

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Minutes of the Meeting of Burwell Parish Council held in the Jubilee Reading Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU at 7.30p.m. on Tuesday 12th March 2019.

Present: Liz Swift (Chair), Robin Dyos, Michael Geary, Jane Hall, Don Harrison, Gus Jones, Joan Lonsdale, Helen McMenamin-Smith, Jennifer Moss, Jim Perry, Derek Reader, Gordon Roach, Michael Smith, Michael Swift, Paul Webb, Hazel Williams, and Brenda Wilson.
Also present: District Councillor David Brown.

FC/120319/1 Apologies

An apology for absence had been received from District Councillor Lavinia Edwards

FC/120319/2 Declarations of any interests known to Councillors

The following declarations were made:

Liz Swift – Burwell Carnival

Robin Dyos – Burwell Carnival

Michael Swift – Burwell Carnival

Paul Webb – Burwell Carnival

Jennifer Moss – Planning 133 North Street

Derek Reader – Payments of Accounts

FC/120319/3 Approval of Minutes of the meeting of 26th February 2019

The Minutes of the meeting held on 26th February 2019 were approved and signed as a true and correct record.

Proposed – Gordon Roach, Seconded – Joan Lonsdale

FC/120319/4 Public Forum

No matters were raised during the Public Forum.

FC/120319/5 County and District Reports

Written reports from District Councillors David Brown and Lavinia Edwards were noted.

FC/120319/6.1 Planning Applications

The following planning applications were considered;

19/00229/FUL The Orchard, Weirs Drove

Proposal for fencing and brick screen/timber gates along front of site **No objections**

19/00247/FUL 31 Station Gate

Proposed additional dormer windows and roof lights for loft conversion **No objections**

19/00235/OUT 25 Carter Road

Proposed private detached bungalow with existing access retained

The Council remains concerned about the access and the new position of the property which could possibly allow room for a further dwelling on the site.

19/00188/FUL 4 Spring Close

Replacement wall and addition of electric gates **No objections**

18/01778/FUL 76 Low Road

Demolition of existing outbuildings and construction of new dwelling

Amendment – A reduction in height of the garage and an increase in the access width in response to Highways and Waste consultations

Objection - The amendment does not address concerns raised by the Council.

19/00185/OUT 133 North Street

3 bed dwelling to replace existing garage and cart shed and 4 bed dwelling to Rear of 133.

Objection – Outside of the development line.

FC/120319/6.2 Planning Decisions from District Council

The following decisions were noted:

18/01561/LBC and 18/01560/FUL The Hall Abbey Close

Two storey cross wing with link to existing hall **Approval**

18/01144/FUL 26 High Street

Demolition of outbuildings, erection of two detached dwellings, revised access and associated works **Approval**

FC/120319/6.3 Trees/Environment

Council noted the following notifications of approved (ECDC) tree works at the following properties: -

Adjacent to 30 Hatley Drive T1 Sycamore – reduce crown by up to 30%

Durleston Hythe Lane T1 Willow – Pollard at main fork

2 Wild Acres TPO E/31/99 T1 Lime – Re-pollard to previous pruning points

FC/120319/7 Finance

1. Requests for donations:

The following donation requests were considered:

Burwell Carnival

A letter had been received from Burwell Carnival asking the Council to consider a donation for this year's carnival. In return the Council will get an advert or recognition in the carnival programme. The Carnival Committee also suggested that the Council could have a stand at the event. Some Councillors considered that this would be useful to promote the work of the Council. This will be discussed further at the next Community, Leisure and Sports meeting. Joan Lonsdale proposed, seconded by Derek Reader that a donation of £150.00 should be made to the Carnival.

Following a unanimous vote Council resolved that a donation of £150.00 should be made to this year's Carnival.

Burwell Library Summer Reading Challenge

A request for a donation had been received from Cambridgeshire Libraries to support the Burwell Library Summer Reading Challenge. Paul Webb proposed, seconded by Don Harrison that a donation of £200.00 should be made.

Following a unanimous vote Council resolved that a donation of £200.00 should be made to support this year's Summer Reading Challenge.

Citizens Advice Rural Cambs

Citizens Advice for Rural Cambs had written in requesting a donation of £500 to support the work that it carries out in the area. Over the past 9 months 100 new clients in the Ward of Burwell have been helped with over 560 problems. Council felt that it could not support the full request for £500.00 but agreed to donate £100.00.

Proposed – Hazel Williams, seconded Jennifer Moss

Council resolved to donate £100.00 to Citizens Advice Rural Cambs.

Consideration of payment to the following:

Following an explanation from the Clerk that the payment to Burwell Office Cleaning was higher this month due to an overhead clean being carried out at the Gardiner Memorial Hall, the following amounts were approved for payment:

Proposed – Don Harrison, seconded Gordon Roach

George Rowland	Mileage		£41.40
Debbie Cawley	Mileage		£24.75
Martyn Wright	Mileage		£48.60
Burwell Office Cleaning	January		£1,282.45
Latta Hire Limited	Temporary Toilet		£138.00
Burwell Window Cleaning	Various Properties		£63.00
Clunch	Hall Advert		£125.00
Mr Groundsman	Grass Cutting Recreation		£1,066.33
Voluntary Network	Dial a Ride Trips to Ely Jan	£50.00	£75.00
	Dial a Ride Trips to Ely Feb	£25.00	

Sharp Business Systems	Photocopier Contract	£41.24
CRC Pest Control	Moles Recreation Ground	£90.00
Jaggard Projects	Rec. cable upgrade and chamber	£2,422.80
Meads Construction	Removal of clunch Cemetery	£240.00
Meads Construction	Repairs Cemetery Driveway	£1,476.00
Alan Lamb	Tennis Courts etc Month 5 of 8	£1,200.00
ESPO	Cleaning & Stationery Supplies	£153.99
S R Landscapes	Tree Work Jubilee Green	£390.00
Hallmaster	Hall Bookings Software	£484.00
Lloyds Bank	Various Items	£191.79
Grays Surfacing (retrospective)	MH Car Park	£6,435.00
	Salaries, NI, Tax and Superannuation including Clerks overtime (Assistant Clerk Cover) of 27 hours 48 mins and Key Holder holiday cover of 3 days.	£6,271.61
Return of Deposits		
G Miller	GMH	£50.00
Michelle Milliard	MH	£50.00
Burwell Scouting Association	MH	£50.00
Cambridgeshire Scouts	MH	£50.00
Total		<u>£22,460.96</u>

FC/120319/8 Action Points Update

Paul Webb reported that he should be able to submit the application to ECDC for the £7,707.90 Section 106 funding for the Sports Pavilion by the end of the week.

The next update meeting for the Cycleway between Burwell and Exning with Suffolk County Council is on 21st March 2019. It is hoped that David Gelling from This Land will have had the opportunity to speak with Suffolk County Council Highways before this meeting. The Clerk to raise concerns about the hedge on either side of the bridge with Highways.

Michael Swift reported that Phase 3 and 4 at the Recreation Ground is going well. The trim track should be completed by the end of the month. Planning Consent is still outstanding for the tennis court lighting, but it is hoped that this should be granted in the next couple of days. Further clarification is required from David Gelling, This Land on several issues in relation to the Newmarket Road development.

A Pauline's Swamp Working Day has been arranged for 16th March 2019 starting at 10 am. The Clerk has asked ECDC if the Council could have a set of keys for the toilet building, so that a start could be made on obtaining quotations for the work that needs to be carried out. The Clerk reported that she had received an email today from Jacob Hobbs at Highways regarding the Ness Road pedestrian crossing. The contractors are due to go back and attend to several faults. This can not be done until such time as the work to install the upgraded power cable has been completed by UKPN. It is hoped that the crossing will be operational in about a month. The Clerk was asked to write a further letter to Highways and the Chief Executive of Cambridgeshire County Council highlighting our dissatisfaction on the way the work has been carried out by the contractor.

Approval should be received from Highways at the end of March for the MVAS locations.

FC/120319/9 Group Reports

Consideration of notes and recommendations from the Safety Group Meeting held on 19th February 2019

Recommendations

1. The Safety Group recommends to Full Council that the local MP, Councillors, the Highways Department and senior officers at both the County Council and District Council are lobbied to allocate any contribution made by the developers of the proposed developments off Ness Road and to the rear of Toyse Lane to highway infrastructure in Burwell.

Council resolved that should the Planning Inspector allow the proposed developments off Ness Road and to the rear of Toyse Lane to go ahead, that the Council will lobby both the County Council and District Council for any contribution made by the developers for highway improvements to be allocated to highway improvements in Burwell.

Proposed – Robin Dyos, seconded – Paul Webb

2.The Safety Group recommends to Council that a Salt/Grit bin is provided for Chandlers Court/Hatley Drive residents.

Council does not consider that Chandlers Court/Hatley Drive should have a salt/grit bin provided as it does not meet previous Council requirements for the provision of a bin.

Consideration of the notes and recommendations from the Assets and Environment Meeting held on 26th February 2019

1.The Group recommends to Council that the quotation from John Taw in the sum of £1360.00 plus VAT to replace the Jubilee Reading Room Door is accepted.

Council resolved that the quotation is accepted from John Taw in the sum of £1360.00 plus VAT to replace the Jubilee Reading Room Door.

Proposed – Hazel Williams, seconded – Gus Jones

2.Consideration of the notes from the Gardiner Memorial Hall Refurbishment meeting with Dan Jones on 7.2.19

Council noted the report from the meeting. The Clerk reported that Dan Jones had visited the Gardiner Memorial Hall again to take further measurements and had taken the opportunity to look at the facilities provided at Mandeville Hall. He had also met with the key holder and had experienced how the Gardiner Memorial Hall is used by one of the groups that hire the venue.

FC/120319/10 Parish Reports:-

1.Weekly Play Area Inspection Reports and Property Reports

The Clerk reported that a light fitting had been replaced by Cartwright Brothers in the Gardiner Memorial Hall.

Derek Reader asked that the Handyman places a stake next to the recently planted shrubs in the Cemetery to prevent it being runover by vehicles.

FC/120319/11 Other County & District Matters:-

The following items were noted by Council:

1.Consideration of notes of meeting with ECDC Officers 11.2.19

2.ECDC Street Numbering 88, 88a,88b,88cHigh Street

3.ECDC Local Plan

4.CCC Local Validation List Consultation 2019

5.Letter from Lucy Frazer QC MP regarding the Newmarket Road Development

FC/120319/12 Other Reports (in circulating file):-

The following report was noted:

1.Recreation & Sports Working Group Meeting 10.1.19

FC/120319/13 Correspondence –

1.Letter from VCAEC Surgery Morning Free Advice Session for Charities/Volunteer Groups

An email had been received from Voluntary Community Action East Cambs offering to run an advice session for local voluntary, charity organisations and groups during Small Charity Week commencing 17th June 2019. The offer to be discussed further by the Community, Leisure and Sports Group.

FC/120319/14 Consideration of the following items -

1.Elections

Council agreed to hold a session on Tuesday 19th March 2019 between 7.15 pm and 7.45 pm for candidates to check and complete their election forms.

2.Carols Around the Christmas Tree – Friday 20th December 2019

Newmarket Town Band has confirmed that they will be able to attend the Carols around the Christmas Tree on Friday 20th December 2019.

The meeting closed at 8.24 pm.

Signed:

Dated: