

BURWELL PARISH COUNCIL
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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 11th October 2022.

Present: Liz Swift (Chair), Lea Dodds, Linda Kitching, Gus Jones, Joan Lonsdale, Helen-McMenamin-Smith, Jenny Moss, Jim Perry, Michael Swift, Geraldine Tate, Paul Webb, and Brenda Wilson.

Also present: District Councillor David Brown and one member of the public.

FC/111022/1 Apologies

Apologies for absence had been received from Gill Miller, Derek Reader, Hazel Williams, Ian Woodroffe, and District Councillor Lavinia Edwards

FC/111022/2 Declarations of any interests known to Councillors

There were no declarations of interests.

FC/111022/3 Approval of Minutes of the meeting held on 27th September 2022

The minutes of the meeting held on 27th September 2022 were approved as a true record of the meeting. Proposed by Lea Dodds and seconded by Helen McMenamin-Smith.

FC/111022/4 Public Forum

Robin Dyos informed Council that he was very disappointed to learn that the Council was discussing to withdraw the proposal to have flashing school warning signs in Buntings Path. A feasibility study has already been carried out at a cost to the Council of £500.00. Applying to reduce the speed limit along this route, will if successful take until at least 2024 to deliver. The Council could consider purchasing and installing the signs themselves if cost is an issue.

FC/111022/ 5 County and District Reports

Written reports had been received from District Councillor David Brown and Lavinia Edwards. Both reports were noted. County Councillor Mark Goldsack had kindly sent a report on County Council activities as County Councillor Joshua Schumann had been unable to do so due to illness.

FC/111022/6.1 Planning Applications

The following applications were considered:

22/01086/FUL 34 Swaffham Road

Proposed demolition of existing conservatory and erection of single storey rear extension, internal and external alterations and associated works. **No objections**

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

Amendment made to first floor

Burwell Parish Council asks that all work carried out meets climate change requirements and that there is strict enforcement of working times set out in the planning conditions.

22/01114/FUL 76 Low Road

Construction of 4 bedroom detached dwelling and associated works

Burwell Parish Council is concerned about the access. If approved, the property should be constructed with climate change in mind. Otherwise, no objections.

22/0119/FUL 5 Newnham Lane

Demolition of existing rear outbuilding and construction of single storey rear extension
No objection

22/01132/FUL 41 Mason Road

Construction of rear and side extension

No objection

CCC/22/083/FUL Land Between North Angle and Swaffham Prior Energy Centre Including Compound at High Town Drive, Burwell.

Construction of a private underground power cable with associated electrical and communications equipment between North Angle Solar Farm and Swaffham Prior Energy Centre; erection of electrical substation/switch gear buildings with associated temporary and permanent compound and parking at High Town Drive, and installation of new transformer/switch gear at the Swaffham Prior Energy Centre with associated temporary compound; and temporary typical mobile CPEN Cable recycling layout.

No objection but please could High Town Drive be tarmacked as a condition of the consent.

FC/111022/6.2 Planning Decisions from District Council

The following planning decisions were noted:

22/00768/FUL 68 Reach Road – Refusal

Construction of two storey non residential building, workshop storage area on ground floor, accommodation and facilities for students, clients and employees in the rooms above.

22/00953/FUL 1 New Road – Application withdrawn

Construction of 1st Floor extension

22/00830/FUL 2 Abbey Close – Approval

Proposed single storey front extension

FC/111022/6.3 Trees/Environment

Notification of approved tree works by East Cambs. District Council

The following works were noted:

22/00911/TRE 29a North Street

T1 Holly – Reduce to window height and topiarise into a sphere

T2 Prunus – Reduce crown to clear building including roof and windows by 1.2 – 1.3m

T3 Prunus - Reduce crown by 1.5m to allow light to vegetables

FC/111022/7 Finance

1. Consideration of the Annual Auditors Report for the year ended 31 March 2022.
The Annual External Auditors Report for the year ended 31 March 2022 has been received with no matters raised that needed to be addressed by the Council.
2. Donation for the Royal British Legion Poppy Appeal
Council agreed that a donation of £100 should be made to the Royal British Legion Poppy Appeal.
3. Consideration of payment of the following:
Following a proposal from Paul Webb, which was seconded by Jenny Moss, all payments were approved. It was noted that the rotten timber post on the parallel bars at the Recreation Ground had been provided free of charge under the guarantee by Creative Play.

Payee	Description	Amount inc Vat
D Cawley	Mileage	£ 43.20
G Rowland	Mileage & Expenses	£169.85
Unity Trust Bank	Bank Fees	£12.30
Creative Play	Labour Repair Par. Bars	£132.00
PKF Littlejohn	External Audit Fee	£1,200.00
Burwell Window Cleaning	Various Properties	£65.00
Q Cooke	MH Deposit Return	£50.00
A Wright	MH Deposit Return	£50.00
A Borha	GMH Deposit Return	£50.00

Salaries etc	All Staff	£7,612.72
	Total	£9,385.07

FC/111022/8 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	Concern raised that the Sustran Report (FC/111022/11.5) indicates that the proposed Burwell to Exning Cycleway does not meet the desired requirements for width. Clerk to contact West Suffolk Council for an update on the project and if any amendments to the width will need to be made.
3.	Newmarket Road proposed Sports Hub including 3G artificial pitch Sports Pavilion/Football Pitches Recreation Ground	Feasibility Study being carried out by C Mulhall Leisure including possible funding availability. It is not feasible due to funding to include a swimming pool within the sports hub. No decision has been made yet by the Parish Council regarding taking on the Sports Hub.
4.	Pauline's Swamp	The Trustees have decided to accept the original offer of land and have instructed the solicitor accordingly. There is concern about the water level at the Swamp.
5.	Gardiner Memorial Hall Phase 2	Revised costings are now available. These are quite high and therefore what can be carried out will need further consideration. There have been a lot of very positive comments about the work carried out during phase one of the refurbishment.
6.	Moveable Vehicle Activated Speed Signs	Contact has now been made with Westcotec and hopefully the issues with downloading the data will be resolved in the next couple of weeks. Lea Dodds and Ian Woodroffe have agreed to be trained to analyse the data.

FC/111022/9 Group Reports

Consideration of the Notes of the Finance and General Purposes meeting held on 27th September 2022.

Council noted the details included in the minutes of the Finance and General Purposes meeting held on 27th September 2022.

Consideration of the notes and recommendations of the Safety Group Meeting held on 20th September 2022

- 1. The Safety Group recommends to Full Council that an application for LHI Funding is submitted for the introduction of 20 Mile per hour zone(s) in Burwell with Burwell Parish Council contributing up to 50% of the cost, subject to total costs being confirmed.**
- 2. The Safety Group recommends that should an application be successful for the funding of 20 mph zone(s) then the earmarked CIL funding of £5,000 is reallocated to the Parish Council contribution towards the scheme.**

Paul Webb, Chair of the Safety Group explained that he had meet with James Toombs (Cambridgeshire County Council Highways Department) on site to discuss the flashing signs for Buntings Path. The existing signposts will need to be moved, and the expected cost of the work is now double the amount first indicated, coming out at between £10,000 and £11,000. James Toombs had suggested at the meeting that the Council may wish to consider if spending this amount was a wise action, especially if the Council decide to go for 20 mph zones in the village with Buntings Path being included, then the flashing signs would need to be removed. Further discussion on whether to apply for a village wide 20 mph speed limit. Or particular areas in the village needs to take place with Highways prior to submitting an

application for LHII funding. The window for LHII funding closes in January. It is noted that the Sustran Report encourages 20 mph limits.

Helen McMenamin-Smith reported that she had stood outside the school in Buntings Path on three occasions and most of the traffic is school traffic.

Paul Webb suggested that a limit of £10,000 is set for the Parish Council contribution towards the 20mph proposal. Liz Swift raised concern that often costs involved with LHII applications rise. Paul Webb explained that the Council can withdraw from any scheme at any time.

Jenny Moss asked why it is not possible to have both the 20mph zone and the flashing signs. Paul Webb responded by saying that they are apparently not compatible, and the signs would need to be removed if a 20mph zone was in place. He did not know the reason why.

Lea Dodds expressed that making Burwell a 20mph zone will need a lot of discussion and that there may be a lot of opposition from residents about this. There will need to be a good public relations approach, letting people know the link with the Sustran Report. The school is willing to work with the Council to address the issues in Buntings Path and other approach roads to the school.

Lea Dodds proposed both recommendations made by the Safety Group and the proposal was seconded by Helen McMenamin-Smith. Council voted unanimously to approve the recommendation.

FC/111022/10 Parish Reports

The Clerk reported that the handle on the door to the toilet at the Recreation Ground had been damaged. This had been repaired by the Maintenance Officer.

The Maintenance Officer having carried out the weekly playground check had reported that the chains to the nest swing at the Recreation Ground has now worn by 40% and should in line with the recommendation of the Playground Inspector, should now be replaced. The Clerk thought the cost to replace is in the region of about £150.00 plus VAT but need to check that this is the correct part and if this cost includes all four chains. The Council agreed that the chains should be replaced in order to ensure that our equipment is safe.

FC/111022/11 Other County & District Matters: -

1. CCC – Transport Strategies - Update
2. CCC – Transport Strategies – Public Consultation
3. CCC- Community Gritting Scheme Winter 2022 – 2023
4. ECDC Vulnerable Community Strategy
5. ECDC Sustrans Route Feasibility Reports

Council noted the County and District matters above. All Councillors were asked to respond to the Transport Strategies Consultation and the Vulnerable Community Strategy directly and anyone interested in assisting with the Community Winter Gritting Scheme should speak to the Clerk. Lea Dodds spoke about the Sustrans Route Feasibility Report and ask that it would be beneficial if someone involved with the Sustran Report could speak at a meeting to provide necessary further information. The time for responding is very limited and extension should be requested. The Clerk to speak to Sally Bonnett ECDC.

FC/111022/12 Other Reports

East Cambs Parish and Community Forum 21.9.2022

Council noted the minutes from the East Cambs Parish and Community Forum.

Burwell Repair Café – Meeting notes 28/9/22

Council noted the meeting notes. Lea Dodds reported that there is another planning meeting on 12th October 2022. Someone has volunteered to carry out PAT testing. The repairers have all been lined up and the booking system sorted, first come, first served basis. There will also be some capacity for people to come in without booking. The first session is on Sunday 6th November 2022. If repairs take longer than expected, if agreed, then the repairers may occasionally take the item home to repair for collection later by the owner. It is expected for materials to be paid for but general running costs to be covered by donations.

FC/111022/13 Correspondence

Fens Reservoir Project Team – Information on Anglia Water's proposed new reservoirs

The information was noted, and Councillors advised to email any questions that they have to Anglian Water.

FC/111022/14 Consideration of the following items:

1. Consideration of the notes and recommendations from the Climate Change Forum Meeting held on 6th September 2022:

The Council noted the minutes of the meeting. Jenny Moss explained that the first recommendation, following further discussion by the group has now been withdrawn as it is felt that the person carrying out the assessments would not be providing the information that was needed. Instead, Paul Webb will be talking to Sharman Grimwade about the cost for them to carry out reports on the two buildings.

- a) **The Group recommends to Full Council that the Carbon Footprint of the Mandeville Hall and Jubilee Reading Room should be carried out. The cost will be £777.00 for both properties. The cost of the survey to be taken from the £5000 earmarked for Climate Change in the 2022/2023 budget.**
- b) **To approve a letter written to the Local Government Pension Scheme for approval by Full Council regarding the removal of investment of pension funds in fossil fuel activities.**

The Council agreed following a proposal from Paul Webb, which was seconded by Helen McMenamin-Smith that the letter regarding the investment of pension funds in fossil fuel activities by the Local Government Pension Scheme should be sent.

2. Letter from ECDC regarding Hatley Drive.

Liz Swift reported that the Council had received an enforcement letter from ECDC regarding work carried out to trees situated at the bottom of Hatley Drive. A meeting had subsequently taken place with Kevin Drane, Tree Officer at ECDC. The Clerk had acknowledged the letter, informing ECDC that the Council had not carried out any work or authorized anyone else to carry out work.

The meeting closed at 8.45 pm

Signed

Dated