

**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 Burwell Parish Council held at Gardiner Memorial Hall, High Street, Burwell CB25 0HD at 7.30p.m. on Tuesday 5<sup>th</sup> September 2023

**Present:** Liz Swift (Chair), Lea Dodds, Michael Geary, Gus Jones, Clive Leach, Helen McMenamin-Smith, Jim Perry, Sara Phipps, Michael Swift, Paul Webb, and Chris O'Neill.  
Also Present District Councillor David Brown.

**FC/050923/1 Apologies**

Linda Kitching, Charlie Milner, Jenny Moss, Geraldine Tate, Ian Woodroffe, and District Councillor Lavinia Edwards.

**FC/050923/2 Declarations of any interests known to Councillors**

There were no declarations of interests made.

**FC/050923/3 Approval of Minutes of the meeting held on 29<sup>th</sup> August 2023**

The minutes of the meeting held on 29<sup>th</sup> August 2023 were approved and signed as a true and correct record. Proposed by Sara Phipps and seconded by Lea Dodds.

**FC/050923/4 Public Forum**

No matters were raised during the Public Forum

**FC/050923/ 5 County and District Reports**

A written report had been received from District Councillor David Brown. District Councillor Lavinia Edwards had informed Council that she had not attended any meetings in August. District Councillor David Brown also included with his report a copy of the written summary he had given to the Planning Committee regarding the recent applications for the Newmarket Road Development. Lea Dodds asked where does the planning decision balance lie? David Brown responded that there are no plans available yet for the third parcel of land and this is causing an issue with the determination of the other applications. Michael Swift spoke of how residents are getting frustrated with the delays in work starting and questioned how much longer it would take for the application to be determined. Paul Webb asked if the Planners had tried to address with the developers the opportunity to not install gas boilers. David Brown explained that should the determination of the applications be delayed to after the cutoff date for gas boilers in 2025, they will not be allowed to install gas boilers. Clive Leach asked at what point could the developer go to appeal. David Brown explained that they could potentially go to appeal for non-determination, but he felt that this is unlikely as they had agreed to the application decision being deferred. Jim Perry asked if there was any likelihood that the junction onto Newmarket Road would be changed to a roundabout and what David Brown thought of the narrowing of the road? David Brown said that there would be no change to the road junction and that as he is not a highway engineer, he could not comment on any changes to the road width. Liz Swift expressed her concerns about the time that it is taking to get approval for the site and that in the meantime, the site is looking very derelict. Having a few trees planted on site may help. Michael Geary suggested that the site could be farmed in the meantime.

**FC/050923/6.1 Planning Applications**

The following applications were considered:

**23/00931/FUL 1 Mill Close**

Single storey porch extension, replacement windows and new cladding.

**No objections**

**23/00799/FUL 36 Toyse Lane**

Construction of 2no. 1 ½ storey dwellings to rear of 36 Toyse Lane with new proposed access. Amended application to that previously approved under application 22/00313/FUL.

**No objections**

**23/00658/VAR Land Adjacent to 1 Brick Works Cottages, Factory Road**

To vary Condition 1 (approved plans), Condition 7 (foul & surface water scheme) and Condition 10 (soft Landscaping) of previously approved 20/013114/Ful for construction of a five-bedroom detached dwelling over two storeys, with rooms in the roof. Private rear garden, front off street parking and other associated external works, including a new below ground foul sewerage system.

**No objections**

**FC/050923/6.2 Planning Decisions from District Council**

The following decision was noted:

**23/00774/TCON 9 Copperfield Way – Approval**

To comply with Condition 8 (Tree Topping, Lopping and Felling) of Decision Notice 02/00312/FUL

**FC/050923/6.3 Trees/Environment****Notification of approved tree works by East Cambs. District Council**

The following approvals were noted:

**23/00835/TRE 10 Old Court**

T1 Ash – Remove 3 lowest limbs over garden neighbouring garden to lift canopy  
G1 x2 neighbouring Conifers – Reduce back to boundary as encroaching garden

**23/00766/TPO Land and Buildings on the West Side of Low Road**

T1 Ash – Cut to clear building by 2m  
T2 Ash – Cut to clear building by 2m  
T3 Sycamore – Cut back by up to 2.5m lateral branches only

**23/00825/TRE 1 Hatley Drive**

T1 Contorted Hazel – Cut back spread only on garden side by 1m and shape into remainder of canopy  
T2 Prunus – Reduce height by 2m, reduce spread on all sides by 1-1.5m to shape round  
T3 Purple Prunus – Reduce height by 1m, reduce spread on all sides by 1m and shape round.

District Councillor David Brown left the meeting at 7.42 pm.

**FC/050923/7 Finance**

1. Consideration of payment of the following:  
The following payments were approved. Proposed by Paul Webb and seconded by Sara Phipps.

<b>Payee</b>	<b>Description</b>	<b>Amount inc Vat</b>
Right Price Windows	Pavilion – Fire Wall Repairs	£762.00
ESPO	Cleaning Materials	£28.26
All Staff	Salaries, Tax, NI, Pensions	£9,239.00
<b>Total</b>		<b>£10,029.26</b>

**FC/050923/8 Action Points Update - Updates to the following:**

<b>No</b>	<b>Action Point</b>	<b>Comments on Progress</b>
1.	Section 106 Money	No further update
2.	Newmarket Road Bridge safety improvements Burwell to Exning Cycle Way	Reserved matters applications decision deferred.

3.	Newmarket Road proposed Sports Hub including 3G artificial pitch Sports Pavilion/Football Pitches Recreation Ground	Sports Hub Taskforce meeting held. An extraordinary meeting of the Full Council will be held on 17 <sup>th</sup> October to consider taking over the land on which the Sports Hub is to be sited. If Council agrees to take over the land, then a public meeting will be held on 1 <sup>st</sup> November 2023. This Land and Craig Mulhall to attend both meetings. Work has now been completed at the Pavilion and the building is now back in use. Work to create the Community Garden is going well.
4.	Pauline's Swamp	The Pauline's Swamp Trustees have held another successful Open Day. Attendance was down but around £300 was raised.
5.	Gardiner Memorial Hall Phase 2	The Expression of Interest letter is currently being drafted for the County Council funding (up to £40,000).
6.	Moveable Vehicle Activated Speed Signs	Paul Webb reported that he has not got a date for the meeting yet, but all three signs will be taken back to Westcotec when the meeting is held. Concern was raised about the location of the existing speed sign in Newmarket Road as it will cause a hazard and the lights which are being installed along the cycleway. The Clerk to contact Highways about these.

### **FC/050923/9 Group Reports**

#### **Consideration of the notes from the Safety Group meeting held on 22<sup>nd</sup> August 2023.**

The above report was noted. Paul Webb informed the Council that the 20 mph/Bypass Survey is still open. To date there have been nearly 400 responses, 60% would like Burwell Parish Council to initiate a campaign for a bypass and more residents would like to see either the speed limit through the village being 20 mph or at least in parts of the village. The Clerk to put a reminder about the survey on the Burwell Community Facebook page. Michael Geary informed Council that he is considering starting a 30's Fine campaign within the village. Jim Perry informed Council that he had received complaints about the speed of traffic travelling down Heath Road, and that the complainant feels that the speed limit along Heath Road should be reduced. Liz Swift reminded Council that this would need to go through a LHI. Michael Geary raised concerns about the Weirs being used as a bypass to avoid going through the village if the speed limit is reduced to 20 mph.

### **FC/050923/10 Parish Reports**

The following report was noted:

#### **Westhorpe Play Area**

The Contract Manager is due to check the site to check that all work has been completed satisfactorily on Wednesday 6<sup>th</sup> September 2023. The fence is due to be removed on 7<sup>th</sup> September 2023. The Clerk is meeting with Mead Construction on 6<sup>th</sup> September 2023 to finalise the details for the footpaths. This work is being funded by one of the grants from East Cambs District Council.

Jubilee Green Play Area – The Maintenance Officer is concerned because some of the wet pour is quite soft. To be discussed later at the Assets and Environment meeting.

Work at the Pavilion has been completed. The Contractors have carried out the work to a very high standard. The Pavilion is now back in use.

There has been a spate of broken glass being found on the tennis courts. The Maintenance Officer clears when he checks the courts in the morning and a broom is now available for hirers to sweep the courts if necessary, on the days when he is not working.

There has been some graffiti at the Recreation Ground, the Maintenance Officer has managed to remove.

The boiler at the Jubilee Reading Room was dripping. Harrison's of Burwell have checked the boiler and resolved the issue.

One of the sinks is leaking at the Pavilion and two showers needed replacement parts (non-insurance work). The Maintenance Officer is sorting this out.

There was some anti-social behaviour during the construction period at Westhorpe Play Area. This was reported to the Police.

Some plastic was melted on the public toilet floor. The remains have successfully been removed.

There was a loss of supply of electricity at the Cemetery. UKPower Networks have repaired the breakage.

There was a fault with the security alarm at the Recreation Ground. This has now been repaired.

**FC/050923/11 Other County & District Matters: -**

The following items were noted:

ECDC – Street Numbering Notification – Spring Cottage and Portland Cottage, Ness Road  
Cambridgeshire County Council – Temporary Traffic Order – 45m South of Casburn Lane going south for 30m

**FC/050923/12 Other Reports Day**

Notes from the Council's Strategy Day held on 15<sup>th</sup> July 2023

The Strategy Day Report was noted. The Chair reminded those who have not previously attended a Councillors Training Day to contact the clerk as soon as possible with details of which CAPALC Councillor Training Session they would like to attend.

Summary of meeting with the Land Agents for Exning Estates

The council noted the summary of the meeting. Michael Geary asked where it was intended that a wind farm could be situated as the Parish Council has no suitable land. Paul Webb explained that no thought had been given yet about where a wind farm would go and that at this stage limited research had been carried out. He continued by explaining that although the Agent for Exning Estates had not considered the inclusion of a wind farm in its plans, they had asked that they are they informed of any positive updates following discussion with Octopus. Octopus will offer a 33% discount to consumers in the area. Clive Leach reported that East Cambs District Council is looking to work with Councils to find suitable areas. Lea Dodds asked if Exning Estates owned the land that the cycleway is due to be constructed on, would they consider the cycleway being constructed inside the hedge to give greater protection to the users.

**FC/050923/13 Correspondence**

Email and letter from Lucy Frazer MP re Number 11 bus route and Bottisham stop

The letter was noted.

**FC/050923/14 Other Matters - None**

The meeting closed at 8.09 pm.

Signed:

Dated: