

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Chairman: Mrs E Swift

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 27th June 2017.

Present:- Liz Swift (Chair), Robin Dyos, Jane Hall, Don Harrison, Gus Jones, Joan Lonsdale, Jenny Moss, Joe Parker, Jim Perry, Gordon Roach, Mick Smith, Michael Swift, Paul Webb and Hazel Williams, Brenda Wilson.

Also present 5 candidates for the Councillor vacancy and one member of the public.

13.06.17 Apologies:- Apologies for absence had been received from Derek Reader, District Councillors Michael Allen, Lavinia Edwards and David Brown.

14.06.17 Declarations of any interest known to Councillors:- The following declarations were made:
None

15.06.17 Approval of Minutes:- The minutes of the meeting held on 13th June 2017 were approved and signed.
Proposed – Gordon Roach Seconded – Joan Lonsdale
Brenda Wilson informed Council that the Blacksmith at the Museum was unable to help with the village sign due to his existing workload.
Clarification was given that the Section 106 Funding for Community Infrastructure did not include the sum of £1,000 allocated for Cycleways.

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

17.06.17 Planning: Notification had been received from ECDC that the planning application 17/00475/FUL Land Adjacent to 1 Brick Works Cottages, Factory Road is due to be determined by the Planning Committee on 5th July 2017.

The following planning applications were considered

17/00751/FUL Mr. Simon Lane and Ms. Leanne Buckingham – 13 The Paddocks
Two storey side extension
Amendment involving setting the proposed extension level with existing dwelling.
No objection

Hazel Williams arrived at 7.35 pm

17/00905/FUL Mr. Neil Fenn – 1 Toyse Lane
Erection of a single garage
No objection

17/00939/OUT Mr. Fuller – 1 Grantchester Rise

Proposed demolition of existing garage & erection of 1 no detached bungalow

Objection

Council considers that the proposal is over development of the site, restricts visibility and will create parking issues. Council supports neighbour's objection.

16/01789/FUL Mr. S Calder – Burwell Brickworks Pit, Factory Road

Retrospective permission for the temporary siting of a managers static caravan/mobile home for a period of 3 years.

Retrospective planning permission for various buildings and works, to include the installation of 40 fishing pegs.

Amendment involves additional information received includes supporting information in relation to parking and peg numbers.

No objection but Council noted that the application is for a period of three years only.

**18.06.17
Planning
Decisions:**

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

16/01094/FUL 44 Newmarket Road

Replacement of workshop 2 with a smaller metal container, to be used for the ancillary storage and sale of lawnmowers and associated goods in connection with the existing garden repairs business at 44 Newmarket Road

APPROVED

17/00401/FUL 79 Low Road

Single storey front, side and rear extensions

APPROVED

17/00653/FUL 76a Silver Street

Proposed loft conversion and internal alterations

APPROVED

17/00760/FUL Cherry Orchard 1 Dyson Drove

Proposed first floor extension to detached house forming master bedroom

APPROVED

17/00273/OUM Land off Ness Road

Outline planning application for residential development with all matters reserved apart from means of access

REFUSED

17/00781/FUL Land adjacent to 63 High Street

Proposed new dwelling

REFUSED

**19.06.17
Action
Points
Update:-**

1. Newmarket Road Bridge Safety Improvements

Brenda Wilson informed Council that Stephen Conrad had deferred their meeting to a later date to allow him time to meet with other colleagues about the project.

2. Recreation Ground Improvements

Mike Swift informed Council that a number of funding applications are in the process of being completed. Any grant from Cambridgeshire FA will need to be match funded. An application to Amey has been submitted for £40,000.00. Funding sources for the Skate Park and Tennis Courts are now being looked into. A meeting is due to take place with Max Jamieson and representatives from the Tennis and Netball Clubs next week.

3. Pauline's Swamp

Mike Swift reported to Council that the last meeting of the Trustees mainly discussed the Activity Day due to be held on 3rd September 2017. A working group had spent Saturday planting trees on the site. Thanks to James Moss from Kingfisher Reserve who had kindly brought a digger along to assist with planting the trees, limited

physical man power had been required. A dangerous branch overhanging the footpath had also been cut back.

4. Mandeville Hall Ceiling

Robin Dyos informed Council that a letter had been received from Graham Cooley of Smiths Purslow following his site visit. In the letter, Graham Cooley expressed concern that the deflection currently being experienced is greater than what would be expected. He has discussed this with the building contractors, who are going to arrange a site meeting with the truss manufacturers. The Clerk reported that she had been unable to find anything relating to advice given on the use of the roof space as a working area. She had also spoken with Derek Reader who had been involved at the time and that he could remember being advised at some point that the roof trusses were at or close to their limit due to the width of the hall.

5. Trees on Mingay Park

Liz Swift explained that the Clerk has asked the ECDC Tree Officer to inspect the trees. She, along with Mike Swift and the Handyman had also visited the site. As an interim measure she suggested that the branches overhanging 14 Reach Road should be cut back.

Mike Swift proposed, seconded by Don Harrison that the cheapest original quotation for cutting back the overhanging branches from S P Landscapes in the sum of £200.00 plus VAT should be accepted.

Council resolved that the cheapest original quotation for cutting back the overhanging branches from S P Landscapes in the sum of £200.00 plus VAT should be accepted.

20.06.17 Finance

1. Consideration of Internal Auditor for 2017/2018 and Scope of Audit

The Clerk asked Council to consider the appointment of Moore Stephens as Internal Auditors for 2017/2018. The cost of the audit will be £850.00 plus VAT.

Hazel Williams proposed, seconded by Brenda Wilson that Moore Stephens be appointed as Internal Auditors for the year 2017/2018.

Council resolved that Moore Stephens be appointed as Internal Auditors for the year 2017/2018.

The Scope of the Audit to be discussed by the Finance Working Group at their next meeting.

2. Consideration of On-Line 2017 Traffic Survey

Paul Webb explained to Council that the Safety Working Group would like to carry out village wide traffic survey later on during the year. The survey will hopefully be included in the October/November issue of Clunch and as an on-line survey using Survey Monkey. The cost for the Survey Monkey subscription for a two month period is around £60.00.

Mike Swift proposed, seconded by Don Harrison that the Safety Working Group should be allowed to go ahead with the surveys.

Council resolved that the Safety Working Group should be allowed to go ahead with the surveys.

Councillors will have the opportunity to see the survey prior to being made public.

The Clerk confirmed that the written report on highway faults in the village had been forwarded to the Highways Department. However the Highways Department had asked for these to also be submitted online.

21.06.17 County & District Councillors Reports:

Council noted written reports received from Lavinia Edwards, David Brown and Michael Allan.

22.06.17 County & District Matters:

1. Hythe Farm House

The Clerk reported that Lavinia Edwards had forwarded a response from the Planning Officer regarding Hythe Farm House explaining the current situation with the property and that it is a live enforcement matter. The Clerk was asked to find out from the Officer when we are likely to receive further information on the issue.

2. CCC – Temporary Traffic Order – Silver Street

Council noted a Temporary Traffic Order for Silver Street effective from 21st August 2017 until 25th August 2017. Jim Perry commented on the cost of traffic orders and that if residents wished to be connected to gas and a road closure was required, then this charge would have to be included in the overall cost.

3. Invite to Police East Cambridgeshire Parish Conference on 7th July 2017

An invite had been received to attend the Police East Cambridgeshire Parish Conference at Hinchbrook on 7th July 2017. Anyone wishing to attend should notify the Clerk.

23.06.17 Council noted the following reports and information circulated to Council:
Other Notes from the Safety Working Group Meeting held on 15.6.17
Reports and Burwell Allotment and Garden Society Minutes 10.5.17
General
Information:

24.06.17 **Correspondence**

1. Email regarding use of the Recreation Ground for a charity event

A request had been made from a resident to use the Recreation Ground for a charity event. Because of the lack of clear information about the proposed event, it was suggested that the Clerk should meet with the resident to discuss the request in more detail.

25.06.17 **Consideration of the Following -**

1. Burwell Community Garden Project

Paul Webb suggested that the Council may like to consider the possibility of having a Community Garden possibly on Pound Hill. Council agreed that this would be a possibility, but that much more investigation and planning is needed. How to go about this could be discussed at the Strategy Day.

Details had been received from ECDC regarding National Park Week. Council considered that as the event was due to take place in early July, there was not enough time to organise anything.

2. Co-option of Councillor

Five applicants had been received for consideration for co-option of Councillor. All applicants took the opportunity to give a short presentation on why they considered they were suitable for the role.

The voting process took place until such time that there was an absolute majority. With the absolute majority Richard Adams was co-opted to Council.

Liz Swift thanked all candidates for attending and for their interest in joining the Council.

There being no other business the meeting was closed at 8.45 pm

Signed this the _____ day of July 2017 _____ Chairman