

**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 26<sup>th</sup> January 2016

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**Present:-** Joan Lonsdale (Chair), Robin Dyos, Jane Hall, Gus Jones, Jim Perry, Derek Reader, Gordon Roach, Michael Smith, Liz Swift, Mike Swift, Paul Webb, Hazel Williams and Brenda Wilson  
County and District Councillor David Brown and District Councillor Lavinia Edwards  
Ulrike Maccariello – Hastoe Housing

**14.01.16 Apologies:-** Apologies for absence had been received from Sylvia Greenaway, Joe Parker and Tim Wallis

**15.01.16 Declarations of any interest known to Councillors:-** The following declarations were made:  
Michael Smith – Planning 12 Buntings Path  
Derek Reader – Cemetery and Finance (Quotations for Tree Work at Kingfisher Drive Amenity Area)

**16.01.16 Approval of Minutes:-** The minutes of the meeting held on 12<sup>th</sup> January 2016 were approved and signed as a true and correct record.  
Proposed – Brenda Wilson, Seconded – Paul Webb

**17.01.16 Public Forum:-** No matters were raised during the Public Forum

**Presentation from Ulrike Maccariello, Hastoe Housing regarding the proposed new development of affordable housing on land to the rear of Barkways**

Ulrike Maccariello explained that Hastoe Housing already has a presence in the village with the Barkways/Cornfields site. Previously with exception sites, a housing association could build 100% of affordable housing, but now with less government funding available, housing associations now have to find a way to fill the shortfall between funding available and build costs. The way that the Hastoe Housing intends to fund the new properties is to build some of the 14 properties for the open market. The actual split between affordable and market housing on the site is not known at this stage. She continued that Hastoe Housing would like to hold an Open Meeting in the village shortly to ascertain need for the affordable housing. Ideally Hastoe Housing would like to restrict sale of the open market properties to local people but cannot do so due to legislation. Future proposals to change the right to buy policy for housing associations, if not passed as primary legislation, could allow housing associations to opt to make rural housing exempt from the scheme. This would prevent residents of rural housing from buying the property they reside in, however the housing association would have an obligation to offer another property for them to purchase on the same terms.

The process for the development of the site will be the assessing of need and drawing up of plans. Once this has been done Hastoe will come back and consult with the Parish Council prior to a planning application being submitted.

**18.01.16 Planning** The following planning application was considered:  
**15/01572/FUL Mr. and Mrs T Criddle – 12 Buntings Path**  
Two storey extension to the rear of the existing house and a small single storey extension to the side of the house.  
**No Objections**

- 19.01.16 Planning Decisions:** The following planning decisions had been received from the District Council:  
**15/01529/CLP 47 Burghley Rise**  
Proposed construction of single storey rear extension  
**APPROVED**
- 20.01.16 Action Points Update:-** All Councillors were provided with information regarding the placing of a covenant on the Recreation Ground or dedicating as a Field in Trust. Due to the amount of information Council agreed to defer discussions regarding the options until the next meeting.  
Burwell/Exning Bridge  
Brenda Wilson informed Council that a meeting had just taken place between representatives of the Parish, District and County Councils of both villages. Exning too, is very keen to provide a cycle way/footpath between the two villages. It was agreed that initially ownership of land on both sides of the road should be established, with possible contact being made to the owners. Corresponding Officers at both County Councils need to be asked to discuss the provision with each other. We need to look at ways to fund the cycle way/footpath, possibly through Sustrans. David Brown has asked for the cycle way/footpath to be included in the draft Medium Term Transport Plan for East Cambs which is due out for consultation at the end of February. Members of Exning Parish Council explained that the medical facility in Burwell being only one mile away had been stated as part of the sustainability of the new development in Burwell Road, Exning even though residents would be unable to get there safely by foot or cycle. This should be a positive argument for having the cycle way/footpath.
- 21.01.16 County & District Councilors Reports:** The attached District Councillor reports had been circulated to Councillors and was noted by Council.  
District Councillor Edwards informed Council that it was likely that the planning application for Newmarket Road would not be considered by the Planning Committee until March. No further information is available on the provision of the Archaeological work. Mike Swift said that very little information has been passed through to the Parish Council about the Archaeological work. District Councillor Edwards agreed to see if she could find out any further information from the Planning Department. Jim Perry reported that he had been assured by the County Council that further work was to be carried out as the area had been deemed to be the biggest Bronze Age development ever to be found.  
Hazel Williams commented that she was pleased the County Council had agreed to underwrite the deficit for Netherhall School allowing sponsorship of the school by the Bottisham Multi Academy Trust.  
County and District Councillor David Brown informed Council that no date has yet been agreed for the Police to use Burwell Library as a point of contact for residents.
- 22.01.16 County & District Matters:** Public Conveniences in the Parish  
A meeting had been held with the District Councillors to discuss the situation regarding the Public Toilets. The attached notes of the meeting had been circulated to Councillors and were noted. A meeting with Emma Grima (ECDC) and District Councillor Hunt, Chairman of the Assets Development Meeting is due to take place on Wednesday 27<sup>th</sup> January. It was noted that only the ground footprint and building are owned by ECDC, so if the toilets were closed, there would be no right of access across parish council owned land to the toilet block. Council voted unanimously that the toilet facility should not be lost.  
ECDC Notification of Street Numbering for new dwelling, North Street  
Council noted details received from ECDC regarding the numbering of Shenstone Cottage, 48B North Street.  
ECDC Parish Conference on the Local Plan  
ECDC is holding a Parish Conference on the new draft Local Plan on the 18<sup>th</sup> February 2016. There will be two sessions. Numbers are limited. Anyone wishing to attend should let the Clerk know.

#### ECDC Dog Fouling warning stickers

An email had been received from ECDC informing parishes that they could purchase packs of ten 'No Dog Fouling' stickers for £10.00. Council agreed not to take up the offer.

County and District Councillor David Brown and District Councillor Lavinia Edwards left the meeting at 8.19 pm.

#### **23.01.16**

##### **Other**

##### **Reports:**

Council noted the following reports:

None

#### **24.01.16**

##### **Finance**

Council considered the following:

##### Consideration of Quarterly Finance Report

Council noted the attached Quarterly Finance Report which had previously been circulated to the members of the Council. The Clerk informed Council that the defibrillator had been received, but not the cabinet and that she was in the process of getting a quotation for the unit to be installed electrically.

##### Consideration of quotations to carry out tree work at Kingfisher Drive Amenity Area

Four quotations had been received to carry out the work required to trees situated on the Kingfisher Drive Amenity Area. Council agreed to accept the cheapest quotation for £625.00 from Tom Jones upon receipt of a copy of his public liability certificate and training certificates. Should these not be obtainable the work to be awarded to SP Landscapes, the next cheapest contractor.

##### Cleaning Contractor – Notification of increase in charges

Council noted a letter from Burwell Cleaning notifying a 5% increase on their current contract prices. The increased amounts will be in place for two years.

##### Consideration of quotations for the provision of a portaloos at the Recreation Ground

Information and quotations for temporary toilet facilities at the Recreation Ground for the use of spectators during football matches was circulated. There is no allowance in the budget for the provision until April 1<sup>st</sup> 2016. Derek Reader suggested that the outdoor access to the toilets in the pavilion could be reinstated giving a solution to the problem. Council agreed that this option should be investigated further.

##### Update on the grass cutting at Margaret Field

Joan Lonsdale informed Council that a letter offering a £1000 contribution for grass cutting for 12 months had been sent to the Cricket Club. A meeting had then taken place with the Chairman of the Cricket Club and members of the Council. At this meeting the Chairman of the Cricket Club had explained that the Cricket Club is willing to take on the responsibility for cutting Margaret Field. They had received a quotation from their contractor of £1390 to cut the grass for the duration of the Cricket Season or £1990 for the entire year. The Cricket Club considers that if they accept the terms of the offer at present and cut the grass for the full year, they will be contributing £600 of their own funds for a period when they are not using the facility. The Tigers Football Club has paid over the winter £40 per cut. Following discussion it had been agreed that for the remaining of this seasons, the Tigers should continue as they have been doing. The contract period with the Cricket Club should be amended to 1<sup>st</sup> April 2016 until 30<sup>th</sup> September 2016. The payment to remain £1000. This will equate to the Cricket Club (adults) making a similar contribution for using Margaret Field as the Swifts Football Club (adults) makes for using the Recreation Ground. A decision regarding the grass cutting of Margaret Field after the end of September until April 2017 to be discussed once a contractor has been appointed for cutting the Recreation Ground.

#### **25.01.16**

##### **Correspondence**

##### Email and Report from the Connections Bus Project

Council noted an email from the Connections Bus Project regarding sessions after the end of March in line with the Parish Council agreeing to make a donation of £1000.00 for the sessions to be held. Council agreed that this should be discussed again at one of the March meetings. Council also noted the latest report from the project. Hazel Williams was disappointed with the numbers attending.

##### Email from resident regarding use of drone

An email had been received from a resident who had been asked to take photos of

the Tigers Football Team on Margaret Field for permission to use a drone camera. On this occasion Council approved the use on its property, but agreed that any further request on Council property would need to be considered individually.

Letter from resident regarding parking in Pound Close/Parsonage Lane

A letter had been received from a resident regarding parking in Pound Close and Parsonage Lane, asking for a two hour restriction to be applied to prevent day long parking by workers employed nearby. Council agreed that restricting parking to two hours would cause further issues for residents of Pound Close and their visitors. The Council did agree that a letter should be sent to businesses in the locality asking them to remind their employees to park considerately.

Letters regarding the Cemetery

Two further letters had been received regarding the Cemetery and the implementation of the new regulations. The Clerk was asked to write back and explain that the new regulations are now in place and that they will be implemented over the forthcoming months where ever possible. She was also asked to advise that the Parish Council would not be entering into any further correspondence with the individual concerned.

Derek Reader left the meeting prior to the following item.

**26.01.16**

**To consider the following:**

Request from resident to install keepsake box on the Ashes Plot/Remembrance Wall at Burwell Cemetery

Council discussed a request to install a keepsake box on the Ashes Plot/Remembrance Wall at the Cemetery. Council agreed that the request should not be allowed.

There being no further business the meeting closed at 9.10 pm.

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