

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Minutes of the Meeting of the Burwell Parish Council held in the Jubilee Reading Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU at 7.30p.m. on Tuesday 10th September 2019.

Present: Robin Dyos (Chair), Don Harrison, Gus Jones, Joan Lonsdale, Helen McMenamin-Smith, Gill Miller, Jenny Moss, Jim Perry, Derek Reader, Hazel Williams and Brenda Wilson.
Also Present: District Councillor Lavinia Edwards.

FC/100919/1 Apologies

Apologies for absence had been received from Michael Geary, Max Jamieson, Michael Smith, Liz Swift, Mike Swift, Paul Webb and District Councillor David Brown.

FC/100919/2 Declarations of any interests known to Councillors

Derek Reader declared an interest in item FC100919/7.1

FC/100919/3 Approval of Minutes of the meeting of 27th August 2019

The minutes of the meeting held on 27th August 2019 were approved and signed as a true and correct record.

Proposed – Joan Lonsdale Seconded – Brenda Wilson

FC/100919/4 Public Forum

No matters were raised during the Public Forum.

FC/100919/5 County and District Reports

A written report from Lavinia Edwards was noted.

FC/100919/6.1 Planning Applications

The following applications were considered:

19/01164/FUL Manchetts (Burwell) Ltd Ness Road

Change of use from residential garden to commercial car parking

No objections if the conditions included in the previous approval are included again.

19/01199/VAR Land Rear of Meadow View Industrial Estate Reach Road

To vary Condition 4 (Drainage Scheme) of previously approved 18/00609/FUM for proposed change of use from B8 to B2 and 15 no. starter units including associated parking, drainage and hard landscaping

No objections

FC/100919/6.2 Planning Decisions from District Council

Council noted the following decisions:

19/00967/FUL Lark Hall Farm, Ness Road – APPROVED

Replacement 4 bedroom 2 storey dwelling – previously approved planning reference 16/00554/FUL.

19/00936/FUL 1 Mill Lane - APPROVED

Single storey side extension with two storey rear extension and one and two storey rear roof extensions, minor changes to garage and new open porch

FC/100919/6.3 Trees/Environment

Notification of approved (ECDC) tree works **None**.

FC/100919/7 Finance

1.Consideration of quotations for Hedge Cutting Contract January 2020 to December 2024

Council noted that out of the four quotations sought, only two companies had returned a quotation. Council agreed that the cheapest quotation at an annual rate of £1735.00 from C R Contracting should be accepted.

Proposed – Hazel Williams Seconded – Joan Lonsdale

2. Duplicate grant payment from Amey Cespa

The Clerk explained that the grant funding from Amey Cespa of £40,000 had been paid twice to the Parish Council. The second payment has now been paid back.

3. Consideration of payment to the following:

The following payments were considered and approved:

Proposed – Jenny Moss Seconded – Joan Lonsdale

Chainsaw Equipment	Ben Burgess	£487.72
Chainsaw Equipment	Ben Burgess	£156.07
Internal Audit Duplicate	Moore Stephens	£1,020.00
Pavilion Refurbishment	Cambs SCF	£40,000.00
Rates	ECDC	£568.00
Rates	ECDC	£39.00
Rates	ECDC	£155.00
Rates	ECDC	£187.00
Salary	Yvonne Rix	£1,563.25
Salary	Debbie Cawley	£573.43
Salary	George (Steve) Rowland	£1,057.57
Salary	Martyn Wright	£196.21
Salary	Sarah Ashby	£804.94
Tax and NI	HMRC	£504.82
Tax and NI	HMRC	£151.77
Tax and NI	HMRC	-£1.00
Tax and NI	HMRC	£35.23
Superannuation	Cambridgeshire County Council	£874.61
Superannuation	Nest	£41.82
Superannuation	Nest	£83.44
Superannuation	Nest	£59.90
Mileage	George (Steve) Rowland	£52.30
Mileage	Debbie Cawley	£19.35
Mileage	Martyn Wright	£41.40
Gardiner Memorial Hall	Burwell Cleaning	£372.92
Jubilee Reading Room	Burwell Cleaning	£75.83
Cemetery Chapel	Burwell Cleaning	£34.99
Mandeville Hall	Burwell Cleaning	£581.60
Toilet Hire	Latta Hire	£151.80
Maintenance Supplies	Ridgeons/	£126.17
Outside Toilet - Rec	Ridgeons/	£496.04
Photocopier Contract	Sharp (Copier IT)	£31.43
Grass Cutting	Mr Groundsman	£533.33
Architect Fees	Civic London	£1,500.00
Post Installation Playground Check	David Bracey	£300.00
Gras cut Verges	Truelink Limited	£306.00
Grass cut Open Spaces	Truelink Limited	£342.72
Grass Cut Spring Close	Truelink Limited	£122.40
Signs Recreation Ground	Burwell Print Centre	£48.00
Premises License GMH	ECDC	£70.00
Skate Park Lights - Service	R M Services (Yorkshire)Limited	£264.00
The Music Licence MH	PPLPRS	£1,339.80
Electricity/Gas MH	Eon	£12.06
Electricity/Gas MH	Eon	£5.09

Electricity/Gas Pavilion	British Gas	£67.69
Electricity/Gas JRR	British Gas	£10.78
Electricity/Gas GMH	British Gas	£680.77
Electricity/Gas JRR	British Gas	£15.97
Cleaning/Stationary Supplies	Lloyds Bank	£5.20
Cleaning/Stationary Supplies	Lloyds Bank	£21.00
Pauline's Swamp Open Day Advertising	Lloyds Bank	£23.27
Cleaning/Stationary Supplies	Lloyds Bank	£61.00
Cleaning/Stationary Supplies	Lloyds Bank	£6.00
Maintenance Supplies	Lloyds Bank	£9.26
Maintenance Supplies	Lloyds Bank	£15.98
Return of Deposit	Slimming World - D Whitehouse	£50.00
Return of Deposit	Natasha Dart	£50.00
Return of Deposit	Michael Martin	£50.00
Return of Deposit	Annabel Wright	£50.00
Return of Deposit	Rebecca McGrath	£50.00

FC/100919/8 Action Points Update

The Clerk reported that a copy of the Sports Survey had been forwarded to ECDC and a response as to whether the Council would be awarded the £7,707.90 Section 106 funding should be received shortly. There is still £1,000 Section 106 funding for cycleways available. Robin Dyos reported that the Playground Inspector who carried out the Post Installation Inspection of the play and fitness equipment at the Recreation Ground has raised concerns with the siting of the play equipment next to the existing fitness equipment. Creative Play is carrying out their own inspection and until such time that the matter is resolved, the final payment to Creative Play is being withheld. The Inspector is also not happy that there is no barrier fencing on the side of the existing MUGA, to prevent balls travelling and hitting children using the slide on the junior equipment. Other issues were raised about the extent and quality of fixing of the rubber matting around the equipment and some remedial work that needed to be carried out on the fitness equipment. Further discussion to take place once the report from the inspection carried out by Creative Play has been received.

The presentation by 'This Land' is due to take place on the 24th September. Following comments made by Gus Jones regarding the proposed development, Robin Dyos suggested that Cllr Jones should make a list of all of the matters he wished to raise at the meeting with 'This Land' and for him to share his list with the rest of the Council prior to the meeting.

The Open Day at Pauline's Swamp went well with the dog show seeing an increased number of entries.

ECDC has employed additional staff for their legal team, which should allow them to deal with the transfer of the freehold of the public toilets.

A proposal has been received from Smithers Purslow to rectify the issue with the ceiling at Mandeville Hall. This has been sent to Gawn Associates for them to review. There is likely to be a charge for this. The Clerk to find out if the proposal has been sent to Salmon Brothers for pricing yet.

The Clerk reported that a Pre-Application Advice request had been made to ECDC for the Gardiner Memorial Hall. It was agreed that a representative from the Assets and Environment Group should attend when the planning officer visits the site. The architect should also attend, and the Clerk will find out how much he will charge for attending. Gill Miller and Helen McMenamin-Smith asked for acoustics in the main hall to be considered as part of the improvements. Gus Jones suggested that the proposal could be carried out as two phases. Approval has now been received from the Highways Authority and Balfour Beatty to attach the Moveable Vehicle Activated Signs to several streetlights along the main roads through the village.

FC/100919/9 Group Reports

The following Group reports and recommendations were considered:

Assets and Environment Group Meeting held on 27th August 2019

Recommendations

The Group recommends to Full Council that Eastern Tree Surgery is asked to cut back the tree on the amenity area at King Fisher Drive which is over hanging 30 Hatley Drive as per their quotation dated 8th March 2019 in the sum of £425.00 plus VAT

Council approved the recommendation.

Hazel Williams reminded all present of the need to read through the notes from all group meetings.

Consideration of notes and recommendations from the Safety Group Meeting held on 20th August 2019

Recommendations – None

Robin Dyos reported as Vice Chair of the Safety Group that Gill Miller is going to look at road safety and will be approaching the County Council Road Safety Team for information. He also reported that he, along with Paul Webb and Gill Miller will be attending the Lidgate Parish Council meeting on Thursday 12th September to find out their views on whether posters created by children helped to address issues with speeding in their village.

FC/100919/10 Parish Reports: -

Weekly Play Area Inspection Reports and Property Reports

The Clerk reported that a tree had been removed at Jubilee Green as a matter of urgency as it had fallen and was overhanging the gate to the play area.

Robin Dyos reported that he and the handyman had removed the moving part of the item of fitness equipment at the Recreation Ground, which the Inspector had raised concern about in the Annual Playground Check.

FC/100919/11 Other County & District Matters: -

Council noted the following:

ECDC Street Numbering Notice – Site East of Ashbridge Farm, Factory Road

FC/100919/12 Other Reports (in circulating file): -

Council noted the following. Helen McMenamin-Smith informed Council that the Litter Picking Team have arranged another session at Spring Close. Spring Close meeting notes 14th August 2019

District Councillor Lavinia Edwards left at 8.30 pm.

FC/100919/13 Correspondence

1.Letter regarding moles in Priory Meadow

Council noted a letter from a lady regarding the removal of the moles in Priory Meadow.

2.Lightsource BP – Community Benefit Deed for Goosehall Solar Farm

A letter confirming that the Community Benefit Deed for the Goosehall Solar Farm is now in place has been received from Lightsource BP. The Deed requires the company to pay to the Parish Council £20,000 once electricity is being produced by the site. Concern was raised that the deed expires after 12 months from the date of signing and as yet, no construction work has been started. The Clerk was asked to contact Lightsource BP and find out when construction is likely to start and if a further deed can be entered into if this one expires prior to electricity being produced.

3.Deed of Gift by East Anglia Grid Storage One Ltd

A Deed of Gift had also been received from East Anglia Grid Storage One Ltd for an annual payment of £10,000 on the anniversary of the first export of commercial electricity from the battery storage project in Weirs Drove. The payment will continue until such time that the commercial operations cease or the current planning permission expires, which is currently 25 years.

4.Letter of thanks from Magpas Air Ambulance

A letter of thanks had been received from Magpas Air Ambulance following the Council's recent donation.

FC/100919/14 Consideration of the following items

Strategy Day 28th September 2019

The Clerk reminded those present to let her know if they will be attending the Council's Strategy Day on 28th September 2019.

The Clerk asked for the following item to be discussed as an additional item to the agenda. She informed Council that a booking had been made to a resident at the Gardiner Memorial Hall on 23rd September 2019 for a meeting of the Extinction Rebellion Group. Following the group placing an advert on the Burwell Community Facebook Page, an objection to the use of the Gardiner Memorial Hall had been received by another resident who felt that it was incorrect for the Parish Council to allow a meeting by a group who used civil disobedience to

support their cause. Councillors discussed whether the meeting should be allowed to be held in the hall. Those present concluded that an organisation such as a parish council should not hire its properties to groups who use civil disobedience to support their cause. Robin Dyos proposed that the booking should be cancelled by the Council, Don Harrison seconded the motion. A vote was taken, with 8 of the 11 members present in favour of not allowing the booking to go ahead. Three Councillors abstained. Council therefore approved the cancellation of the booking.

The meeting closed at 8.40 pm

Signed

Dated