

**Yvonne Rix**

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**From:** laviniaedwards@aol.com  
**Sent:** 10 May 2021 09:30  
**To:** Yvonne Rix  
**Subject:** District Report 11th May, 2021 - Lavinia Edwards

**Annual Council - Cllr. Alan Sharp from Stetchworth has been elected for Chairman of the Council for 2021/22 and Vice Chairman is Cllr. Daniel Schumann. For the coming year I shall serve on the Planning Committee, Licensing Committee and Sub for the Audit Committee.**

**Planning Committee - There was only one item on the Planning Committee's agenda for May. This was an outline application for up to 70 dwellings and the demolition of a residential building on land at 18 Wilburton Road, Haddenham. The proposed development is located within the countryside outside the settlement boundary of Haddenham. The same site had come forward twice before with higher numbers of dwellings and had been refused on both occasions. The current application was recommended for refusal due to the impacts of visual amenity and on the setting of Haddenham, outside the development envelope and the Council now has a 5 year housing land supply at 7.01 years. Members unanimously supported the recommendation for refusal.**

**In March there was a 16% increase in planning application (214) on the number received in March 2020 and a 11% decrease on February, 2021.**

## **District Council Report**

**April 2021**

The Annual Meeting of Council was brought forward from May to 29<sup>th</sup> April to enable the meeting to take place remotely using Zoom. At the meeting Cllr Alan Sharp (Woodditton Ward) was elected Chairman of ECDC for the coming year, with Cllr Dan Schumann (Soham South Ward) elected as Vice-Chairman. Cllr Anna Bailey (Downham Ward) remains Leader of ECDC, with Cllr Josh Schumann (Fordham and Isleham Ward) remaining as Deputy Leader. Council agreed the membership of Committees etc and I was appointed to Finance and Assets Committee and to Planning Committee. In order to address the situation of the legislation allowing for remote meetings coming to an end Council agreed a short-term position of delegating decisions to the Chief Executive in consultation with members of the respective Committee via remote meetings and indicative voting. Council also agreed a motion endorsing the Fenland Flag and agreed a loan facility to East Cambridgeshire Community Land Trust to help the CLT purchase the freehold of some properties on the ex-MoD site in Ely. At the close of the Annual Meeting a short meeting of Finance and Assets Committee was held, where I had the honour of being re-elected as Chairman.

I attended a meeting of the Cambridgeshire and Peterborough Combined Authority Audit and Governance Committee with the Corporate Risk Register and a progress report from Internal Audit the main agenda items.

I attended a meeting of the Planning Committee. Committee: confirmed a Tree Preservation Order for a total of 57 trees in Sutton; approved an application to vary a previously approved application for a property in Soham; refused an application for a first-floor extension in Sutton; and refused an application for an extension to a Listed Building in Soham.

**David Brown**

Present: Joan Lonsdale (Chair), Lea Dodds, Robin Dyos, Jim Perry, Liz Swift, Michael Swift and Hazel Williams.

**A&E/230221/01 Apologies for absences and Declarations of Interests**

Apologies for absence had been received from Gus Jones and Derek Reader.

**A&E/230221/02 Approval of the minutes of the meeting held on 23<sup>rd</sup> February 2021**

The minutes of the 23<sup>rd</sup> February 2021 were approved as a true and correct record.

**A&E/230221/03 Consideration of Action Sheet items and updates from minutes**

The following updates were noted:

That funding for Phase One of the Gardiner Memorial Hall Refurbishment has been secured subject to completion of the final paperwork for the AMEY grant. Now starting to raise funding for Phase Two and compiling a video to support an application to the National Lottery Community Fund. ECDC has provisionally approved £115,000 CIL 123 Funding towards Phase Two. Lea Dodds questioned ventilation of the hall and it was confirmed that Paul Webb and Robin Dyos are in discussion about this with Sharman and Grimwade. New ventilation requirements may need to be considered in the future for all Council buildings.

A response has been received from Smithers Purslow regarding the Mandeville Hall Ceiling. The Clerk to find out if their proposal would allow for the roof area above Hall One to be used for storage.

It was agreed that the items for the Cemetery hedge and Mandeville Hall recycling Should be removed.

**A&E/230221/04 Gardiner Memorial Hall Refurbishment update**

Covered in previous item.

**A&E/230221/05 Letter from resident re trees on boundary of Jubilee Green**

An email has been received regarding the safety of a couple of trees on Jubilee Green. The Clerk to ask the ECDC Tree Officer to look at the trees.

**A&E/230221/11 Any other matters**

The Clerk reported that there are two issues at the Recreation Ground. Firstly, the tennis court fence is being climbed to gain access. CCTV to be checked. It is difficult to prevent this from happening. Cambridge Courts to be contacted to see if they have any suggestions.

Secondly, a vehicle has entered the main Recreation Area through a gap in the fencing and damaged the football pitches. The Maintenance Officer has moved the bin to prevent this from happening, but the fence panel may need to be replaced and quotes should be sought for this to happen if the bin is moved.

Hazel Williams raise concern about the lack of a response from This Land following a question raised by a resident regarding the removal of the hedge along the boundary of the Newmarket Road development. It was agreed that the Clerk should write to this land raising our concerns.

Robin Dyos asked if any more was known about the injury of the child at the Recreation Ground. The Clerk updated the meeting with the response from the insurers.

**A&E/230221/12 Date of the next meeting – 29<sup>th</sup> June 2021.**

The meeting closed at 9.05 pm

Signed

Dated

PROJECT		DATES	ESTIMATED COST	INFORMATION AND UPDATES
1	Recreation Ground 123 Application			All completed. Around £5000 grant funding still available so considering purchase of outdoor table tennis table. Paul Webb and Yvonne Rix sourcing possible table tennis providers. Quotes to be sought for refurbishment of the car park
2	Mandeville Hall air conditioning and sound proofing	On going		To investigate as time allows.
3	GMH Refurbishment	June 2018		Phase One (Refurbishment of existing hall) full funding approved subject to the completion of final paperwork.
4	Mandeville Hall Ceiling			Response received from Smithers Purslow. Clerk to check is their proposal will allow the roof area over Room One to be used for storage.
6	Spring Close Fallen/Dead trees			Bridge repaired by Maintenance Officer and some fallen trees removed. Work to start on repairing the spring head once restrictions allow.

Burwell Parish Council - Community, Leisure and Sport  
Minutes of the Meeting of 20.4.21 at 7.30 pm using Zoom

Present: Michael Swift (Chair), Helen McMenamin-Smith, Jim Perry, Gill Miller, Liz Swift, Geraldine Tate, Paul Webb, and Robin Dyos

**CL&S/200421/01 Apologies for absences and declarations of interests**

Apologies for absence had been received from Jenny Moss. There were no declarations of interests.

Michael Swift announced that the Council had been successful in gaining up to £80K from AMEY towards Phase One of the Gardiner Memorial Hall Project subject to submission of final paperwork which needs to be submitted by 20<sup>th</sup> May 2021.

**CL&S/200421/02 Approval of the minutes of the 16.2.21**

It was noted that Paul Webb had not attended the meeting and had given his apologies. With this addition the minutes were approved as a true and correct record.

Proposed by Jim Perry and Seconded by Liz Swift.

**CL&S/200421/03 Action Sheet Updates including**

Recreation Ground Carpark

Following the approval of a total of £50K of funding for the refurbishment of both the main and Overflow carparks at the Recreation Ground, it was agreed that quotations should be sought for the work to be carried out in line with the specification provided by Meads. The invitation to quote to be sent to Meads, GKD Groundworks and two other contractors.

Sports Provision

A meeting has been arranged with the football groups on 27<sup>th</sup> May 2021 at the Pavilion.

Spring Close Management Group

Michael Swift reported that the group had met the previous week. Not much work is being carried out at present due to the nesting season. As suggested by the Geological Team, work will be starting on the repair of the spring head, possibly utilising the Clunch from the cemetery.

Update on Pauline's Swamp Transfer of Land from Hopkins Homes

The transfer documents still need to be signed by Hopkins Homes, although Hopkins Homes appear to have placed some boundary markers on the field. Once the land transfer has gone through it is important that the correct boundary is marked. James Moss has been doing some Scrub clearing, using a machine which can detect any wildlife that is present.

BAFY

The Group is still doing some youth activities although these do not involve meeting physically. Liz Swift to make contact to arrange a Trustees Meeting.

Community Orchard

Most trees look healthy, one may need replacing later.

Liaison with Sports Centre

Due to lockdown, there is no update from the Sports Centre.

Moving of seat from Spring Close to Apple Tree Grove

ECDC is in the process of moving the seat and this should be completed shortly.

Reopening of 2<sup>nd</sup> Tennis Courts

The Clerk asked if the Council should make Tennis Court Two available for hire as Covid restrictions are being reduced. She was advised to go to the Lawn Tennis Association for advice.

Adding A to B1102 Group

Several members of the Council wished to be involved with the A to B1102 Group. It was agreed that this should be added to the Action Update Sheet.

## **CL&S/200421/04 Climate Change Policy and the way forward Liaison with Burwell**

### **Environment Group**

Linda Hart has now been elected Chair of the Burwell Environment Group and the Group is in the process of finalising its constitution.

#### Wildflowers

Helen McMenamin-Smith reported that a Group is being set up, independent of the Burwell Environment Group, to promote wildflowers in the village. The two Pilot Scheme areas need to have proper signage to let people know that they are being managed to promote wildflowers. Site visit with the Ecologist from Cambridgeshire County Council to be arranged later in the summer. It is important that the Parish Council remains in control of the Pilot Scheme and wildflower areas in the village for which the Parish Council is responsible for.

### **CL&S/200421/05 Proposed Community Garden**

Having looked more closely at the proposal for the garden to be sited at Pound Hill it has been agreed for several reasons that the site may not be suitable. However, additional benches and possibly a raised bed could be easily and relatively cheaply achieved, possibly this year. Priory Meadow tends to lend itself more suitably for the community garden and it was agreed that those involved should obtain some costings for the creation of the garden.

### **CL&S/200421/06 Donations for consideration**

#### Request from Burwell Visiting

A request for funding had been received from the Burwell Visiting Group towards their insurance costs. Gill Miller suggested that the Group should also write to the Carnival Committee to ask for a donation.

***The Group recommends to Council that a donation of £175.00 towards the cost of insurance is made to the Burwell Visiting Group.***

### **CL&S/210220/07 Sunnica Proposed Solar Farm – Update**

Liz Swift reported that she had attended a meeting of the Anti Sunnica Group. There are two groups, the first consisting of residents against the proposal and the second an alliance of Parish Councils who are affected by the proposal. Several surveys have already been carried out by the second group, who are also looking for funding from Parish Councils involved to support further surveys and the employment of specialists to help oppose the scheme. The Planning Application is due to be submitted in June. Members of the Community, Leisure and Sports Group could not see how it would be possible to overturn the Government proposal for this farm,

### **CL&S/200421/08 Any other business**

#### Compost issues at the allotment

Concern has been raised by a resident over the smell from an allotment holders compost bin of rotting fish. It was agreed by the group that this nuisance needed to be addressed with the allotment holder being told that they should not be allowing the depositing of fish at the allotments and for a smell eliminator/expedient to be applied to the compost bin.

#### Kayak/Canoe Portage and bridge – The Weirs/Lode

A request had been received from a resident about looking in to having a footbridge installed at the bottom of the Lode as had previously been suggested several years ago. The Clerk agreed to make some initial enquiries, but it is thought that it would be a very expensive project. A suggestion of siting a canoe portage on the bank near Kingfisher Drive amenity area was made. However, it was thought that residents may not like this. It is possible for canoes and Kayaks to get into the water at the bottom of the Lode just right of the Anchor Bridge.

There are a number of rats living along the banks of the Weirs.

#### Converting the Old Phone Box on Pound Hill

An email has been received asking if the Council would consider utilising the adopted phone box on Pound Hill for community use. Two suggestions were made, the first for small toys which families could borrow or swap and the second, for an information point for the village. It was agreed that the information point would be a better option.

***The Group recommends to Full Council that the adopted Phone Box is utilised as a Community Information Point for the village.***

#### The Keepers Daughter Theatre Company and the Fenland Rural Touring Scheme

Correspondence has been received from the Keepers Daughter Theatre Company and the Fenland Rural Touring Scheme about putting on performances in the village. The Clerk to respond to both organisations explaining that our most suitable hall is currently out of use due to being refurbished but that we will be keen to participate once the refurbishment has been completed.

#### Building on Margaret Field – Scouts

The Scouts have written to the Council asking if it would be possible for Council to consider the possibility of a pavilion being erected on Margaret Field for the Scouts use. It was agreed that Michael Swift and Paul Webb would meet with the Scouts initially to discuss.

#### Reopening of Kitchen at Mandeville Hall for hirers

The Clerk asked Council about the possibility of reopening the kitchen at Mandeville Hall for hirers to use now there has been a reduction of some Covid restrictions. It was agreed that following a risk assessment taking place, and if the key holders have no concerns, then the kitchen could be reopened.

#### Use of the Recreation Ground by Manchetts

A request has been made by Manchetts for the use of part of the Recreation Ground for an event in August. The Group approved the request along with the toilets and pavilion kitchen if all costs involved in opening and closing the facility and cleaning were covered by Manchetts. They will also be informed that they must clear all litter and if a bbq is used, there must be no risk of damage to the grass.

#### Westhorpe Play Area

Following further correspondence regarding Westhorpe Play Area the Group confirmed that it is Council's intention to carry this out as one of the next capital projects once the Gardiner Memorial Hall is completed. Gill Miller informed the Group that the WI is looking to raise funding for the park. Paul Webb to speak to Creative Play who had previously agreed to do some plans for the play area.

**CL&S/200421/09 Date of the next meeting – 15.6.21**

The meeting closed at 20.58 pm

Signed

Dated

	PROJECT	UPDATE
1	Recreation Ground Inc. improvement project, Grant Funding and liaison with Football Clubs and other users	Full Council approved earmarking of £35K CIL Funding and £15K General Reserves to upgrade the Recreation Ground Car Park Quotes to be sourced by Clerk in line with Meads specification.
2	Sports Provision Group, Inc. liaison with Football Clubs, other sports groups and users	Football Groups meeting PC Representatives on 27 <sup>th</sup> May at the Recreation Ground
3	Spring Close Management Group	Meeting held last week. Not much work being carried out at present due to nesting season. Starting to repair spring bank as suggested by the Geological Team. Clunch required for this work, may be able to utilise clunch from the cemetery.
4	Pauline's Swamp	Transfer of land documents awaiting signing by Hopkin Homes. Transfer of £3500 agreed but not yet received. Hopkin Homes marking out field, but once transfer complete exact boundary markers need to be put in place. James Moss clearing some areas of large brambles using a machine which can identify areas of wildlife habitat so that it is not disturbed.
5	BAFY	Not holding sessions at present due to Covid-19 however providing some activities for the young people to engage in. Meeting needs to be arranged by the Trustees
6	Community Orchard	Drone photo taken, but trees too small. Jenny Moss to edit to make photo usable. Most trees looking healthy, one may need replacing
7	Community Garden	Some negativity about siting at Pound Hill. Priory Meadow now an option. Cost to be sought prior to going to Full Council for final approval. 2 benches and a raised bed to be considered for the top of Pound Hill. Sponsors to be sought for benches and the raised bed
8	Liaison with Sports Centre	No Update
9	Climate Change Policy	Formal liaison to be made with the Chair of the Burwell Environment Group who are now drawing up their constitution.



**Yvonne Rix**

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**From:** Street Name Numbering <StreetNameNumbering@eastcambs.gov.uk>  
**Sent:** 22 April 2021 11:02  
**To:** Street Name Numbering  
**Subject:** STNN/20/185 - Development at 39 Toyse Lane, Burwell  
**Attachments:** STNN\_20\_185 - Schedule - 39 & 39A Toyse Lane, Burwell.pdf; STNN\_20\_185 - Location Plan - 39 & 39A Toyse Lane, Burwell.pdf

Dear Sir/Madam,

**STREET NAMING AND NUMBERING** – Conversion of existing property into two properties – 39 Toyse Lane, Burwell

Please find enclosed a copy of Schedule of Certification of Street Numbering for the conversion of one existing property into two properties. The scheme is valid from 1<sup>st</sup> May 2021.

Please amend your records accordingly.

Kind regards,

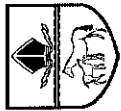
**Frazer Cowell**  
ICT Service and Support Team Leader  
Street Naming and Numbering Team



East Cambridgeshire District Council  
The Grange, Nutholt Lane, Ely, Cambs, CB7 4EE  
[www.eastcambs.gov.uk](http://www.eastcambs.gov.uk) | 01353 665555

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**EAST CAMBRIDGESHIRE DISTRICT COUNCIL**  
**STREET NAMING AND NUMBERING SERVICE**  
**SCHEDULE OF CERTIFICATION OF STREET NUMBERING**

PARISH BURWELL

IMPLEMENTATION DATE: 1<sup>st</sup> May 2021

ADOPTED STREET: TOYSE LANE

SCHEME REF STNN/20/185

DIRECTION: From North Street

Official Street No	Property Formerly Known As			Developer	Planning Reference No	Building Control Reference	STNN Reference No	Date
	No/Plot	Development Name						
27								
29								
31								
33								
35								
37								
39	West Plot	Conversion of existing property into two properties			19/01769/FUL	20/00631/DOMFP	STNN/20/185	01/05/21
39A	East Plot	Conversion of existing property into two properties			19/01769/FUL	20/00631/DOMFP	STNN/20/185	01/05/21
41								
43								
43A								
45								
47								
49								

Last Entry Date: 14<sup>th</sup> April 2021



**East Cambridgeshire**

**District Council**

The Grange, Nutholt Lane  
Ely, Cambs, CB7 4EE

Tel: (01353) 665555

## Street Naming and Numbering

ECDC Reference:  
STNN/20/185

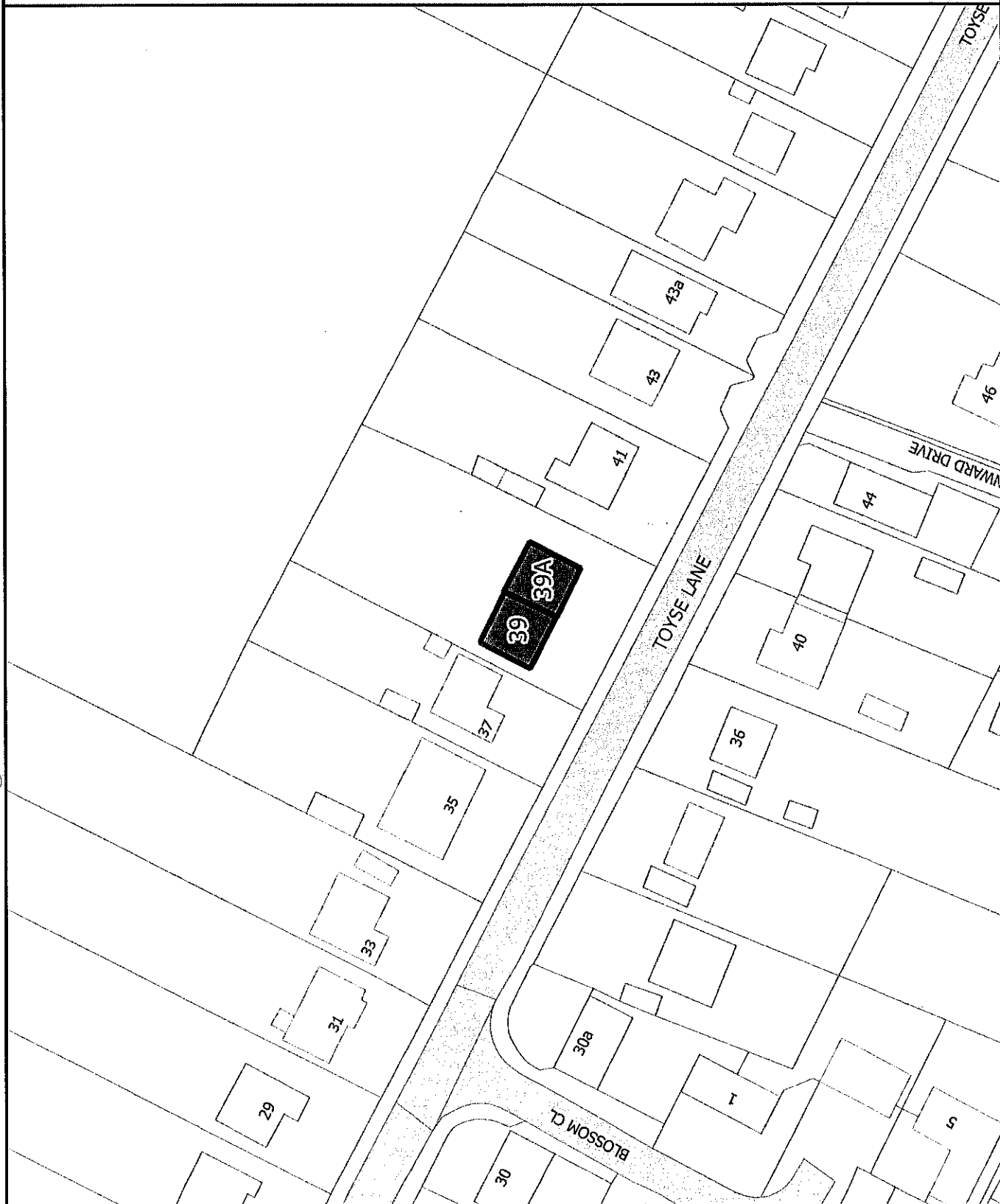
Conversion of existing  
property into two  
properties

39 and 39A Toyse Lane  
Burwell

Please read in association with schedule  
of Certification of Street Naming and  
Numbering

**This plan is for identification  
purposes only and does not  
represent legal boundaries.**

Date: 14 Apr 2021  
Scale: 1:750  
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## TEMPORARY TRAFFIC ORDER APPLICATION FORM (TTRO)

<p><b>Please Send Your Applications to:</b></p> <p>Cambridgeshire County Council Street Works Team Vantage House Washingley Road Huntingdon Cambridgeshire PE29 6SR</p> <p>Tel: 01480 372444 Email: street.works@cambridgeshire.gov.uk</p>	<p><b>Applicants Details:</b></p> <p>Name: Harley Gallocker Address: Kelly House Fourth Way Wembley HA9 0LH</p> <p>Tel: 02476642811 Emergency 24 hour Contact No: 079 08173665 Email: Harley.Gallocker@kelly.co.uk</p>
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The cost of this application is:  
**£1095.00** for a Full Order or **£770.00** for an Emergency Order

**YOU MUST ALLOW AT LEAST 12 WEEKS FOR THIS ORDER TO BE PROCESSED. A STREET WORKS PERMIT MUST HAVE BEEN SUBMITTED BEFORE THIS FORM WILL BE CONSIDERED**

PLEASE TICK ALL RELEVANT OPTIONS THAT APPLY:

✓	✓	✓	✓
ROAD CLOSURE	x	FOOTPATH CLOSURE	
		SPEED LIMIT	
		OTHER (Please specify below)	
Additional T/M Requirements	None <input type="checkbox"/> Stop / Go <input type="checkbox"/> 2 way lights <input type="checkbox"/> 3 way lights <input type="checkbox"/> Hours of operation _____		
Description of Works: INSTALL SWEPT TEE IN Carriageway			
Road Name	NORTH STREET		
Parish / Town	BURWELL		
Road Number (i.e.: A140)	n/a		
Location of Works	Outside 70 to 64 NORTH STREET BURWELL		
Closure Start Date:	19/07/2021	End Date:	21/07/2021

<b>Closure Times: 24/7 or Specify Times</b>	08:00-18:00
<b>Working Hours: 24/7 or Specify Times</b>	08:00-18:00
<b>Diversion Route – List all roads &amp; parishes (with names and numbers if possible)</b> <b>These can be found on <a href="http://Roadworks.org">Roadworks.org</a> with “NSG” selected under Operational Info within the Map Layers Menu.</b>  <b>Please provide a map showing the extent of the closure and diversion route.</b>	TTRO - DIVERT ROUT AS FOLLOWING TOYSE LANE - SILVER STREET,
<b>Will the alternative route include a Trunk road? (If so it is the responsibility of the applicant to gain agreement from the Highways Agency and submit a copy of the approval to Street Works)</b>	Yes / No x  Details:
<b>Does the above route have any restrictions, i.e. Low bridges, weight limits, tunnels, fords, ‘one way’ or other Orders on it? (If Yes then please give details).</b>  <b>Some of these can be found <a href="#">here</a></b>	Yes / No x  Details:
<b>Will this Order apply to pedestrians and/or equestrians? (If so please provide details)</b>	Yes / No  Details:
<b>Please add any comments that you feel may assist the application</b>	

<b><u>Payment Details</u></b>	
Please specify the details of the company or individual that Cambridgeshire are to collect payment for the TTRO to be processed.	
<b>Company Name:</b> Kelly traffic management	
<b>Address:</b> Kelly House Fourth Way Wembley	<b>Tel. No:</b> 02476642814

HA9 0LH	Email: tmpayments@kelly.co.uk
Your Order Number 23TRAFFL16293	

**Please note: It is the applicant's responsibility to inform residents, businesses, the Local Parish Council and County Councillors about the closure. We may request to see the information you have sent them prior to sending you the legal order. Details can be found by following this [link](#)**

**FAILURE TO ADHERE TO THE CONDITIONS SET OUT WITHIN THIS DOCUMENT MAY RESULT IN AN APPROVED ORDER BEING WITHDRAWN.**

### **REQUIRED ADDITIONAL IMPORTANT INFORMATION**

1. Please ensure you give the official road name with the correct spelling for which the Order is required.
2. Access may be allowed to Emergency Services **IF** safe passage permits.
3. Pedestrian/Cyclist and Access to properties must be allowed at **ALL** times, unless otherwise agreed.
4. An order will only be granted where a suitable alternative route or arrangements are available.
5. A clear map showing the extent of the closure and diversion route must be attached to this application.
6. Signs 1050mm by 750mm bearing the words "This Road will be closed "From ..... To ....." and including the dates of the closure **MUST** be placed at all approaches to the site **at least 14 days** prior to the proposed closure.

#### **DECLARATION:**

All the information given in this application is true and I have checked all the names of streets and parishes against an official map of the area.

Applicant's Signature: HGallocker . Date: 06/04/2021

Company... Kelly Traffic Management

Position Noticing coordinator



M-D/5132482-01

10/04/2021

Imel Buchan

Approved By:

B. Drawing is not to scale.

- Road closure

Works site

Shows Travel Distance Between Signal Heads

### Parking suspension

Works vehicle

 Pedestrian Barrier

Traffic Cones

**Pedestrian lights**

 Bus Stop

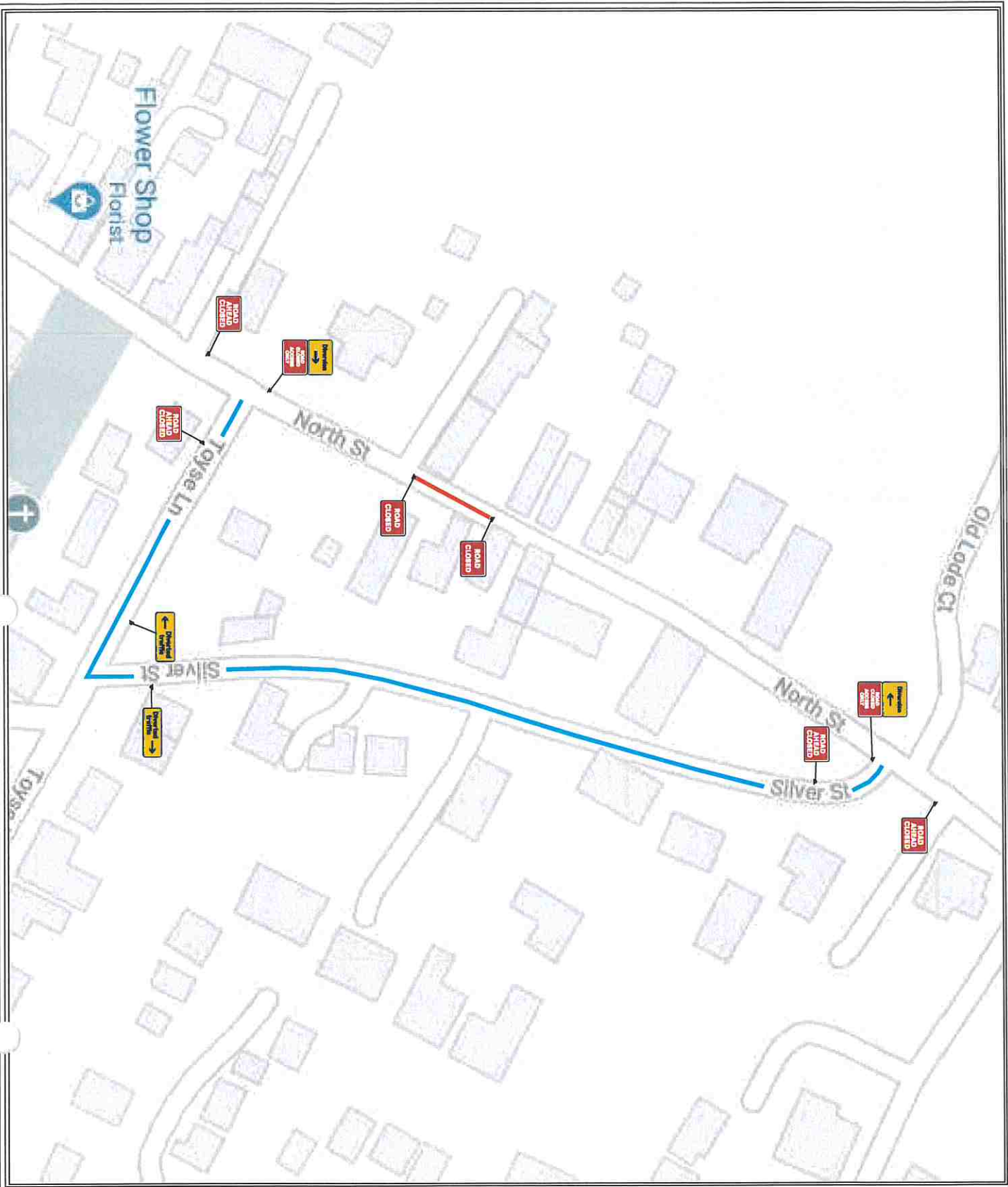
Speed of Road

Cambridgeshire County Council



TM will comply with the *Safety at Street Works and Road Works Code of Practice* D1.3.1. The *Traffic Signs Manual* is applicable in England, Northern Ireland, Scotland and Wales. This Chapter sets out a code of practice to enable the legal requirements to be met in a wide variety of circumstances.





Drawing Number:  
TM-DIS132482-01

Date Drawn:  
01/04/2021

Drawn By:  
Daniel Buchanan

Approved By:

Scale:  
NB. Drawing is not to scale.

Project Details:  
• Diversion Route  
•  
•  
•

**Key**

- Road Closed
- Diversion Route A
- Diversion Route B
- Diversion Route C

**Works Location**

64a North Street  
Burwell, Cambridge  
CB25 0BB  
Cambridgeshire County Council

**Speed of Road**

30

TM will comply with the Safety of Street Works and Road Works Code of Practice D1.3.1. The Traffic Signs Manual is applicable in England, Northern Ireland, Scotland and Wales. The Chapter sets out a code of practice to enable the safe and efficient carrying out of a wide variety of circumstances.

Kelly Group



**Yvonne Rix**

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**From:** Street Works <street.works@cambridgeshire.gov.uk>  
**Sent:** 04 May 2021 10:47  
**Subject:** Proposed closure - North Street, Burwell 19/07 - 21/07/2021.  
**Attachments:** ttro cambridgeshire DIS132482 new form.docx; 561793-DIS132482-64a North Street-DR2.pdf; 561792-DIS132482-64a North Street-DR1 (1).pdf

Good morning,

Please find attached the proposed TTRO application for your information. If you have any comments, please respond by 18/05/2021. If no comments are received we will proceed with the application and a copy of the Order will be circulated for information once made.

Kind regards,  
Lizzie Pink

Street Works and Permitting Coordinator  
Highways Service



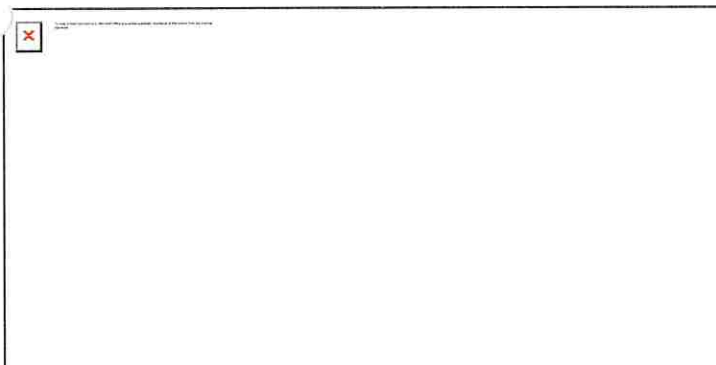
 01480 372 444

 Highways Services, Street Works Team, Vantage House, Washingley Road, Huntingdon, PE29 6SR

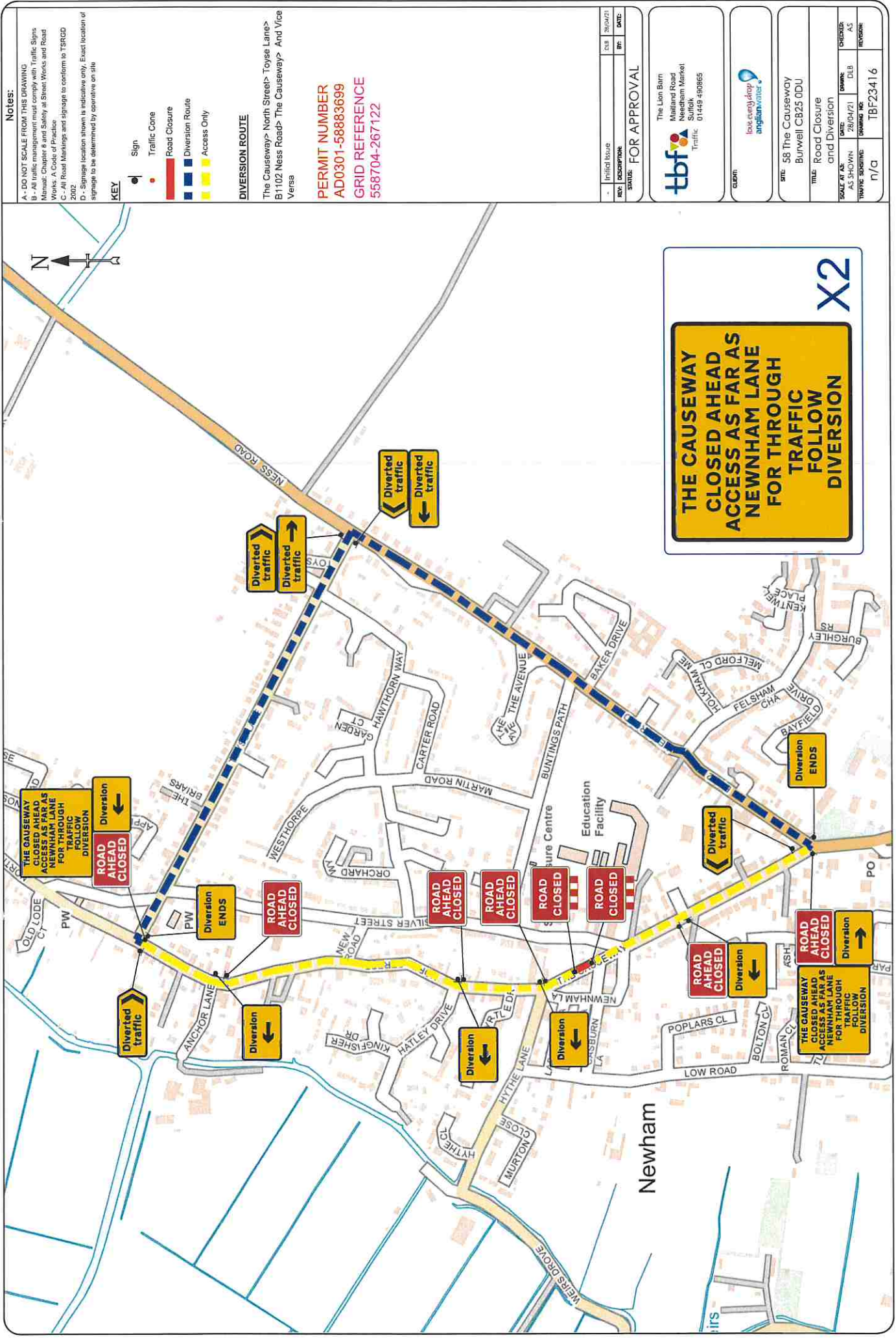
 @Cambs\_Traffic

For more information regarding forthcoming  [click here](#)

Please note: all our up to date forms are available on our website, please see link as below:  
<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/highway-licences-and-permits/>



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**Notes:**  
A - DO NOT SCALE FROM THIS DRAWING  
B - All traffic management must comply with Traffic Signs Manual: Chapter 8 and Safety at Street Works and Road Works: A Code of Practice  
C - All Road Markings and signage to conform to TSGRD 2002  
D - Signage location shown is indicative only. Exact location of signage to be determined by operative on site

**KEY**

- Sign
- Traffic Cone
- Road Closure
- Diversion Route
- Access Only

**DIVERSION ROUTE**

The Causeway> North Street> Toyse Lane> B1102 Ness Road> The Causeway> And Vice Versa

**PERMIT NUMBER**  
AD0301-58883699  
**GRID REFERENCE**  
558704-267122

Initial Issue	CLB	26/04/21
REV: DESCRIPTION	BY:	DATE:
STATUS	FOR APPROVAL	

**tbf** Traffic  
The Lion Barn  
Mallard Road  
Needham Market  
Suffolk  
01449 480655

**clear**  
lowe every drop  
anglianwater

SITE	58 The Causeway Burwell CB25 0DU		
TITLE	Road Closure and Diversion		
SCALE AT AS AS SHOWN	DATE	DRAWN	CHECKED
TRAFFIC SIGNAGE	26/04/21	CLB	AS
	ISSUED BY	REVISION	
n/a	TBF23416		



## TEMPORARY TRAFFIC ORDER APPLICATION FORM (TTRO)

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The cost of this application is:  
**£1095.00** for a Full Order or **£770.00** for an Emergency Order

**YOU MUST ALLOW AT LEAST 12 WEEKS FOR THIS ORDER TO BE PROCESSED. A STREET WORKS PERMIT MUST HAVE BEEN SUBMITTED BEFORE THIS FORM WILL BE CONSIDERED**

PLEASE TICK ALL RELEVANT OPTIONS THAT APPLY:

✓	✓	✓
ROAD CLOSURE	FOOTPATH CLOSURE	SPEED LIMIT
Additional T/M Requirements	OTHER (Please specify below)	
None <input checked="" type="checkbox"/> Stop / Go <input type="checkbox"/> 2 way lights <input type="checkbox"/> 3 way lights <input type="checkbox"/> Hours of operation _24 hours a day_____		
Description of Works: New water connection		
Road Name	The causeway	
Parish / Town	Burwell	
Road Number (i.e.: A140)		

<b>Location of Works</b>	O/S 58 The Causeway Burwell CB25 0DU		
<b>Closure Start Date:</b>	03/08/21	<b>End Date:</b>	05/08/21
<b>Closure Times: 24/7 or Specify Times</b>	24/7		
<b>Working Hours: 24/7 or Specify Times</b>	0800- 1900		
<b>Diversion Route – List all roads &amp; parishes (with names and numbers if possible)</b> These can be found on <a href="http://Roadworks.org">Roadworks.org</a> with “NSG” selected under Operational Info within the Map Layers Menu.  <b>Please provide a map showing the extent of the closure and diversion route.</b>	The Causeway/> North Street> Toyse Lane> B1102 Ness Road> The causeway> And Vice Versa		
<b>Will the alternative route include a Trunk road? (If so it is the responsibility of the applicant to gain agreement from the Highways Agency and submit a copy of the approval to Street Works)</b>	No  Details:		
<b>Does the above route have any restrictions, i.e. Low bridges, weight limits, tunnels, fords, ‘one way’ or other Orders on it? (If Yes then please give details).</b>  Some of these can be found <a href="#">here</a>	No  Details:		
<b>Will this Order apply to pedestrians and/or equestrians? (If so please provide details)</b>	No  Details:		
<b>Please add any comments that you feel may assist the application</b>			

<b><u>Payment Details</u></b>	
Please specify the details of the company or individual that Cambridgeshire are to collect payment for the TTRO to be processed.	
<b>Company Name:</b>	Anglian Water – Tracey Dixon

<b>Address:</b> Lancaster House  Lancaster Way Ermine Business Park Huntingdon PE29 ^YJ	<b>Tel.</b>  <b>Email: : tdixon@anglianwqter.co.uk</b>
<b>Your Order Number</b>  <b>58883699</b>	

**Please note: It is the applicant's responsibility to inform residents, businesses, the Local Parish Council and County Councillors about the closure. We may request to see the information you have sent them prior to sending you the legal order. Details can be found by following this [link](#)**

**FAILURE TO ADHERE TO THE CONDITIONS SET OUT WITHIN THIS DOCUMENT MAY RESULT IN AN APPROVED ORDER BEING WITHDRAWN.**

### **REQUIRED ADDITIONAL IMPORTANT INFORMATION**

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2. Access may be allowed to Emergency Services **IF** safe passage permits.
3. Pedestrian/Cyclist and Access to properties must be allowed at **ALL** times, unless otherwise agreed.
4. An order will only be granted where a suitable alternative route or arrangements are available.
5. A clear map showing the extent of the closure and diversion route must be attached to this application.
6. Signs 1050mm by 750mm bearing the words "This Road will be closed "From ..... To ....." and including the dates of the closure **MUST** be placed at all approaches to the site **at least 14 days** prior to the proposed closure.

#### **DECLARATION:**

All the information given in this application is true and I have checked all the names of streets and parishes against an official map of the area.

**Applicant's Signature:**.....Darren Button.....

**Date:** .....28/04/21.....

**Company**

**TBF Traffic**.....

**Position...**

## TEMPORARY TRAFFIC ORDER APPLICATION FORM (TTRO)

<p><b>Please Send Your Applications to:</b></p> <p>Cambridgeshire County Council Street Works Team Vantage House Washingley Road Huntingdon Cambridgeshire PE29 6SR</p> <p>Tel: 01480 372444 Email: <a href="mailto:street.works@cambridgeshire.gov.uk">street.works@cambridgeshire.gov.uk</a></p>	<p><b>Applicants Details:</b></p> <p>Name: Tom Leeder Address: Unit 1, 22 Aspen Way, Paignton, Devon, TQ4 7QR</p> <p><u>Tel:0330</u> 0169696 Emergency 24 hour Contact No:</p> <p>Email:<a href="mailto:tom.leeder@mlptraffic.co.uk">tom.leeder@mlptraffic.co.uk</a></p>
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**The cost of this application is:**  
**£1095.00** for a Full Order or **£770.00** for an Emergency Order

**YOU MUST ALLOW AT LEAST 12 WEEKS FOR THIS ORDER TO BE PROCESSED. A STREET WORKS PERMIT MUST HAVE BEEN SUBMITTED BEFORE THIS FORM WILL BE CONSIDERED**

PLEASE TICK ALL RELEVANT OPTIONS THAT APPLY:

√	√	√	√
ROAD CLOSURE	x	FOOTPATH CLOSURE	
		SPEED LIMIT	
		OTHER (Please specify below)	
Additional T/M Requirements	None <input checked="" type="checkbox"/> Stop / Go <input type="checkbox"/> 2 way lights <input type="checkbox"/> 3 way lights <input type="checkbox"/> Hours of operation _____ 08:00 – 17:00 ____		
Description of Works: NEW GAS CONNECTION			
Road Name		PANTILE LANE	
Parish / Town		BURWELL CAMBRIDGE	
Road Number (i.e.: A140)			
Location of Works		USRN 12000744	
Closure Start Date:	05/07/2021	End Date:	09/07/2021

<b>Closure Times: 24/7 or Specify Times</b>	24/7
<b>Working Hours: 24/7 or Specify Times</b>	08:00 – 17:00
<b>Diversion Route – List all roads &amp; parishes (with names and numbers if possible)</b> These can be found on <a href="http://Roadworks.org">Roadworks.org</a> with “NSG” selected under Operational Info within the Map Layers Menu.  <b>Please provide a map showing the extent of the closure and diversion route.</b>	Newham Lane, Hythe Lane, Low Road, End. Vice versa
<b>Will the alternative route include a Trunk road? (If so it is the responsibility of the applicant to gain agreement from the Highways Agency and submit a copy of the approval to Street Works)</b>	No  Details:
<b>Does the above route have any restrictions, i.e. Low bridges, weight limits, tunnels, fords, 'one way' or other Orders on it? (If Yes then please give details).</b>  Some of these can be found <a href="#">here</a>	No  Details:
<b>Will this Order apply to pedestrians and/or equestrians? (If so please provide details)</b>	No  Details:
<b>Please add any comments that you feel may assist the application</b>	

<b><u>Payment Details</u></b> Please specify the details of the company or individual that Cambridgeshire are to collect payment for the TTRO to be processed.	
<b>Company Name:</b> MLP TRAFFIC	
<b>Address:</b> Unit 1, Aspen Way, Paignton, Devon, TQ4 7QR	<b>Tel. No:</b> 0330 0169696



	Email: purchaseledger@mlptraffic.co.uk
Your Order Number PLA/010945	

**Please note: It is the applicant's responsibility to inform residents, businesses, the Local Parish Council and County Councillors about the closure. We may request to see the information you have sent them prior to sending you the legal order. Details can be found by following this [link](#)**

**FAILURE TO ADHERE TO THE CONDITIONS SET OUT WITHIN THIS DOCUMENT MAY RESULT IN AN APPROVED ORDER BEING WITHDRAWN.**

### **REQUIRED ADDITIONAL IMPORTANT INFORMATION**

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5. A clear map showing the extent of the closure and diversion route must be attached to this application.
6. Signs 1050mm by 750mm bearing the words "This Road will be closed "From ..... To ....." and including the dates of the closure **MUST** be placed at all approaches to the site **at least 14 days** prior to the proposed closure.

#### **DECLARATION:**

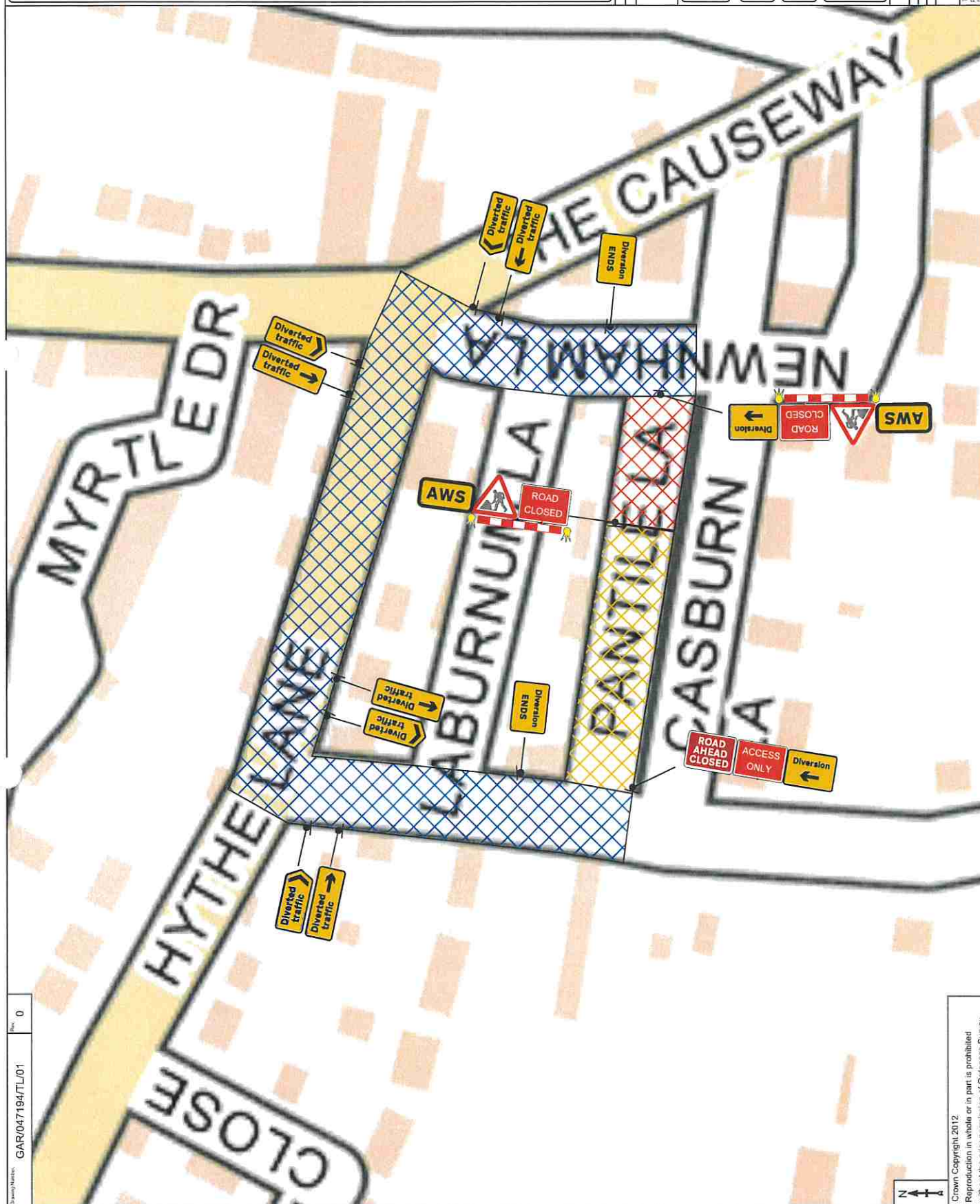
All the information given in this application is true and I have checked all the names of streets and parishes against an official map of the area.

Applicant's Signature:.....T.LEEDER ..... Date:  
.....31/03/2021.....

Company.....MLP TRAFFIC.....

Position.....GENERAL,PLANNER.....  
.....





- Notes:**
1. All dimensions are in metres unless otherwise stated.
  2. All traffic management to comply with Chapter 8 and any updates and Safety at Street works and roadworks (A code of practice)
  3. All road markings and signs to be as per the Traffic Signs Regulations and General Directions 2016.
  4. All permanent traffic signals will be bagged and switched off, all times that temporary traffic signals are being used. This should be done with approval from said authority.

**Key**

Sign

Road Closure Point

#### Diversion Ro

Access Only



**ADVANCE WARNING**  
**ROAD CLOSED HERE**  
**09-07-21 FOR 5 DAYS**  
**CADENT APOLOGISE**  
**FOR ANY INCONVENIENCE**  
**TEL 0800 151 2403**

1050 x 750 x 2



**Cadent**  
Your Gas Network

### GAS CONNECTION

PANTILE LANE  
BURWELL  
CB25 0EA

Number of Stations

DATE	STATE	COUNTY
------	-------	--------

Project	Year	Cost	Value
Project 1	2000	100	100
Project 2	2001	150	150
Project 3	2002	200	200
Project 4	2003	250	250
Project 5	2004	300	300
Project 6	2005	350	350
Project 7	2006	400	400
Project 8	2007	450	450
Project 9	2008	500	500
Project 10	2009	550	550
Project 11	2010	600	600
Project 12	2011	650	650
Project 13	2012	700	700
Project 14	2013	750	750
Project 15	2014	800	800
Project 16	2015	850	850
Project 17	2016	900	900
Project 18	2017	950	950
Project 19	2018	1000	1000
Project 20	2019	1050	1050
Project 21	2020	1100	1100
Project 22	2021	1150	1150
Project 23	2022	1200	1200
Project 24	2023	1250	1250
Project 25	2024	1300	1300
Project 26	2025	1350	1350
Project 27	2026	1400	1400
Project 28	2027	1450	1450
Project 29	2028	1500	1500
Project 30	2029	1550	1550
Project 31	2030	1600	1600
Project 32	2031	1650	1650
Project 33	2032	1700	1700
Project 34	2033	1750	1750
Project 35	2034	1800	1800
Project 36	2035	1850	1850
Project 37	2036	1900	1900
Project 38	2037	1950	1950
Project 39	2038	2000	2000
Project 40	2039	2050	2050
Project 41	2040	2100	2100
Project 42	2041	2150	2150
Project 43	2042	2200	2200
Project 44	2043	2250	2250
Project 45	2044	2300	2300
Project 46	2045	2350	2350
Project 47	2046	2400	2400
Project 48	2047	2450	2450
Project 49	2048	2500	2500
Project 50	2049	2550	2550
Project 51	2050	2600	2600
Project 52	2051	2650	2650
Project 53	2052	2700	2700
Project 54	2053	2750	2750
Project 55	2054	2800	2800
Project 56	2055	2850	2850
Project 57	2056	2900	2900
Project 58	2057	2950	2950
Project 59	2058	3000	3000
Project 60	2059	3050	3050
Project 61	2060	3100	3100
Project 62	2061	3150	3150
Project 63	2062	3200	3200
Project 64	2063	3250	3250
Project 65	2064	3300	3300
Project 66	2065	3350	3350
Project 67	2066	3400	3400
Project 68	2067	3450	3450
Project 69	2068	3500	3500
Project 70	2069	3550	3550
Project 71	2070	3600	3600
Project 72	2071	3650	3650
Project 73	2072	3700	3700
Project 74	2073	3750	3750
Project 75	2074	3800	3800
Project 76	2075	3850	3850
Project 77	2076	3900	3900
Project 78	2077	3950	3950
Project 79	2078	4000	4000
Project 80	2079	4050	4050
Project 81	2080	4100	4100
Project 82	2081	4150	4150
Project 83	2082	4200	4200
Project 84	2083	4250	4250
Project 85	2084	4300	4300
Project 86	2085	4350	4350
Project 87	2086	4400	4400

<p> <b>Shipping No.</b>  <b>GAB/047194/PI/01</b> </p>	<p> <b>Plate</b>  <b>0</b> </p>
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Heaven or not to his used in whole or part either than for the intended

drawing is not to be used in whole or part other than for the intended purpose and content as defined on this drawing. Refer to the contract for full details.






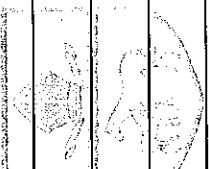
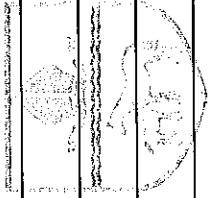
use and project as defined on this drawing. Refer to the contract for full



**IMPLEMENTATION DATE: 1<sup>st</sup> May 2021**

**SCHEME REF**      **STNN/20/164**

**DIRECTION: From Low Road**

	Plot 1	20/00395/FUL	20/00728/DOMFP	STNN/20/164	01/05/21
					
					
					
					

**Last Entry Date:** 12<sup>th</sup> April 2021



**IMPLEMENTATION DATE: 1<sup>st</sup> May 2021**

**SCHEME REF STNN/20/164**

**DIRECTION: From Low Road**

Last Entry Date: 12<sup>th</sup> April 2021





## East Cambridgeshire

### District Council

The Grange, Nutholt Lane  
Ely, Cambs, CB7 4EE

Tel: (01353) 665555

## Street Naming and Numbering

ECDC Reference:  
STNN/20/164

Addressing of new  
properties

1 Smiths Orchard

6 - 18 (evens) Smiths  
Orchard

Please read in association with schedule  
of Certification of Street Naming and  
Numbering

**This plan is for identification  
purposes only and does not  
represent legal boundaries.**

Date: 12 Apr 2021  
Scale: 1:1,250  
© Crown copyright.  
All rights reserved 100023279



**Yvonne Rix**

---

**From:** Street Works <street.works@cambridgeshire.gov.uk>  
**Sent:** 07 May 2021 10:54  
**Subject:** Proposed closure - Swaffham Road, Burwell 05/07 - 07/07/21.  
**Attachments:** New Cambridge TTRO.docx; 34 Swaffham Road Burwell 10633976 overview.pdf

Good morning,

Please find attached the proposed TTRO application for your information. If you have any comments, please respond by 21/05/2021. If no comments are received we will proceed with the application and a copy of the Order will be circulated for information once made.

Kind regards,  
Lizzie Pink

Street Works and Permitting Coordinator  
Highways Service



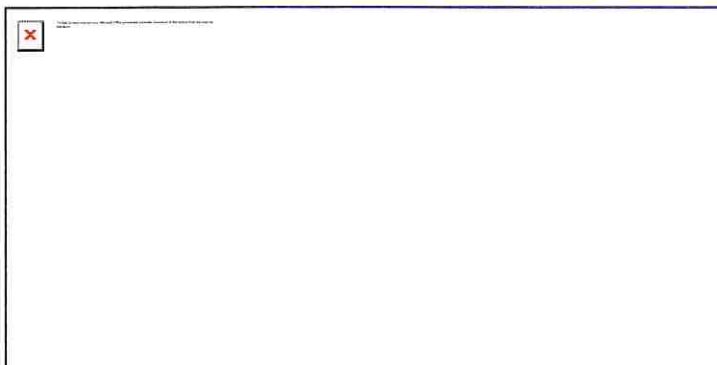
 01480 372 444

 Highways Services, Street Works Team, Vantage House, Washingley Road, Huntingdon, PE29 6SR

 @Cambs\_Traffic

For more information regarding forthcoming  click [here](#)

Please note: all our up to date forms are available on our website, please see link as below:  
<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/highway-licences-and-permits/>



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## TEMPORARY TRAFFIC ORDER APPLICATION FORM (TTRO)

<p><b>Please Send Your Applications to:</b></p> <p>Cambridgeshire County Council Street Works Team Vantage House Washingley Road Huntingdon Cambridgeshire PE29 6SR</p> <p>Tel: 01480 372444 Email: street.works@cambridgeshire.gov.uk</p>	<p><b>Applicants Details:</b></p> <p>Name: Darren Button Address: TBF Traffic, The Lion Barn Maitland Road Needham Market IP6 8NZ</p> <p>Tel: 01449 490865 Emergency 24 hour Contact No:  Email: darren.button@btsgroupuk.com</p>
--	---

The cost of this application is:  
**£1095.00** for a Full Order or **£770.00** for an Emergency Order

**YOU MUST ALLOW AT LEAST 12 WEEKS FOR THIS ORDER TO BE PROCESSED. A STREET WORKS PERMIT MUST HAVE BEEN SUBMITTED BEFORE THIS FORM WILL BE CONSIDERED**

PLEASE TICK ALL RELEVANT OPTIONS THAT APPLY:

✓	✓	✓
ROAD CLOSURE	FOOTPATH CLOSURE	SPEED LIMIT
Additional T/M Requirements None <input checked="" type="checkbox"/> Stop / Go <input type="checkbox"/> 2 way lights <input type="checkbox"/> 3 way lights <input type="checkbox"/> Hours of operation <u>24/7</u>	OTHER (Please specify below)	
Description of Works: New (WATER) connection		
Road Name	Swaffham Road	
Parish / Town	Burwell	
Road Number (i.e.: A140)	B1102	



<b>Address:</b> Lancaster House  Lancaster Way Ermine Business Park Huntingdon PE29 ^YJ	<b>Tel.</b>  <b>Email: : tdixon@anglianwqter.co.uk</b>
<b>Your Order Number</b>  10633976	

**Please note: It is the applicant's responsibility to inform residents, businesses, the Local Parish Council and County Councillors about the closure. We may request to see the information you have sent them prior to sending you the legal order. Details can be found by following this [link](#)**

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5. A clear map showing the extent of the closure and diversion route must be attached to this application.
6. Signs 1050mm by 750mm bearing the words "This Road will be closed "From ..... To ....." and including the dates of the closure **MUST** be placed at all approaches to the site **at least 14 days** prior to the proposed closure.

#### **DECLARATION:**

All the information given in this application is true and I have checked all the names of streets and parishes against an official map of the area.

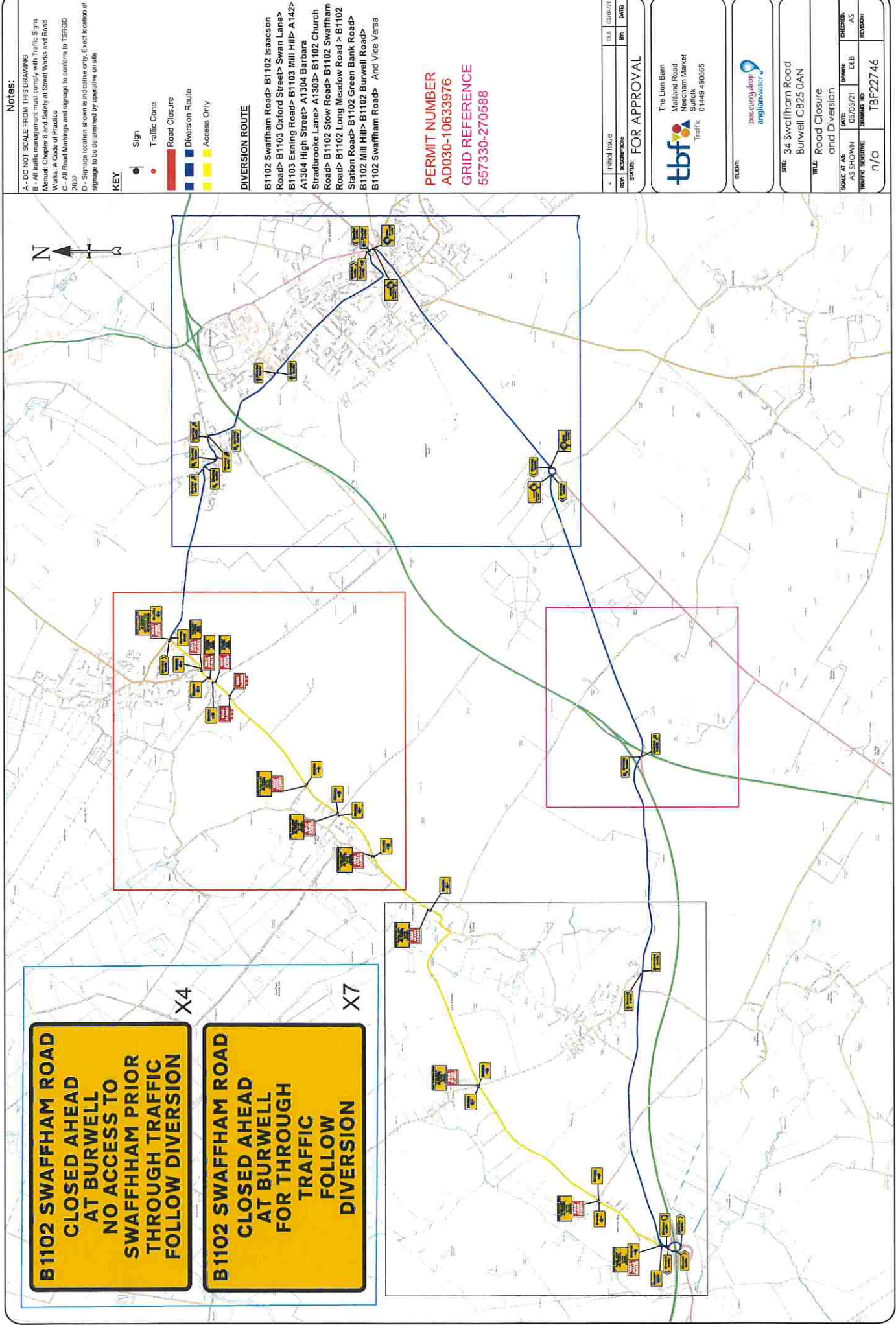
**Applicant's Signature:**.....Darren Button.....

**Date:** .....06/05/21.....

**Company**

**TBF Traffic**.....

**Position...**



**Notes:**

- A - DO NOT SCALE FROM THIS DRAWING
- B - All traffic management must comply with Traffic Signs Manual, Chapter 8 and Safety at Street Works and Road Works, A Code of Practice
- C - All Road Markings and signage to conform to TSGCD 2002
- D - Signage location shown is indicative only. Exact location of signage to be determined by operative on site

**KEY**

- Sign
- Traffic Cone
- Road Closure
- Diversion Route
- Access Only

**DIVERSION ROUTE**

B1102 Swaffham Road> B1102 Isaacson Road> B1103 Oxford Street> Swan Lane> B1103 Exning Road> B1103 Mill Hill> A142> A1304 High Street> A1304 Barbara Stradbroke Lane> A1303> B1102 Church Road> B1102 Stow Road> B1102 Swaffham Road> B1102 Long Meadow Road > B1102 Station Road> B1102 Green Bank Road> B1102 Mill Hill> B1102 Burwell Road> B1102 Swaffham Road> And Vice Versa

**PERMIT NUMBER**  
AD030-10633976

**GRID REFERENCE**  
557330-270588

Initial Issue	TUB	CD04/21	
REV	DESCRIPTION	BY	DATE
STATUS: FOR APPROVAL			

The Lion Barn  
Mallard Road  
Northam Market  
Suffolk  
Traffic 01449 490865

low every deep  
anglianwater

**SITE** 34 Swaffham Road  
Burwell CB25 0AN

**TITLE** Road Closure  
and Diversion

SCALE AT AS	DATE	DRAWN	CHECKED
AS SHOWN	05/05/21	DLB	AS
TRAFFIC SIGNAGE	DRAWING NO.	REVISION	
n/a	TBF22746		



## Minutes of the Burwell Environmental Group Zoom Meeting April 21st 2021 7.30 pm

Present: Linda Hart (Chair), Jenny Moss (Secretary), Helen McMenamin-Smith, John Smith, Simon Hart, Paul Webb, Peter Lancaster.

1. Apologies. None.

2. Approval of the minutes of 24/3/21.

The minutes were proposed by Paul and seconded by John.

3. How to raise interest and awareness of BEG.

Our main conduits are the Clunch, Burwell Radio, and Facebook. It was suggested that we wait until we are actually working on a project before advertising ourselves to the community via these media, but it was decided that giving an overview of what our aims are would bring awareness and interest, and could bring volunteers.

Simon is to contact Gavin about air time on Burwell Radio to give an overview of our aims and intentions. Linda suggested telling people about our topics, inviting them to join the group, and mentioning that we can offer information on how to reduce a household carbon footprint.

John said that we do need to start on something concrete to keep the interest, preferably specific to Burwell. There are no EV charging points in the village, the infrastructure is non-existent.

Paul suggests writing up user experiences (such as having a solar installation installed).

It was decided that the group should definitely put together an information database and work towards become a Knowledge Centre.

The group can also work as a lobby group, e.g. lobby for E.V. charging points, or lobby ECDC to insist on new builds being carbon neutral.

Peter offered to look through responses to articles on the BEG Facebook page, to see who we might approach for information or help.

For data protection any names we record for our database should be on paper to start with.

Jenny offered to start compiling a likely list of questions/areas that people may ask us about.

Bikes, heating electric vehicles. Linda said we could use Facebook to help with the list, Jenny suggested Paul as media officer to enquire.

The Zoom time limit ran out, so we left the meeting and rejoined immediately.

We then discussed further the E.V. charging points, or lack of. There should be one installed at the Gardiner Memorial Hall. The charging capacities come in 3KW, 7KW, and 22KW. Apparently chargers can be installed in lamp posts. Paul suggested contacting ECDC to see if they have any policy in mind for such a scheme. John mentioned that the lack of infrastructure in London is causing people to have cables trailing out of their windows across pavements.

4. Tree Planting/Rewilding.

John said that our original interest when we got together had been about rural energy waste administration, and carbon footprint, and that had led us to include the rewilding and tree planting as a Green Thing To Do. He said, however, that there is already a lot of interest in this in the village – nearly all the land available is parish land, and there are the Spring Close group, Pauline's Swamp group, and other volunteer teams already actively working on this. John thinks that we should simply volunteer as individuals, but as a group we should leave that to the Parish Council.

Linda suggested that as part of our Information Database we could have suggestions for bringing wildlife to our own gardens – could ask the rewilding 'team' for information.

5. Signing of the Constitution.

Linda agreed as Chair to sign the constitution that we agreed on at the previous meeting. Jenny will send it to the Clerk at BPC, along with last minute's approved minutes.

6. Email address.

Jenny said she didn't think that emails to [burwellenviromentalgroup@gmail.com](mailto:burwellenviromentalgroup@gmail.com) were being forwarded to her own gmail address. It seems to be working for everybody else though.

7. AOB

Paul said that he has set up Zoom for this to be a recurring meeting, so the log in details will be the same each time.

8. Date of Next Meeting

Wednesday 5<sup>th</sup> May 2021 7.30pm by Zoom.

Pauline's Swamp Trustees meeting 13<sup>th</sup> August 2020 7 p.m.  
Held on site.

Present: Paul Webb (chair), Jenny Moss (secretary), Mike Swift, Helen McMenamin-Smith, Paul Hawes.

### **1. Apologies**

James Moss

### **2. Approval of the minutes from 30<sup>th</sup> July.**

The minutes were approved by Helen and seconded by Paul Hawes, after Paul corrected the comments about his conversation with John Clark. In his own words:

"I think what I said at the meeting on the 30th July was that I had phoned John Clark and asked him if he owned the pond which is to the right of Love Lane behind Browns of Burwell, and I told him that maybe the Swamp trustees would be interested in clearing the trees and restoring the pond to its original state.

John told me that the land behind Browns is owned by himself and his brother Owen and the land and the pond is leased to Mr Driver who owns the land adjoining the Swamp, Love Lane which separates the two pieces has been ploughed up but can be seen on Google maps. John seemed quite happy with our conversation and he said he would talk to the Drivers, he also told me that Love Lane is the only access he has to his piece of land.

I also said that if Mr Driver ever applies for planning permission to build next to the Swamp the trustees should make sure that any buffer zone is strictly adhered to."

### **3. Appointment of chair.**

Mike Swift was welcomed back as chair following our vote to return to pre-lockdown status for a year. Thanks to Paul for stepping in in the meantime.

### **4. Date of next work day.**

The hay cut scheduled did not take place, as Trulink couldn't get their machinery through the gate due to an overhanging tree. Yvonne has asked them for a quote to take the offending limbs down; if they don't want to do the work we will need James Moss or George the handyman. The gate has been damaged in the attempts to get onto the site, and will need a new post – we will ask Carl Turner and George to do this work.

Mike suggested that, as well as tree work, we trim the land being donated by HH and move the fence round the area that they have bequeathed into the correct position. We will need to buy some more fencing wood for this. Helen has suggested asking the litter pickers if they can help, and Jenny to ask for volunteers for the next work day.

Our dates for the next two work days for these jobs have been set for Saturday 5<sup>th</sup> September, and Saturday 10<sup>th</sup> October.

## 5. Action sheet updates.

- 1. Mike, Jenny, and Paul w are to have a separate meeting to discuss the trustees deed addendum document.
- 2. Hopkins Homes. Land donation ongoing. Mike hopes they have not forgotten the donation of £3,500.
- 3. Facebook/website. Ongoing.
- 4. Photographs of fixed point. Ongoing.
- 5. Open Day. Cancelled. We are unsure about spring 2021 but have set a date for next September 5<sup>th</sup> 2021.
- 6/8. Support pipe/purchase of feeder pond land. Bob Scott didn't show at the meeting with Paul H and Paul W to discuss the purchase of feeder ponds land, so to be rescheduled.
- 7. Cameras. Paul W has sourced some cameras for around £100 each that are powered by solar and have wifi so that the data can be accessed remotely. Paul has contacted manufacturer to see if this will work using a mobile phone rather than having a LAN. We agreed to purchase one to start with. Maximum SD card size 128GB. Helen offered to monitor the data captured.
- 9. Visitor centre. The old fire station has already been sold. Mike Swift hopes that we might be able to use the land being donated by HH.
- 10. Vision plan. Jenny and Paul W to get together to update to next revision.

## Any other business.

Jenny has ordered bird seed and a new lifebuoy. Paul can invoice BPC/PS for the bird seed he has purchased using his own funds over the last year.

## 7. Date of next meeting.

The date for the next meeting was set for Thursday 1<sup>st</sup> October 10.30 a.m., on site.

The meeting closed at 7.50 p.m.

*Approved 11/6/2021  
Jerrine M. Ross*

## ***Spring Close Management Group Zoom meeting 11 February 2021 7.30pm***

**Present:** Mike Swift (chair) Jenny Moss (secretary), Paul Webb (host), Liz Swift, Malcolm Busby, Reg Nicholls, Geraldine Tate, Caroline Smith, Colin Smith, Rachel O'Leary, Martin O'Leary.

### **1. Apologies:**

Helen McMenamin-Smith

### **2. Approval of the Minutes from 29<sup>th</sup> October 2020**

Martin says he was misquoted regarding taking out some, but leaving some, *carex pendula* at the spring. Having made this note, the minutes were proposed by Paul Webb, and seconded by Liz Swift.

### **3. Action Sheet Updates**

#### ***1) Signage.***

Caroline has now been sent three quotes for different combinations of replacing the existing signs. They are all about £5,000. Mike said that the Spring Close budget had 2.5k earmarked for the grass cutting, leaving only about £2,000 in the funds. He said that due to lack of income from Hall Hire last year and this, the Parish Council are very unlikely to be able to help with signs this year.

Malcolm Busby offered to follow a new line of thinking by asking William Franklin if he might be prepared to have a look at this, and this was agreed. It was suggested we could just replace the main A1 board in the meantime.

Paul said there could be two funds possible from the lottery - the lottery heritage fund or the lottery community fund. Mike mentioned that funding is already being sought for the refurbishment of the Gardiner Memorial Hall, Paul said it was worth a try, and Rachel mentioned that they are very approachable but might prefer to start a project from scratch rather than just subsidise getting the old signs replaced. Paul said if we are to apply for funding we need to update the Vision Plan, it was agreed that Paul and Jenny would do this. Paul is attending a grant funders forum in the near future, and may come back with fresh ideas for funding.

Mike did comment that when the signs were first made up, the castle site used to be bare grassland. Nowadays it can't be seen properly for all the trees and scrubland that has grown up, and he did wonder if it was actually worth replacing the information boards.

#### ***2) Open Days.***

The plans for an Open Day remain on hold at this time.

#### ***3) Tree Planting.***

Rachel told us that the expected saplings from the Woodland Trust can't be delivered until April. Malcolm said that at least half of young trees planted so late would not survive. It was decided to cancel the order for spring and aim for an autumn delivery instead.

#### ***4) Wild Flower Management.***

Due to C19, Mike has still not had a chance to walk round the site with the grass cutting contractors, however he told us that the grass cutting contract has been amended to enable Council to make changes to the contract.

Caroline said the cutting last year was much better than in previous years, and said she warmly welcomed the new flexibility of the cutting. It was noted that an Austrian scythe or a strimmer is a much better tool to cut the banks, as the robotic cutter tends to mince up the cuttings, making them much harder to rake away.

Jenny is to ask James Moss of Kingfishers Bridge if he has an Allen Scythe available to borrow.

#### ***5) Vision Plan.***

Jenny and Paul to make a general review before the next meeting. Jenny is to add Geraldine to the list of group members, and to add Malcolm's bird list and management plan.

#### ***6) Bird Survey.***

Malcolm has now got an incredible list of sightings at Spring Close, which will be added to the Vision Plan as an addendum.

#### 7) Community Involvement.

We agreed it would be great to share the bird list with the Community. Malcolm will make a post on the Community Facebook page, Geraldine is to approach the Community Radio to see if Malcolm could give a talk about it.

Without being able to host an Open Day, it is hard to think of how else to involve the community at this time. Rachel did tell us about a family who helped to plant trees last Autumn, saying one of the daughters has founded an environmental group in the primary school. This could create a link to the younger community for us.

#### 4. Comments from Jonathan Shanklin

Mike read out the report from Jonathan Shanklin. Jonathan's main thought about the site was getting grazing in place, as he thinks manual control is not a long term solution, but the group feel that this would be too problematic with the site being a public area for recreation and dog walking (see also the consideration of damage to the spring bank in 5.).

He recommends controlling the spread of *Carex pendula*, and that at the spring we cut back some of the overhanging trees. This will give the spring more light which will improve the ecological quality.

#### 5. Maintenance work at the spring head, with comments from Reg Nicholls

*(NB: This topic was discussed immediately after the approval of the minutes, so that Reg could leave the meeting afterwards)*

Reg showed us a picture of the spring head from two years ago: the source of the spring can very clearly be seen coming from the Totternhoe Stone above the West Melbury Marly Chalk. He then showed a photograph from last year that shows the source is becoming more and more obscured by a large green plant that Reg assumes is the *Carex Pendula* that Jonathan Shanklin recommends we remove. Reg's interest is that rocks to the west of the spring are kept clear and visible. It was agreed that we don't want to damage the chalk bed, and that erosion due to people and dogs coming in from field side leading to the little pond is increasing. In a way the *Carex* is holding the erosion at bay, so we have a double-edged sword to deal with here. Martin mentioned that the wet conditions of the last two winters has contributed to the bank erosion.

Reg mentioned that damage is being done to a long section of stream caused by children/dogs paddling, and that if we improve access to this area by clearing the *Carex*, it could increase this damage. He expressed approval of the decision not to introduce grazing, as grazing animals accessing the pond area would greatly contribute to further erosion and damage to the chalk bed.

Mike asked if this meant Reg suggests we do some clearing but not too much. Reg suggested clearing the head, but not making the pond too accessible.

The erosion to the bank was discussed, it was agreed that Malcolm and Martin will have a look at it to see what can be done to repair the bank without damaging the spring bed, then contact Reg for his opinion. Caroline mentioned that there used to be fresh water shrimps in the pond, but that the water in recent years is far less clear than it used to be. For this reason she doesn't believe using clay would be wise. Reg suggested using clunch, then allowing the grass to grow back on top of the infill. Mike said there was a supply of clunch at the cemetery. Jenny asked Reg if he could share some of his notes about Spring Close for addition to the Vision Plan, and Reg agreed to send this to Mike and Liz.

#### 6. Work days

As it is still difficult to plan official work days, it was agreed that individuals should continue to work as and when, mostly on the ivy. One of the hotspots is the area pointed out by Kevin Drane behind the meadowlands, and Martin offered to tackle this. We will not plan a work day after March, as that is the start of the nesting season, unless it is to mend the eroded gullies.

Rachel is to show George two areas where there is barbed wire on site.

#### 7. A.O.B.

There was no other business to discuss.

#### 8. Date of next meeting

The next meeting has been set for Wednesday 14<sup>th</sup> April at 7.30 p.m.

*Jeannette M Moss*  
*14/4/21*

## **Spring Close Meeting 29/10/2020 7pm (Zoom meeting)**

**Present:** Mike Swift (chair), Jenny Moss (secretary), Paul Webb, Helen McMenamin-Smith, Geraldine Tate, Liz Swift, Rachel O'Leary, Martin O'Leary.

### **1. Apologies:**

Malcolm Busby, Caroline Smith, Colin Smith. It was noted that Michael Geary should have had an invitation to the meeting.

### **2. Approval of the minutes from 6<sup>th</sup> February 2020:**

Proposed by Paul, and seconded by Liz. Jenny Moss to sign the minutes on behalf of the Chair.

### **3. Action Sheet Updates:**

#### *1) Signage.*

Caroline Smith has been in touch with Oxford Archaeology, who have taken over from the Cambridgeshire Archaeological Field Unit (who designed the original signs at Spring Close). OA still have the original blueprints, and Caroline had asked the group what specifications to ask for costings for. It was agreed that it would be sensible to get quotes for all specs and then discuss further. It was mentioned that we could create the signs from scratch, in consultation with an historian from the village, but this in reality would take a very long time.

Rachel O'Leary was concerned that reproducing the existing signs would give the historical aspect of the Close monopoly, but Jenny pointed out that in the future we can create further notices that lean towards the flora and fauna of the Close.

#### *2) Open Days.*

Still uncertain as to when we could hold one, so no action.

#### *3) Tree Planting.*

Rachel is organising the delivery of wood chippings from Eastern Tree Surgery, to spread round the base of the surviving trees planted in the spring of 2020. The chippings are free, as the parish Council offer a lot of work to ETS, but they would prefer to drop them off on a day when they already have work in the area. George will open the gate to Spring Close, and a team of volunteers are on standby with their shovels and rakes when the date is set for delivery. Helen has offered to drum up further volunteers.

Derah Arav has ordered further saplings from The Woodland Trust, a small nursery is being discussed as a separate matter by the PC.

#### *4. Wild Flower Management.*

Martin expressed approval of the year's grass cutting regime, but mentioned that the path leading to the footbridge could be kept thinner. Grass cuttings from the banks should be raked away, this can be done at the same time as the woodchipping work. Mike said that we need to have a firm plan regarding the cuts for next year to incorporate it into the PC's annual plans. The grass cutting contract renewal is on April 21<sup>st</sup>.

5. *Vision Plan* is ongoing, to be reviewed next February. The maintenance plan discussed tonight will be included, if not already.

#### *6. Bird Survey.*

Ongoing.

#### **7. Community Involvement.**

Helen said she could get her litter picking team involved in helping with projects round the site, such as introducing steps on the mound area and keeping all paths accessible. Malcolm had asked us to discuss the fallen tree by the bridge, as the Clerk had never been informed about it. Paul Webb said the branches and ivy had been cut off, and Mike said it wasn't causing any problem.

The meeting was halted for 5 minutes between 7.32 and 7.37 pm.

#### **4. CSSI (geology)**

At the end of September, Liz and Mike Swift attended a Zoom meeting with Reg Nicholls, geologist, who had done a survey at Spring Close. His submitted data won unanimous CSSI status, which was made through the County Geological Society. Jenny has requested a copy of the data to add to the Vision Plan.

#### **5. AOB.**

County botanist Jonathan Schanklin recently visited Burwell to look at some of the green areas the Parish Council manage. He thought lack of grazing at Spring Close was an issue, and mentioned the invasive *Carex pendula*, recommending we take it out. Paul said we could have more diversity if we had grazing. Martin suggested we take some out and leave some to see what happens with it next year, this will be discussed with Jonathan.

Work Days. Kevin Drane has advised us to clear the ivy from a couple of trees that overhang the footpath behind a couple of properties in Spring Close, and further ivy clearance is needed round the site. Two work days have been arranged - 21<sup>st</sup> November 2020 to spread wood chippings and remove grass cuttings from mound, then Sat 5<sup>th</sup> December 2020 to clear ivy.

Jenny will circulate the dates, and Helen will see if litter pickers can help. We need to find out if the 21<sup>st</sup> falls under C19 government guidelines.

#### **6. Date of Next Meeting.**

Zoom meeting on Thursday 14/01/21 7.30pm  
Mike Swift will invite Jonathan Schankin.

The meeting Closed at 8pm

*Jennifer Moss*  
11/2/21