

Burwell Parish Council

Asset and Environment Group

Minutes of the Meeting of 26<sup>th</sup> October 2021 7.30 pm (following PC Meeting) at  
Mandeville Hall

Present: Joan Lonsdale (Chair), Lea Dodds, Robin Dyos, Jim Perry, Derek Reader, Liz swift, Michael Swift, Geraldine Tate, and Hazel Williams

**A&E/261021/01 Apologies for absences and Declarations of Interests**

An apology for absence had been received from Paul Webb.

Derek Reader declared an interest in the quotations for tree work. It was therefore agreed to move item A&E/201021/04 to the end of the meeting.

**Election of Chair and Vice Chair**

After some discussion it was agreed that Joan Lonsdale would continue as Chair for a further year, with Lea Dodds Vice Chair.

**A&E/261021/02 Approval of the minutes of the meeting held on 24<sup>th</sup> August 2021**

The minutes of the meeting held on 24<sup>th</sup> August 2021 were approved.

**A&E/261021/03 Consideration of Action Sheet items and updates from minutes**

The following updates were noted:

Meads Construction have commenced work on the car park at the Recreation Ground. Cadman's have started work at the Gardiner Memorial Hall. Work in Progress Insurance is in place, although no invoice or paperwork has been received yet for the additional premium.

Item 4 Mandeville Hall ceiling to be removed.

**A&E/261021/05 Consideration of the quotation to replace the Zip Wire Chain Protector**

A quotation had been received for a replacement protector for the Zip Wire for £91.00 plus VAT (Creative Play). It was agreed that this should be purchased. Some concern was raised to how quickly this had worn. The Clerk was asked to find out the life expectancy for the part. The Clerk had also check to see if it was covered under the guarantee but had been informed by Creative Play that it does not.

**A&E/261021/06 Request to use Mandeville Hall Car Park by Pimp my Fish**

A request had been made by the owner of Pimp my Fish to ask if he could pitch his vehicle at the Mandeville Hall on a Wednesday evening between 5 pm and 8 pm. Although keen to support local businesses, Wednesday evening is exceptionally busy at the hall and there is already demand for all the parking spaces. This is worse during the cricket season. Other evenings are also busy. Clerk to respond to find out options of other evenings once the Gardiner Memorial Hall has reopened.

**A&E/261021/07 Public Toilet external drainage pipes**

The Clerk reported that there had been one or two instances where the external clay drainage pipes had blocked. These had been resolved by the Maintenance Officer and had mainly been caused by the clay pipes cracking and moving. The Maintenance Officer had suggested that to prevent this from happening, consideration should be given to replacing the old clay pipes with plastic ones. The Clerk was asked to obtain some quotations to get the work carried out.

**A&E/261021/08 Cemetery:**

Turfing of graves and the general condition of graves inc fake grass

Members of the Group had been asked to visit the Cemetery prior to this meeting.

A request to have fake grass on a burial plot had previously been refused by the Finance and General Purposes Group.

Having seen that several other graves had fake grass laid and that it appeared to be neat and tidy, the Group agreed that the previous decision to not allow the grass should be changed. There was some concern that the fake grass is not environmentally good as it restricts insect life, however the areas are small. The Clerk clarified and it was agreed by the group that the Council will take no responsibility for damage to the fake grass caused by machinery used to maintain the cemetery.

Several graves could benefit from being turfed. The Clerk to obtain a quotation for the work to be carried out.

#### DEFRA Consultation on Amendments to the Environmental Permitting (England and Wales) Regulations 2016 as applied to Groundwater Activities and related Surface Water Discharge Activities

Council noted that a DEFRA is carrying out a consultation which may lead to an increase in burial plot sizes. If this was to happen then the cemetery would have a lower capacity for future years. At this stage the cemetery still has a large area of space available.

#### **A&E/261021/09 Any other matters**

##### Climate Change

The Clerk brought to the attention the minutes of the Climate Change Forum. Climate Change needs to be taken into account when making decision and recommends by the Group. Jenny Moss could be asked to attend the Assets and Environment Group Meetings if there is a need with any item that needs her involvement being brought to the beginning of the meeting.

The Clerk asked that there are clear instructions for the grass contractor by the start of the cutting season.

##### 2022/2023 Precept

The following items should be given consideration for the 2022/2023 Precept:

- Public toilet drainage
- Annual Tree Inspections
- Spring Close

Michael Swift suggested that the Council should consider appointed a tree contractor to carry out all tree work.

Jim Perry suggested that everyone in the village should donate a tree to create another wood. Land acquisition is likely to be difficult and the Climate Change Forum and local environmental groups have started to look where land may be available.

Derek Reader left the point at this time.

#### **A&E/261021/04 Trees:**

##### Annual Tree Checks and Inspection Report - Consideration of quotations

Quotations had been received from three companies to carry out annual tree checks and inspections. Michael Swift proposed, seconded by Liz Swift, and agreed that the following recommendation should be made to Full Council:

***That EWP Consultancy should be appointed to carry out Annual Tree Checks and Inspections at a cost of £1661.00 plus VAT for the First year.***

The Clerk to check that the terms and conditions for EWP are like the other companies who are more expensive.

##### Consideration of quotations for tree work at the following locations

- Newmarket Road Entrance to the Allotments – tree branches affecting cables

- Jubilee Green – high trees requiring lowering on the boundary to the houses on Park Road
- Cemetery – branches over memorial stones, birds mess causing damage to the memorials.

Quotations from three contractors had been received for each area of the work required. It was agreed that the cheapest quotation overall should be recommended to Full Council for acceptance. It was noted that further work may be required to another two trees at the cemetery to maintain the symmetric look. The following recommendation was proposed by Michael Swift and seconded by Jim Perry.

***The Group recommends to Full Council that the quotations totalling £1390.00 from S R Landscapes to carry out tree work at Jubilee Green, the Cemetery and the entrance to the Allotments should be accepted.***

Hazel Williams reported that she and Liz Swift had met with Mr Metcalfe regarding the Amenity Area at Hatley Drive regarding carrying out work to the area without Council's Permission. It is thought that he now understands that permission must be obtained from the Council and that there may be delays in permission being given before he carries out any further work.

**A&E/261021/10 Date of the next meeting – 21<sup>st</sup> December 2021 to be confirmed**

The next meeting is scheduled very close to Christmas, and it was agreed that this is not an appropriate time for the meeting to be held.

The meeting closed at 9 pm.

Signed

Dated