

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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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 14th June 2016

Present:- Joan Lonsdale (Chair), Robin Dyos, Jane Hall, Don Harrison, Gus Jones, Joe Parker, Jim Perry, Derek Reader, Gordon Roach, Michael Smith, Mike Swift, Tim Wallis, Paul Webb, Hazel Williams and Brenda Wilson

01.06.16 Apologies:- Apologies for absence had been received from Liz Swift

02.06.16 Declarations of any interest known to Councillors:- The following declarations were made:
Gus Jones – Any matters relating to Burwell Sports Federation

03.06.16 Approval of Minutes:- The minutes of the meeting held on 31st May 2016 were approved and signed as a true and correct record.
Proposed – Robin Dyos, Seconded – Jim Perry

04.06.16 Public Forum:- No matters were raised during the Public Forum.

05.06.16 Planning The following planning applications were considered:

16/00641/RMM Former D S Smith Site Land South of Reach Road
Reserved matters for Submission of details of Appearance, Landscaping, Layout and Scale of previously permitted new business units under Condition 2 of Outline Planning Permission 14/0046/OUM.
No Objections

16/00554/FUL Mr and Mrs Taylor Lark Hall Farm, Ness Road
Demolish existing dwelling and construct 4 bedroom 2 storey dwelling
No Objections

16/00495/FUL Miss D Heller 66 Toyse Lane
Single storey side extension. Two storey front extension and conservatory to the rear
Amendment – Involves amended layout and ecology report
No Comments, incorrect plans received

16/00617/FUL Mr and Mrs Gyton – 21 Silver Street
Demolition of existing side extension and garage and construction of new rear 2 storey extension. Construction of new 4 bed dwelling to side
Object – We support the neighbours comments concerning loss of trees, loss of privacy, overlooking and visual amenity

16/00630/FUL Mr and Mrs P Lloyd-Ruck – 68 North Street
Rebuild and extend single storey rear projection
No Objections

16/00652/FUL Mr J Fuller - Land South of 76 Low Road

Construction of 3 no. five bedroom and 2 no. four bedroom two storey detached dwellings

Objection – As with the previous application for development on this site Burwell Parish Council continues to object. The site is located outside of the development envelope and whilst accepting that there is a need for ECDC to consider all applications to meet the 5 year supply, this application if approved, could set a precedent for other landowners within the village.

- **The proposed site currently forms a soft edge to the village, overlooking the fens, which the Parish is keen to preserve. The Council considers that should this application be allowed, it will be detrimental to the existing street scene including the soft edge to the village.**
- **Local knowledge identifies this site for being wet and subsequently the Council has concerns due to the close location to fenland, that there could potentially be a risk of flooding. The Council therefore asks that a relevant flood risk assessment is carried out.**
- **Despite the general openness of Low Road, in order to access the main route through the village, residents from Low Road either have to travel via Hythe Lane or Parsonage Lane. Low Road approaching Hythe Lane narrows considerably, often with parked cars restricting the road to single file traffic. A number of narrow lanes also join Low Road at this point. Additional traffic from new dwellings will increase safety issues in this area. The alternative is for residents to use the junction of Parsonage Lane with the High Street, which too has a number of issues, particularly with the proposed new development on Newmarket Road likely to see a major increase in the amount of traffic using the junction.**
- **The Council asks that full archaeological surveys are carried out on the proposed site should ECDC be minded to approve the application.**

1600145/FUL Mr & Mrs P Brown – 48 North Street

Erection of a 2 storey, 2 bedroom house in the curtilage of a listed building
Amendment – Involves Biodiversity Survey dated May 2016

No Objections – however, we have concerns about the traffic movements leaving and entering the site.

**06.06.16
Planning
Decisions:**

The following planning decisions had been received from the District Council:

16/00307/FUL Coquet House, Heath Road

6.7 metre long section of closeboard fencing between the existing fence and the boundary fence (retrospective)

Refusal

15/00743/FUL Flynet King William House 6 The Causeway

Non material amendment to previously approved demolition of flat-roofed entrance
Lonny. Erection of new staff room and change of use of office to retail shop (A1)

Approval

16/00441/FUL Maris Place, 6 Parsonage Lane

Single storey rear extension

Approval

16/00495/FUL 66 Toyse Lane

Single storey side extension. Two storey front extension and conservatory to the rear
Approval

16/00465/FUL 99 Ness Road

Proposed single storey side extension
Approval

**07.06.16
Action
Points
Update:-**

Joan Lonsdale informed the Council that we had received notification that funding had now become available under 2016/2017 LHI scheme for improvement work on The Causeway. A meeting had recently taken place between Joan Lonsdale, Brenda Wilson, the Assistant Clerk and Jacob Hobbs from Cambridgeshire County Council. Jacob Hobbs would now start the process to commence the work and keep the Council updated.

Gus Jones raised the issue of the Gardiner Memorial Hall entrance and exit and asked for quotes to be obtained to dig out the wall by the exit. Councillors raised concerns that if the wall was dug out the foundations of the neighbouring property would be affected further consideration will be given to this matter along with future improvements.

**08.06.16
Parish Reports
Property –**

Weekly Play Area Inspection Reports

The Assistant Clerk reported that there was nothing to report concerning the weekly play area inspections.

Recreation Ground

Joan Lonsdale reported that she and the Assistant Clerk had recently visited the Recreation Ground. The Assistant Clerk reported that the Footballs teams had been asked to remove the goals posts when the football season ended. The goal posts had previously been removed at this time of year time and stored in the metal container at the Recreation Ground although this had not happened for a number of years. The Assistant Clerk reported that the Handyman was due to trim the grass mounds located either side of the skate park.

Following the recent vandalism at the Recreation Ground the insurance company has been notified and we are currently awaiting quotes for the repairs. Several other ideas for additional security measures were discussed including additional bollards and CCTV cameras and a decision was taken to explore all possibilities. The Assistant Clerk was asked to contact the Crime Prevention Officer to discuss possible suggestions for crime prevention measures.

A written report had been received from the Buildings & Rec Working Group (copy attached). Council agreed to obtain quotes for the initiation of plans and architects fees for improvements at the Gardiner Memorial Hall.

Trees/Environment

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

8 Bloomsfield TPO E/12/69

T1,T2,T3,T8,T9,T14,T15 – Sycamore, minor trees growing adjacent larger trees to be felled as thinning operation,

T4,T5,T6,T7,T10,T12,T16 – Sycamore, crown reduction of main trees by 30%

The intention of these works is to tidy the tree group by thinning of smaller stems/trees and maintain the main stems/trees at suitable height considering future potential growth

1 Hatley Drive

T1, T2 & T3 Cypress trees x 3: Fell

105a The Causeway TPO E/04/15

T1 Sycamore - Reduce by up to 3 metres and shape accordingly, giving a 1 metre clearance from buildings and telephone wires where possible

Notification of Tree Preservation Order TPO E/04/16 – 65 North Street

**09.06.16
County &
District
Matters:**

1. ECDC – Notification of Street Numbering for Beech House 4 Isaacson Road
Notification had been received from ECDC informing us of the new numbering for Beech House, 4 Isaacson Road.

**10.06.16
Other
Reports:**

None

**11.06.16
Finance**

Council considered the following:

1. Consideration of request from Weight Watchers for a reduction in hire fees

Council agreed that no reduction in hire fees would be given at this time.

2. Unity Trust – Proposed Bank Charges

A letter had been received from Unity Trust Bank informing Council that from 4th June 2016 new account tariffs would be applied to our Current Account of £6 per month plus 15p per transaction.

3. Consideration of payment for the additional hours worked by the Assistant Clerk
Joan Lonsdale explained to the Council that due to the Clerk's current absence, due to illness, the Assistant Clerk had worked considerably more hours than she was contracted to do. The Council was unanimous in their decision that the Assistant Clerk should be paid for the additional hours she was currently working providing cover.

4. Consideration of payment to the following:

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

Proposed – Hazel Williams Seconded – Paul Webb

S Rowland

D Cawley

Burwell Office Cleaning

Burwell Print

J A Neale

GKD Groundworks Ltd

Mead Construction

K Fergusons

Zurich

Siemens

ESPO

PRS for Music

Burwell Allotment Society *

C W Kirk Lawnmowers

Ridgeons

Anglian Water

ECDC

BT

Eon

Sherriff Amenity

Hanson Aggregates

Burwell Allotment & Garden Society *

Salaries, Wages etc.

Return of Deposits for Gardiner Memorial and Mandeville Halls

- * Item duplicated, listed in error.

12.06.16

Correspondence

1. Letter of thanks from Burwell Visiting

A letter had been received from Burwell Visiting thanking Council for our recent donation which they stated would be used to cover the cost of their public liability insurance.

2. Email from resident of Park Road concerning overhanging trees from Jubilee Green

An email had been received from the residents of a property in Park Road concerning trees from Jubilee Green which overhang their property. The Assistant Clerk was asked to reply to the residents informing them that the trees would be inspected and then if necessary placed on the list of trees needing work. Tree work would not be carried out until the Autumn at the earliest due to the nesting season.

13.06.16

Consideration of the following:

1. Request from Parish Councillor Jones to consider any response required to the recent traffic assessment report for the proposed Newmarket Road development

Gus Jones raised concerns that he felt the recently received Traffic Assessment Report commissioned by Cambridgeshire County Council was not adequate for the anticipated increase in traffic in the village due to the development on Newmarket Road and increased housing developments in neighbouring villages. Cllr Jones repeated his concerns regarding the Newmarket Road bridge and pedestrians crossing Ness Road, he suggested that a one way road from the proposed Newmarket Road development to run through Felsham Chase onto Ness Road may ease congestion at the junction of Newmarket Road and The Causeway. These issues were highlighted at the time of the initial planning application. The Safety Working Group will continue to work with Highways to ensure a safe route across the bridge at Newmarket Road and a pedestrian crossing on Ness Road. The Assistant Clerk was asked to write to East Cambridgeshire District Council raising our concerns.

There being no other business the meeting was closed at 8.57 pm

Signed this the _____ day of June 2016 _____
Chairman