

**BURWELL PARISH COUNCIL**  
***The Jubilee Reading Room***  
**99, The Causeway, Burwell Cambridge. CB25 0DU**  
**Telephone/Fax 01638 743142**  
***E Mail burwellpc@burwellparishcouncil.gov.uk***

Minutes of the Meeting of the Burwell Parish Council held at Mandeville Hall, Tan House Lane, Burwell, CB25 0AR at 7.30p.m. on Tuesday 14<sup>th</sup> June 2022.

**Present:** Paul Webb (Chair), Lea Dodds, Michael Geary, Linda Kitching, Joan Lansdale, Helen McMenamin-Smith, Jim Perry, Derek Reader, Geraldine Tate, Hazel Williams, Brenda Wilson, and Ian Woodroofe.

**FC/140622/1 Apologies**

Apologies for absence had been received from Liz Swift, Michael Swift, Gill Miller, Jenny Moss, District Councillors Lavinia Edwards, and David Brown.

**FC/140622/2 Declarations of any interests known to Councillors**

Paul Webb declared an interest in FC/140622/7 Finance item 2 Payments.

**FC/140622/3 Approval of Minutes of the meeting held on 31<sup>st</sup> May 2022.**

The minutes of the meeting held on 31<sup>st</sup> May 2022 were approved as a true record. Proposed by Brenda Wilson and seconded by Jim Perry.

**FC/140622/4 Public Forum**

No matters were raised during the Public Forum.

**FC/140622/ 5 County and District Reports**

A written report from District Councillor David Brown was noted.

**FC/140622/6.1 Planning Applications to be considered**

**22/00293/VAR Riverdale 71 North Street**

To vary Condition 1 (Amended plans) of previously approved 21/01443/FUL Proposed demolition of a large clunch/brick outbuilding and erection of detached dwelling plus associated works

**Amendment involving Rooflights amended to dormer windows to provide sufficient outlook**

**No objections but please make sure that there is no loss of privacy for neighbours.**

**22/00587/FUL 25 Melford Close**

Proposed garage conversion

**No objections but comment from neighbour regarding tree is noted.**

**22/00629/FUL 17 Hall Lane**

Construction of two storey extension to front and rear. Single storey link extension to garage. Part clad existing house in weatherboard cladding and replace existing roof tiles. Remove garage door and replace with standard pass door.

**No objections but extension should be built to climate change standards**

**22/00651/LBC 6 High Street**

To replace the existing front door with like for like

**No objection**

**22/00660/FUM Land Between National Grid Burwell and Breach Solar Farm Ness Road**

Proposed electrical connection between the Breach Solar Farm of 21/00706/ESF and Burwell Substation

**No objections but note resident's comments**

**FC/140622/6.2 Planning Decisions from District Council**

The following decisions were noted:

**22/00082/FUL 16 Garden Court – Withdrawn**

Lowered kerb, approach across grass verge and footpath, and new vehicle hardstanding.

**22/00075/FUL 6 Garden Court – Withdrawn**

Proposed lowered kerb at front of property.

**22/00444/PIP 4 Hythe Lane – Approved**

Permission in principle for construction of 2 semi-detached houses with 4 parking spaces to replace existing house and garage

**22/00432/FUL 1 Field View – Withdrawn**

Construction of detached workshop with home office above

**FC/140622/6.3 Trees/Environment**

**Notification of approved tree works by East Cambs. District Council**

The following approval was noted:

**22/00546/TRE Domek 1 High Street**

T1 Horse Chestnut – Removal of dead wood at top of tree and reduce/reshape by up to 1m  
T2 Elm – Fell/remove as dead.

**FC/140622/7 Finance**

1. Receipt from ECDC of CIL Funding of £16,461.77

Council noted a payment of £16,461.77 from ECDC for the Council's proportion of CIL Funding from new developments.

2. Consideration of payment of the following:

The Clerk informed Council that the payment to Gill Miller is £295.39.

Council approved all payments. Proposed by Hazel Williams and seconded by Helen McMenamin-Smith.

| Payee             | Description                                 | Amount inc Vat    |
|-------------------|---|-------------------|
| D Cawley          | Mileage                                     | £22.05            |
| G Rowland         | Mileage & Expenses                          | £151.65           |
| Burwell Cleaning  | Various Properties                          | £1,062.80         |
| N&C Glass         | MH Door Repairs                             | £516.00           |
| AED               | GMH AV                                      | £5,528.70         |
| Burwell Computers | Email changes new Cllrs                     | £195.00           |
| Burwell Computers | Back up Vault/Cloud Monthly Charge May 2022 | £55.00            |
| Gill Miller       | Reimbursement Jubilee Events                | £295.39           |
| Paul Webb         | Mileage - Westotec                          | £49.05            |
| Salaries etc      | All Staff                                   | £7,612.72         |
|                   | <b>Total</b>                                | <b>£15,488.36</b> |

**FC/140622/8 Action Points Update**

The Council noted the following updates:

| No | Action Point   | Comments on Progress  |
|----|--|---|
| 1. | Section 106 Money  | Available 106 funding for Cycleways £1,000<br>No further update   |
| 2. | Newmarket Road Bridge safety improvements<br>Burwell to Exning Cycle Way | Exning Development – work has started on site. No further update. |

|    |   |  |
|----|---|--|
| 3. | Newmarket Road proposed Sports Hub including 3G artificial pitch Sports Pavilion/Football Pitches Recreation Ground | Clerk has received an email from This Land asking for public consultations for the Sports Hub to be carried out around the same time as the Gardiner Memorial Hall Public Opening on 9 <sup>th</sup> July 2022. Official Opening for Funders, Councillors etc. to be held on Friday 8 <sup>th</sup> July 2022. |
| 4. | Pauline's Swamp   | Directors of Hopkin's Homes now stating that the only land available is that shown in the original plan. Further meeting with Hopkin Homes may be necessary to try and resolve.  |
| 5. | Gardiner Memorial Hall Refurbishment  | See update under item FC/14062022/14   |
| 6. | Moveable Vehicle Activated Speed Signs  | MVAS signs have now been returned from Westcotec. One sign now has the Nitrate and Particle Monitor attached. Should be ready for deployment again next week.  |

### **FC/140622/9 Group Reports**

#### **Consideration of the notes of the Safety Group meeting (Safety Campaign) held on 11<sup>th</sup> May 2022:**

The notes from the meeting were noted.

#### **Consideration of the notes and recommendations from the Finance and General Purposes Meeting held on 31<sup>st</sup> May 2022**

Hazel Williams thanked the Clerk/RFO, Yvonne Rix for preparing the financial report presented to the meeting.

- 1. The Group recommends to Full Council that a donation of £200.00 is made to Cambridgeshire Libraries towards the cost of the 2022 Summer Reading Scheme in Burwell**

***Council approved the recommendation to donate £200 to the Summer Reading Scheme. The recommendation was proposed by Joan Lonsdale and seconded by Geraldine Tate.***

- 2. The Group recommends to Full Council that an extra gratia payment of £50.00 is made to Debbie Cawley for her work on Saturday 4<sup>th</sup> and Sunday 5<sup>th</sup> June to open and close venues for the Jubilee Tea Party and the Family Picnic.**

***Council approved the recommendation to pay an extra gratia payment of £50.00 to Debbie Cawley (Keyholder) for her work over the weekend of the Queen's Jubilee. Proposed by Derek Reader and seconded by Geraldine Tate.***

Yvonne Rix explained to Council that the Finance and General Purposes Group had suggested a budget of £300 to cover the cost of the buffet lunch for the Official Opening of the Gardiner Memorial Hall. It is likely that the overall cost of the lunch plus refreshments will exceed this amount and therefore a revised budget of £450.00 was formally approved by Council. Proposed by Hele McMenamin-Smith and seconded by Jim Perry.

### **FC/140622/10 Parish Reports**

The Clerk reported that the grass on Pound Hill has now been cut with a small area being left to wild.

Concern was raised about the length of the grass in Priory Meadow and the possible fire risk as the grass is so dry. The Clerk to find out when Priory Meadow is due to be cut and if need be to arrange the grass to be cut at an earlier date.

Vandals have damaged the outside Pavilion power socket.

Derek Reader raised concern that the grass contractor is not strimming all the areas that he should be. The Clerk to investigate.

### **FC/140622/11 Other County & District Matters: -**

- 1. East Cambs District Council – Sustrans Member Seminar 22.6.22**

Seminar date noted. It is thought that Liz Swift is due to attend the seminar.

- 2. Police and Crime Commissioner's Round Table Event for East Cambs. 27.6.2022**

Event noted. The Police and Crime Commissioner is also due to attend the next Parish Council meeting on 28<sup>th</sup> June 2022.

The following Traffic Orders were noted:

3. Cambridgeshire County Council Traffic Order – Newnham Lane
4. Cambridgeshire County Council Traffic Order – Heath Road

#### **FC/140622/12 Other Reports**

The following reports were noted:

1. Minutes of the Burwell Environmental Group Meeting 17.2.2022
2. Minutes of the Pauline's Swamp Meeting on 30.3.2022 and 11.5.2022

#### **FC/140622/13 Correspondence**

##### 1.Letter from Lucy Frazer QC MP

A letter had been received from Lucy Frazer QC MP inviting Councillors to visit the House of Commons. Anyone interested in visiting should inform the Clerk. A further letter had also been received from the MP in response to the letter sent by Jenny Moss regarding the installation of gas to the proposed properties on the Newmarket Road Development. Lucy Frazer had agreed to write to Vistry about this.

##### 2.Letter from Vistry Housebuilding

A response had been received from Vistry Housebuilding to the letter sent by Jenny Moss and the installation of gas on the Newmarket Road Development. The letter explained that they were investigating electrical heating and indicated some of the other ways that they will be reflecting climate change needs in their properties. Whilst members of the Council consider that the Vistry should take the opportunity to include alternative heating to those relying on fossil fuel, the level of power may not be available from the power grid to support such an installation.

##### 3.Letter from Sunica – Consultation

Council noted that there is a further consultation taking place for the Sunica Solar Farm. Councillors were asked to respond to the consultation as individuals if they so wished.

#### **FC/140622/14 Consideration of the following items**

##### 1.Update on the Gardiner Memorial Hall Refurbishment Project including purchase of commemorative plaque

Council approved the purchase of a small brass plaque costing around £100.00 to mark the official opening of the refurbished Gardiner Memorial Hall.

Paul Webb reported that the Practical Completion for the hall had taken place the previous week. The remaining Hrras fencing will be removed before the official opening. The Audio Visual equipment has been installed. The air source heat pump and heating system is due to be commissioned on or around 20<sup>th</sup> June. PV panels are due to be installed next week. The internet has been installed and is working. The ducts and cabling for the EV points has been installed. One of the hand dryers is currently not working. Jim Perry raised concern that the outside lights are on at nighttime. The contractor had been due to sort this as it had been previously raised. CCTV is operational. Paul Webb confirmed that the heaters in the main hall have a germ busting facility. If funding is available, the option of battery storage may be revisited in Phase 2.

Ian Woodrooffe questioned the maintenance of the heating and other electrical and mechanical installations. A Maintenance Contract and ample training for the keyholders and Maintenance Officer will be required.

Yvonne Rix informed the Council that a new premises license for the hall had been applied for. There is a £70 charge for the license.

##### 2.Request from resident to lay a wreath on the verge near the plaque in Cuckolds Row to acknowledge the 295<sup>th</sup> anniversary of the Burwell Barn Fire.

Council agreed that they had no objection to the wreath being laid.

The Clerk confirmed that Parish Council meeting on 28<sup>th</sup> June 2022 will be held at the Gardiner Memorial Hall.

It was agreed that the Council would cover the cost of the lunch at the Strategy Day on 6<sup>th</sup> July 2022.

Burwell Carnival is on the 25<sup>th</sup> June. Any one able to help with the Council stand should let the Clerk know.

Confirmation was given to Hazel Williams that the youth shelter is still at the Recreation Ground.

The meeting closed at 8.32 pm.

Signed

Dated: