

Burwell Parish Council

Minutes of the Asset and Environment Group

Meeting of 24<sup>th</sup> August 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, Paul Webb, and Hazel Williams.

**A&E/240821/01 Apologies for absences and Declarations of Interests** There

were no apologies for absence or declarations of interests.

**A&E/240821/02 Approval of the minutes of the meeting held on 29<sup>th</sup> June 2021** The

minutes of them meeting held on 29<sup>th</sup> June 2021 were approved. Proposed by Liz Swift and seconded by Lea Dodds.

**A&E/240821/03 Consideration of Action Sheet items and updates from minutes** Please see the attached Action Point Update Sheet dated 24.8.2021.

**A&E/240821/04 Trees:**

Trees – Annual Checks and Inspection Report

Yvonne Rix reported that following the previous meeting where she was asked to find out from Kevin Drane if ECDC carry out annual tree inspections, she had contacted ECDC. Christopher Cant Tree Officer for Parks and Spaces had responded saying that the East Cambs Trading Company are looking to be able to carry out inspections of this nature and are currently working on finding some suitable tree management/mapping software.

He advised that the Parish Council should have our trees inspected professionally by someone who has the correct qualifications and public liability insurance to carry out tree surveys. Without doing this we could potentially be liable if something was to happen with one of our trees. He recommended three consultants who he has used in the past to carry out annual tree inspections.

Yvonne Rix continued to report that she can contacted all tree consultants, as well as the one that initially had written into the Council. She is still waiting for some of the quotes to come in and will bring back to the next Assets and Environment Group meeting for consideration.

Hatley Drive – Dead Cherry – do we need to replace?

Permission has been received from ECDC to remove the dead cherry tree on the amenity area at Hatley Drive. It was agreed that the Maintenance Officer should be asked to remove the tree. According to Mr Metcalf of Hatley Drive the soil is full of rubbish and therefore it is not suitable for a replacement tree to be planted. The Group agreed not to plant a replacement tree.

**A&E/240821/05 Hatley Drive Amenity Area and the Weirs**

Yvonne Rix reported that Mr Metcalf had been into the office to discuss the removal of the dead cherry tree on the amenity area and that the discussion had led to the silt in the Weirs and his previous request that the Parish Council dredges the water. He does not consider that it is right to wait until building work further along the Weirs has finished to see if there is any improvement. It is thought that the Weirs are the responsibility of the Internal Drainage Board and the Clerk was asked to contact Mr Metcalf and advise him to raise his concerns with District Councillors Brown and Edwards who are both members of the board.

**A&E/240821/06 Priory Meadow Repositioning of Tree Nursery**

A request has been made to move the position of the proposed tree nursery in Priory

Meadow to along side the hedge at the front. Concern was raised about previous complaints regarding hedge heights and tree roots causing damage to adjacent properties to the front of the meadow. The Group agreed to the new location of the nursery on the condition that no tree in the nursery exceeds the height of 3 to 4 feet.

**A&E/240821/07 Request from resident to remove tree in cemetery**

A request has been made from a resident for a tree to be cut down in the cemetery to prevent birds from defecating over a family gravestone. The Group agreed that the tree could probably benefit from being cut back and reshaped. The Clerk to check how many trees in this area that would need to be reshaped to give a consistent look prior to obtaining quotations.

**A&E/240821/08 Bark for Margaret Field Play Area following annual Playground Inspection**

The recent Playground Inspection report had been circulated to the Asset and Environment Group members. The report had highlighted the need for additional bark at Margaret Field. This will cost in the region of £465.00 plus VAT and £160 delivery from the usual supplier.

***The Asset and Environment Group recommends to Full Council that 15 cubic metres of Bark is purchased from Suffolk woodchips Ltd at a cost in the region of £465.00 + VAT and a £160 delivery charge.***

It was also noted that the Maintenance Officer will need assistance to carry out required work to goal post areas.

**A&E/240821/09 Any other matters**

A request had been made by a resident in Bloomsfield for the Parish Council to provide a 'Private Road' sign. The Group agreed that as this is a private road it is up to the Residents to provide their own sign.

Joan Lonsdale reported that she was aware of a recent incident where a car with roof box had got stuck underneath the barrier at the Recreation Ground and asked if there was an emergency contact number for the Council on display. Yvonne Rix explained that there the relevant keyholders number was on display at both the halls, but not at the Recreation Ground. She agreed to make sure that a list of contact details for Parish Councillors is on display in the notice board on the pavilion.

**A&E/240821/10 Date of the next meeting**

The next meeting will be held on 26<sup>th</sup> October 2021.

The meeting ended at 9.00 pm

Signed

Dated

BUKWELL PARISH COUNCIL  
 ASSETS AND ENVIRONMENT  
 ACTION PLAN AND DECISIONS

		INFORMATION AND UPDATES	
PROJECT	DATES	ESTIMATED COST	
1	Recreation Ground		Order for car park work placed with Meads, awaiting date for commencement of work
2	Mandeville Hall air conditioning and sound proofing		To investigate as time allows. The new Climate Change Forum may wish to give this some consideration
3	GMH Refurbishment		Planning Consent received. First phases contactor Cadman. Expected start on site – 11.10.2021
4	Mandeville Hall Ceiling		Decision to be made in September of next step
6	Spring Close Fallen/Dead trees		Advised by K Drane Tree Officer ECDC to leave Ash trees with dieback in situ. Fallen tree to be cleared in Autumn. Geologist now advising not to fill in gaps in springhead.



BURWELL PARISH COUNCIL  
COMMUNITY, LEISURE AND SPORTS GROUP  
UPDATE SHEETS

	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 Order placed to Meads with a request to commence work as soon as possible after the schools go back
2	Sports Provision Group, Inc. liaison with Football Clubs, other sports groups and users	Football Clubs to mark own pitches this year as Mr Groundsman is unable to do so. PC to take control of the pitches from 2022 season, marking out the initial pitches at the start of the season. Pitch charges may need to be reviewed to reflect this service.
3	Spring Close Management Group	Next meeting to take place on 6 <sup>th</sup> September 2021. Some work carried out be individuals. Hay cut completed. Advised to leave ash trees with dieback by Tree Officer. Geologist advised not to fill springhead, but cut back some brambles etc.
4	Pauline's Swamp	Transfer imminent. Hay cut carried out.
5	BAFY	Have run sessions at the Recreation Ground during the summer which have been well attended. Due to restart sessions at the Day Centre from September.
6	Community Orchard	No update
7	Community Garden	Letter approved to be sent out for donations. Funding application for Pound Hill seating and plant area submitted to ECDC Welcome Back Fund
8	Liaison with Sports Centre	Meetings due to resume from September.
9	Climate Change Policy	Meeting arranged to discuss Terms of Reference for the Climate Change Forum.
10	A to B1102 Group	Cycle Survey Report sent to A to B1102 Group. Group trying to get meeting with Mayor of the Combined Authority. No recent meetings.



## Burwell Parish Council

Minutes of the meeting of the Community, Leisure and Sport Group held on 17.8.2021

Present: Michael Swift (Chair), Helen McMenamain-Smith, Jim Perry, Liz Swift, and Paul Webb.

CL&S/170821/01 Apologies for absences and declarations of interests

Apologies for absence had been received from Jenny Moss, Gill Miller, and Geraldine Tate. There were no apologies for absence.

CL&S/170821/02 Approval of the minutes of the 22.6.21

The minutes of the meeting held on 22<sup>nd</sup> June 2021 were approved. Proposed by Paul Webb and seconded by Helen McMenamain-Smith.

CL&S/170821/03 Action Sheet Updates including Westhorpe Play Area and initial marking out of football pitches

Michael Swift reported that the next Spring Close meeting is to be held on 6<sup>th</sup> September 2021. Some work has been carried out to trees by individuals. Some trees appear to be suffering from Ash Dieback, with one tree having fallen. Kevin Drane Tree Officer ECDC has advised to leave the trees at present, some smaller ones which are more vulnerable to the disease may be lost, but the larger trees which are more resilient may survive. Mr Nichols, member of the County Geological Team, has now suggested that the springhead is not repaired, but brambles could benefit being cut back prior to winter.

The hay cut has been carried out at both Spring Close and Pauline's Swamp.

Hopkins Homes have advised that they are now able to transfer the area of land to the Parish Council. Once the transfer has been completed there will be a lot of work to do. Live and dummy CCTV cameras have now been installed at the Pauline's Swamp. There has been some anti-social behaviour at the Swamp. Some new beehives have now been installed within the Swamp.

BAFY are currently running sessions at the Recreation Ground on a Wednesday evening and the sessions have been well attended. Sessions at the Day Centre restart in September. The cost to hire the Day Centre is quite expensive. The organisation could possibly be offered the use of the Gardiner Memorial Hall when work is completed, although storage may need to be considered. The next BAFY meeting is on Monday 23<sup>rd</sup> August 2021.

There is no update for the Community Orchard.

A meeting has been arranged for Thursday 19<sup>th</sup> August 2021 to discuss the Terms of Reference for the proposed Climate Change Forum.

Liz Swift reported that she had forwarded a copy of the Cycle Survey Results to members of the A to B1102 Group, who had found the document very interesting and useful. The Group have not held any meetings recently but has been in contact with both the Greater Cambridge Partnership and the Combined Authority. They have also written to Lucy Frazer MP and are trying to get a meeting with the Mayor of the Combined Authority. An opportunity had arisen to ask the Chair of ECDC why they had not agreed to join the Greater Cambridgeshire Partnership Group, but no reason was forthcoming.

CL&S/170821/04 Proposed Community Garden and Pound Hill – Update

A letter drafted by Jenny Moss requesting donations towards the Community Garden was approved for circulation. Helen McMenamain-Smith was thanked for the photo demonstrating where the benches and planters could possibly be situated on Pound Hill. An application for funding through the Welcome Back Fund has been submitted for the benches and planters on Pound Hill.

#### CL&S/170821/05 Use of Margaret Field for Football/Scouts

Following a meeting with the football clubs, Wayne Hardy (Mr Groundsman) had been asked for a quotation to carry out the initial marking of the football pitches at the Recreation Ground. Unfortunately, due to current work load he was unable to submit a quotation. The initial marking out the pitches could be included in the ground maintenance or grass cutting contract when they are renewed next year.

Swifts to be told that they can continue to mark out their pitch at a width of 64 m. The other clubs to be responsible for marking out their own pitches.

A meeting had been held with one of the Scout Leaders about the possibility of moving Forward the suggestion of a joint venture to provide a scout hut which can also be used as a football pavilion at the weekend. The Scouts currently have been £30,000 and £40,000 which could be used towards the cost of the building. 10 metres by 15 metres building with car park is likely to cost between £170,000 and £200,000 and could be situated next to the hedge. Paul Webb to approach the FA to see if such a building would be acceptable for footballers needs and if any funding is available. Paul Webb will also ask if a portaloos with hand washing facilities would meet the necessary requirements to allow junior football to be played on Margaret Field. Once we have heard back from the FA, initial draft sketches could be produced to acquire some pre planning advice from ECDC. It is hoped that if funding and permission allow the building of a pavilion, then the building could be connected to the mains.

An email had been received regarding the condition of the ground at Margaret Field, it is likely that work will need to be done to the field if football is to be played.

#### CL&S/170821/06 Donations for consideration

##### 1.Rowan

A request for a donation had been made by the Rowan Charity. After some discussion it was agreed that the Clerk should find out if any residents from Burwell use the service and once has been found out, the request comes back to the group for further discussion

#### CL&S/210220/07 Tennis Court Security

Two possible options had been suggested to prevent youths climbing over the tennis court gate to gain access. The first suggestion from Cambridge Courts will cost in the region of £1413 plus VAT. The other quotation from Brian Marsh will cost in the region of £400.00. The Group agreed that this appeared to be a better option which will also utilize one of the existing fence panels.

***The Group recommends to Full Council that Brian Marsh is asked to carry out work to the tennis court entrances as per his suggestion for a cost in a region of £400.00.***

#### CL&S/170821/08 Any other business

##### East Cambs Youth Strategy

Liz Swift reported that she and Paul Webb had been to a meeting regarding the Youth Strategy and would continue attending the meetings in the future.

##### How Are You Website

The Clerk reported that the aim of the website was to advertise events and well being activities across the County. Pauline's Swamp and Spring Close could be added.

##### Carols around the Christmas Tree

It was agreed that this event should be held this year if possible. The suggested date being the 17<sup>th</sup> of December 2021. The Clerk to check to see if Newmarket Town Band could play. The event to be held on Pound Hill unless it rains when Mandeville Hall could be used. A Christmas Tree will need to be purchased. Liz Swift invited Councillors, Staff, and their families for a Christmas drink once the Carols are over.



CL&S/170821/09 Date of the next meeting – 19<sup>th</sup> October 2021

The next meeting will be held on 19<sup>th</sup> October 2021.

The meeting closed at 8.26 pm.

Signed

Dated



Burwell MSC  
Freepost:  
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Gallows Hill,  
Warwick,  
CV34 9SH

T: 0800 279 3408  
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**nationalgrid**

September 2021

Dear Local resident/Business owner,

### **National Grid: Upcoming works at Burwell substation**

My name is Nathan Oliver-Taylor and I'm National Grid's Project Engineer for some work that is needed at our substation, which is located off Weirs Drove in Burwell. I wanted to take this opportunity to write to you with more information.

Over the coming months we will be installing power control devices, known as mechanically switched capacitors (MSCs) at our existing substation. These help carry more power on the existing network, allowing more clean, green energy to be transported to homes and businesses across the region.

#### **What to expect?**

Over the coming weeks, you may notice our staff and contractors in the area as we commence our works. We expect the work to take approximately 15 months, completing around December 2022.

The MSCs will be installed on National Grid land at the rear of the existing substation. As such, our work shouldn't cause disturbance to local people. However, you may notice a small increase in construction traffic to the site, particularly during the early phase of our works (September to February). Please be assured that we are working hard to minimise any impact, including ensuring deliveries are managed outside peak traffic times.

Our core working hours will be 07.00am and 18.00pm Monday to Friday.

**Please note, this work will have no impact on power supplies in the area.**

We will write to you again in the coming months to update you regarding our works. In the meantime, if you have any questions you can call our community relations team on **0800 279 3408** or email [communityrelations@nationalgrid.com](mailto:communityrelations@nationalgrid.com). You can also write to us using the freepost address at the top of this letter.

Yours faithfully



**Nathan Oliver-Taylor**  
Project Engineer  
National Grid Electricity Transmission Plc



# **CAMBRIDGESHIRE COUNTY COUNCIL**

Heath Road, Burwell

## **(TEMPORARY PROHIBITION OF THROUGH TRAFFIC)**

### **ORDER 2021/818**

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along Heath Road, Burwell as lies outside Warbraham Farm.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via B1102 – B1103 – Chapel Street, Exning – Laceys Lane and vice versa.

The Order is made to facilitate water exchange and associated works which are being carried out on or near this highway and it will come into operation on 13 September 2021 and continue until these works have finished or on the 12 March 2023 whichever is the earlier.

It is anticipated that these works will be carried out on 13 September 2021.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

**Steven Cox, Executive Director, Place and Economy, Shire Hall, Castle Hill, Cambridge  
CB3 0AP**

Thursday 26 August 2021

