

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Minutes of the Meeting of Burwell Parish Council held at Gardiner Memorial Hall, High Street, Burwell CB25 0HD at 7.30p.m. on Tuesday 27th September 2022.

Present: Liz Swift (Chair), Lea Dodds, Helen McMenamin-Smith, Gill Miller, Jenny Moss, Jim Perry, Derek Reader, Michael Swift, Hazel Williams, and Ian Woodroffe.
Also in attendance – 3 members of the public.

A period of silence was held in respect of the late Queen Elizabeth II.

FC/270922/1 Apologies

Apologies for absence had been received from Linda Kitching, Gus Jones, Joan Lonsdale, Geraldine Tate, Paul Webb, and Brenda Wilson.

FC/270922/2 Declarations of any interests known to Councillors

The following declarations were noted:

Derek Reader – Finance

Lea Dodds – Finance

Liz Swift – Planning 27a The Causeway

Michael Swift – Planning 27a The Causeway

Jim Perry – Planning 26 Orchard Way

FC/270922/3 Approval of Minutes of the meeting held on 30th August 2022

The minutes of the meeting held on 30th August 2022 were approved and signed as a true and correct record. Proposed by Jenny Moss and seconded by Lea Dodds.

FC/270922/4 Public Forum

Three members of the public attended the meeting to raise their concerns with the Council with the cancellation of the bus service by Stagecoach at the end of October and to ask what action the Parish Council would be taking.

Liz Swift expressed that the Parish Council is aware of the devastating impact this will have on parishioners and will take whatever action possible to prevent this from happening. The Council will work with other parishes along the bus route, with the A to B1102 Group, and on its own accord to prevent the loss of the bus service for Burwell and neighbouring Communities. Liz Swift reported that she had already attended a meeting with the A to B1102 Group, which was attended by representatives from the parishes affected including Newmarket Town Council. Pressure will be put on the Combined Authority, letters written to the local Member of Parliament and principal authorities. Residents should also send letters expressing their concerns. Stagecoach will also be asked to provide the data that they are using to support their claims that the services they intend to cancel are not viable.

FC/270922/ 5 County and District Reports

There were no reports.

FC/270922/6.1 Planning Applications considered

22/00805/TRE 71 Silver Street

T1 Ash – Remove scaffold branch that overhangs the road to the trunk, due to safety concerns and signs of stress

T2 Norway Maple – Crown lift removing the lowest 5-6 limbs to reduce shading on neighbours and owners' garden

T3 – T8 Upright Callery Pear – Reduce by 1m to 3m in height to keep at a more manageable height

The Parish Council has no concerns as long as the ECDC Tree Officer considers that this work is acceptable.

22/00864/FUL 9 Scotred Close

Change of use to glamping site with installation of 4no. pods, 1no. glamping tent, 1no geodesic dome and conversion of stable to kitchen, wc and shower, parking and associated works – part retrospective

The Council is concerned that parking is close to neighbouring properties, traffic flow and the possible removal of hedging and asks that when determining the application that attention should be taken on comments made by neighbours, the Tree Officer and Highways.

22/01054/FUL 26 Orchard Way

Proposed single storey front and side extension

No objection as long as the extension is built with climate change in mind.

22/00830/FUL 2 Abbey Close

Proposed single storey front extension

An amended plan/additional information has been received – for information only, no response required

Noted

22/01037/FUL 22/1037/FUL 27a The Causeway

Erection of a garden shed

No objection

FC/270922/6.2 Planning Decisions from District Council

The following decisions were noted:

22/00637/PIP 4 Hythe Lane - Approved

Replace existing house and garage with two detached houses with four parking spaces

22/00660/FUM Land between National Grid Burwell and Breach Solar Farm Ness Road – Approved

Proposed electrical connection between the Breach Solar Farm of 21/00706/ESF and Burwell Sub Station.

22/00369/FUL 27 Carter Road – Approved

Construction of 1no. three bedroom single storey detached dwelling

22/00655/FUL 48 Toyse Lane – Approved

Loft conversion - retrospective

FC/270922/6.3 Trees/Environment

Notification of approved tree works by East Cambs. District Council

The following was noted.

22/00926/TRE The Yews 60 High Street

Yew 1 – Reduce height by 2m, cut back hard all round and re-shape

Yew 2 – Cut back overhang back to line of adjacent Privet Hedge

Purple Plum 3 – Reduce height by 2m reduce spread on all sides by 1.5-2m and shape round

FC/270922/7 Finance

1. Consideration of payment of the following:

The payments listed below were considered and the Clerk was asked to speak to Burwell Computers about the cost for setting up the email for Pauline's Swamp. Payments were approved following a proposal from Gill Miller and seconded by Hazel Williams.

Payee	Description	Amount inc Vat
D Cawley	Mileage	£21.15
G Rowland	Mileage & Expenses	£142.20
Cartwright Brothers Ltd	Lights JRR	£420.00
Sharp	Photocopier Contract	£22.44

Huws Gray	Mintenance Supplies	£497.42
S R Landscapes	Tree Work (Inspectors Rep)	£2,320.00
British Gas	Public Toilet	£9.25
ESPO	Table Trolleys GMH	£549.60
C Smith	Spring Close supplies	£8.99
Colour Graphics	Spring Close Signs	£48.84
K Birnie	Ret of Dep GMH	£50.00
Salaries etc	All Staff	£7,702.30
Wave	Water Charges GMH	£85.66
Elligia (Retrospective)	Two Skips Allotment/Maint	£693.48
Wave	Water Charges JRR	£49.34
ESPO	GMH Folding Table	£60.60
M Wright	Mileage	£34.65
Wave	Water Charges Allotments	£32.54
Wave	Water Charges Recreation	£24.26
Wave	Water Charges Cemetery	£91.11
BT	Phone Account	£410.82
L Dodds	Expenses - ECDC Planning	£12.60
Burwell Cleaning	Various Properties	£1,341.61
Burwell Computers	Setting up New Email Paulines Swamp	£97.50
Lloyds Bank	Various	£313.89
Corona Energy	Allotments	£11.79
Corona Energy	GMH	£81.67
Corona Energy	Recreation Gnd/Pavilion	£80.92
Corona Energy	JRR	£31.28
Corona Energy	Cemetery	£10.40
Corona Energy	Mandeville	£14.64
	Total	£15,270.95

FC/270922/8 Action Points Update

The following updates were noted:

No	Action Point	Comments on Progress
1.	Section 106 Money	No further update
2.	Newmarket Road Bridge safety improvements Burwell to Exning Cycle Way	Planning Consent for the Vistry developments is yet to be received. Section 106 funding for the cycleway to be released when the first house is occupied.

3.	Newmarket Road proposed Sports Hub including 3G artificial pitch Sports Pavilion/Football Pitches Recreation Ground	Results of the Community Survey are now available. This Land has employed C Mulhall Leisure to carry out a feasibility study. Many residents would have liked a swimming pool, but this unfortunately is not a viable option. Football pitches/3G pitches and some form of pavilion/community building is being considered. Whatever is agreed, needs to compliment existing facilities in the village. Mulhall's will also explore funding options. This Land will provide services to the entrance of the sports hub and level/drain the area. The Parish Council has not formally agreed to take on the Sports Hub and when this is considered, ongoing maintenance and running costs must be taken into account. It was noted that the survey had included questions about parking but nothing for active travel. Helen McMenamin-Smith informed Council that the Sports Centre now has a new manager, a committee of 8 and that they should be supported as has a great potential.
4.	Pauline's Swamp	The land adjacent to the Swamp has still not been transferred and the Trustees are still waiting for a response from David Brown/ECDC. Advice received from Solicitor/SLCC/NALC is that with no formal agreement it may be difficult to move the transfer forward if Hopkin Homes is not willing to go ahead. There is also concern if Hopkin Homes will honour the fee payment. There is a Trustees meeting on 3 rd October 2022.
5.	Gardiner Memorial Hall Phase 2	Still waiting for the film to be completed to support funding application for the lottery.
6.	Moveable Vehicle Activated Speed Signs	The signs are all up and running, but no data has been collected due to difficulties with the blue tooth. Council asked the Clerk to contact Westcotec to see if they could help with sorting out the issues.

FC/270922/9 Group Reports

Consideration of a recommendation made by the Finance and General Purposes Group on 27th July 2022

The Group recommends to Full Council that if possible both Lloyds Bank Credit Card limits are raised to £500.00

Following a proposal from Jenny Moss, seconded by Ian Woodroffe, Council resolved that if possible both Lloyds Bank Credit Card limits are raised to £500.00.

Consideration of the notes and recommendations of the Assets and Environment Meeting held on 30th August 2022

- 1. The Asset and Environment Group recommends that 2 new cradle swing seats are purchased for the Recreation Ground Play Area at a cost of £83.00 plus VAT each. Existing swing seats are damaged.**

Following a proposal from Michael Swift, seconded by Gill Miller, Council resolved that 2 new cradle swings seats should be purchased for the Recreation Ground Play Area at a cost of £83.00 plus VAT.

Consideration of the notes and recommendations, including the plan for the proposed Community Garden at the Recreation Ground, from the meeting held on 23rd August 2022.

- 1. The Community, Leisure and Sports Group recommends to Full Council that a reduced hire rate is charged for the Westhorpe Play Area/Open Arms Christmas Fair with the hall being split in half for the two groups, with the Westhorpe Play Area being allowed to hire the hall for free and the Open Arms Group being charge half of the charity rate. This is for this event only.**

Following a proposal from Helen McMenam-Smith, seconded by Jenny Moss Council resolved to approve the reduced hire rates for the Westhorpe Play Area/Open Arms Christmas Fair in November.

Council also resolved following a proposal from Helen McMenam-Smith that an annual Host Premises Consent License should be purchased for the Mandeville Hall at a cost of £192.00 per year. This follows a recommendation made by the Community, Leisure and Sports Group at their meeting on the 23rd August 2022.

FC/270922/10 Parish Reports

The Clerk reported that the new LED lights had been fitted in the main office at the Jubilee Reading Room, the zip wire and the parallel bars at the Recreation Ground had been repaired, Priory Meadow had been cut, the external sockets on the Pavilion removed, and that the wall damaged by a car at Mandeville Hall was in the process of being repaired.

FC/270922/11 Other County & District Matters:

The following items were noted:

1. CCC – Temporary Traffic Order – Heath Road
2. CCC – Temporary Traffic Order – Low Road
3. CCC- Temporary Traffic Order - Priory Close

FC/270922/12 Other Reports

The following reports were noted. Lea Dodds gave an update on how the plans for the Repair Café were progressing.

1. Clerks Notes and Minutes from the meeting 2.9.22 of the Burwell Taskforce – Newmarket Road Sports Hub
2. Burwell Repair Café – Meeting notes 27/7/22 and 24/8/22
3. Spring Close Management Group – Meeting held 25.7.2022

FC/270922/13 Correspondence

1. Notice of the Cambridgeshire Acre AGM 28th September 2022
Hazel Williams reported that she would be attending this meeting
2. Letter of thanks from the Burwell Baptist Church
Letter noted
3. Minutes and Terms of Reference for the EDF Burwell Solar Farm Community Liaison Group
It was noted that the meeting due to have been held last week had been cancelled and that the date for the next meeting was still to be confirmed.
4. Letter from Lucy Frazer QC MP
Letter noted.
5. Notification from the Planning Inspectorate – Sunnica Ltd
Noted
6. Letter from HM Lord Lieutenant from Cambridgeshire
7. Letter noted.

FC/270922/14 Consideration of the following items

Proposed cancellation of bus services by Cambus

Liz Swift reported that she had attended the A to B1102 Transport Group meeting which had included representatives from all Parish Councils along the route, County and District Councillors and representatives from Newmarket Town Council. The implications of losing the bus service for residents were discussed and it was agreed that Stagecoach should be asked to provide data to provide their claims that the routes involved were no longer viable. It was felt that this is a good opportunity to look at ways that the service could be adapted to meet the needs of the community and be viable for which ever bus company takes over the franchise in the future. Concern was raised over the shortness of the period of notice given by Cambus that the service would be discontinued. Hazel Williams reported that Stagecoach had or was in the process of being taken over by a German company. Although the Combined Authority has a responsibility for the provision of some public transport, it is believed that they do not have the responsibility for all areas, Many rural geographical areas in Cambridgeshire look to have bus services cancelled under the Stagecoach proposal.

Council agreed the following action to be taken:

- Burwell Parish Council to work with other Parish and Town Councils in the area affected by the proposed cancellations.

- The Clerk should send letters to the following
Lucy Frazer KC MP
County Councillor Joshua Schuman
District Councillors David Brown and Lavinia Edwards
Dr. Nik Johnson Cambridgeshire and Peterborough Combined Authority
- Parish Councils/Town Councils affected by the loss of the bus service to express the need and our willingness to work together to save the service.
- Notes from the A to B1102 meeting to be placed on the Parish Council website.

Helen McMenamin-Smith informed Council that Barry Lonsdale is trying to source funding to provide further CCTV coverage at the layby on Ness Road.

Liz Swift reminded those present that the Community Meeting with representatives from the Police, ECDC Safety Partnership etc. is taking place on Wednesday 5th October at the Gardiner Memorial Hall, 6.30 pm for a 7 pm start.

The meeting closed at 8.31 pm

Signed:

Dated: