

BURWELL PARISH COUNCIL

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Minutes of the Meeting of Burwell Parish Council held at 7.30p.m. on Tuesday 31st May 2022 at Mandeville Hall, Tan House Lane, Burwell, CB25 0AR.

Present: Liz Swift (Chair), Linda Kitching, Joan Lonsdale, Gill Miller, Jenny Moss, Jim Perry, Derek Reader, Michael Swift, Geraldine Tate, Hazel Williams, Brenda Wilson, and Ian Woodroffe

Liz Swift welcomed Linda Kitching and Ian Woodroffe to the Council.
Thanks was given to Derek Reader for the hanging flower baskets to be displayed at the Jubilee Reading Room, Mandeville Hall, and Gardiner Memorial Hall.
She also gave thanks to Jim Perry, Michael Swift, Andy Tate, and Paul Pickles for the work that they had carried out repairing fencing at Pauline's Swamp at the weekend.

FC/31052022/01 Apologies

Apologies for absence had been received from Lea Dodds and Paul Webb.

FC/31052022/02 Declarations of any interests known to Councillors

The following declarations were noted:

Joan Lonsdale – Planning Application 7 Hatley Drive

Jenny Moss – Priory Farm, Factory Road

FC/31052022/03 Approval of Minutes of the meeting of 10th May 2022

The minutes of the meeting held on 10th May 2022 were approved and signed as a true record.

Proposed by Jim Perry and seconded by Jenny Moss.

FC/31052022/04.1 Public Forum

No matters were raised during the Public Forum.

FC/31052022/05 Planning Applications

The following planning applications were considered: -

22/00522/FUL 35 The Causeway

Construction of rear extension and associated works

No objection but extension should be built to meet climate change requirements

22/00540/FUL 76 Low Road

Demolition of existing attached outbuilding. Proposed 2 storey rear extension and installation of new roof with dormer windows. Installation of insulated render to external walls.

Objection – Support neighbour concerns, over development and loss of privacy

22/00586/FUL 7 Hatley Drive

Proposed installation of up to 12 solar panels on rear elevation of roof

No objection

22/00605/FUL Collendina, Hythe Lane

Demolish existing bungalow and replace with new dwelling (see 19/01723/FUL)

Objection – Agree with concerns raised by the Conservation Officer

22/00199/FUL 48 Ness Road

Proposed single storey rear extension and internal ground floor alterations

No objection

22/00257/ARN Priory Farm Factory Road

Prior Approval Application (Class Q) for change of use of agricultural buildings to five dwellings (Class C3) including associated operational development

Amendment involving additional information received: A covering letter responding to comments received on the application, an Odour Assessment, and a Phase 1 Geo-Environmental Impact Desk Study in response to Environmental Health Officer and Scientific Officer responses.

Objection – lack of improvement to infrastructure particularly the highway to support the increased number of dwellings.

Request to be made to Case Officer regarding the size of dwellings, what is involved in the associated operational development and what the planning reference ARN stands for?

22/00444/PIP 4 Hythe Lane

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

Please note that the date for responses for this application has passed and that no extension was available – **Application noted**

22/00389/FUL Mayo House 52 Ness Road

Two storey side part single storey rear extension

Amendment involving the reduction in size of the extension

No objection

22/00246/FUL Breach Cottage Ness Road

Demolition and replacement of existing dwelling; change of use of farmland to paddock; erection of detached garage, erection of entrance gate, wall and access works

Amendment involving A revision to the proposal description to the following:

Demolition and replacement of existing dwelling; change of use of farmland to paddock; erection of detached garage, erection of entrance gate, wall and access works

The scheme has been amended to reduce the number of dwellings proposed from two to one. The proposed entrance walls and gate have been amended and the proposal now includes the provision of a detached garage.

No objection

22/00369/FUL 27 Carter Road

Construction of 1no.three-bedroom single storey detached dwelling

The amendment involves: Amended red line to include visibility splays and revised application form to include additional notices served.

Objection as per the original application – Amendment does not resolve initial concerns raised.

Letter from The Planning Inspectorate re Sunnica – Letter noted.

FC/31052022/06 Planning decisions from District Council

The following decisions were noted:

21/01777/OUT Dairy Cottage Ness Road - Refusal

Construction of 1 dwelling and associated works

22/00328/FUL 34 Swaffham Road – Approval

Proposed demolition of existing conservatory and erection of single storey rear extension, loft/roof alterations to form first floor accommodation and associated works.

21/01573/FUL Orchard Lodge 29B The Causeway – Approval

Construction of 1 private detached dwelling and associated works

21/01508/RMM Land Adjacent to Melton Farm, Newmarket Road - Approval

Reserved matters infrastructure application (Phase 2) for internal access, layout, scale, appearance and landscaping for the provision of an internal spine road, landscaping and associated drainage and related infrastructure pursuant to approved application 15/01175/OUM for redevelopment of land at Newmarket Road Burwell to provide up to 350 dwellings (including affordable housing provision) with associated open space, sports provision, access and infrastructure.

FC/31052022/07 Notifications from ECDC of approved work to trees

The following approved tree works were noted:

22/00370/TRE 95 North Street

T1 Conifer – Fell to ground level due to excessive shading of both properties and potential future

damage to both properties

FC/31052022/08 Urgent Matters for Consideration

1. Approval of Payments to the following:

The following payments were approved. Four further payments were also considered and approved as urgent payments. These four payments are for work carried out at the Gardiner Memorial Hall and are as follows:

Andrew Firebrace Partnership £408.00
 Cadman Construction £22,800.00
 Cadman Construction £14,820.00
 Varsity £2052.00

Proposed by Gill Miller, seconded by Brenda Wilson.

The Clerk confirmed that the Football Club is due to pay towards the cost of the temporary toilet at Margaret Field. The toilet will be removed over the summer months and returned in September.

Payee	Description	Amount inc Vat
Mr Groundsman	End of Season Pitch Maintenance	£10,185.30
Saunders Boston	GMH Refurbishment	£2,300.40
	GMH Refurbishment	£5,400.00
	GMH Refurbishment	£5,400.00
E Standeven	Ret of Dep MH	£50.00
Burwell Print	Speed Campaign Insert Clunch	£688.20
ESPO	GMH Chairs	£8,040.00
	Cleaning Supplies	£32.22
	Cleaning Items GMH	£102.84
British Gas	Public Toilet	£11.41
Landmark Toilets	Margaret Field	£100.00
Sharp	Photocopier Contract	£70.02
Burwell Window Cleaning	Various Properties	£65.00
Sharman Grimwade	GMH Refurbishment	£1,035.00
CO-OP	Reburement of payment in error	£281.00
Burwell Office Cleaning	Cleaning Various Properties	£1,062.80
Lloyds Bank	Various	£415.87
Corona Energy	Allotment	£11.79
	GMH	£78.44
	Recreation Ground	£79.53
	JRR	£54.37

	Cemetery Chapel	£10.40
	Mandeville Hall	£16.35
	Total	£35,490.94

2. Climate Change Action Plan

Jenny Moss informed Council that Brenda Wilson had compiled a list of local farmers and has drafted a letter to see if they would like to be involved with the Climate Change Forum. She is also in the process of drafting a letter to local businesses. Jenny Moss continued to report that she had written to Vistry regarding the proposed installation of gas boilers in dwellings on the Newmarket Road development. She also reported that she was intending to make further enquiries regarding land where trees can be planted. An area has been marked on Pound Hill which will be managed as a wildflower area. An initial meeting has been organised for the Repair Café. Jenny Moss will attend this meeting along with Liz Swift, Geraldine Tate, and Lea Dodds.

3. Council Strategy Day – Wednesday 6th July 2022

The Strategy Day has been arranged for Wednesday 6th July 2022 9.45 am (10 am start) to 3 pm at the Gardiner Memorial Hall. Emma Graves-Brown, East Cambs Community Safety Partnership is due to attend in the afternoon to talk about the Eyes and Ears Scheme. All Councillors should attend if possible. Hazel Williams to organise lunch.

FC/31052022/09 Gardiner Memorial Hall – General Update and Reports,

Liz Swift gave an update on the progress of the work. The completed work looks good. The PV panels have yet to be installed, but this can be done after the handover. The lift is due to be installed this week. The Audio-Visual equipment is nearly all installed. Secondary glazing to the external fire doors will hopefully be installed next week. The Building Control Officer is due to visit site on Wednesday 1st June and will hopefully sign off the project. Once signed off by Building Control, a handover date can be set.

Parish Council meetings will start to be held at the Gardiner Memorial Hall from the 28th June 2022.

1. Official Opening of the Gardiner Memorial Hall – Friday 8th July 2022

An Official Opening for the hall has been arranged for Friday 8th July 2022 12 noon until 2 pm. Councillors, funders and project team will be invited to this event. A buffet lunch will be provided.

2. Public Opening of the Gardiner Memorial Hall – Saturday 9th July 2022

Members of the public and hirers will be able to look around the hall on Saturday 9th July 2022 between 10 am and 3 pm.

Liz Swift reminded Council members that the Council is hosting two events this weekend as part of the Jubilee celebrations. The Tea Party for those who can remember the 50's at the Mandeville Hall on Saturday 4th June and the picnic at the Recreation Ground on Sunday 5th June between 12 noon and 4 pm. All help at these events will be appreciated.

The meeting closed at 8.05 pm.

Signed

Dated