

BURWELL PARISH COUNCIL

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Minutes of the meeting of Burwell Parish Council held at 7.30p.m. on Tuesday 29th August 2023 at the Gardiner Memorial Hall, High Street, Burwell, CB25 0HD.

Present: Liz Swift (Chair), Gus Jones, Linda Kitching, Clive Leach, Helen McMenamin-Smith, Chris O'Neill, Jim Perry, Sara Phipps, Michael Swift, Paul Webb, Brenda Wilson, and Ian Woodroofe.

FC/29082023/01 Apologies

Apologies for absence had been received from Lea Dodds, Geraldine Tate, and Charlie Milner.

FC/29082023/02 Declarations of any interests known to Councillors

Declarations of interest had been received from Paul Webb (Both Planning Applications for Factory Road) and Jim Perry (Finance).

FC/29082023/03 Approval of Minutes of the meeting of 8th August 2023

The minutes of the meeting of the 8th August 2023 were approved and signed as a true and accurate record. Proposed by Paul Webb and seconded by Jim Perry.

Sara Phipps asked for clarification on when the minutes of a meeting are available in the public domain. The Clerk reported that they are normally available a week before the next meeting once they have been checked by the Chair of the meeting.

Brenda Wilson arrived at 7.35 pm.

FC/29082023/04 Public Forum

No matters were raised during the Public Forum.

FC/29082023/05 Planning Applications

The following planning applications were considered: -

23/00873/FUL Land off Factory Road

Proposed agricultural building, field shelter and agricultural access
Amended site address

Council noted the amended address.

23/00412/FUL 9 Scotred Close

Change of use from existing outbuilding to holiday let accommodation

The amendment involves – Amendments to the parking in response to highways comments together with clarification of the pedestrian access to the rear.

Tree Plan 1:500 Scale received on 11/8/2023

Tree Plan 1:1250 Scale received on 11/8/2023

Location Plan received on 14/8/2023

Parking Plan received on 15/8/2023

Council noted the amendments and felt that the Tree Plan indicating more trees was the better option.

23/00830/FUL Pump House Factory Road

Relocation of approved cart lodge and change of use to residential

Council noted that there is a requirement for the Public Footpath to remain open at all times. Council has no objections to the proposal.

23/00872/FUL16 Murton Close

Replace riverbank supports, add galvanized steel shuttering, clad in composite decking (walnut) and add decked area at ground level, new hedge to be planted and 4ft fence and gate around top deck area.

No objections

FC/29082023/06 Planning decisions from District Council

The following decisions were noted:

23/00699/FUL Breach Farm House, Breach Farm, Ness Road – Approval
Erection of two garages and associated works.

23/00564/FUL 23 Parsonage Lane – Approval
Proposed single storey rear extension and internal alterations.

23/00706/FUL 9 Pound Close – Approval
Single storey extension to bungalow.

23/00501/VAR 6 Garden Court – Approval
To vary condition 1 (approved plans) of previously approved 22/01217/FUL for proposed new vehicle hardstanding and lowered kerb.

FC/29082023/07 Notifications from ECDC of approved work to trees

The following tree works were noted:

23/00764/TRE Tollgate Cottage, 8 Hythe Lane

T1 Norway Maple var. Crimson King (Purple Leaf) – Reduce height/width by up to 2m

T2 Wild Plum – Remove/reduce branch that is growing towards adjoining Honey Locust Tree

FC/29082023/08 Urgent Matters for Consideration

1. Approval of Payments to the following:

The following payments were approved. Proposed by Brenda Wilson, and seconded by Chris O'Neill. Council confirmed that they were happy with the retention money being released to Cadman's for the work carried out at the Gardiner Memorial Hall. It is expected that work at the Pavilion will be completed this week.

Payee	Description	Amount inc Vat
Right Price Windows	Work to Pavilion	£19,189.43
Cadman	Final Account - GMH (1)	£18,000.00
Cadman	Final Account - GMH (2)	£9,000.00
Corona	Energy Mandeville Hall	£140.37
Lloyds Bank	Various inc. Thermostat Guards,Wasp Nest Destroyer, Padlock, and machinery fuel	£120.90
ESPO	Cleaning materials	£145.50
Huws Gray	Maintenance materials	£153.06
Landmark Toilet Solutions	Pauline's Swamp Open Day Toilet	£110.00
Sharp	Photocopier Contract	£45.61
David Bracey	Annual Playground Inspections including Post Installation Inspection for Westhorpe	£540.00
Burwell Computers	Synology Updates and Checks and changes to emails	£130.00
Burwell Computers	Monthly Cloud Back Up	£55.00
M Wright	Mileage	£30.60
Harrisons of Burwell	Water leak at Pavilion	£235.20
Jim Perry	Paint - Pauline's Swamp	£22.00
Paul Ash	Ret of Dep GMH	£50.00
Andrew Griffiths	Ret of Dep GMH	£50.00

Total		£48,017.67
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The Community Garden Group has been advised that it would be easier if the grant application for the Pride of Place fund was in the name of the Parish Council. Council agreed that they were willing to take over the application. Proposed by Paul Webb and seconded by Liz Swift.

The meeting closed at 8.53 pm.

Signed

Dated