.00
d) Re-opening of grave	£240 increase to £260.00
e) For the interment of cremated remains in a grave for which the exclusive rights have been issued	£140 increase to £160.00
f) For the interment of cremated remains in designated plot in the garden of Remembrance.	£140 increase to £160.00

Part 2 - Exclusive Rights of Burial in Earthen Graves

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| a) For the exclusive right of Burial for 50 years in an earthen grave 9ft. x 4ft. | £275 increase to £295.00 |
| b) Exclusive right for a child's grave | £100 to remain at £100.00 |
| c) For the exclusive right of burial for 50 years of cremated remains in earthen space 2 ft. x 2 ft. | £140 to increase to £160.00 |
| d) As c) above for a double ashes plot | £220 to increase to £240.00 |

Part 3 - Monuments, tablets & Monumental Inscriptions

For the right to erect or place on a grave:

- | | |
|---|------------------------------------|
| a) A Headstone not exceeding three feet in height, including inscriptions | £245 to increase to £265.00 |
| b) A flower vase (in lieu of headstone), including inscriptions | £140 to increase to £160.00 |
| c) A plaque 10" x 4" on a wall in the garden of rest | £150 to increase to £170.00 |
| d) A double plaque 10" x 8" on a wall in the garden of rest | £245 to increase to £265.00 |

(These fees are inclusive of any future additional inscriptions)

Use of Cemetery Chapel for a service prior to burial £220 to increase to £240.00
(Chapel fee is not doubled for non-residents)

All of the above changes to fees were proposed by Michael Swift and seconded by Gill Miller
The above fees were approved by Council.

FC/080222/10 Parish Reports

The Clerk reported that a tree had come down over the trim track at the Recreation Ground. This had been cleared by the Maintenance Officer. The Maintenance Officer has raised concerns that the play equipment at the Recreation Ground is looking weathered. The Maintenance Officer has had to clear the drainage pipe for the public toilet twice since Christmas. The Maintenance Office has also made a noticeboard for the details of the fruit trees in the Community Orchard.

FC/080222/11 Other County & District Matters: -

1. East Cambs District Council Eyes and Ears Training

Council noted that ECDC is offering Eyes and Ears Training for any councillors interested. Those with an interest should let the Clerk know.

The following matters were noted:

2. Cambridgeshire County Council Temporary Road Closure 2.5.22 for Reach Fair

3. Cambridgeshire County Council Temporary Road Closure Weirs Drove between Newnham Drove and Hightown Drove

4. East Cambs District Council – Street Numbering The Haven Factory Road

FC/080222/12 Other Reports

The following reports were noted. Michael Swift clarified that the wording of the original deed document about the need for most of the trustees to be from the Parish Council for the Council to remain in control of Pauline's Swamp. Michael Swift continued to report that both

his and Jim Perry's trustee positions had reached the end of their term and any Councillor interested in becoming a trustee should let the Clerk or Jenny Moss know.

1. Pauline's Swamp Trust – Amendments to original Trust Document
2. Minutes of the Burwell Environment Group Meeting 8th December 2021
3. Minutes of the Burwell Environment Group Meeting 20th October 2021

FC/080222/13 Correspondence - None

FC/080222/14 Consideration of the following items

1.Climate Change including noting of minutes from the meeting held on 2nd February 2022

Council noted the minutes of the Climate Change Forum meeting held on 2nd February 2022. Jenny Moss (Chair of the Climate Change Forum) informed Council that the meetings were going well, but that they are still looking at ways to involve the youth and farming community.

2.Update on the Gardiner Memorial Hall Refurbishment Project

Liz Swift reported that an interim meeting had been held with Varsity and Cadman's on the 4th February 2022. Various items such as queries about ventilation, hand dryers, the substitutes for the velux windows and splash backs were considered. The members of the group are currently looking at possible colour options for the chairs and curtains. The Council has agreed to buy the white goods. Hazel Williams asked if sight disability requirements are being adhered to for the toilet area. Clerk to speak to Paul Mills (Varsity) to confirm.

3.Update on the Safety Campaign

Paul Webb reported that there had been a recent article about the Safety Campaign in the Newmarket Journal. The Group is currently working on the leaflets for the campaign. There is still a lot of work to be done. Hazel Williams expressed concern about the main road through Burwell being a 'Twenty's Plenty' zone.

The meeting closed at 9 pm.

Signed:

Dated: