

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 Burwell Parish Council held in The Jubilee Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU at 7.30p.m. on Tuesday 29th July 2014.

Present:- Derek Reader (Chairman), Laura Barrett, Liz Goodman, Sylvia Greenaway, Don Harrison, Gus Jones, Pat Kilbey, Joan Lonsdale, James Perry, Mick Scarff, Liz Swift, Fay Whitehouse, Hazel Williams and Brenda Wilson.
County and District Councillor David Brown, District Councillor Lavinia Edwards

Four members of the public were also present.

16.7.14 Apologies:- Apologies for absence had been received from Mike Smith and District Councillor Lavinia Edwards

17.7.14 Declarations of any interest known to Councillors:- The following declarations were received:
Liz Goodman - 22.7.14 ECDC Former D S Smith Site
Don Harrison - 23.7.14 Dial-a-Ride
Mick Scarff – 20.7.14 Planning Application 14/00628/FUL
Derek Reader – 27.7.14 Finance – Quotations to remove goal posts at Jubilee Green

18.7.14 Approval of Minutes:- The minutes of the meeting held on 8th July 2014 were approved and signed as a true and correct record.
Proposed – Pat Kilbey, Seconded – Don Harrison

19.7.14 Public Forum:- David Brown informed Council that having taken legal advice and following his appointment to the East Cambridgeshire District Council's (ECDC) Planning Committee, he would not be allowed to take part in any debate or vote on the application relating to the old David S Smith site. He would be allowed to address the Planning Committee as a local member.

20.7.14 Planning Applications: The following planning applications were considered:
14/00692/OUM **David Wilson Homes – Land North of 111 & Land North of 17-45 Toyse Lane Ness Road**
Outline planning application (all matters reserved) for up to 125 dwellings, creation of new access from Ness Road and provision of 2.6ha of new public open space on separate land.
Objection

Following discussion Council unanimously agreed to object to the application. The proposed development is totally sited outside of the development envelope and on a Green Field site. The access to the residential area is outside of the 30 mph zone, with the development extending around 150 – 250 metres into an area where the national speed limit applies. The development does not fit in with the existing village or street scene. The proposal is outside of the wishes of the residents as agreed in the Burwell Masterplan and the infrastructure may not be capable of accommodating this site in addition to the preferred site on Newmarket Road. The Open Space lacks provision for parking and changing room facilities. There is concern that a precedent could be set for developing land opposite the development on the other side of the B1102. A proposal for affordable housing on part of the proposed site was not supported by the Parish Council. Council agreed that in terms of acceptable future

growth of the village, they were already supporting the proposal most favoured by residents of 350 houses in Newmarket Road and that applications for infill sites were frequently being submitted.

- 14/00678/FUL** **Mrs Vera Lawrance – 15 Buntings Path**
Construction of fence and gates to front of property
Objection – not in keeping with the street scene.
- 14/00765/FUL** **Mr Steven Deistler – Land Adjacent to 5 Laburnum Lane**
Proposed 2 storey 3 bed house
No objections as long as parking and visibility splays are adequate and the building is in keeping with those in the area.
- 14/00723/FUL** **Mr K Mockford – 101 Ness Road**
Construction of a 1.8m high fence to the boundary
Objection – not in keeping with the street scene.
- 14/00628/FUL** **Mr and Mrs Colin Barnes – 3 Hall Lane**
Proposed single storey annex outbuilding providing habitable accommodation
No objection as long as the annex is tied in with the existing property to prevent sale as an individual unit.

**21.7.14
Planning
decisions
from District
Council:-**

The following planning decisions had been received from the District Council:

- 13/00878/ESF** **Daisy No 1 Ltd – Land Off Heath Road**
The installation of a 27.2 MW Solar Farm and associated infrastructure.
APPROVAL
- 14/00291/FUL** **Mr and Mrs S & V Tyson – Millfield House, Mill Lane**
Two storey side extension with demolition of existing side extension, independent car port and chimneys
APPROVAL
- 14/00249/PDR** **Mr and Mrs S & V Tyson – Millfield House, Mill Lane**
Replacement Windows
APPROVAL
- 14/00433/FUL** **Mrs Roberts – 15 Martin Road**
Proposed 2 storey side extension
APPROVAL
- 14/00527/HEN** **Mr Barry Kettlewell - 35 Pound Close**
Construction of single storey rear extension which extends beyond the rear wall by 3.10 m has a maximum height of 3.65m and eaves height of 2.50m
APPROVAL
- 14/00596/FUL** **Mr Neil Fenn – 1 Toyse Lane**
Construction of single storey garage
REFUSAL

22.7.14

D. S. Smith Site

This matter was deferred until later in the meeting.

23.7.14

Action

Points

Update:-

Dial a Ride – Suggestion to reduce trips to one per month

A proposal had been received to reduce the number of trips to Ely to one per month. Numbers using the service remain low and to the end of June, £375.00 of the allocated funding of £500.00 has been used. Council agreed that the service should be reduced to once a month on the first Thursday starting in August. The duration of the trips will continue to be for 3 hours in August and September, but will revert to 2 hours in October 2014.

Burwell and District Day Centre – Submission of Planning Application and associated payment of fees

Hazel Williams reported that Lockhart's had agreed to pay to install a new duct from the existing vent towards the car park in order to meet the Environmental Health requirements for noise and odour. Due to the height of the duct, it has been necessary to apply for planning permission for the work to be carried out. This application has been submitted in the name of the Parish Council. Councillor agreed to the payment of the application fee of £97.50 and obtaining a map of £15.00 plus VAT. Proposed – Pat Kilbey, Seconded – Don Harrison.

Basketball Provision -Report from the Youth Working Group and Grounds & Buildings Working Group

Mick Scarff reported that they had met to look at various proposals from different companies. It is apparent that it is not possible for any basketball facility to be in place this summer. The scheme most preferred by the group submitted by Play and Leisure Ltd, consists of a 12m by 20m court marked out for various sports with a multi-sport goal at each end. The cost of this is just under £27,000.00. In addition to this the group agreed that some fitness stations suitable for adults and young people should be included in the scheme. This is likely to make a total cost for the scheme to around £38,000.00. The proposed surface for the court area is tarmac. The size of the court is unlikely to meet the requirements for tennis. The Council already has funding of £13,000.00 earmark for Youth and would look to apply for Section 106 funding and other grants if available to match fund the project. Good public consultation is likely to be needed to support any grant funding application. Liz Goodman reminded Council of the need to consider on-going maintenance costs. Council resolved that the project should be moved forward with a likely completion date of 31st March 2015.

22.7.14

D S Smith Site – Current planning application for 70 dwellings and an Employment Area (Katie Child, Sue Wheatley and Penny Mills from East Cambridgeshire District Council)

Penny Mills referred to the strong feeling through the Masterplan and the draft Local Development Plan that the former D S Smith Site should continue to be used as an employment zone. The planning application currently under consideration is for part residential and part employment. The developer as part of the application has carried out a Viability Assessment to look at the viability of providing an employment development in terms of the cost of provision against the likely return. This report indicated that it would not be viable for the entire area to be developed as an employment zone. The District Council, in order to validate any claim made by the developer, appointed an independent peer to carry out a further viability assessment. This confirmed the findings of the developer. Having taken legal advice, Penny Mills informed Council that there were no grounds which would be supported by the Planning Inspectorate in the event of an Appeal, to refuse permission for the application. Penny Mills expressed that by granting permission at this stage, should allow both the District and the Parish to work with the developer to secure the best options for the village. A further amendment has been received from the developer to the application, moving the access to the employment area away from the housing. The employment area will now share a joint access with the former fire station, creating one combined industrial area.

Pat Kilbey questioned why the District Council spent two and a half years on the Burwell Masterplan only then to go against what had been agreed for the village. She also questioned if allowing this development to go ahead had any connection with the Inspector's examination and findings of the Draft Local Plan, inferring that the plan would not deliver the number of houses in the district required in the first five years. Hazel Williams commented that she had spent many years protecting the village, but that changes do occur and that the independent assessment had backed up the viability of the site in terms of the developer solely developing the site for employment. She added that by agreeing to the proposal, it would be possible to have some control over density and affordable housing.

Derek Reader highlighted that development of this site would have a detrimental effect on Pauline's Swamp as it is fed by springs within the proposed development area. Penny Mills noted this information, but felt generally that the buffer zone would allow for the preservation of the area. Penny Mills continued by expressing that there is now a need to determine the outcome of the application. Although the statutory period has already been extended in agreement with the developer, if the District

Council fails to meet the new deadline, then the developer could approach the Planning Inspectorate for non-determination and all control over the development of the site will be lost by the ECDC. Katie Child expressed that although the aspirations for the site was for employment, it is not possible to make the landowner comply to this when submitting an application. Joan Lonsdale pointed out that most residents in the village do not wish Burwell to become a town.

Mick Scarff asked how, with the likelihood of the Planning Officers recommending approval of the application to ECDC, it can be ensured that the developers deliver the employment area as stated in the proposal. Penny Mills explained that this would be done as far as possible through a S106 Agreement, but that this cannot be forced by law.

Gus Jones asked why the access to the site could not be from Swaffham Road as this would be less dangerous than the proposed access in Reach Road. Penny Mills pointed out again that they are not in a position to influence developers in this way. Mick Scarff expressed the need, should consent be given to the application, for a further consultation to be carried out by the developer in conjunction with the District Council for the residents of the village.

Jim Perry asked for a larger buffer zone to be included, with the reduction of residential dwellings being reduced to 50. He suggested that smaller units are required for employment, not medium to large units. Penny Mills explained that the application is for up to 70 dwellings, but the number of dwellings and the size of the buffer zone would be determined at the Reserve Matters stage.

Sue Wheatley then moved on to the proposed development of five dwellings to the rear of 19 Toyse Lane which is due to be determined by the Planning Committee. In view of the response from the Inspector's examination of the Draft Local Plan, that it would not be able to deliver the required number of new dwellings in the first five years, there is a need for the Council to carefully look at all proposals for new dwellings. They need to consider if benefits of allowing a scheme to go ahead outweighs issues that may arise. In the case of the development to the rear of 19 Toyse Lane, Planning Officers having considered both the advantages and the disadvantages and as a result are unable to recommend refusal to the Planning Committee. Pat Kilbey expressed concern that by allowing this development outside of the development envelope could set a precedent for other applications, for example the current proposals by David Wilson Homes. Mick Scarff explained the concerns of the Council of the narrow access to the development from Toyse Lane and pointed out some of the problems this could cause. He continued, that if the bungalow at the front adjacent to the proposed access road was not included, the proposal would be more acceptable. Derek Reader asked why Burwell has to take the brunt of the development. However proposals for other villages are being looked at in the same way.

Sue Wheatley advised that whilst the question of the ability of the Draft Local Plan to deliver the housing stock required in the first five years, objecting to a proposal purely in terms of being outside of the development envelope is not enough. Good, strong planning reasons are required in order to successfully reject or resist development.

Katie Child, Sue Wheatley and Penny Mills were thanked for attending.

**23.7.14
Action
Points
Update
cont:-**

Policies - Report from the General Purposes Working Group

Council noted the report from the General Purposes Working Group regarding the suggested topics for the pilot Parish Conference and the review of Policies and Procedures. Liz Goodman pointed out that the CCTV Policy had not been included in initial stages of the review and agreed to forward a copy to the Clerk. All Policies will be circulated to Councillors by email prior to adoption by Council.

Local Highways Improvement Initiative 2015/2016 – Report from Safety Group

Brenda Wilson reported that the Safety Group had met to discuss the LHII application for a pedestrian crossing in Ness Road. They had agreed that it would be necessary to obtain a vehicle and pedestrian count and had agreed that this should be carried out the first week when the children are back at school. Photos and information from the Police and Highways may also be of use.

Liz Goodman reported that she is currently working with the Clerk on the draft Risk

Management Policy.

The Clerk informed Council that the letter to the residents of the Causeway has now been endorsed by the Police and is ready to be delivered.

**24.7.14
County &
District
Council-
lors
Reports**

Reports from the District and County Councillors had been circulated prior to the meeting and were noted. Mick Scarff asked David Brown if the Fire Station would be completed by the expected date of the 15th September 2014. David Brown confirmed that it would be.

**25.7.14
County &
District
Matters**

Cambridgeshire County Council – Proposed pilot Parish Conference

This item was discussed under the Action Points Update.

Cambridgeshire County Council – Changes to the winter volunteer Scheme

Notification had been received of changes to the Winter Volunteer Scheme. Council noted the changes and the need for pavements to be gritted within a 24 hour period of the official request being made by the County Council, to be covered by their insurance.

Cambridgeshire County Council – Electoral Review

The Council noted details of the Electoral Review received from the County Council.

**26.7.14
Other
Reports**

The following reports had been circulated. Hazel Williams reported that the Community Lunch had been very good and advised all members of the Council to read the notes from the meeting.

Cambridgeshire Acre - Village Hall and Community Building e-Newsletter
Notes from the Community Lunch held on 16.7.14

**27.7.14
Finance**

Quarterly Financial Report

The attached Quarterly Financial Report was considered by Council. Mick Scarff reported that income for both the Mandeville Hall and the Cemetery was higher than expected. He also informed Council that a refund had been obtained from Anglian Water of around £2500.00 following the leak at the Recreation Ground. The Clerk confirmed that Performing Rights fees had been paid for the year in March 2014.

Quotations to remove the Football Goal posts at Jubilee Green

Two quotations had been received to remove the goal posts on Jubilee Green. The lowest quote for £98.60 was accepted. It was agreed that the posts should be removed after the end of the school holidays and that the posts would be stored at either the allotments or the cemetery until reinstalled next year.

Clearance of drainage ditch at entrance to Margaret Field

There is a tendency for the road outside of Margaret Field to flood. This is likely to be as a result of the ditch adjacent to the field needing clearing. A quotation had been from Meads Construction to carry out the work for £360.00 plus VAT. The Clerk was asked to check to see if this was the responsibility of Highways and if not, to ask Meads Construction to clear the ditch.

**28.7.14
Corres-
Pondence:-**

Armtrac Ltd – Proposed redirection of a section of footpath no. 32

A request had been received from Armtrac Ltd for the Parish Council's views on their proposal to change the route of footpath no 32. Council agreed that they had no objections to the proposal.

Burwell Cricket Club – Use of Margaret Field for car parking on 24.8.14

Burwell Cricket Club has requested permission to use Margaret Field for parking on 24th August 2014. Council agreed to the request. The Clerk was asked to request that the Cricket Club has direction signs to the Margaret Field to prevent parking along Reach Road.

Letter from resident regarding parking in Hythe Lane

A letter has been received from a resident in Hythe Lane regarding parking. Mick Scarff reported that the situation is not good, but generally legal. Parking restrictions would not be favourable with local businesses. Whilst fully understanding the concerns of the resident, Council agreed that they would not pursue a scheme for parking restrictions. The Clerk was however asked to ask the Police to check the road for cars that have been parked illegally.

Invitation to 90 Years of Cambridgeshire Acre and AGM 2014

An invitation has been received to an event to celebrate 90 years of Cambridgeshire ACRE and their AGM. Hazel Williams is attending and both Don Harrison and Gus Jones indicated that they wished to attend as well.

Letter from Curtin & Co – Proposal for Solar Farm, Goosehall Farm, Burwell

A letter of introduction had been received from Curtin & Co regarding a proposed solar farm at Goose Farm. An invitation to Councillors to attend a Consultation Evening for the proposal at the Gardiner Memorial Hall on Monday 11th August 2014 been 5.30 pm and 8.00 pm had also been received.

Newmarket Citizens Advice Bureau – Letter of thanks

Council noted a letter of thanks for the recent donation from Newmarket Citizens Advice Bureau.

Burwell Museum Trust Ltd – Letter of thanks

A letter of thanks had been received from the Museum Trust for payment of the plaque for the Mill.

29.7.14

Burwell Museum – Burwell Remembers Sunday 3rd August at 3 pm

Council noted the Burwell Remembers Service due to take place at 3pm on Sunday 3rd August at Burwell Museum.

30.7.14

Woodland Trust – Free Tree Packs

Free packs of trees are available from the Woodland Trust for community groups. Council agreed not to apply as the trees are generally very small and are not suitable to be planted without further growth taking place.

31.7.14

Consideration of request from Lucy Frazer QC (Conservative Parliamentary Candidate for South East Cambridgeshire to attend the Parish Council meeting on 14th October 2014

Council agreed that as Council meetings are open to the public there was no reason why Lucy Frazer QC could not attend.

The Clerk asked Council wherever possible to provide a photo if they report any item requiring attention.

As there was no other business the meeting closed at 9.32 pm.

Signed this the _____ day of August 2014 _____
Chairman