

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Chairman: Mr D A Reader

Clerk: Mrs Y Rix

Minutes of the meeting of Full Council held on Tuesday 12th August 2014, 7.30 pm in The Jubilee Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU.

Present:- Derek Reader (Chairman), Liz Goodman, Sylvia Greenaway, Don Harrison, Gus Jones, Pat Kilbey, Joan Lonsdale, Laura Murfin, James Perry, Michel Scarff, Fay Whitehouse, Hazel Williams, Brenda Wilson.
There was one member of the public present

01.08.14 Apologies:- Apologies for absence had been received from Mike Smith and Liz Swift.

02.08.14 Declarations of any interests known to Councillors:- The following pecuniary interests were declared:-
Liz Goodman 05.08.14 Planning Applications 14/00046/OUM Former D S Smith Site
Hazel Williams 05.08.14 Land Parcel North of Mill House
Derek Reader 11.08.14 Finance

03.08.14 Approval of Minutes:- The minutes of the meeting of the Full Council held on Tuesday 24th July 2014 were approved and signed as a true and correct record.
Proposed – Jim Perry, seconded – Joan Lonsdale

04.08.14 Public Forum:- No matters were raised during the Public Forum.

The Chairman informed Council that Laura Barrett had changed her name to Laura Murfin following her recent marriage.

05.08.14 Planning Applications:- The following Planning Applications were considered:
14/00046/OUM Country Park Estates Ltd – Former D S Smith Site

Residential development for up to 70 new homes, new business units (Class B1), provision for public open space, Alterations to existing vehicular access of Reach Road, new cycle/footpath links to Reach Road and Swaffham Road, Burwell
Amendment

Relocation of access to west and realignment of access through to employment element. Confirmation of 1956m2 employment provision. Amended indicative layout.

Objection - Council noted that the amendment for the access to the site does not provide a separate access for the employment area. Gus Jones mentioned that he felt that a change of use for the site should have been applied for and that under the Localism Act 2011 the Parish should have, through the Masterplan, control over any planning proposals for the village. The Clerk clarified that under the Localism Act 2011 for the Masterplan to stand as a Neighbourhood Plan, then it would have to have undergone a referendum and as this was not the case, the Masterplan could not be deemed as a Neighbourhood Plan.

Mick Scarff stated that the Parish Council needs control over the proposals for the development if consent is given. The existing factory unit needs to be demolished and land cleansed prior to any development commencing. Ideally the site should be for employment as had been intended over the past 15 years.

Council highlighted concerns over parking within the residential area of the proposed development, the size of the buffer zone with Pauline's Swamp, the impact of traffic in the area regardless of whether the development is for employment or residential, the

amount of green space and lack of information over the sizes and number of employment units.

Should consent be given to the application by the District Council, Council felt that:

- the maximum number of affordable housing should be included,
- more smaller employment units should be provided,
- the employment area should be combined with the adjacent County Council land to provide a single employment area with its own access,
- a buffer zone should be provided between the housing and the gardens of properties in Swaffham Road to give privacy and to prevent further extension of the residential area,
- controls to ensure that the rest of the site cannot be further developed.

Following a request for the Localism Act 2011 to be cited in the Council's comments to the District Council, a vote was taken as to whether this should be the case. 2 members of the Council voted in favour of the Localism Act being cited, 8 members voted against.

Council resolved that the Localism Act should not be cited within the Council's comments.

Sylvia Greenaway declared an interest in the following item.

14/00811/FUL Burwell Day Centre

Construction of extension to external ductwork

No Objections

14/00002/FUL Mr Simon Fenn – Land Parcel North of Mill House, Mill Lane.

Notification of Appeal

Appeal noted

**06.08.14
Decisions
from County
and District
Council:-**

The following decisions received from the District Council were noted:-

14/00718/FUL

Mrs C Fuller – 38 Silver Street

Proposed demolition of existing house and replacement with new detached 4-5 bed dwelling and associated works

APPROVAL

14/00488/FUL

Mr Paul Claydon - 34 Newmarket Road

Detached private dwelling and associated works

APPROVAL

14/00591/FUL

Mr A Turner – 28 The Avenue

Construction of double garage to front of existing dwelling.

APPROVAL

**07.08.14
Action
Points
Update:-**

Council noted the Action Points with the following updates being made.

The letter regarding parking along the Causeway has now been delivered.

The Clerk has requested an update form BBS Surveyors regarding the work on the Gardiner Memorial Hall. Work on the driveway at the Cemetery is due to take place during the latter half of August. The work is currently being carried out to widen and replace the gate at the Cemetery. Don Harrison requested a flyer to help promote the Ely Dial a Ride service. Brenda Wilson informed Council that she was meeting a representative from Highways to discuss the proposed zebra crossing in Ness Road on Wednesday 13th August 2014.

**08.08.14
Parish
Reports:-**

Grounds –

Weekly Play Area Inspection Reports

The Clerk reported that the Weekly Play Area Inspections had been carried out. The handyman had reported that levels of bark in the Play Areas was low, however a delivery of bark for Margaret Field had now been received and a further delivery for the Westhorpe Play Area was due to be delivered on Wednesday 13th August. There is still concern about the stability of the Wendy House at Jubilee Green and the Red House Nursery has also raised concern with this item of equipment. Council agreed that the original supplier should be asked to provide a quotation to repair the Wendy House. The Fireman's Pole on another piece of equipment at Jubilee Green is also loose. If this is not repairable by the handyman the Clerk was ask to add this to the request for the original supplier to deal with.

Allotments – Gate leading from Green Lane

An allotment holder had raised concern over the condition of the entrance gate post and had suggested that the gate should be replaced with a metal gate that could be locked or operated with keypad. Council did not feel that a locked gate was appropriate, but agreed to ask the handyman to look at and if needed to obtain quotations to have the post replaced.

Pauline's Swamp – Sheep

Joan Lonsdale reminded Council that in past years sheep have been used to assist with the clearance of Pauline's Swamp. Council agreed that this should be arranged again for this year. Derek Reader agreed to speak to the owner of the sheep.

The Clerk reported that several branches had fallen on to one of the graves at the Cemetery in the gales over the weekend. Although the memorial stone had not been damaged, several other items had. The Clerk informed Council that she intended to write to the next of kin to inform them of what had happened.

Trees/Environment –

Council noted notification of tree works at the following properties;

3 Cedar Gardens

T1 Cypress – Reduce height to 12 feet

T2 Cherry – Fell

T3 Cherry – Reduce end weight on two main decayed limbs and install non-invasive bracing to secure to remaining sound main limb

T4 Cherry – Remove deadwood

Durleston, Hythe Lane

T1 Willow – Reduce to previous pruning points, leaving tree approximately 18 metres in height

Land Adjacent to 8 Low Road

T1 – Reduce crown by 25% all round

G1 – Hedgerow – Prune back overhang to fence line of garden at 8 Low Road

27a North Street

T1 Beech – Fell

29 North Street

T1, T3 & T6 – Hornbeam – Remove

T2 – Hornbeam – Pollard to 3 metres

T4 – Prunus - Remove

**09.08.14
County and
District
Matters:-**

Invitation to Award Ceremony for Summer Reading Challenge – Mythical Maze

An invitation to attend and assist with the presentation of awards for the Summer Reading Challenge had been received from the County Council. The presentation is to be held on 9th September at 3.30 pm. Either the Chairman or Vice Chairman will attend.

Proposed Parish Pilot Conference

Notification had been received that the pilot Parish Conference is likely to be held at Soham Village College on 1st September 2014. Hazel Williams informed Council that this had now been confirmed. Anyone interested in attending was asked to let the Clerk know.

Surface Water Management Plan – Flood Survey

A request had been received from the County Council of details of areas subject to flooding in the last few years. Council noted the request and although one or two areas were discussed, it was agreed that these were not appropriate for reporting.

**10.08.14
Other
Reports:**

The following reports were noted:

Burwell Museum - Volunteers and other opportunities

**11.08.14
Finance**

Consideration of quotations for the supply of noticeboards at Mandeville Hall and Pound Hill

The Clerk had obtained three quotations for noticeboards however Council considered the cost to be too high. The Clerk was asked to obtain further quotations.

Consideration of donation for the Royal British Legion Poppy Appeal 2014

Council agreed that a donation of £50.00 should be made to the British Legion Poppy Appeal 2014.

Consideration of change of mandate to amend contact person for Unity Trust Bank Account

Pat Kilbey proposed that the Key Contact for the Unity Trust Bank should be changed from the former Clerk to the new Clerk, Yvonne Rix. This was seconded by Hazel Williams and agreed by Council.

Consideration of funding towards Local Highways Improvement Initiative 2015/2016

The Clerk informed Council that should an application for the proposed zebra crossing on Ness Road be successful, the County Council will only pay a maximum of £10,000.00 towards a project. The Parish will be responsible for the remaining costs which will be more than the usual 10% that parishes are expected to contribute. Council agreed that they should wait until the outcome prior to making any decision.

Consideration of Tenders for Hedge Cutting Contract

Three tenders had been received for the Hedge Cutting Contract. Council agreed that the cheapest tender for £1592.00, submitted by C R Contracting should be accepted

Consideration of payments to the following:-

The following payments were proposed by Don Harrison and seconded by Liz Goodman. Council agreed all payments.

S Rowland
P Hawes
D Cawley
Burwell Office Cleaning
K Fergusons Ltd
East Cambs District Council
Herts and Cambs Grounds Maintenance
Andy Martin Builders
Copier IT
Burwell Cricket Club
Burwell Window Cleaning
Local World
Ridgeons
CAPALC
Mead Construction
Johnston Publishing
ESPO
E On
Unity Trust Bank
Criminal Records Services Ltd
Salaries, Wages etc.
Return of Deposits for Gardiner Memorial and Mandeville Halls

12.08.14 Correspondence

Letter from resident regarding location of benches

A letter had been received from a resident regarding the location of benches in the village and the lack of benches along the route of Ashgrove and the shops in North Street. Council agreed to review the location of existing benches to see if any could be relocated to a more appropriate site.

Letter of resident regarding Cemetery

A letter had been received from a resident praising the new handyman on his work in the Cemetery.

Letter of resignation from Paul Hawes

A letter had been received from Paul Hawes notifying Council of his intention to resign from his position of handyman at the end of August 2014. The Clerk was asked to send him a letter of thanks. The Council agreed that he should also be presented with a small gift.

