

**BURWELL PARISH COUNCIL**  
**The Jubilee Reading Room**  
**99, The Causeway, Burwell Cambridge. CB25 0DU**  
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Chairman: Mrs J Lonsdale

Clerk: Mrs Y Rix

Minutes of the meeting of Burwell Parish Council held in The Jubilee Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU at 7.30p.m. on Tuesday 13<sup>th</sup> September 2016

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**Present:-** Joan Lonsdale (Chair), Jane Hall, Gus Jones, Jenny Moss, Joe Parker, Jim Perry, Derek Reader, Gordon Roach, Michael Smith, Tim Wallis, Paul Webb, Hazel Williams and Brenda Wilson.

**01.09.16 Apologies:-** Apologies for absence had been received from Robin Dyos, Liz Swift and Mike Swift

**02.09.16 Declarations of any interest known to Councillors:-** The following declarations were made:  
Derek Reader – Finance C R Contracting and S R Landscapes

**03.09.16 Approval of Minutes:-** The minutes of the meeting held on 30<sup>th</sup> August were approved and signed.  
Proposed – Hazel Williams, Seconded – Brenda Wilson

**04.09.16 Public Forum:-** No matters were raised during the Public Forum.

**05.09.16 Planning** The following planning applications were considered:  
**16/00777/FUL Acacia House, 29a High Street**  
Erection of electric gate and wall at front driveway  
Amendment – Relocating the gate on highways safety grounds  
**No Objection**

**06.09.16 Planning Decisions:** The following planning decisions had been received from the District Council:  
**16/00652/FUL Land South of 76 Low Road**  
Construction of 3 no. five bedroom and 2 no. four bedroom two storey detached dwellings  
**APPROVED**

**16/00697/OUT St Genevieve, 2C Hythe Lane**  
Construction of a new single storey detached dwelling  
**APPROVED**

**16/00878/FUL The Orchard, 1B Mandeville**  
Removal of a single-storey garage and replacement of a two storey garage, entrance lobby and home office  
**REFUSAL**

**07.09.16  
Action  
Points  
Update:-**

The Assistant Clerk was asked to contact Jacob Hobbs at Cambridgeshire Council to ascertain an expected start date for work on The Causeway. Brenda Wilson reported that a meeting was scheduled to take place with Exning Parish Council on 20<sup>th</sup> September regarding the proposed cycle path from Burwell to Exning. It had been noted that the house (Halfway House) on the left just over the bridge was for sale, the Assistant Clerk was asked to write to the Estate Agents asking if the vendors would be in a position to help us regarding the cycle path. The Assistant Clerk was asked to write to Morris Armitage the selling agent of 3 Newnham Lane advising them that Cambridgeshire County Council have agreed to erect a bollard adjacent to the property but that the ongoing maintenance will be the responsibility of the homeowner. Concern was expressed regarding the arisings left at Pauline's Swamp following the hay cut. The Council was informed that arisings were in two separate piles and would break down naturally and in the meantime be an asset to wildlife. Tim Wallis mentioned that the roof of the barn at Pauline's Swamp was in need of repainting, Joan Lonsdale stated that this is already scheduled to take place. Joan Lonsdale reminded the Council about the role of the Pauline's Swamp Trustees and stated that Clerk / Assistant Clerk need to be informed of any meetings scheduled to take place and reports from the meetings should also be sent to the office.

**08.09.16  
Parish Reports  
Property –**

**Weekly Play Area Inspection Reports**

The Assistant Clerk reported that the Handyman had cleared broken glass and dog mess from the play area at Westhorpe. The instruction signs for the gym equipment at the Recreation Ground had been removed and left on the doorstep of the Jubilee Reading Room, these will be replaced.

Jim Perry arrived 7.50pm

The Assistant Clerk was asked to contact East Cambridgeshire District Council to find out details / costings of stickers to go onto rubbish bins stating that bagged dog mess can be put into general rubbish bins. The Assistant Clerk was also asked to find out details of 'No Dog Fouling' signs that can be attached to lamp posts. A reminder regarding dog fouling would again be included in the next newsletter and the Council's report in Clunch.

**Trees/Environment**

Council noted the following notification of approved tree works from ECDC:

**Burwell House, Silver Street**

T3 Lime - Crown raise low branches encroaching the corner of the building allowing 2m clearance.

T13 Lime - Fell to ground level

T87 Beech - Reduce lowest branch of Beech by approx. 1m

**7 Montford Close**

T1 Ash – crown reduce over adjacent gardens by 3-4m on West and South West sides, balance crown

**104 North Street**

T1 Sycamore in adjacent garden (102 North Street) – remove overhang back to fence line

T2 Acacia – cut back overhang to previous pruning points

T3 Silver Birch – crown reduce to below overhead cables. Shorten sides so as to leave a narrower more upright tree

T4 Laurel Hedge – crown reduce by approx. 300mm and then re-cut sides and end

T5 Side of house – cut back hedging to fence line

**Burwell House, 46 North Street**

T1 Lime: Pollard to approx. 8 metres

**7 Hatley Drive**

T1 Cherry – Fell

T2 Robinia – Fell

#### **41A North Street**

T1 – Sycamore prune to remove lower branches and reduce upper branches by 15-20% due to shading of rear garden/house adjacent

#### **1 Hatley Drive**

T1 & T2 Cypress trees – Fell

T3 Yew – Fell

T4 Prunus (in adjacent garden) Cut back overhanging branches to within 1.5 m of boundary fence

T5 Trunus – Reduce height by 1 m. Reduce spread by 2 m and shape round

**09.09.16**  
**County & District Matters:**

None

**10.09.16**  
**Other Reports and General Information:**

There were no other reports.

**11.09.16**  
**Finance**

Council considered the following:

1. Consideration of payment to the following:

Payments to the following as detailed on the attached payment summary were approved.

Proposed – Gordon Roach    Seconded – Gus Jones

S Rowland

D Cawley

Play IT

K Fergusons

Ridgeons

C R Contracting

Latta Hire

Meads Construction

Burwell Window Cleaning

S R Landscapes

C W Lawnmowers

Burwell Office Cleaning

Soham Pest Control

BT

Eon

ECDC

Salaries

Return of Deposits

A late invoice for Mr Groundsman was included.

**12.09.16**  
**Correspondence**

1. Parking in Pound Close

An email had been received from a resident of Pound Close regarding parking issues in which she believes this is being caused by staff and customers of Red House Nursery, Barclays Bank and the Post Office. The matter was discussed by Council, although it would appear that no traffic offences, Council agreed to contact these organisations to ask that they remind their staff of the need for considerate parking. The Assistant Clerk will response to the resident accordingly.

## 2. Traffic Safety – High Street

Emails had been received from residents of Mill Close expressing concern regarding the junction of Mill Lane and the High Street. The Assistant Clerk was asked to respond to the residents stating that we have been informed by the Highways Department that they would not agree to mirrors being used on public highways because there is insufficient evidence to suggest that they prevent accidents. The Speed Watch Group has been active in this area.

## 3. Burwell Library – Letter of thanks

A letter of thanks had been received from Cambridgeshire County Council, Children's Services Manager for the donation towards this year's Summer Reading Challenge. Joan Lonsdale reported that she had attended the Reading Challenge Presentation Ceremony where she had presented medals and certificates to the children who had taken part.

**13.09.16**

## 1. Priority Areas for Special Constable

An email had been received from the new Special Constable asking for the Council's view on areas of priority within the village. Areas suggested were the Recreation Ground, the Mandeville Hall car park, the area outside the Post Office, the area of North Street in the vicinity of the Co-op and Pound Close following the recent correspondence from a resident concerning parking. The Council felt that it was important that the Special Constable was seen to have a presence in all areas of the village and to keep in touch with Council Office for updates.

Jim Perry expressed concern about the former Crown public house, which he felt was becoming an eyesore. Enquiries will be made as to the possibility that the site will be improved in the near future.

Paul Webb updated the Council on the Ness Road Traffic Survey. The online survey site, MonkeySurvey.co.uk allowed for up to 100 free responses and after that the cost would be up to £27. As in excess of 100 were expected it was agreed by the Council that we should pay for the additional replies. Joan Lonsdale stated that all paper copies of the survey responses should be kept in the office and any necessary work required should be carried out in the office.

There being no other business the meeting was closed at 8.24 pm

Signed this the \_\_\_\_\_ day of September 2016 \_\_\_\_\_ Chairman