

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Notice is hereby given that a Meeting of the Burwell Parish Council will be held in the Jubilee Reading Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU at 7.30p.m. on Tuesday 9th October 2018 you are summoned to attend for the transaction of the following business

AGENDA

FC/091018/1 Apologies

FC/091018/2 Declarations of any interests known to Councillors

FC/091018/3 Approval of Minutes of the meeting of 25th September 2018

FC/091018/4 Public Forum a maximum of 15 minutes will be allowed for public comment on any agenda item

FC/091018/5 County and District Reports

FC/091018/6.1 Planning Applications to be considered

18/01269/FUL Welney Lodge, 7 Hythe Close

Proposed conversion of existing double garage with a first floor extension over plus associated works forming a detached private dwelling.

18/01037/FUL 22 Pound Close

Two storey extension to side of property to form entrance lobby at ground floor with additional bedroom above, and alteration of existing garage roof to form roof terrace

Amendment involving 1) A reduction in render on the proposed and 2) Plan to show where foundations need to be dug

18/01291/OUT Site South West of Old Ness Farm, Ness Road

Proposed single storey dwelling, garaging, parking, access and associated site works

18/01238/RMM Stanford Park, Weirs Drove

Reserved matters for change of use of existing caravan touring park site for the siting of up to a maximum of 91 mobile homes with new access to include communal open space, resident meeting hall, park office and associated park infrastructure pursuant to outline planning permission 16/00686/OUM

FC/091018/6.2 Planning Decisions from District Council

18/01061/FUL Land North of The Stables, Factory Road

Demolition of a modern steel framed barn and replacing on the same footprint with a private detached dwelling **Approval**

18/01037/FUL 22 Pound Close

Two storey extension to side of property to form entrance lobby at ground floor with additional bedroom above, and alteration of existing garage roof to form roof terrace **Approval**

18/01072/FUL 77 Ness Road

Front single storey extension, providing a new entrance and conversion of part of the double garage to form a workshop/storage space with replacement of one garage door to single door **Approval**

18/01054/VAR 29 Isaacson Road

Variation of condition 1 (approved plans) and removal of condition 5 (visual screen) of previously approved 16/01481/FUL for single storey rear extension including demolition of conservatory and loft conversion **Approval**

18/01057/FUL 3 Hatley Drive

Single storey extension to the rear of the house **Approval**

S/3372/17/CW Levitt's Field, Waterbeach Waste Management Park, Ely Road, Waterbeach - Refusal

FC/091018/6.3 Trees/Environment

Notification of approved (ECDC) tree works at the following properties:-

4 Silver Street

H1 Leyland Cypress Hedge/Trees – Fell and grind out stumps

34 Appletree Grove

To comply with Condition 6 (Tree Topping, Lopping and Felling) of Decision Notice 92/00638/RMA

FC/091018/7 Finance

1. Consideration of funding traffic signs and protective clothing for Remembrance Day
2. Completion of the limited assurance review for the year ended 31 March 2018

Finance and General Purposes Group recommendation to Full Council to accept the External Audit report for the year 2017/2018

3. Consideration of payment to the following:
 - George Rowland
 - Debbie Cawley
 - Martyn Wright
 - Burwell Office Cleaning
 - Ridgeons
 - Latta Hire Limited
 - Soham Pest Control
 - PKF Littlejohn LLP
 - Burwell Window Cleaning
 - Sharp Copier IT
 - CR Contracting
 - Voluntary Network
 - Mr Groundsman
 - Truelink
 - Alan Lamb
 - Cartwright Brothers
 - Global Fire Services
 - Zurich Municipal
 - BT
 - British Gas
 - A Jacobs
 - Burwell Museum
 - Burwell Tigers
 - J M Fire Safety
 - WAVE
 - Suffolk Wood Chip Ltd
 - ESPO
 - Jaggard Projects Ltd
 - Lloyds Bank
 - East Cambs District Council
 - Eon
 - Salaries
 - Return of Deposits

FC/091018/8 Action Points Update

To receive any updates available relating to the action points

FC/091018/9 Group Reports

Consideration of notes and recommendations from the Finance and General Purposes Group meeting held on 25th September 2018

Recommendations

1. LHII Ness Road Zebra Crossing:

The Group recommends to Full Council that funds currently earmarked for the play area (£20,000) is re earmarked for the Ness Road Zebra Crossing and that £20,000 of CIL funding is earmarked for the Play Areas

2. Mandeville Hall – Q Cooke

The Group recommends to Full Council that all charges are held at the current rate for Mr. Quentin until 31st March 2020.

3. Photocopier Contract and purchase of new IT equipment

The Group recommends to Full Council that a new 5 year contract is entered into with Sharps for a quarterly charge of £173.37 plus VAT. Copy costs B/W 0.395p and colour 3.95p (Monthly saving of approx. £12.64)

The Group also recommends to Full Council that new office equipment, data storage and Councillor own email services are purchased as per quotation dated 12th September 2018 from Burwell Computers.

4. Neighbourhood Watch Signs

The Group recommends to Full Council that a further £300.00 should be allocated for Neighbourhood Watch signs.

5. Funds Transfer

The Group recommends to Full Council that £100,000 is transferred to the CCLA Account from the Current Account as soon as possible, followed by a further transfer of £50,000 in January 2018 (subject to completion of grant funding and VAT reimbursement-Pavilion and Skate Park).

**FC/091018/10 Parish Reports:-
Property –**

1. Weekly Play Area Inspection Reports

FC/091018/11 Other County & District Matters:-

1. SCDC Waterbeach New Town Supplementary Planning Document
2. CCC Statement of Community Involvement Consultation
3. ECDC STNN/18/64 Site at 19 Toyse Lane –proposed name ‘The Briars’
4. CCC Community Sustainable Energy Scheme

FC/091018/12 Other Reports (in circulating file):-

1. Notes of the Recreation & Sports Working Group Meeting 2.8.2018
2. Burwell Sports Federation – Minutes 10.9.18

FC/091018/13 Correspondence

1. Request from resident – Naming of Priory Meadow
2. Ward, Gethin, Archer – Restriction on Recreation Ground

FC/091018/14 Consideration of the following items

1. Remembrance Day 11.11.18



Yvonne Rix (Mrs)
Parish Clerk

Dated: 3rd October 2018