

District Council Report

February 2023

Full Council met on 21st February, with the main item on the Agenda being the budget for 2023/24. We were able to freeze the East Cambs portion of the Council Tax bill for the tenth consecutive year. The meeting started with a motion highlighting the need for voters to produce photo ID for the first time at the May elections. Council noted changes to political groups, proportionality and membership of Committees following Cllr Downey ceasing to be a member of the Liberal Democrat group. Council approved: the Treasury Operations Mid-Year Review; the Annual Treasury Management Strategy, Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2023/24; and the Anti-Fraud & Corruption Strategy. Council also approved the adoption of the Swaffham Bulbeck Neighbourhood Plan.

David Brown



Burwell Parish Council
Community, Leisure, and Sport Meeting of 21.2.23 at 7.30 pm
Jubilee Reading Room

Minutes

Present Michael Swift (Chair), Liz swift, Paul Webb, Jenny Moss, Helen McMenamin-Smith, Geraldine Tate, Jim Perry, and Yvonne Rix (Clerk). Sarah Ashby was also present for item CL&S/210223/3.1

CL&S/210223/01 Apologies for absences and declarations of interests

An apology for absence had been received from Ian Woodroffe.

CL&S/210223/02 Approval of the minutes of the 06.12.22

The minutes of the meeting held on 6th December 2022 were approved and signed as a true record.

Proposed by Paul Webb and seconded by Jim Perry.

CL&S/210223/03.1 Consideration of fees for the use of Parish Council Sports Facilities and reduction of charges due to water leak

The Football Club has asked if the Council would consider reducing their fees whilst the Pavilion is out of operation. The request has been made as the Club is unable to sell refreshments during their matches and are losing about £150.00 per month. The Clerk to ask the Insurers if the loss is covered in any way. As the electric is now currently back on in the old part of the building, the Club could potentially still sell refreshments if an urn is available.

Jenny Moss proposed, seconded by Paul Webb that a reduction of £75.00 should be made to the Club's monthly fees. This was approved by the group.

Usage fees from 1st April 2023 (Tennis) and the start of the next season (Football) are recommended to Full Council for consideration:

Football – the monthly charge to be increased to £600 (previously £500) with the Council reserving the right to increase during the season as a result of grass cutting and energy costs.

Tennis – That the hourly charge per court without lights is increased to £6.00 (previously £5.00) and with lights £8.00 (previously £6.50).

Sarah Ashby explained to the group that she had investigated the option of using the Sparks (Lawn Tennis Association) Booking System for the Tennis Courts. Some changes have been made to the system since the Council previously considered using it. The cost per year is now £120 for both courts, but for the first year there is no charge. Hirers will still be given a code generated by the Council/office to gain entry. The facility will be advertised on the LTA website and the National Court Finder register which could help to increase usage. Hirers will be able to access the system via the Parish Council website. The Parish Council will need to have an online card transaction account with Stripe. There is a small fee for transactions, like Pay Pal which the Council currently uses. The system is quick and easy to set up. Using this system and changes with the way the Football Club is invoiced, now they have amalgamated will reduce the cost of the Hallmaster booking system (currently used for all facilities) by £322.80 excluding VAT per year. Sarah Ashby to contact Lizzy Wales regarding sorting out a Welfare Officer.

Paul Webb proposed, seconded by Liz Swift that the Sparks Booking System should be recommended to Full Council for implementation.

Paul Webb suggested that changes should be made to the flood lighting at the Recreation Ground to reduce the hours the lights can be turned on, as well as the duration time they are on. The group agreed that this would be a good idea as it would help reduce energy costs.

Sarah Ashby was thanked for attending the meeting before she left.

CL&S/210223/03.2 Action Sheet Updates

The following updates were noted:

PROJECT	
Recreation Ground and Margaret Field – Use by the with Football Clubs and other users	Due to meet with the Football Club in June, although it may be beneficial to meet sooner.
Spring Close Management Group	Working Party 11 th February 23 carried out ivy cutting. Further day planned for 4 th March. There was some confusion over fencing that the Maintenance Officer had been asked to repair. All requests for work from the Management Committee must go via the office. Jim Perry has some posts left over from Pauline's Swamp that could be utilised if needed.
Pauline's Swamp	Tree and hedge planting to be carried out on 25 th February 2023. Sedge cutting planned for 11 th March 2023.
BAFY	The latest Trustees meeting cancelled at the last minute. Lizzy Wales has met with the organisers and discussed some future plans for BAFY. Revenue from attendees is not covering room hire and the group is using grant funding received following the discontinuation of the youth bus to support running costs. There is no umbrella organisation that BAFY is responsible too, although EDC is trying to encourage support for the youth.
Community Orchard	The Community Orchard is doing well. Jenny Moss suggested using wooden discs as a means of numbering the trees. Jenny Moss to investigate further.
Community Garden	Concern has been raised about the seating area being too close to skate park which can be noisy with some offensive language. A revised plan moving the seating area further away from the skate park was approved. A decision to be made as to the location of the seat that Jim Perry is donating to be made at a later date. Helen McMenamin-Smith looking for a business to carry out footpath work on a voluntary basis.
Liaison with Sports Centre	Helen McMenamin-Smith reported that the new manager at the Sports Centre is very good, the board is very positive, and the future of the Sports Centre is looking up.
Climate Change Policy	A question has been raised as to how the Parish Council/Climate Change Forum is going to reach carbon neutral for our properties (JRR and MH) by 2030. This to be raised at the next Climate Change Forum. Other areas where the carbon footprint could be reduced such as transport should also be considered. Jim Perry spoke of the possibility of purchasing land south and west of Pauline's Swap for a new woodland. This to be discussed at the next Climate Change Forum.
A to B1102 Group	Liz Swift reported that the group has not met for a while. They had hosted a meeting about a possible

	public transport option based on transport hubs and quick connecting buses. Land would need to be sourced for the hubs. It was felt that the Council should focus on ensuring that the buses are available for the foreseeable future. Individuals should be encouraged to complete the Combined Authority and Greater Cambridge Partnership surveys currently open on public transport. Residents need to be encouraged to use the buses.
Westhorpe Play Area	Five providers have visited that site with four of these agreeing to submit a proposal.
Repair Café	Recent Repair Café held on 4 th February resulted in a profit of £400.00. Currently the Café is not paying hiring fees for the hall.
Paddle the Lode	No further update, but a further fund raiser possibly in the pipeline.
Newmarket Road Sports Hub	Two meetings have been held with the Football Association, Football Foundation and Design Force. Awaiting further updates and outcome of meetings.

CL&S/210223/04 Carols around the Tree Update for 2023

Yvonne Rix reported that Newmarket Town Band has been booked for Friday 22nd December 2023 and the event would be moved to inside the Gardiner Memorial Hall.

CL&S/210223/05 Disabled Access Spring Close

Further correspondence had been received from a resident requesting that Spring Close should be made more accessible for wheelchair users. They had suggested removing the cross bar from the entry point next to the kissing gate on the Guildhall side of the field. This was thought to be a good idea and the Maintenance Officer would be asked to carry out the work.

CL&S/210223/06 Donations for Consideration – Cambridge Search and Rescue

The group discussed a request for a donation to Cambridge Search and Rescue and also a request from the Magpas Air Ambulance. Due to the Council's Donation Policy, neither organisation is eligible.

CL&S/210223/07 Any other business

Donation of tables – Burwell Carnival

Burwell Carnival Committee is looking to purchase some small round tables for the Gardiner Memorial Hall for use by the Carnival and others using the hall. There is room to store the tables. The Group agreed to accept the offer from the Carnival Committee.

Coronation of King Charles III

Due to the damage at the Pavilion and that the building will take three to four months to repair, it is unlikely that it will be usable for serving refreshments at any event the Council organised over the Coronation weekend at the Recreation Ground. The group agreed not to organise any events themselves, but would support any community events organised. It was agreed that the following recommendation should be made to full council:

That the Gardiner Memorial Hall and Mandeville Hall would be available free of charge for any community event organised to celebrate the Coronation of King Charles III on 8th May 2023.

Earmarking of £500.00 from Spring Close Revenue Budget to cover cost of new signs (£2k reserves already earmarked)

The Group recommends to Full Council that £500.00 is earmarked from the Spring Close revenue budget to cover the cost of new signs.

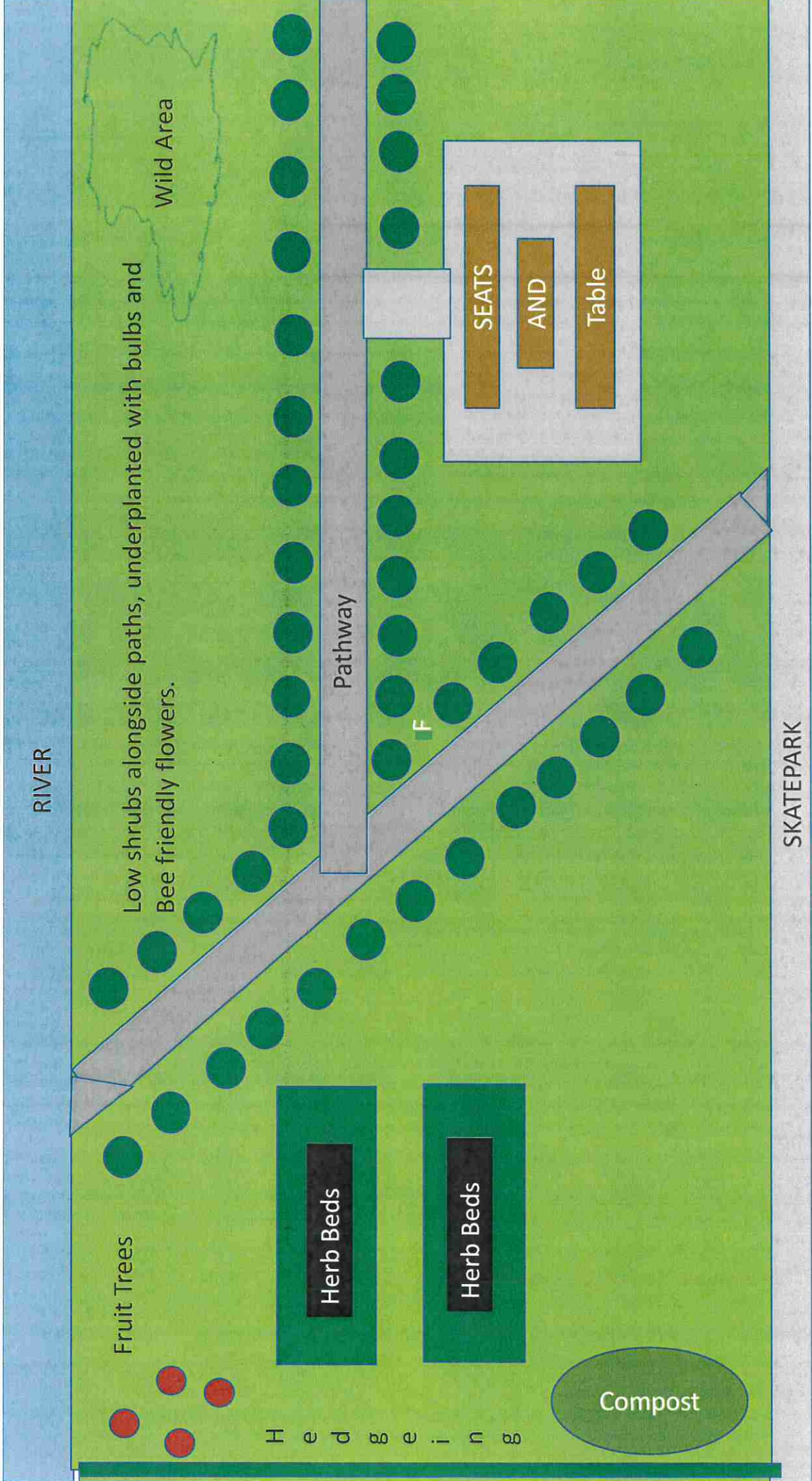
The cost of the signs is around £2500 plus VAT. There is already £2000 earmarked towards the cost of the signs. Recommendation proposed by Paul Webb and seconded by Liz Swift.

CL&S/210223/08 Date of the next meeting - 18th April 2023

Jenny Moss gave her apologies for the meeting on 18th April 2023.

Signed

Dated



Burwell Parish Council
Asset and Environment Group
Meeting of 28.2.2023 7.30 pm at Gardiner Memorial Hall

Minutes

Present: Joan Lonsdale (Chair), Lea Dodds, Gus Jones, Jim Perry, Liz Swift, Michael Swift, Paul Webb, Hazel Williams, Ian Woodroffe, and Yvonne Rix Clerk

A&E/280223/01 Apologies for absences and Declarations of Interests

An apology for absence had been received from Geraldine Tate.

A&E/280223/02 Approval of the minutes of the meeting held on 20th December 2022

The minutes of the meeting held on 20th December 2022 were approved and signed as a true and correct record. Proposed by Jim Perry and seconded by Lea Dodds.

A&E/280223/03 Consideration of Action Sheet items and updates from minutes

Yvonne Rix reported that the additional lights had been installed at the rear of the Gardiner Memorial Hall, the floodlights for the MUGA had been installed and the additional fencing for the tennis court was due to be installed this week.

It was noted that reinstating a ditch in verge outside Margaret Field is not possible due to cables being present.

Following a suggestion from a resident requiring an accessible entrance/exit to Spring Close. The horizontal bar has been removed from the entrance next to the kissing date. Although this will enable the resident concerned to gain access, it was felt that this is not the most suitable place. It was therefore agreed that the Maintenance Officer should create an access point adjacent to the main gate. Members of the Spring Close Management Group to be made aware of the proposal prior to work being carried out.

Project	
GMH refurbishment	<p>Yvonne Rix reported that she has started to investigate why energy usage at the hall continues to be high. Thermometers are now installed in the main hall to keep an eye on actual temperatures. Energy usage is being recorded on a regular basis. The keyholder has been setting the temperature at 17 degrees overnight during exceptionally cold periods. Ian Woodroffe informed Council that for insurance purposes they would be looking at 13 degrees. How the heating system actually works is still not known. Sotham's due to arrange a meeting/visit shortly. Sharman and Grimwade have said that we are now heating a much wider area and therefore costs will be higher. Ian Woodroffe looking into the issue as well. The information provided by Sharman and Grimwade at the start of the project, which gives an indication of the level of savings we should be achieving needs to be looked at. A comparison had been made between the energy used from 1.12.18 to 30.1.19 and 1.12.22 to 30.1.23 and there had been 874 kwh less energy used in the later period despite a 25% increase in bookings.</p> <p>A meeting has recently taken place with AED and issues using the AV equipment have now been sorted.</p> <p>Details have now been received from Varsity of the battery operated door stops suitable for fire doors. The Clerk to order one for the kitchen door.</p> <p>Paul Mills believes that Cadman's have carried out what they were required to do with regards to the drains, but still needs</p>

	to discuss with Andrew Firebrace Partnership. Paul Mills is hoping to hear from Andrew Firebrace Partnership regarding the exit shortly.
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A&E/280223/04 Grass Cutting Update

This matter was discussed fully at the Parish Council meeting held prior to this meeting.

A&E/280223/05 Soil Erosion – Allotments Newmarket Road entrance

Following the concern raised at the previous meeting regarding the erosion of soil along the edge of the access to the allotments, Yvonne Rix reported the extent of the erosion, particularly adjacent to 20 Newmarket Road. It was agreed that the access should be closed for vehicles but still could be used by pedestrians. The hedge cutting contractor to be informed that the hedges along this access will be removed from the contract. The Maintenance Officer to trim the hedge manually if safe to do so.

Hazel Williams proposed, seconded by Michael Swift that the following recommendation should be made to Full Council:

That the access from Newmarket Road to the allotments should be closed to vehicles due to safety concerns.

Some alterations will need to be made to alter the gate to allow for non-vehicle access and some form of preventing access by vehicles from the allotments installed.

A&E/280223/06 Request to purchase the lock up

A request had been received to purchase the Lock Up in Newnham Lane. It was agreed that as this is a property owned by the village it should not be sold.

A&E/280223/07 Cemetery

Collapsed Hedging along the rear side of the Cemetery (Baker Drive) – Consideration of quotations for replacement hedge

Two quotations had been received to replace the hedge along the side of the cemetery. It was questioned if the work could be carried out by volunteers following the recent successful hedge planting session carried out at Pauline's Swamp. The existing hedge would need to be removed in the first instance and the Clerk was asked to obtain some quotations for the removal of the original hedge. No further decisions were made regarding this matter.

Damage to bush on driveway corner

A bush previously planted in the cemetery to prevent cars running over the corner of the grass had been flattened and now totally disappeared. Yvonne Rix suggested that Councillors may find it useful to visit the cemetery, to look at both the hedge and this corner of grass before further discussion takes place. This item to be brought back to the next meeting.

The Clerk reported that the work to turf 25 graves is to be carried out in the next week or two.

Request for a bird nest box

A request had been made for a bird nest box to be put up in the cemetery. The request was approved.

A&E/280223/08 Trees – Mingay Park (Cricket Ground) Consideration of response from Kevin Drane.

Kevin Drane has now looked at the trees overhanging 12 and 14 Reach Road. The trees are situated on the edge of the Cricket Ground. He had made some recommendations including some tree felling. The Clerk to obtain some quotations for the work suggested.

She will also look on the annual tree inspection work to see if any work required could be carried out at the same time. Consideration should be given to the budget for tree work when making the decision as to whether to go ahead with the work.

A&E/280223/09 Thermal Imaging

The provision of thermal imaging for the community using EDCD equipment was discussed. It was agreed that Burwell Environmental Group to take over this project, but the group would need to obtain further details from Witchford Parish Council, who have recently trialled the equipment before moving the project forward.

A&E/280223/10 Purchase of mobile phones for key holders

Discussion and consideration of costs involved in the purchase/rental of smart phones for the keyholders so that they could access the app for the intruder and fire alarms at the Gardiner Memorial Hall. Currently Paul Webb is the only person who has the app, currently on his own personal phone, who can be contacted via the app should either of the alarms be activated. No decision was made as to which of the phones would be the best, but it would be necessary to check that the android phones can accommodate the app. It was agreed that discussion should take place with both keyholders at their staff appraisals to see what their thoughts are. Using their own phones if suitable and being paid a contribution towards the cost may be an option, although as with emails, using a personal phone for Council business may not be best working practice.

A&E/280223/11 Any Other Business

Consideration of the purchase of a replacement shower – Pavilion

A shower head needs replacing in the pavilion. Craig Harrison to be asked to provide a quotation.

A request had been received from the Children's Air Ambulance Charity to have a clothing bank at Mandeville Hall. It was agreed that as there are a number of risks involved with accommodating a clothing bank and also, there are already two in the village, the request should be refused.

A hirer had written in suggesting that a supply of mugs and tea pot should be available for use in the servery at the rear of the Gardiner Memorial Hall. The WI to be asked if they still have any funds available from the CO-OP and if so, would they be willing to provide some. If not then some of the ones stored in the main kitchen can be moved. Concern had been raised about a fence being installed along the northern edge of Margaret Field and that it was encroaching on to Parish Council owned land. Looking at photos of where the fence is being sited in relation to the previous wired fence, any overlapping on to Margaret Field was deemed insignificant and therefore not of any concern.

A&E/280223/12 Date of the next meeting

The next meeting of the Assets and Environment Group to be held on 25th April 2023.

The meeting closed at 9.20 pm.

Signed

Dated

TEMPORARY TRAFFIC ORDER APPLICATION FORM (TTRO)

Please Send Your Applications to:	Applicants Details:
Cambridgeshire County Council Street Works Team Vantage House Washingley Road Huntingdon Cambridgeshire PE29 6SR Tel: 01480 372444 Email: street.works@cambridgeshire.gov.uk	Name: Mitchell West Address: Flordon Road, Creeting St Mary, Ipswich, IP6 8NH Tel: 01449 720282 Emergency 24-hour Contact No: 07960 957807 Email: m.west@breheny.co.uk

**The cost of this application is:
£1130.00 for a Full Order or £795.00 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	<input checked="" type="checkbox"/>	FOOTPATH CLOSURE / PUBLIC RIGHTS of WAY *** Please see Notes for Applications below.	<input checked="" type="checkbox"/>	SPEED LIMIT	<input checked="" type="checkbox"/>	OTHER (Please specify below)	<input type="checkbox"/>
Additional T/M Requirements	NONE <input type="checkbox"/> STOP / GO <input type="checkbox"/> 2-WAY LIGHTS <input checked="" type="checkbox"/> 3-WAY LIGHTS <input checked="" type="checkbox"/> HOURS OF OPERATION: _____ 24 hours 7 days a week _____						
DESCRIPTION OF WORKS:							
S278 Works installing new Junction into new housing development. Works include drainage, service diversions and connections, drainage and new cycleways.							
Road Name	Newmarket Road						
Parish / Town	Burwell						
Road Number (i.e.: A140)	B1103						
Location of Works	Works from the junction between the B1103 and B1102 New Road and halfway between Halfway House and Barkways						
Closure Start Date:	Various – 17/04 – 29/04/2023	End Date:	11/09 – 25/09/2023				

Closure Times: 24/7 or Specify Times	24/7
Working Hours: 24/7 or Specify Times	7.30am – 5pm Monday to Friday, 7.30am – 1pm Saturdays as required
Diversion Route – List all roads & parishes (with names and numbers if possible) These can be found on Roadworks.org with “NSG” selected under Operational Info within the Map Layers Menu. Please provide a map showing the extent of the closure and diversion route.	B1102 Isaacson Road, B1102 Ness Road, B1103 Newmarket Road, A142, A142 Fordham Road, B1103 Mill Hill, B1103 Exning Road, B1103 Swan Lane, B1103 Burwell Road
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)	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Details:
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). Some of these can be found here	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> Details:
Will this Order apply to pedestrians and/or equestrians? (If so, please provide details)	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Details: Footpath closures throughout the works, diversions to be provided where possible. The northern footpath will be closed throughout with no diversion route.
Please add any comments that you feel may assist the application	Bus Stop closure also required through the closure and relocated during the traffic light phases.

<u>Payment Details</u>	
Please specify the details of the company or individual that Cambridgeshire are to collect payment for the TTRO to be processed.	
Company Name: Breheny Civil Engineering	
Address: Flordon Road, Creting St Mary, Ipswich, IP6 8NH	Tel. No: 01449 720282
	Email: m.west@breheny.co.uk

YOUR ORDER NUMBER:

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.

Notes for Applications to close Public Rights of Ways (PRoW) / Footpaths

1. CCC strongly encourages early engagement with PRoW Officers prior to any application being submitted to close a Public Right of Way or footpath (PRoW).
2. Initial applications to close a Public Right of Way or footpath can only be granted for a maximum duration of 6 months.
3. If the applicant is aware that the closure is likely to exceed 6 months, they should indicate this on the initial application but will still need to apply for an extension using the following procedure:
4. The applicant needs to apply to Street Works at least **8 WEEKS** before the expiry date of the initial 6-month TTRO with full justification AND any alternatives that have been considered and reasons for not being able to accommodate any alternatives.
5. The applicant should use reasonable endeavours to minimise any extension duration and further extensions may be refused.
6. Applicants will be required to meet on site with our Senior Street Works Inspector and PRoW Officer to discuss the reasons for the extension and justification. The site meeting must be held within 2 weeks of the extension request being submitted to Street Works and

applications to the Secretary of State (SoS) will not be progressed until the meeting has been held and alternatives explored. The SoS requires a minimum of 4 weeks to consider an extension request. Any applications that do not comply with item 4. may be automatically refused.

7. All applicants should be prepared to accommodate any reasonable alternatives suggested by the Senior Street Works Inspector and PRow Officer and will be asked to justify in writing any refusal to accommodate reasonable and achievable alternatives. Additional cost to the works promoter will not be considered justification.
8. Applicants should not assume the full duration of the extension request will be granted and a reduced period may be agreed at the site meeting.
9. Applicants should not assume that extensions will be granted by CCC even if the Secretary of State (SoS) approves an extension.
10. The PRow should be reopened as soon as reasonably practicable and in a condition that is safe for all users of the PRow. In any case, it should be reopened in a safe condition, no later than the expiry date of the extension, if granted.
11. Failure to reopen a PRow on or before the expiry date of the TTRO / extension may result in CCC initiating appropriate enforcement action.

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:.....M .West..... **Date:**06/12/2022.....

Company:Breheny Civil Engineering

Position: ...Site Agent.....



HIGHWAY SAFETY MANAGEMENT LTD
 BEACONSFIELD ROAD
 IPSWICH
 SUFFOLK, IP1 4AD
 01449 745755 (t)
 www.highwaysafe.co.uk

- Notes**
- All dimensions are in metres unless otherwise stated.
 - All traffic management to comply with Chapter 9 and any updates, and Safety at Street Works and Road Works (A Code of Practice)
 - All road markings and signs to be as per the Traffic Signs Regulations and General Directions 2016.
 - All permanent traffic signals will be bagged and switched out, at all times that temporary traffic signals are being used. This should be done with approval from local authority.
 - A minimum clearance of 1.5m (absolute minimum 1.0m) to be maintained for pedestrians on footways. If this cannot be maintained signs to be placed in the clear with associated coding.

- Key**
- CONE
 - SIGNS
 - EXTENT OF ROAD CLOSURE
 - ACCESS ONLY
 - DIVERSION ROUTE

Speed Limit Safety Zones/ North Point



ONLY 1 OUT OF 5
 CLOSURE POINTS WILL
 BE CLOSED AT A TIME

Qty: 2 Ref: 2702 End of temporary diversion route		Qty: 1 Ref: 2706 Roundabout ahead leading to temporary diversion route	
Qty: 7 Ref: 2702 Start of temporary diversion route		Qty: 1 Ref: 2706 Roundabout ahead leading to temporary diversion route	
Qty: 11 Ref: 2702 Start of temporary diversion route		Qty: 2 Ref: 2706 Roundabout ahead leading to temporary diversion route	
Qty: 14 Ref: 2703 Direction of temporary diversion route from junction ahead		Qty: 2 Ref: 2706 Roundabout ahead leading to temporary diversion route	
Qty: 3 Ref: 2703 Direction of temporary diversion route from junction ahead		Qty: 3 Ref: 7001 Road works ahead	
Qty: 1 Ref: 2703 Direction of temporary diversion route from junction ahead		Qty: 18 Ref: 7010-FP-13-9 Nature of temporary hazard ahead - Road Ahead Closed	
Qty: 7 Ref: 2704 Direction of temporary diversion route		Qty: 3 Ref: 7010-FP-13-9 Nature of temporary hazard ahead - Road Closed	
Qty: 4 Ref: 2704 Direction of temporary diversion route		Qty: 5 Ref: 13-9-7010 Schedule 13-9 - Road ahead closed left	
Qty: 2 Ref: 2706 Roundabout ahead leading to temporary diversion route		Qty: 2 Ref: 13-9-7010 Schedule 13-9 - Road ahead closed left	
Qty: 2 Ref: 2706 Roundabout ahead leading to temporary diversion route			

Client



Location

NEWMARKET ROAD
 BURWELL
 CB25 0AE

Work Details

S278 - NEWMARKET ROAD

Description	Rev.	Date	By
Original Issue for Comments	P1	23/08/21	RC
Revisions	P2		
	P3		
	P4		
	P5		
	P6		
	P7		

Originator	Designer	Checked By	Approved By
HSM	RC	SB	TC
Scale(s) @ Size A3		Date	
NOT TO SCALE		AUGUST 2021	
Revision		Drawing Number	
P1		HSM/44248/RC/08	

Pauline's Swamp Minutes of the Meeting 16th January 2023 25 The Causeway 7.30 pm

Present:

Mike Swift (Chair), Jenny Moss (Secretary), Liz Swift, Paul Webb, Paul Hawes, Jim Perry, Geraldine Tate.

1. Apologies

Helen McMenamin-Smith, James Moss

2. Approval of the minutes of 21st November 2022

The minutes were proposed by Paul Webb, seconded by Jim Perry

3. Action Sheet Updates

1. Hopkins Homes

Following a phone call from Liz to Matt Ward, expressing frustration that after six years we still have an ongoing situation in which solicitors are being paid to fail to communicate with one another, Matt explained that they were hoping to transfer the land to us at the same time as the adjacent land for industrial units is sold on. Liz also reminded Matt about the buffer zone planting, the £3,500, and the promise of £500 towards solicitors fees.

2. Photographs of the Swamp

Photos received from Helen - Jenny to put up on Facebook and our website.

3. Open Day

This will be discussed as a separate agenda item. Jenny to create separate Action Sheet as in previous years.

4. Purchase of Feeder Pond Land.

Jim Perry reported that Bob Scott says he has never seen the water table in the feeder pond so low. Jenny has still to contact Anglian Water and Lucy Williams of Cambridge Wildlife Trust.

5. Visitors Centre

No updates

6. Work Days

Jenny is to source and order 100 hedge plants in addition to the hedging offered by Wild Burwell – a mixture of 75% hawthorn and 25% blackthorn. Also a few hundred canes minimum length 2ft. Paul Webb offered to look after them until our planned planting day of 25th February to start at 10.30am. Jim has some buddleia, which would be more suitable under the bird feeders or along the Barn than as hedging. Jenny to contact James about the hole digger, and a date for the sedge cut, and to contact Malcolm of Wild Burwell with our work dates and an update on the additional hedging.

7. Destruction of Boundary by Alan Nash

Liz will ask Yvonne to contact Kevin Drane, ECDC tree officer, to enquire as to the current legal situation.

8. Vision Plan update

Ongoing.

9. Bird Seed over winter

Geraldine mentions that she sees a lot of Gwen, and will check that she is still being supplied with seed and fat balls.

10. Water Containers
Ongoing

4. Open Day 2023

Sunday 3rd September.

We discussed the possibility of merging with the Carnival Team for the Open Day, but it was felt that we would prefer to keep the Open Day in the same format as usual, even though Pete Lancaster had offered the use of a generator, marquees, and the provision of toilets. Pete is welcome to sell his locally brewed beer again, however. Mike will let him know the Trustees decision.

We will have the usual nature activities for children (pond dipping, bear hunt etc.), "green" stalls (Jenny to contact HoggYWobbles), dog show, hopefully Kingfishers will be available on this day with their marquee and owl pellet dissection and moth collection, BBQ. We will run the Open Day from the later start time of **midday** rather than 10 a.m., and finish at 4 p.m.

Paul W will run a Facebook advert closer to the time. Jim mentioned an owl sanctuary near Stowmarket. Paul H said it was harder to involve Len Rix's wildlife now that he no longer had the use of a car to transport the crates, but said he would have word. Paul H suggested charging £1 each to choose a racing pigeon and see which one gets back first. Bob Rowlinson's wife has two Shetland ponies that she may be willing to bring to graze for the day.

Paul H will make bird box kits again for the children to assemble. Paul H also mentioned that his daughter may be willing to read stories. And said he will start collecting owl pellets!

We will ask George to bring 6 tables, and will ask the carnival if can borrow their stakes and ropes for the dog show again. Mike will order rosettes.

5. Any Other Business

Paul Hawes showed some newspaper cuttings containing an article about ECDC supporting environmental projects – Jenny to scan and circulate.

An owner of land adjacent to the Swamp has been selling off some of his land. It was suggested that we mark our boundary with white stakes (Paul H has offered to make these) to avoid any further encroachment on to the Swamp, with laminated posters explaining their purpose. It would also be prudent to check on old maps exactly where the footpath from Love Lane is, and to report it before 2025. If the land does come up for sale, we will enquire as to the cost.

7. Date of Next Meeting

The date of the next meeting was set for February 20th 2023 at 7.30 p.m.25 The Causeway.

The meeting closed at 8.45 pm.

Signed ... 

Date

Summary of the Community Safety Forum Meeting for Burwell

Wednesday 1st March 2023 at the Gardiner Memorial Hall Burwell.

Purpose of the Meeting

The meeting was arranged by East Cambs Community Safety Partnership in conjunction with Burwell Parish Council as part of the Burwell Safety Campaign. The purpose of the meeting was to give members of the community updates on the items raised at the previous meeting held on 5th October 2023 and to raise any other concerns that they may have.

Present

Panel Members:

Emma Graves ECDC Community Safety Partnership
Harriet Sugg ECDC Community Safety Partnership
Jo Johnson Andow ECDC Community Safety Partnership
Stephanie Jones ECDC Youth Champion
District Councillor David Brown
Liz Swift Parish Council Chair
Paul Webb Parish Council Vice Chair

Audience: 11 members of the community

Apologies had been received from District Councillor Lavinia Edwards and Parish Councillor Brenda Wilson.

Summary of the meeting

Liz Swift welcomed all present and introduced the members of the panel. She continued by explaining that many of the issues raised at the previous meeting, some issues such as the corner near the chemist, improvements are restricted due to the built environment on both sides of the road. The County Council Highways Department had provided some updates, and these were shared with the audience.

As a cyclist, without a car, very concerned about the state of tarmac roads and paths in the village. Also, the cycleway/footpath between Burwell and Swaffham Prior is not wide enough nor fit for purpose.

Initial Response The condition of footpaths and roads is the responsibility of Cambridgeshire County Council Highways Department. There is a 'Report It' page on the County Council website that includes an interactive map, where you can log concerns about and damage to roads and footpaths. Please use this to report damage such as potholes on roads and footpaths.

Response from Highways:

Highways cuts back the grass encroachment along the cycleway/footpath between Burwell and Swaffham Prior twice a year in order to keep the path as wide as possible.

Highways Supervisor for Burwell, Bob Rossiter to meet with members of the Parish Council in April to look at paths or roads that it is felt require attention. Highways can only repair paths and roads where the default meets the intervention level (Highways Operational Standards which sets out how the maintenance of the public highway asset is managed). Budgets are extremely stretched and are only sufficient to carry out essential repairs that meet the intervention levels.

The road surface along Low Road is breaking up due to constant use by construction lorries to the building site. Potholes in Poplars Close have been reported to Highways, who came out and repaired one hole but left the others unrepaired.

Initial Response Again this should be reported using the County Council reporting page. Potholes need to meet certain criteria before Highways will repair.

Bob Rossiter, Highways Supervisor for Burwell has confirmed that an order has been issued to repair potholes. He is also pushing forward for patching in the new financial year.

Having listened to concerns about road safety, the County Council could adapt the 'Highways Report It' web page to allow near miss situations to be recorded, as well as highway faults and issues.

Response from Highways:

Highways are aware the current Report It system does not provide either the customer or the Authority with the tools required to improve the service provided, we are currently working on procuring a new system that will enhance the experience for all users.

The Parish council will discuss with Bob Rossiter how this is progressing when they meet in April.

The Zebra Crossing opposite the Post Office is dangerous as vision of pedestrians waiting to cross and vehicles approaching the crossing on the Newmarket Roadside is restricted.

Yvonne Rix (Parish Clerk) reported that she does write to the resident who owns the hedge to request that it is cut back when needed. The Parish Council has also asked Highways to repaint the zebra when needed.

Response from Highways;

I have asked Bob Rossiter, Local Highways Officer to investigate and where required, write to the occupier requesting their cooperation in cutting the vegetation.

Paul Webb explained that the Parish Council has also asked for the crossing to be repainted.

Highways has explained that road markings are carried out on a rolling basis of around every three to six years. The condition of the crossing will be raised at the meeting with Bob Rossiter in April.

What is happening with the Newmarket Road Development?

The first occupation of a property on the development will release the Section 106 to fund the Burwell to Exning Cycleway. Discussions are beginning to take place about the Sports Hub, with a consultant paid for by This Land looking at options and possible funding sources. The Parish Council has not yet agreed to take over the land.

District Councillor David Brown explained that planning consent for the Vistry developments has not yet been approved. This is due to Vistry submitting an application where the density is higher than agreed at the outline planning stage. The Planning Officer is in discussions with the developers to try to resolve the issues. This Land still needs to apply for planning for the 50 houses that they intend to build.

Despite the need for a roundabout on Newmarket Road being argued by both District and Parish Councillors, Cambridgeshire County Council Highways are still adamant that a roundabout is not required.

David Brown explained that Vistry has submitted two applications, with both being returned to Vistry to resolve issues with density of housing concerns. The Parish Council will be consulted prior to the applications being determined by the planning committee. He added that as far as he can see the traffic lights installed on Newmarket Road is for the initial stages of the cycle link to Exning. He has today also received a notification of a further temporary traffic order for Newmarket Road for work involved with the development.

Following a report from a resident who was unable to attend the meeting, Emma Graves-Brown asked if anyone else present had experienced issues with youths cycling in the open space area on the edge of Bloomsfield?

Initial Response

The Police reported that they had spoken to the youths, boys about the age of 9 or 10, who were just having some good, harmless fun. However, they encouraged residents to report to the Police any actual anti-social behaviour.

Harriet Sugg reported that since the first meeting the Police have carried out some visits to the area. The ECDC Open Spaces Team have also visited the site and carried out some work along with the planting of trees. Signage for the area is being considered.

It was reported by Harriet Sugg that since the last meeting there had been no complaints regarding youth in the village. However, complaints could arise in the summer with lighter evenings but all complaints will continue to be monitored.

A letter from a resident who could not attend the meeting in person, was read out. The letter raised concern about traffic travelling through the village at speed and the need for a 20 mph speed limit to be implemented.

Paul Webb reminded all of the availability of the '20's Plenty' bin stickers. He continued by explaining that the Parish Council is looking into submitting an application to reduce the speed in the village to 20 mph through a Local Highways Improvement initiative. Discussions are still to be held with Highways as to whether just the spine roads should be included or the entirety of the village.

A member of the audience stated that they agreed with a 20 mph speed limit for the village. The A14 is a bypass for the village and may be, with slower speed limits through the village, more may be willing to use the A14. They continued to say that they understand the effect of the A14/A142 junction on drivers decision to take the route through Burwell. They also felt that the way Cambridgeshire County Council deals with pot holes compared with Norfolk and Suffolk is poor and wondered if Norfolk and Suffolk County Council allowed a greater amount their budget for dealing with highway issues.

David Brown reported that both the local MP's, Lucy Frazer and Matt Hancock supported concerns for the A14/A142 junction. Funding from the Hatchett development in Newmarket has now commenced and money from this development is earmarked for improvements to the junction.

David Brown then raised a safety concern about the area at the bottom of the school drive on two the Causeway. The paving stones and tarmac at this location are very unlevel. There

have already been two significant accidents here with individuals tripping. He is aware that this area is owned by Cambridgeshire County Council. Both Highways and the school are in dispute about who the responsibility lies with. The Parish Clerk has written to Joshua Schumann to ask for his help in resolving the issue and getting the repair carried out.

Emma Graves gave the following update on the Community Safety partnership. She explained that the Partnership has been supporting the Sister Safe Project, first launched in Littleport. The project promotes safety on the street for women and girls, and domestic abuse, giving them ways to deal with the situation should it arise. Businesses have been asked to register as Safe Places to give somewhere safe for the victim to go to. There is an app which advises where the nearest location is. Burwell Parish Council has shown an interest in this scheme.

Harriet Sugg and Jo Andow have been visiting primary schools in the district and have been delivering age-appropriate County Lines Awareness courses to years 5 and 6. They have also carried out courses in secondary schools. A pilot course has been held for parents.

The Little Eyes and Ears has been launched in schools. Schools can either use the training packs available or can have a presentation carried out by the Community Safety Partnership.

The Community Safety Partnership has carried out Eyes and Ears training for a number of parish councils, voluntary organisations, and individuals.

Two schools have been involved in the Open Court Project. Year 9 students have had the opportunity to visit the Court House in Ely and through role play they have been given the opportunity to find out what it is like to have to go to court as a suspect, member of the jury or witness.

The Community Safety Partnership will be holding a showcase event on their work and that of other organisations involved with the partnership at Ely Cathedral on 13th March 2023 between 6.30 pm and 9 pm. Free tickets are available through Eventbrite.

The Police and Crime Commissioner has funding available (up to £5,000 per project) to support projects which fits into the areas covered by the Community Safety Partnership Action Plan, that are proactive and that can be delivered in 12 weeks. The Community Safety Partnership will help organisations with their applications.

David Brown praised the members of the Community Safety Partnership in the reactive way that they deal with issues raised by members of the community.

Issues with the lack of volunteers to support the local youth group, Burwell Action for Youth were raised. Liz Swift explained that the Parish Council works closely with the group and no volunteers have come forward. Funding towards the cost of training could be available but could not support the long-term employment of a Youth Worker. The Police and Crime Commissioner does have a Youth Fund and could be approached. Stephanie Jones to investigate all options.

Those present generally felt that a 20 mph speed limit would benefit the community, although one resident felt that this would be ignored by drivers. Bins with the '20's plenty' sticker attached could distract a driver. One resident suggested that a member of the medical profession should be asked to do a presentation on the level of injury when hit by a vehicle travelling at 20 mph, 30mph and 40mph.

Liz Swift thanked all for attending.

The meeting closed at 7.40pm.



Yvonne Rix

From: Yvonne Rix
Sent: 24 February 2023 11:39
To: Kieran Doyle
Cc: Elizabeth Swift; Paul Webb
Subject: RE: Causeway school crossing

Dear Mr Doyle

Thank you for your email making us aware of an incident that happened this morning. I have copied this response in to both the Chair and Vice Chair of the Council and the email will be reported at our next available Council meeting on 14th March 2023.

May I suggest if you are available, that you may wish to come along to the Community Safety Forum on Wednesday 1st March 2023 at the Gardiner Memorial Hall. The meeting is at 6.30 pm for a 7 pm start. We are hoping to have representatives from the local Policing team and Highways present. The Head of the Primary School and also members of the East Cambs Community Safety Partnership should also be attending, along with Parish Councillors. This would be a good opportunity for you to raise your concerns.

Kind regards

Yvonne Rix (Mrs)
Parish Clerk

Burwell Parish Council Jubilee Reading Room 99 The Causeway
BURWELL Cambridge CB25 0DU Tel/Fax: 01638 743 142

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All reasonable precautions have been taken to ensure no viruses are present in this email however; the Council cannot accept responsibility for any loss or damage arising from the use of this email or attachments.

From: Kieran Doyle <info@rycooptics.co.uk>
Sent: Friday, February 24, 2023 9:51 AM
To: Yvonne Rix <burwellpc@burwellparishcouncil.gov.uk>
Subject: Causeway school crossing

Dear All

Following my last email and your response and Jim's kind visit to my Causeway premises to discuss my concerns I unfortunately have to draw your attention to a near miss this morning (Friday 24th February)

To the horror of several parents and children crossing at the time a articulated lorry failed to stop at the zebra crossing outside the school.

My wife one of the parents crossing described this as a very near miss and they were left completely shocked at this complete disregard to a well sign posted crossing.

Having been a child that attended the school in the early 80's and crossed this road everyday without any issues you may think that there isn't a problem because there has never been a incident on this road, But as mentioned in my previous correspondence the users of this road are now very different.

Having witnessed a dog being struck, children narrowly missed by cars and one driver near skidding into a fallen tree that that was brought down by a school bus and completely blocked the road I think we're only talking a matter of time before a serious incident occurs.

Could I please have your thoughts urgently and please could you record my concerns for public record.

Regards

Kieran Doyle FBDO

Director

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