

Burwell Parish Council
Asset and Environment Group
Minutes of the Meeting of 28.6.22 at Gardiner Memorial Hall.

Present Joan Lonsdale (Chair), Lea Dodds, Jim Perry, Derek Reader, Liz Swift, Michael Swift, Geraldine Tate, Paul Webb, and Hazel Williams.

A&E/28062022/01 Apologies for absences and Declarations of Interests

There were no apologies for absence. Derek Reader declared an interest in item A&E/28062022/04. This item was changed to the last item to be discussed and Derek Reader left the meeting prior to any discussion regarding the quotations taking place.

A&E/28062022/02 Approval of the minutes of the meeting held on 26th April 2022.

The minutes of the meeting were approved and signed as a true record.

A&E/28062022/03 Consideration of Action Sheet items and updates from minutes

The following updates were noted:

Project	
Recreation Ground Car Park	Meads are due to repair the cracked slabs over the next couple of weeks.
GMH refurbishment	The Practical Completion Certificate for the work has been received.
Spring Close Fallen/dead trees	Work to be carried out by volunteers and all urgent C2 work recommended by following the annual Tree Inspection will be carried out by the appointed contractor.

A&E/28062022/05 Consideration of quotation form Prestige Fire for Gardiner Memorial Hall

The Council considered the quotation from Prestige Fire for recommended fire safety equipment at the Gardiner Memorial Hall at a cost of £523.42 and recommends to Full Council that the work is carried out.

The Assets and Environment Group recommends to Full Council that the quotation for recommended fire safety equipment at Gardiner Memorial Hall in the sum of £523.42 plus VAT is accepted.

A&E/28062022/06 Replacement Ceiling Light at Jubilee Reading Room

A quotation for a replacement LED ceiling light for the Jubilee Reading Room has been received. The cost is £153.77. The Clerk asked if it would be worth obtaining a quotation to replace all 4 lights at the same time. The Group thought that this was a reasonable suggestion. The Clerk to obtain further quotations for all 4 lights.

A&E/28062022/07 Request for a gate in allotment fence

A request for a gate into the allotments from a neighbouring property had been received from an allotment holder. The Group had different opinions on whether this should be allowed. Some members believed that the Council had a policy of not allowing gates. In this instance the gate would not lead directly to the allotment holders plot which causes some concern. A vote was taken with 5 members voting for not allowing the gate, 2 for allowing the gate and two abstentions. Therefore, it was agreed that the request to install the gate should not be approved.

A&E/28062022/08 Any other matters

A request has been received to place a memorial bench in Priory Meadow. This was approved. The resident making the request will be responsible for all installation costs and the bench must be made from a renewable material.

Jim Perry informed that Group that he had offered to pay for a bench for the Community Garden but had received no official response from the Council accepting his offer, nor had the matter been raised at Full Council. The Group noted his offer. The Community, Leisure and Sports Working Group is responsible for the Community Garden and will discuss further with Jim Perry when they or the Community Garden Group next meet. Derek Reader left the meeting.

A&E/28062022/04 Consideration of Quotations for all C2 work recommended following the 2022 Annual Tree Inspection

Three quotations had been received to carry out all C2 recommended work following the 2022 Annual Tree Inspection. The cheapest quotation was from S R Landscapes in the sum of £2320.00. The Group recommends to Full Council that the quotation should be accepted.

The Assets and Environment Group recommends to Full Council that the quotation from S R Landscapes to carry out all C2 work recommended as a result of the annual tree inspection in the sum of £2320.00 is accepted.

S R Landscapes had also indicated that a further tree at the Recreation Ground is dead and should be felled. The Inspection Report states that this tree does contain deadwood and that the tree should be monitored. The Group agreed to follow the advice of the Tree Inspector and monitor the tree over the next year.

A&E/28062022/9 Date of the next meeting

The next meeting will be held on 30th August 2022 at the Gardiner Memorial Hall following Full Council.

The meeting closed at 9.25 pm.

Signed

Dated