

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Chairman: Mrs J Lonsdale

Clerk: Mrs Y Rix

Minutes of the meeting of Full Council held on Tuesday 9th June 2015, 7.30 pm in The Jubilee Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU.

Present:- Joan Lonsdale (Chair), Robin Dyos, Don Harrison, Gus Jones, Joe Parker, Jim Perry, Derek Reader, Gordon Roach, Michael Smith, Liz Swift, Mike Swift, Paul Webb, Hazel Williams and Brenda Wilson.
Also present: Mr J Smith, Mrs P Kilbey and Mr B Clarke (Lightsource)

01.06.15 Apologies:- Apologies for absence had been received from Sylvia Greenaway, Jane Hall and Richard Maddox.

02.06.15 Declarations of any interests known to Councillors:- The following pecuniary interests were declared:-
Derek Reader – Payment of Accounts
Hazel Williams – Payment of Accounts

03.06.15 Approval of Minutes The minutes of the meeting of the Full Council held on Tuesday 26th May 2015 were approved and signed as a true and correct record.
Proposed – Gus Jones, seconded – Hazel Williams

04.06.15 Public Forum: Jack Smith informed Council that following the successful Beer Run this year he had set aside £500 towards the cost of a defibrillator for the village and suggested that the machine could be situated at the Sports Centre. £2500.00 has also been allocated in the Council's 2015/2016 budget for the provision of a defibrillator for the village, and with the additional funding from the Beer Run, it may be possible for a second machine to be purchased, probably situated at Mandeville Hall. Council needs to ensure that any defibrillator purchased is located at a point where there is a low or no risk of vandalism.
Jim Perry arrived at 7.35 pm.

Jack Smith continued by raising the request for the Tigers Adult Team to use the Recreation Ground as its home ground. This had been raised at a previous Parish Council meeting where Council had concerns about the capacity of the carpark and pavilion. Jack Smith explained to Council that as the FA has overall control of when matches are played, that this would not be an issue. The possibility of having an additional pitch on the Recreation Ground is also being explored by the teams. Joan Lonsdale informed Jack Smith that she was pleased that the Football Clubs were discussing with each other possible solutions to problems and asked that they come back to the Council with a plan of how the combined use of the Recreation Ground by all teams will work.
Jack Smith left the meeting.

Pat Kilbey explained to Council the arrangements made so far for the 100th Celebration of the Opening of the Gardiner Memorial Hall. A Tea Dance is to be held on Saturday 4th July between 2 pm and 5 pm. Sue and Pat Hancocks have agreed to lead the dancing and Sylvia Greenaway has agreed to organise the refreshments. The Girl Guides will be asked if they would like to help to serve teas. Support at the event is needed from Parish Councillors and an idea of the help needed on the day will be made available. The event will

be free of charge; although possibly a small charge could be made for refreshments. Posters will advertise the Tea Dance, along with an advert on the Parish Council website. Pat Kilbey was asked to provide costings for the event.

Brendan Clarke, Lightsource gave a presentation on the proposal for a Solar Farm at Goose Hall, Factory Road, Burwell. The project has been on hold for the last year due to changes in Government policies and legislation. A community consultation had taken place in the village at the earlier stage of the project, along with several one to one consultations with specific residents. A formal planning application is still to be submitted. The project area has been reduced from the initial plan with the removal of the south-east field from the scheme. In order to minimise disruption to residents, the company is looking to create a temporary road from Ness Road across to First Drive instead of using Howlam Baulk as previously planned. The planning application is likely to be submitted in the next few weeks. The farm will have a capacity of 41 mega-watts, which would generate enough electricity for approximately 12,000 homes. If the farm goes ahead, Lightsource will offer a Community Fund Grant Scheme. This money will go to the Parish Council and is likely to equate to just over £20,000 per year for the duration of the scheme. The supply will be carried to the sub-station in Weirs Drove by underground cables, mainly across agricultural land. Construction is likely to last around 5 months, possibly starting in May 2016. Once planning permission has been obtained, the company will need to successfully acquire an allocated subsidy from the government to allow generated energy to be accepted into the supply.

Brendan Clarke explained that Lightsource is the largest mega-watt operative in the country and is well-established. Other sites are based in Scotland and throughout the UK with the closest one being at Wilburton.

Sheep can be grazed on the land, but this will be down to the land owner. The solar farm can be seen as a stepping stone to the Wicken Vision.

At the end of the proposed 20 year scheme, the panels will have to be removed unless an extension of planning consent is requested. The Company will look at decommissioning costs at around year 15 and from that point will set aside funding for the removal of the equipment and returning the site to its original condition. It may be possible for the Parish Council to have a copy of the lease, subject to the inclusion of commercially sensitive information within the document.

**05.06.15
Planning
Applications:-**

The following Planning Application was considered:

15/00481/ADI

**Co-operative Food Group –
Manchetts (Burwell) Ltd, Ness Road**

Proposed changes to signage

**No objections but time restrictions should apply for
illuminated signs as existing.**

15/00494/FUL

Manchetts – Manchetts (Burwell) Ltd, Ness Road

Shop front colour change

No objections

15/00558/FUL

Mr L Cook - 25 Priory Close

Proposed extension to rear

No objections

15/00488/VAR

Mr V White – 7 Hall Lane

Vary condition 5 (roof lights) of previously approved 14/01280/FUL for proposed alterations and extensions including a new roof with increased ridge height, changes in window and door positions and changes to external wall finishes and roof tiles.

No objections

**06.06.15
Decision
from County
and District**

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

15/00183/FUL

Mr A Lester – 120 North Street

front and rear extensions to first floor and loft, and erection of conservatory to replace existing.

APPROVAL

- 15/00065/OUT** **Mrs C Fuller – 38 Silver Street**
Variation of condition 1 (Approved plans) of previously approved 14/00718/FUL – Demolish existing house and replacement with new detached house.
APPROVAL
- 15/00139/FUL –** **Mr S Fenn – Quarry House, 66 Mill Lane**
Change of use of land to domestic garden in association with Quarry House and erection of studio annexe.
APPROVAL
- 15/00289/LBC** **Mr & Mrs Houlder - May Cottage, 46 High Street**
To replace some of the windows on three of the elevations (west, south & east)
APPROVAL
- 15/00109/FUL** **Ms C Gallick – 116 Low Road**
15/00108/LBC Conversion of existing barn to for a residential unit including demolition and rebuilding of rear lean-to, new vehicular access off Low Road, new carport structure, new garden/boundary walls and fences.
APPROVAL

Hazel Williams declared an interest in 15/00139/FUL and pointed out that the address should read 68 Mill Lane not 66 Mill Lane. There is a clause in the conditions for the new annexe that stipulates that it is not allowed to be used as an independent unit of accommodation at any time.

Jim Perry informed Council that he understood that the neighbours of 38 Silver Street had concerns about the replacement house. These need to be addressed directly either with the planning officers or enforcement at East Cambridgeshire District Council (ECDC). He continued by expressing concern in general with the lack of application detail showing the visual impact of a proposed development on the street scene. Hazel Williams commented that it is necessary to decipher what is actually acceptable in material planning considerations in planning law, and personal opinion. Councillors are able to walk or drive past possible developments and alterations to a property, but cannot access the site or discuss with the occupants.

07.06.15
Action
Point
Update:-

Three quotations have been received for the possible work to the roadside edge of the Causeway. The length of the verge that needs attention is longer than first anticipated, making the likely cost of the project higher at around £17,000.00. Derek Reader proposed, seconded by Brenda Wilson that the project in principle should go ahead, subject to the Finance Working Group confirming that funding is available.

Council approved that the project should go ahead in principle, subject to the Finance Working Group confirming that funding is available.

The Clerk reported that she had requested revised quotation figures from the two companies who had not included the provision of concrete posts in their original quotes for the fence at the Gardiner Memorial Hall. One company had informed the Clerk that they do not supply concrete posts. The other company had not responded. Therefore Council agreed that the remaining original quotation from S R Landscapes should be accepted at a cost of £2472.46.

The quotation for the reroofing of the allotment shed from C J Roofing, which proved to be the cheapest quote once rain water goods had been included had been accepted by the Clerk in the sum of £3750.00 plus VAT

The Grounds Working Group needs to come up with a brief plan and concept for the proposed Sports Hub in Newmarket Road.

Hazel Williams confirm that James Faircliffe will look at the organs in the Cemetery Chapel and at the Gardiner Memorial Hall. This item needs to be added to the action point list.

**08.06.15
Parish
Reports:-**

Grounds –

Weekly Play Area Inspection Reports and RoSPA Play Safety Annual Reports

Council considered the RoSPA Play Safety Annual Reports. Concern was raised that the reports commented on play equipment that had been previously removed and on work that had been carried out by the handyman in response to the same comments being made in 2014. The Clerk was asked to write to RoSPA Play Safety informing them of the Council's concerns. Council agreed to consider other options for carrying out the annual inspection in 2016 including checking with ECDC to see if they are now offering this service. Further request from Tigers FC Adult Team to use Recreation Ground
This matter was discussed earlier during the meeting.

Trees/Environment –

Council noted the following Notifications of tree works at the following properties:-

53 High Street

T1 Ash – remove by 50% to good wood as previous pruning has allowed rot in to the tree.

Foon Lok Takeaway 97 The Causeway

T1 Sycamore – Fell

53 High Street

T1 Ash – Crown reduction by 30%, crown raise by 5 m from ground level and remove crossing branches

28 High Street

T1 Bay Tree – Felling

20a Ness Road TPO E/5/91

T1 Walnut – Reduce height of tree by up to 2m and reduce laterals by up to 1.5 to balance crown. Crown raise by 3m from ground level.

39 Myrtle Drive

T1 – T5 Poplar Trees – (trees in grounds of 21 North Street) – Prune back lower branches overhanging parking area in Myrtle Drive, to lift low canopies.

Mesledine, Hythe Lane TPO E/03/87

T1, T2 and T3 Ash trees – Reduce by approximately 50% to suitable pruning points

Kingfisher Amenity Area (land adjacent to 30 Hatley Drive)

T1 Sycamore – Crown lift to clear roof of garage of 30 Hatley Drive by up to 3m and clear aerial by 2m. Thin out crossing/rubbing limbs and remove major deadwood.

A letter had been received from ECDC regarding the removal of a Cypress tree overhanging 28 High Street. Council agreed that they had no objection to the tree being removed, although generally opposed to trees being lost. However it was noted that the owner intended to plant a replacement tree within the grounds of the property.

**09.06.15
County and
District
Matters:-**

The following County and District matters were considered:

Notes from meeting with ECDC including update on Weirs Drove/Anchor Lane

The attached notes from the meeting with ECDC had been circulated to all Councillors. Both the proposed developments on the former D S Smith Site and Newmarket Road had been discussed. Derek Reader informed Council that he had met with a surveyor marking the boundary for the former D S Smith Site and it appears that the 6 metre buffer zone will take in the width of the adjoining meadow.

Street Light – Burwell Baptist Church

The County Council has denied ownership of the light at the Baptist Chapel; however they have requested a quotation to remove the light on the Parish Council's behalf. Further quotations need to be acquired. There has been no further update on the light on Pound Hill.

ECDC CIL Workshop 25.6.15

ECDC will be holding a CIL Workshop for Parish Councils on Thursday 25th June 2015. Robin Dyos and Don Harrison said that they should be able to attend.

ECDC Developer contributions S106 balances as of April 2015

Notification had been received from ECDC that S106 developer contributions balances held on behalf of Burwell amounted to £1,000.00 for Cycle Paths and £12,207.90 for Community Infrastructure. It may be useful to have a meeting with Nick Ball (ECDC) to discuss possible options for the money.

Anchor Lane/The Weirs

Derek Reader informed Council that he had attended the recent multi-agency meeting to discuss the situation of moorings and the byway at the bottom of Anchor Lane. There is little that any of the agencies can do to resolve the issues, other than Highways who may be able to address the situation as a result of the byway being blocked. In order for the Environment Agency to test the river water, actual photographic evidence of effluent being deposited in to the river needs to be available. Any anti-social behaviour needs to be reported directly to the Police. No one knows who owns the river bank. The new gates erected as security for the farm appear to be blocking the byway.

10.06.15 Other Reports:

The following report was circulated:
Community Lunch – 19.5.15

11.06.15 Finance

Consideration of quotations for extension of path Reach Road/Mandeville Hall – deferred from meeting of 26.5.15

The distance from the existing footpath to the entrance of the Mandeville Hall car park is around 12 metres as suggested in the quotations. The Clerk was asked to establish if the Council would be able to apply for Section 106 Community Infrastructure Funding to carry out the work.

The Clerk explained that on a number of occasions there have been no spaces available for those attending Mandeville Hall to park their cars in the carpark, as a result of use by the Cricket Club. Council agreed that a meeting should be arranged with members of the Cricket Club to discuss the issue.

Consideration of payment to the following:

The following payments were approved:
Proposed – Don Harrison, seconded Gus Jones

S Rowland
D Cawley
Burwell Office Cleaning
BBS Surveyors
Alto Cards
Burwell Print Centre
S R Landscapes
Pecks of Ely
Ridegons
ESPO
Herts and Grounds Maintenance
Copier IT Digital Solutions
Anglian Water
K Fergusons Ltd
BT
Anglian Water
Eon
ECDC
Salaries, Wages etc.
Return of Deposits for Gardiner Memorial and Mandeville Halls

12.06.15

Correspondence

Jack Smith – Provision of Defibrillator

Following on from discussions earlier during the meeting, the Chairman asked the Council to suggest other locations that they feel may be suitable for siting a defibrillators in the village other than the Sports Centre and Mandeville Hall. The defibrillators need to be sited where accessible, but also where there is a low risk of the units being tampered with. The Trustees of the Sport Centre will need to be asked if they are willing for a unit to be at their premises. The Clerk was asked to obtain some prices for the defibrillators.

Burwell Carnival –Notification of Carnival Parade

Council noted details of the route that the Carnival Parade will take on 27th June 2015.

East Anglia's Children's Hospices – Donation request

A letter had been received from the East Anglia's Children's Hospices asking the Council to consider making a donation to the charity. Council agreed that they would not make a donation at this stage

The Voluntary Network – Donation request

A letter had been received from the Voluntary Network asking the Council to consider making a donation to the charity. Council agreed that they would not make a donation at this stage.

Connecting Cambridgeshire Update

Notification had been received from Connecting Cambridgeshire that superfast broadband is now available in Burwell. The Clerk was asked to forward a copy of the information to the resident in Railway Close who had previously contacted the Council about the matter.

13.06.15

Consideration of the following:

Gardiner Memorial Hall Celebrations - Update and funding of event

This matter was dealt with earlier during the meeting.

Joan Lonsdale reminded Council of the need to feed all information, need for Working Group meetings etc. through the Parish Council Office.

The next Parish Council meeting will be held on 30th June 2015.

There being no further business, the meeting was closed at 9.30 pm.

Signed this day of 2015 _____

Chairman