

BURWELL PARISH COUNCIL
The Jubilee Reading Room
99 The Causeway, Burwell, Cambridge. CB25 0DU
Telephone/Fax 01638 743142

Chairman: Mrs P Kilbey

Clerk : Mrs L J Reader

Minutes of the meeting of Full Council held on Tuesday 13th March 2012 in the Jubilee Reading Room, 99 The Causeway, Burwell, CB25 0DU

Present :- Pat Kilbey – Chairman, Tim Clay, Liz Goodman, Sylvia Greenaway, Gus Jones, Joan Lonsdale, James Perry, Derek Reader, Michel Scarff, Heather Sims, Michael Smith, Fay Whitehouse, Mandy Wilkins, Hazel Williams, Brenda Wilson

01.03.12 Apologies for absence had been received from Beryl Brown and
Apologies :- Don Harrison

02.03.12 The following personal interests were declared
Declarations Derek Reader - the payment of salaries
of any
Interests
known to
Councillors :-

03.03.12 The minutes of the meeting of Full Council held on Tuesday 28th February
Approval of 2012 were approved and signed
Minutes :-

Prior to the signing of the minutes Joan Lonsdale noted that Street Lighting had been omitted from the agenda for this meeting but it was stated at 26.02.12 that this would be an agenda item, The Clerk explained that it had been omitted from the agenda as representatives of Balfour Beattie and the County Council would be attending the meeting of full council on 10th April to discuss the proposed changes to Street Lighting and therefore it seemed more appropriate for it to be discussed following this presentation.

Proposed – Joan Lonsdale, seconded – Mandy Wilkins

04.03.12 There were no members of the public in attendance who wished to speak at
Public this point ion the meeting
Forum :-

05.03.12 The following planning applications were considered:-
Planning
Applications :-

12/00112/FUL **Mr Carl Watkinson – 32 Hawthorn Way**
Side Extension

No objection

12/00108/FUL **Mr & Mrs Pilkington – 105 Ness Road**
Demolition pf existing bungalow and construction of
new 1 .5 storey dwelling

No objection

06.03.12 The following planning applications have been approved :-

**Decisions
From District
Council :-**

11/00755/FUL

Mrs P Miller – 1 Orchard Way

Erection of three bed detached house and associated works (to include demolition of existing garage and create new access for existing property)

12/00106/CLE

Mr A Wilson – 15 Isaacson Road

Insertion of window to front elevation of second floor and 1.8mts high close boarded fence to boundary with Mill Lane

11/0107/VAR

Burwell Parish Council – Mandeville Hall, Tan House Lane

Variation of condition 3 of planning permission 09/00209/FUL – to allow use Sunday – Thursday 08.00-00.00; Friday and Saturday 08.00-01.00 and Christmas Eve and New Years Eve and Bank Holidays (non Friday, Saturday and Sunday) 08.00-01.00. Outside entertainment will cease at 23.30hrs.

The following planning application has been refused :-

11/01149/FUL

Mr & Mrs S Warren – 21 Isaacson Road

Extension and works to dwelling

**07.03.12
Action
Points
Update :-**

Mandeville Hall – following on from the damage to an internal door at the hall the contractors have forwarded a report from the manufacturers of the door closure and it is their opinion that the problem was caused by some form of abuse. The manufacturers have offered to replace the closure free of charge and the contractors will as a gesture of goodwill replace the door at cost. It was resolved that Council would in this instance bear the cost of the replacement door. It had been noted that some door stops had appeared at the hall and in view of the damage it was resolved that all hirers would be notified that door stops must not be used in the doors and the door stops would be removed.

Village Sign – The clerk was asked to obtain an update on the progress with the restoration of the sign.

**08.03.12
Parish
Reports :-**

Grounds – Weekly play area reports show ongoing maintenance as per the ROSPA report.

Trees/Environment -

Notification had been received of tree works at the following properties:-

Bentley House, 14 High Street

Yew Tree - Fell

Allotments – The Chairman advised Council that the Annual General Meeting of the Burwell Allotments and Garden Society (BAGS) was scheduled to take place on Thursday 22nd March at 7.30pm in the Five Bells. The BAGS had asked if a representative of the Council would attend. Hazel Williams volunteered to attend.

**09.03.12
County &**

There were no County and District matters for discussion

**District
Matters :-**

**10.03.12
Other
Reports :**

The reports listed on the agenda had been circulated to Councillors for information.

**11.03.12
National
Trust :-**

All Councillors had received a copy of the document from the National Trust setting out their proposals for a crossing on Harrisons Drove. Michel Scarff suggested that the document needed further consideration as it was so lengthy and that any comments should be deferred until the next meeting. Joan Lonsdale and Pat Kilbey offered to look through the document and pull out any relevant details for discussion at the next meeting.

**12.03.12
Burwell
Museum :-**

The Chairman reported that she had met with representatives of the Museum, unfortunately the Vice Chairman had been unable to attend the meeting but the Clerk had been present.. She acknowledged the concerns that members of the Council had with regard to what they might have to take on in the event of the Museum failing for any reason. She advised Council that she had looked at the accounts and business plan along with their marketing strategy and was happy that appropriate safeguards were in place for the future. On the strength of this the Chairman was happy that there would be something viable to take on if this ever became necessary. The Lottery funding included an allowance for a professional to be employed to market the Museum. Joan Lonsdale felt that what we would be asked to do was proportionate to other projects that we had been asked to take on. During discussion with the representatives of the Museum it was felt that a stronger link should be made between the two organisations and it was therefore suggested that a Council representative should join the management committee but not necessarily as a Trustee. Hazel Williams would talk to Burwell House to ascertain why their students no longer visit the museum. Tim Clay wished it to be minuted that he still had concerns regarding the proposal of the council to support the Museums application to the Heritage Lottery Fund in this way. It was resolved to support the Chairman's recommendation to issue the letter of support to the Heritage Lottery Fund.

**13.03.12
Grounds &
Recreational
Working
Group :-**

A written report had been circulated to all Councillors. The group had met with representatives of the football clubs and it emerged that the main problem at the Recreation Ground was the state of the pavilion and the fact that there was no separate changing facility available for the referee. It was resolved that the pavilion should be added to the action points for consideration as a project to be looked at in consultation with the football clubs. The Swifts had agreed that they would be using the pitches again this season and were willing to contribute towards the ongoing maintenance by way of payment of a fee for use. If sufficient money was left in the budget for the Recreation Ground it was resolved that the field should be rolled.

The group had also looked at the possibility of widening the second gateway at the Cemetery and it was suggested that the hedgerow at the front of the Cemetery would benefit from replanting. This would mean that a fence of some form would need to be put up and a new hedgerow planted inside the fence line. Hazel Williams expressed concern that no funding had been allocated for this in the budget, It was resolved that a plan of the proposed works would be drawn up and a rough estimate sought for the work to be carried out in stages.

**14.03.12
Annual
Report :-**

Some discussion took place as to whether or not we should issue the Annual Report. It was felt that if we wanted to renew our Quality Status this was an important way of keeping the village informed of our activities over the year. In recent years the report has gone to every household as a centrefold in The Bulletin, this is not an option this year so various other options were discussed. It was eventually resolved that an approach would be made to

Clunch to see if they could accommodate the report as a centrefold pull out and at what cost.

15.03.12
Finance :-

Consideration was given to the following :-

Replacement door and closure – Mandeville Hall this item had been dealt with under action points

Final Cost Summary – Mandeville Hall

The final accounts for Mandeville Hall had been received and Michel Scarff advised Council that he had checked through them and was happy to recommend that they were accepted. It was therefore resolved to accept the final accounts for Mandeville Hall.

Request for funding – Citizens Advice Bureau – Ely

Following some discussion it was resolved to defer any decision on funding until further information had been obtained on the numbers of people they had helped over the last year and whether these were in the main office at Ely or as outreach.

Authorisation of salaries and wages for March 2012

It was resolved that the salaries and wages should be authorised for the month of March 2012.

Consideration of quotations for tree works – Recreation Ground and Mingay Park

Three quotations had been requested for the above tree work only two companies had responded. It was resolved to accept quote 'B' in the total sum of £1455 plus VAT.

16.03.12
Corresp-
ondence :-

A letter of acknowledgement had been received regarding our letter about the proposed gating and fencing of the Lode under bank promising a full response by 17th March.

An e-mail had been received from a parishioner asking if the seat opposite the end of Dysons Drove in North Street could be re-instated as several older people liked to rest there. Following discussion it was resolved to look and see if there was a more appropriate place in the vicinity where a seat could be placed. This would be an agenda item for the next meeting.

There being no further business the meeting closed at 9.00 p.m.

Signed this

day of

2012

Chairman