

Yvonne Rix

From: laviniaedwards@aol.com
Sent: 09 July 2023 13:01
To: Yvonne Rix
Subject: District Report 11h July, 2023 - Lavinia Edwards

Planning Committee - There was two items on the agenda for June's Planning Meeting. The first one was for Barcham Trees at Soham they wanted approval for the change of use of a former workshop to create a visitor centre with a cafe, restaurant and retail facilities and car parking. This would create an additional 25-40 extra jobs. Member's supported the Officer's recommendation for approval. The second application was a retrospective front boundary treatment at Littleport. The applicant wanted permission for a 1.2 metre fence and gates along the front boundary to his property. Member's supported the Officer's recommendation of refusal on the grounds that they would be visually intrusive and out of character for the street scene.

District Council Report

June 2023

Planning Committee met in June to consider 2 applications. An application for change of use of a workshop to create a new visitor centre with a café, restaurant, car parking and new highways access at Barcham Trees, Soham was approved. A retrospective application for a fence at a property in Littleport was refused.

Following my election as vice-Chairman of Council, I attended a coaching session on civic responsibilities.

I also attended my first meeting of the Cambridgeshire and Peterborough Combined Authority Overview and Scrutiny Committee. Agenda items included: how the O&S function be delivered in future; a progress report on the implementation of the Corporate Strategy and Business Plan; and a progress report regarding the Improvement Framework instituted to address concerns raised by the External Auditors.

David Brown

NO extension given. No objections previously. need to discuss tonight
for comment



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE

Telephone: Ely (01353) 665555
www.eastcambs.gov.uk

Mrs Yvonne Rix
Clerk to Burwell Parish Council
The Jubilee Reading Room
99 The Causeway
Burwell
Cambridge
CB25 0DU

This matter is being dealt with by:

Lisa Moden

Telephone: 01353 616210
E-mail: lisa.moden@eastcambs.gov.uk
My Ref: 23/00564/FUL
Your ref

6th July 2023

Dear Sir/Madam

Proposal: Proposed single storey rear extension and external alterations
Location: 23 Parsonage Lane Burwell Cambridge CB25 0EN
Reference: 23/00564/FUL

An amended plan/additional information has been received for this application on 6th July 2023.

1. Reduction in width of rear extension and insertion of rear window to bedroom

Please complete and return the attached sheet with any comments and/or observations your Council may have by 20th July 2023. Any such comments will, under the Local Government (Access to Information) Act 1985, be available to the general public.

If we do not receive a response from you by 20th July 2023, it will be assumed that your Council does not wish to make any comments on this application unless you advise us otherwise.

You can view the amended information on our Public Access page (<http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RUP4PKGGKUM00>).

Yours faithfully

Lisa Moden
Planning Assistant

26/7

No time extension allowed
Add to agenda 11/7/23.



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Mrs Yvonne Rix
Clerk to Burwell Parish Council
The Jubilee Reading Room
99 The Causeway
Burwell
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CB25 0DU

This matter is being dealt with by:

Olivia Roberts

Telephone: 01353 616240
E-mail: Olivia.Roberts@eastcambs.gov.uk
My Ref: 23/00159/FUL
Your ref

5th July 2023

Dear Sir/Madam

Proposal: Demolition of existing garage and outbuildings and construction of new single storey side and rear extension
Location: 24 High Street Burwell Cambridgeshire CB25 0HB
Reference: 23/00159/FUL

An amended plan/additional information has been received for this application on 4th July 2023.

Please see attached further amended plans showing new boundary treatment to the rear of the site. The existing boundary fencing would extended along the full rear boundary.

Please complete and return the attached sheet with any comments and/or observations your Council may have by 19th July 2023. Any such comments will, under the Local Government (Access to Information) Act 1985, be available to the general public.

If we do not receive a response from you by 19th July 2023, it will be assumed that your Council does not wish to make any comments on this application unless you advise us otherwise.

You can view the amended information on our Public Access page (<http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RPR9S5GGIKN00>).

Yours faithfully

Olivia Roberts
Planning Officer

Extension request
emailed
5/7/2023.

Yvonne Rix

From: Sarah Ashby
Sent: 05 July 2023 10:46
To: Yvonne Rix
Subject: FW: Extension Request for Burwell Parish Council Comments Planning Application 23/00159/FUL

From: Olivia Roberts <Olivia.Roberts@eastcambs.gov.uk>
Sent: Wednesday, July 5, 2023 10:40 AM
To: Sarah Ashby <burwellrfo@burwellparishcouncil.gov.uk>
Subject: RE: Extension Request for Burwell Parish Council Comments Planning Application 23/00159/FUL

Good morning Sarah,

Thank you for your email.

Unfortunately the extension of time on the application that has been agreed with the agent is until 21st July and I am therefore unable to agree an extension for comments to be submitted until 26th July 2023. I note that Burwell Parish Council raised no objections to the previous revisions to the proposal. The latest set of amended plans confirm that the existing two panels of fencing to the rear of the site would be extended along the full width of the boundary. This is following demolition of the existing garage, the rear wall of which currently forms the boundary with the property to the rear.

Kind regards

Olivia Roberts
Planning Officer

East Cambridgeshire District Council
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Pay, report, apply online 24 hours a day

Please note that the above comments are made at Officer level only and do not prejudice any future decision, which may be taken by this Planning Authority.

From: Sarah Ashby <burwellrfo@burwellparishcouncil.gov.uk>
Sent: 05 July 2023 09:56
To: Olivia Roberts <Olivia.Roberts@eastcambs.gov.uk>
Subject: [EXTERNAL] Extension Request for Burwell Parish Council Comments Planning Application 23/00159/FUL

Caution: External email. Do not click links or open attachments unless you recognise the sender and know the content is safe. The original sender of this email is Jayne Weaver <burwellrfo@burwellparishcouncil.gov.uk>

Dear Olivia
Re: Planning Application 23/00159/FUL

Burwell Parish Council

Notes of the Safety Group Meeting held on 20th June 2023 7.30 pm at the Jubilee Reading Room

Present: Paul Webb (Chair), Liz Swift, Jim Perry, Gus Jones, Ian Woodroofe, and Lea Dodds.

1. Apologies

Apologies for absence had been received from Helen McMenemy-Smith, Geraldine Tate, and Brenda Wilson

2. Election of Chair and Vice-Chair

Paul Webb was elected as Chair – Proposed by Gus Jones and seconded by Lea Dodds. Ian Woodroofe was elected as Vice-Chair – Proposed by Paul Webb and seconded by Liz Swift. Paul Webb accepted the role of Chair, but informed Council that it would be his aim to hand over the position of Chair to the Vice Chair within the next year. He thanked previous members of the group and the Clerk for their support, work & participation over the past few years and particularly during the Safety Campaign.

3. Previous Minutes

The minutes of the previous meeting held on 21st March 2023 were approved and signed as a true record. Proposed by Jim Perry and seconded by Liz Swift. The Clerk reported that despite requesting an update for the Burwell to Exning cycleway, to date none had been received.

4. 20 Miles Per Hour Scheme

Paul Webb informed the group that the Council should know if we are through to the next stage of the application for a 20 mile per hour speed limit throughout Burwell by the end of June. It was agreed that as well as the survey being placed in Clunch as part of the Parish Council Annual Report, that a survey should also be carried out on social media by means of Survey Monkey. There is now an annual charge for Survey Monkey of around £360, but the facility could also be used for other surveys, for example the Burwell Environment Group Climate Change Survey. The following recommendation to be made to Full Council:

The Safety Group recommend to Full Council that an annual subscription to Survey Monkey is purchased, cost approx. £360.00 using earmarked funds left over from the Safety Campaign, to facilitate the wider community involvement 20MPH Burwell in addition to Clunch & Social Media.

Neighbourhood Watch could also be asked to share the survey with its members. Lea Dodds suggested that it would be beneficial if there was a local group independent of the Parish Council promoting the change to the 20 mile per hour speed limit in the village. The Burwell Environment Group was suggested. A further table outside the Co-op and at the Carnival could also help promote the speed limit change. Members supported this idea & agreed to participate.

5. Parking on the Causeway

Discussed later in the meeting.

6. MVAS and Speedwatch Update

This item to be deferred to the next meeting.

The Clerk asked what is to happen with the two faulty MVAS signs which only work if a coin is placed between two connecting wires. It was agreed that Paul Webb should speak to Westcotec and arrange to take the signs back to the manufacturer for repair. He will also arrange for further training and software issues to be sorted as well. Ian Woodroofe, Lea Dodds, and Jim Perry to accompany Paul Webb.

7. Safety Campaign – Final Report

Paul Webb and the Clerk to compile a draft final Safety Campaign report. The report will compare objectives with outcomes, financial matters etc. The draft will be circulated to the group and when approved, it was agreed that it will be presented to Council and other outside funding / contributing organisations.

All external funding has been spent. Some Parish Council earmarked funding remains unspent. The remaining funding could go back to Council for reallocation, but the Safety Group agreed that they would rather hold funds for future projects for further consideration.

8. Emergency Safety Plan

A sub-group consisting of Lea Dodds, Jim Perry, and Ian Woodrooffe to come up with possible content for a village Emergency Safety Plan. Ian to head the group.

An initial 2 page review / outline recommendation document for our August meeting (see below), The Plan to be completed within a year. Jim Perry asked about having a defibrillator at the Gardiner Memorial Hall. There was never any intention of having a defibrillator at the Hall as one is available at Trinity Church. However, if The Rotary Club wished to provide one, then this would probably be acceptable providing they undertook installation and maintenance.

9. Major objectives for the group Short-, Medium- and Long-Term plans

The Group agreed the following short-, medium- and long-term projects:

Short Term

Burwell to Exning Cycleway/Newmarket Road Bridge

Parking on the Causeway/Exit point The Leys on to the Causeway

Village 20 mile per hour speed limit

Pavements (looking forward to an aging population

Establishing Burwell bypass campaign

Medium Term

Pound Hill junction improvements

Burwell bypass and the involvement of neighbouring villages

Burwell to Swaffham Prior cycleway

Isaacson Road and Toyse Lane junction roundabouts

Long Term

Zebra crossing Swaffham Road

Pedestrianisation of village centre High Street/Pound Hill area

Burwell bypass

Supporting of improvements for the A142/A14 junction on going.

10. Parking The Causeway/Newnham Lane

Further complaints have been made about parking on the junction of Newnham Lane and the Causeway. Any additional double yellow lines would need to be applied for through an LHI. A letter has also been received about parking on the Causeway. Police involvement is limited. A letter is to be drafted re considerate parking. Lea Dodds also raised the issue of exiting the Leys junction on to the Causeway due to parked cars blocking the view in both directions and wondered if double yellow lines could be an option on both sides of the junction.

11. Meeting with Highways

Bob Rossiter was unable to make the arranged meeting due to illness. The Clerk to contact him for a further date. It maybe worth focusing on a smaller number of issues from the

original list compiled a few years ago. Hopefully in future biannual meetings can be held.
There is now a fee for project consultations.

12. Date of next meeting

The next meeting will be held on 22nd August 2023, 7.30 pm at the Jubilee Reading Room.
The meeting closed at 8.53 pm.

Signed

Dated

Burwell Parish Council
Asset and Environment Group

Minutes of the Meeting of 27.6.2023 7.30 pm held at The Gardiner Memorial Hall

Present: Lea Dodds (Chair), Paul Webb, Sara Phipps, Gus Jones, Linda Kitching, Jim Perry, Clive Leach, Ian Woodroofe.

A&E/27062023/01 Apologies for absences and Declarations of Interests

Apologies for absence had been received from Liz Swift, Michael Swift, and Geraldine Tate.

No interests were declared.

A&E/27062023/02 Election of Chair and Vice Chair

Paul Webb proposed Lea Dodds as Chair, seconded by Clive Leach. With no other nominations, Lea Dodds was elected as Chair. Lea Dodds gave thanks to Joan Lonsdale who had been Chair of the group until she stood down at the recent elections. Clive Leach nominated Sara Phipps as Vice Chair, seconded by Paul Webb. As there were no further nominations, Sara Phipps was elected as Vice Chair.

A&E/27062023/03 Approval of the minutes of the meeting held on 25th April 2023

The minutes of the meeting held on 25th April 2023 were approved. Proposed by Paul Webb.

A&E/27062023/04 Consideration of Action Sheet items and updates from minutes

The following updates were noted:

Project	
GMH refurbishment Phase One	<p>Snagging Meeting held 6.6.23 Cadman's (2), Paul Mills (Varsity) Debbie Cawley, Yvonne Rix, Liz Swift, Paul Webb, and Geraldine Tate present:</p> <p>Following items were noted at the meeting, with some items having now been dealt with:</p> <p>Cracks in walls – now dealt with by Cadman's</p> <p>Uneven wooden planks on stage and steps – being dealt with.</p> <p>Window catches – concern two have already broken - Cadman's to provide details of the supplier.</p> <p>Sink loose in two toilets – Cadman's to address.</p> <p>Blocking drain disabled toilet - Cadman's and Varsity to look at the original working drawings/plans to check that the pipe work has been installed as stated.</p> <p>Broken pipe clips main hall – repaired.</p> <p>Cil – Refreshment area. Varsity/Cadman's to look at spec.</p> <p>ASHP Wooden surround, short nails – Cadman's to resolve.</p> <p>Incorrect items/titles in handover file</p> <p>Error code on heating monitor – unable to clear but system appears to be working okay.</p> <p>Dimmer light – Paul Mills to check specification. Quotation to change the light control switch if the one specified has been fitted.</p> <p>Stage nosing – Cadman's to sort</p> <p>Loose sockets – Candas to fix.</p> <p>Old paint work bleeding through new rear of stage -cost would be down to the PC to sort out. Paul Webb to check the contract. If it specifies "re-decoration of hall" we will expect the contractor to do the work.</p> <p>The Clerk reported that the error code on the heating monitor has now been looked at by Mitsubishi. Apparently one of the units in the air source heat pump needs to be</p>

replaced. The new part has arrived, and Mitsubishi is due to schedule a time for the part to be fitted. Members of the group agreed that Mitsubishi should honour a new warranty for the entire air source heat pump for 12 months following the installation of the replacement part.

The group agreed that the light control unit still needed to be sorted. Paul Webb expressed that the need for the lights to be suitable for a full cinema experience had been stated. Paul Webb agreed to look through his paperwork for confirmation of this.

Ian Woodroffe asked about the covers for the heating control units to prevent hirers from trying to change settings. The unit in the main hall may need to be left uncovered as hirers may need to use this to boost the heating. A cover for both the control units to be sourced and fitted.

Actual data for energy usage to be analysed against the model provided by Sharman and Grimwade. This should be carried out over a period of 6 months from when the replacement air source heat pump part has been fitted (approx. end of December). Clerk to circulate to the group the document containing the model produced by Sharman and Grimwade.

There are still issues for AED to sort out such as the light bar dropping, amendments to curtains, stage spotlight, difficulties with using the plug sockets rear control box. The Clerk had last emailed AED on 13th June.

It was noted that Delta T Devices had issues using the audio-visual equipment and that it may be useful for Delta T Devices Technical Officer to attend a further meeting with the Council and AED.

The following items are coming up for an annual service and the Clerk asked for permission to obtain quotations. Clive Leach and Ian Woodroffe to provide the Clerk with companies who are qualified to service the Air Source Heat Pump.

Lift – Although previously agreed not to enter into a service plan with Stannah Lifts, there is a health and safety requirement to have the lift serviced if lift is used once a year by a disabled person. **The following recommendation to be made to Full Council – That the Council purchases the Basic Plan which includes 4 services per year at a cost of £280.00 per year.**

The serving hatch shutters should also be serviced as they are automatically activated should a fire occur. The annual cost for servicing by the Syston Doors is £250.00. **The Group recommends to Full Council that Syston Doors is asked to carry out the annual services for the shutters at Gardiner Memorial Hall.**

Consideration should also be given to having the shutters at Mandeville Hall serviced. This item then led to a general discussion of fire precautions. Paul Webb offered to check the contractor's obligations re fire planning documentation.

GMH Exit	<p>Initial report received from Andrew Firebrace. Enquiry then made to Andrew Firebrace for a cost to do detailed design for alterations. Unfortunately there has been no reply from Andrew Firebrace. The Clerk has emailed them again and has also asked if they could recommend anyone else if they are unable to carry out the work. The Clerk will go back to Varsity to see if they could recommend another company. The Clerk will also approach Mead Construction to see if they are able to carry out this type of work. It was noted that at this point in time there is nothing in the budget for this project.</p>
Grass Cutting Contract	<p>1.General Update The Clerk reported that the weather had caused issues with the first few cuts of the verges.</p> <p>2.Draft Contract preparation work The Clerk gave a rough timeline for putting together the new grass cutting contract. The timeline is as follows: <u>Timeline</u> – Contract to Council 12.12.2023. Advertise January to mid-February. Considered by A&E date to be confirmed. Then Full Council 27.2.23 to confirm appointment of contractor.</p> <p><u>Verges</u> – The group needs to start making some decisions regarding the grass cutting of verges in future years. The Council could if it wishes, hand back the responsibility of the verges to the County Council. We are paid £1903 pa by the County Council to cut the verges. It costs the Council £2630.00 pa. The County Council will cut the grass three times per year. 1st cut April or June dependant on the weather, 2nd cut July/August and final cut Sept/October. They must be made aware of any areas where daffodils/wildflowers exist (plans required) and these areas will be left for them to grow as long as they are not causing a visibility issue. Paul Webb felt that the verge cutting should be handed back to the County Council. Prior to making a final recommendation to Full Council it would be useful to have a copy of the County Council's schedule/specification for the cutting of verges. The Clerk to try to obtain. If Council decides not to hand back the verges then consideration should be given to having a separate contract for the verges.</p> <p><u>No Mow May</u> The group considered the No Mow May Scheme and agreed the following recommendation to Full Council: That the Council adopts the NO MOW MAY policy where it is safe to do so. This may not be an option for areas cut by George such as the front of the Cemetery, play areas etc due to health and safety.</p>

A&E/27062023/05 Recreation Ground damaged fencing panels

Some of the fence panels at the Recreation Ground are damaged. The Clerk was asked to obtain some quotations to get the panels replaced or repaired.

A&E/27062023/06 Skate Park Maintenance

A quotation has been received from Clark and Kent who constructed the skate part. They would expect the work required to take two days and their day rate is £1425.00 plus VAT per day. Max Jamieson Shredder Skate School has also stated that some work needs to be carried out on the skate park and has recommended Opus to carry out the work. The Clerk to ask Opus for a quote.

Max is also saying that one of the lights is not working (thought it was Two). George met with Drakes to look at this and Drakes should be sending us a quotation to replace the bulbs. The Clerk to chase. It was also questioned if the existing bulbs/lamps are still within the guarantee period.

Max would also like a sign put up asking young children to stop throwing stones on to the ramps. George regularly sweeps the ramps to keep them clear of stones. It was general feeling that a sign would not prevent the stones being thrown onto the skate park.

The groundwork around the skate park edges is dropping due to water running down the sides and children digging away at the dirt. This is causing the skatepark foundations to be revealed which Max believes could be a hazard. He suggests that matting is installed beneath any additional soil that is added. Opus and Clark & Kent to be asked to provide a price to rebuild the slopes including the rubber protection matting.

We have also been made aware that there is some broken glass which has become bedded in the ground within the matted areas under the gym equipment. George has cleared as much as possible. A notice has been placed to make people aware on the Facebook Community Page.

A&E/27062023/07 Consideration of tree work recommended by Kevin Drane for Kingfisher Drive Amenity Area

Kevin Drane has recommended work to three trees which are preventing light to several houses adjacent to the Kingfisher Drive Amenity Area. The Clerk was asked to obtain some quotations for the work to be carried out.

A&E/27062023/08 Mandeville Hall dividing door

The Clerk reported that the Maintenance Officer has done a temporary fix of the door, it is operational, but not a long term solution. Toby (the contractor) carrying out work at the pavilion has taken a look but is finding it difficult to find a suitable door that runs on both a top and bottom track. This is mainly due to his suppliers not wishing to quote for the products required as it is a commercial property not a residential property. Toby has suggested a company that may be able to help. The link to their website

<https://www.spaziofoldingdoors.co.uk/commercial-doors/>

The Clerk has no idea of costs, but Toby did say that they may need a steel lintel which we do not have. The original contractor Salmon's are not interested in doing the work but have provided original door and system details which I have passed on to Toby. The Clerk was asked to obtain a quotation from Spazio Folding Doors.

A&E/27062023/09 Annual Tree Inspection

The Clerk reported that she had tried to contact EWP who carried out the work last year. There was no response by either email or phone. Having looked at information with Companies House, it looks like he is no longer in business. Last year the fee charged was £1661 plus VAT. The Clerk continued to report that she had gone back to the other

companies who quoted last year and asked for a revised quotation. The quotes received are as follows: TMA £3924.81 and Ligma £2608 plus VAT.

Eastern Tree Surgery who also carry out the annual inspections have also said that they would provide a quotation. Another option could be investigated further is East Cambs District Council. One of their trading companies carry out annual inspections. The Clerk was asked to discuss further with East Cambs and report back to the next meeting.

A&E/27062023/10 Parking at Mandeville Hall

There has been an issue again with parking at Mandeville Hall when there are cricket matches being played. The Cricket Club users can take up the majority of the spaces leaving only a few, if not any for our hirers. The Clerk reported that complaints have been received about this from some of our hirers. Through the lease the cricket club has the use of 10 plus one disabled bay down the side of the hall. We also received a letter from Burwell and Bottisham Photographic Club as when they held their exhibition this year there were no spaces available for their visitors to park. The Photographic Club was looking to move their monthly Meetings to Mandeville Hall, but because of the issue with parking they no longer intend to do so. This has lost the Council around £544.50 income per year. A meeting to be arranged with the Chair and Secretary in the next week or two to discuss.

A&E/27062023/11 CCTV Recreation Ground

CCTV at the Recreation Ground is currently not working. The Group agreed that the installer should be asked to come out and check the equipment. It was agreed that this should not be done until work at the pavilion has been completed as the equipment may fail again should the contractors need to turn the power off again.

A&E/27062023/12 Hatley Drive Amenity Area Boundary

Several Councillors, the Maintenance Officer and the Clerk visited the site in June following a letter received from the property owner of 7 Hythe Close. The fence erected by the owner of 31 Hatley Drive was noted. At this stage it was agreed that there was no need to instruct a Land Surveyor to carry out a survey. The owner of 31 Hatley Drive to be asked to cut out a small access point in the fence he erected for hedgehogs and other small animals. Native hedging could be planted along the riverbank. Paul Webb proposed, seconded by Lea Dodds, with all members of the Group in favour that the Council should not become involved with this ongoing dispute. Clerk to reply to both parties.

A7E/27062023/13 Any Other Business

There was no further business.

A&E/27062023/14 Date of the next meeting – 29th August 2023.

Lea Dodds gave his apologies for this meeting.

The meeting closed at 9.10 pm.

Signed

Dated

Yvonne Rix

From: Kevin Drane <Kevin.Drane@eastcambs.gov.uk>
Sent: 06 July 2023 12:03
To: Yvonne Rix
Subject: RE: Tree on Pound Hill opposite the Post Office
Attachments: 20230706_084601.jpg; 20230706_084625.jpg; 20230706_084733.jpg

Hi Yvonne

I looked at the tree this morning, it is a Peach tree (*Prunus persica*) which is in the Cherry family. The tree is in very poor condition being infected with peach leaf curl, bacterial canker and it has significant damage from leaf eating insects. The tree also has a large limb growing towards the road that has de-laminated and is being supported by the adjacent phone line. Over half of the trees crown is very sparse due to the trees condition. I have attached 3 photos to illustrate the trees condition.

Due to the issues above this tree requires some urgent attention to make it safe, removing the delaminated limb being a priority due to its location within falling distance of the road, footpath and pedestrian crossing. I believe that once the tree has been made safe it will be intrinsically harmed in its appearance and this combined with the trees condition it will result in it being of little public amenity value and un-sustainable for retention, therefore I recommend that the tree is removed and replaced with a species that is more suitable for the location and long-term retention.

Regards

Kevin Drane
Trees Officer (Planning)
East Cambridgeshire District Council
The Grange
Nutholt Lane
Ely
Cambridgeshire
CB7 4EE
Telephone: 01353 616332
Email: kevin.drane@eastcambs.gov.uk
Pay, report, apply online 24 hours a day

-----Original Message-----

From: Yvonne Rix <burwellpc@burwellparishcouncil.gov.uk>
Sent: 05 July 2023 15:02
To: Kevin Drane <Kevin.Drane@eastcambs.gov.uk>
Subject: [EXTERNAL] Tree on Pound Hill opposite the Post Office

Caution: External email. Do not click links or open attachments unless you recognise the sender and know the content is safe. The original sender of this email is Burwell Parish Council (SMTP) <burwellpc@burwellparishcouncil.gov.uk>

Dear Kevin

Would it be possible for you to take a look at a tree for us on Pound Hill, opposite the Post Office in Burwell. I believe it is a cherry tree. A branch has broken off in the last few days and we wonder if any work should be carried out which would benefit the health of the tree. There is also one branch is overhanging the road in front of the Post Office.

A team from our Parish Council has put together a plan to create a Community Garden in our village. Myself, Paul Webb and Jenny Moss are this team, and we have come up with a design, a location, and a team of volunteers to help plant and maintain the garden. We wanted this to be a very special place for the following reasons.

1. Firstly, we wanted it to be a place that people would love to visit and sit in, particularly those that don't have a garden.
2. We wanted it to be a place that families could relax. Perhaps have picnics. The area we have chosen overlooks the playground so Parents and Grandparents can keep a safe eye on the children.
3. We have a strong Environmental team in our village, so we wanted to contribute to Biodiversity. As well as planting typical pollinator friendly garden plants, we will have plenty of wildflower areas.
4. We will encourage people with mental, emotional or other health issues to find therapy in helping with the garden – we have a volunteer from the local surgery who would like to bring some of her patients to help garden.
5. One of our volunteers is keen to encourage teenagers to create “natural remedy health packs”. She has done this kind of work before, and says that teens can really engage.

As you can see from our drawing, we would like to grow Fruit Trees and Herbs that everyone can take advantage of, including fruit trees such as damson, and sensory herbs.

In an area at the end of the garden we intend to plant bulbs and wildflower seeds, with fruit bushes in the corner.

This area used to be an overflow Car Park so had Rubber Matting on it. The team managed to persuade a local Construction Company to remove it...free of charge.

The Groundwork has been done at a cost of £2900 and this was done through a donation by someone who believes this area could

be a very important place for Villagers, and Old and Young alike to visit.

We have approached Garden Centres for donations but so far, they have been small.

We recently had a meeting with twelve villagers that are very enthusiastic and willing to help.

Yesterday at the Burwell Carnival we had a stand to show our plans. We had so much interest. The Manager of The Co Op informed us that he will assist us to apply for a grant for £150 from the Coop.

We still need further funding for pebbles to cover the groundworks to make it more attractive, for plants, shrubs, trees, benches, table, and a covered bench, Although we have approached the local community asking them to take cuttings, save us seed, etc., we have a large area to plant up.

As for ongoing maintenance there will be a small amount of grass cutting required but the Parish Council and Groundsman have agreed that this could be done easily.

In Summary our project is the type of project that is consistent with the aims on this grant scheme.

It will enhance the Natural environment and increase local biodiversity. It will be fully accessible to the public and importantly it will be a place that people will enjoy visiting.

Items Required	Detail	Cost
20mm x 30mm stones	To lay on Ground Work	£600
Marmax Tables	X2 Made from recycled Material	£400
Marmax Chairs	X4	£1,740
Sleepers	X12	£350
Sleeper Screws		£40
Compost Bin		
Plants and Bulbs		£250
Ground Membrane		£60
Grass Seed		£80
Additional Wooden Shelter in seating area		£1,250
Total		£4,770

Minutes of the meeting with Burwell Football Club held on 14th June 2023 at the Jubilee Reading Room starting at 2.30 pm.

Present

Michael Swift
Liz Swift
Paul Webb
Tony Cornwell
John Waters
Yvonne Rix
Sarah Ashby

A meeting is to be held with Wayne Hardy (Mr Groundsman) in July. Sarah Ashby to arrange. Wet weather earlier in the year has not helped the condition of the pitches, although as the weather has improved, so have the pitches. Wayne Hardy has not been able to suggest other cost-effective ways of improving the pitches. There is some concern that the pitches are not being spiked as deep as they were when Mel Pooley carried out the maintenance. This will need to be discussed with Wayne Hardy. It is thought that Wayne Hardy is due to carry out work after the Carnival takes place. The pitches hold a lot of water. Pitch improvement grants are available through the Football Association. Wayne Hardy to be asked at meeting what needs to be done, if he is able to do, and if he has the correct tools available to carry out the work. Paul Webb to speak to the FA about grants. It was noted that 120 matches have been played at the Recreation Ground this season. It is likely that the conditions of the pitches will generally deteriorate over a number of years.

Paul Webb expressed the need for all changings rooms at the Pavilion to be used on a regular basis to support further funding for football in the village.

Yvonne Rix reported that it is likely to take up to a further 13 more weeks for the repairs to the pavilion to be completed. Potentially looking towards the end of September/beginning of October for the building to be back in use.

The contractors to be asked to concentrate on the old side first as matches start mid-July and this end could then be used. If the kitchen is usable, it could be accessed by the side entrance.

The older goals, which have been vandalised are being removed from the site. Youths are breaking the padlocks which keep the good goals together when not in use for health and safety purposes. The goals are not covered by the club's insurance policy if not secured when not in use. Yvonne Rix reported that the Maintenance Officer had removed the gate from the enclosure at the rear of the pavilion. An email has been received by the Council from a young person regarding goal posts being available for the general public to use. Community, Leisure, and Sport Group to investigate possible solutions.

The Portaloo at Margaret Field was destroyed by fire on 3rd June 2023. This is covered by the Council's insurance. A new unit will cost £1,129. Football matches on Margaret Field are due to start again on 1st September 2023.

The entrance to Margaret Field has been very wet. It is not possible to reinstate the drain in the roadside verge due to electrical cables being buried underneath. The wet condition of the entrance has made it difficult to park cars on Margaret Field, creating some parking issues along Heath Road

and at Mandeville Hall. 101 matches have been played at Margaret Field, and including those played at the school, a total of 247 matches have been played overall in the village.

The pitch surface is not as good at Margaret Field. The goal post areas could benefit from reseeding. Tony Cornwell reported that Wayne Hardy has indicated that it would cost in the region of £300 to weed and reseed the pitches at Margaret Field.

The Football Club would prefer Wayne Hardy to cut Margaret Field. However, Wayne Hardy would only cut the pitches not the full field as required by the Council. A strip of grass around the field has been left for wilding.

Discussion then moved on to the proposed Newmarket Sports Hub.

The Council has asked This Land to clarify exactly what they intend to hand over, in terms of both the state and infrastructure for the land and financially. Yvonne Rix to remind This Land again prior to the Taskforce meeting in July.

The Football Club would prefer the land to be transferred to the Parish Council and then leased to the Football Club. Liz Swift expressed that the Council is not in a position to agree to take over the land until it is known exactly what is on offer. Lucy Frazer MP has recently publicised a new £150 million fund which could be approached. However, any application may need to be tweaked as the grant is focused on facilities/assets which are being lost. The Football Association will possibly offer funding towards an Astro turf 3G pitch.

Concern was raised by the Football Club about the time that it is taking to move the project forward and the fear of losing possible funding available through the Football Association and Football Foundation. There is also concern that players could start to drift with limited facilities available. The Football Association is very supportive of the project, but it is important that numbers are kept up. A contingency plan should be discussed with the Football Association.

A meeting to be arranged with the Football Foundation and Football Association after the meeting with This Land has taken place.

Once it is known exactly what it is on offer, the Council will be able to make a decision.

The offer made by This Land will need to be in writing and an extraordinary meeting of the Parish Council may need to be called to discuss.

The meeting ended at 3.40 pm.

Pauline's Swamp Minutes of the Meeting 17th April 2023 25 The Causeway 7.30 pm

Present:

Mike Swift (Chair), Jenny Moss (Secretary), Liz Swift, Paul Hawes, Jim Perry, Geraldine Tate (arrived at 7.45 pm). James Moss attended virtually

1. Apologies

Helen McMenamin-Smith, Paul Webb

2. Approval of the minutes of 23rd February 2023

The minutes were proposed by Liz Swift, seconded by Jim Perry

3. Action Sheet Updates

1. Hopkins Homes

The Clerk has chased Matt Ward again, with little change from our last meeting, i.e. no mention of the £3,500, the buffer zone planting, the solicitors fees. Jim and Paul H suggested marking out our promised boundaries but James advised against encroaching on their land when it isn't yet ours. Cllr David Brown could only suggest that we contact our solicitor.

2. Photographs of the Swamp

No progress

3. Purchase of Feeder Pond Land.

The property of 42 Swaffham Road is up for sale, which includes the copse containing the feeder pond for the Swamp. To try and preempt a similar situation to that of 58 Swaffham Road, Jenny is to contact Kevin Drane ECDC Tree Officer to try and get a preservation order on the trees. Jenny will also contact Bob Scott to see if he would be willing to split the land before sale so that the Swamp can purchase. Jenny is also to contact Cambridge Wildlife Trust.

4. Visitors Centre

No updates

5. Work Days

We still have piles of raked sedge to move, and a further large area of sedge to rake up. James advised that it is not too late to rake as long as nothing is growing. It was suggested that if this is the case we organise the next work party for Monday 8th May – Volunteers Day. We will need a wheelbarrow on site.

6. Destruction of Boundary by Alan Nash

Jenny is to ask Kevin Drane if there has been any progress on the replacement of the hedgerow bordering 58 Swaffham Road. Jim has moved some piping that was placed on our boundary back onto the property at 58, and placed some of our newly planted hedgerow back upright.

7. Vision Plan update

Ongoing. Paul W and Jenny to arrange a date to meet up.

8. Water Containers

No update

4. Open Day 2023

Sunday 3rd September.

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Sunday 3rd September.

Sarah Ashby

From: Daphne Hanson <hanson16@virginmedia.com>
Sent: 08 June 2023 15:41
To: Sarah Ashby
Subject: Letting Agreement Bottisham & Burwell PC

Dear Sarah,

**Your ref: MH1507 - Letting Agreement – Bottisham & Burwell Photographic Club
Club 50th Anniversary Exhibition - Saturday & Sunday 20 & 21 May 2023**

I am writing with regard to our Exhibition at Mandeville Hall over the weekend of 20 & 21 May 2023. Whilst our Exhibition was a success and enjoyed by all who visited us, there was one major problem which I would ask you to make known to Members of Burwell Parish Council when holding their next meeting.

We were very concerned that most of the parking spaces allocated to the Hall were taken up by parents and children attending a cricket match on the adjoining field. This happened both days and was most inconvenient. Your notice board was put out to point out to them that parking was for members hiring the premises and they were to park at the side of the building, but this was ignored.

Therefore some visitors who came to our Exhibition could not find anywhere to park and either parked in the road or didn't bother, which was very disappointing. This of course was detrimental to us gaining new membership and raising funds for our club's new season.

Unfortunately it looks unlikely that we will hire Mandeville Hall in the future for our club's activities, which is a shame as the venue is absolutely ideal for our purposes, but if people can't park then it is a waste of time hiring the premises.

I would be most grateful if you could pass on our concerns to Members of Burwell Parish Council as clearly there is a problem with parking at the venue and this needs to be addressed.

Best regards

Daphne
Chairman
Bottisham & Burwell Photographic Club

Also includes cancelled
Plans for once a
month meeting @
Mandeville - Room 1.

The cost of this would
be

$3 \times £16.50 = £49.50$

11 months total
= £344.50.