

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 28TH March 2017

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

District Councillor Lavinia Edwards

13.03.17 Apologies:- Apologies for absence had been received from Derek Reader, Mike Swift and Paul Webb, County and District Councillor David Brown

14.03.17 Declarations of any interest known to Councillors:- There were no declarations of any interests.

15.03.17 Approval of Minutes:- The minutes of the meeting held on 14th March 2017 were approved and signed. Proposed – Brenda Wilson Seconded – Gordon Roach

16.03.17 Public Forum:- No matters were raised during the public forum.

17.03.17 Update from Max Jamieson – Burwell Skate Park
Max Jamieson presented the attached report to the Council. Following the report Gus Jones asked questions about the Burwell Skate School. Max Jamieson also informed Council of specific funding currently available for skate parks through Sport England of up to £150,000.

Council discussed the opportunity for Max Jamieson to ask an associate to draw up a 3D plan of the proposed skate park. Council voted unanimously that a 3D plan of the proposed skate park should be drawn up.

Thanks was given to Max Jamieson for his report and for attending the meeting. He then left the meeting.

18.03.17 Planning The following planning applications were considered:

17/00363/OUM Barrett Homes – Land North of 17 – 45 Toyse Lane

Outline planning application for residential development with all matters reserved

Objection

Council considers that this application should be refused as nothing has changed from the previous application which was withdrawn.

In addition:

- Access from Chestnut Rise is unsuitable
- Infrastructure

- North Street is not suitable for additional traffic, particularly due to the amount of parked vehicles along the road.
- Toyse Lane is also not suitable for additional traffic, again due to the parking of vehicles along the road
- Same application previously withdrawn
- Not listed in the Local Development Plan as a site for residential development

17/00180/FUL Mrs S Hawkins – 68 Silver Street

Proposed single storey rear/side extension & internal alterations

Amendment to step extension away from adjoining neighbour – no response required

Amendment noted

17/00277/FUL Mrs E Peters - 63A High Street

Change of use from Design Agency with current planning consent of A1/A2 to accommodate a Professional Training Centre – D1

No objections but concerns about parking of those attending the training sessions.

17/00400/FUL Mr. and Mrs Manchett – The Wilds, Burwell Road

Proposed single storey extensions to form garden room and utility

No objections

**19.03.17
Planning
Decisions:**

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

17/00052/FUL The Gables, 6 Dyson Drove

Addition of open glass room to rear elevation of property, enclosed on two sides.

APPROVED

17/00034/FUL 102 Ness Road

Porch and garage extension to improve internal amenity

APPROVED

17/00180/FUL 68 Silver Street

Proposed single storey rear/side extension & internal alterations

APPROVED

17/00233/FUL 21 Isaacson Road

Proposed two storey front extension and single storey rear extension. Proposed new side windows on ground and first floor and new rear rooflights

APPROVED

**20.03.17
Action
Points
Update:-**

Council agreed that item one on the Action Point Update regarding the Causeway verge could now be removed.

An order has been placed with Cambridge Electrical Ltd to supply and fit the replacement heaters at the Gardiner Memorial Hall.

Robin Dyos reported that the new owner of Halfway House had agreed to a concrete path in front of the property to form part of the cycleway between Exning and Burwell. Brenda Wilson explained that she had been in contact with Stephen Conrad at the County Council and that Cambridgeshire and Suffolk County Council are now working together to deliver the cyclepath and that they consider that the south side would be their preferred route. Stephen Conrad to be made aware of the offer from the owner of Halfway House.

Liz Swift informed Council that Alan Lamb would be sending a list of funding sources through to the Council. Alan Lamb could source funding, but would charge £50.00 per hour for any work carried out. An application of Intent has been submitted to the Football Association. Hazel Williams commented that grant applications should come from the Parish Council Office and that Max Jamieson should be involved when discussing grant sources.

Robin Dyos informed Council that an explanation of the work carried out when repairing the ceiling cracks at the end of 2015 had been received from the contractor. This explanation had now been passed to BBS Surveyors and Salmons Builders who had built the hall for comments. Robin Dyos explained that he had asked the Clerk not to write the letter to Smithers Purlow until these comments had been received. Jim Perry reported that the Enforcement Officers had visited Pauline's Swamp, but did not meet with Parish Councillors. Councillors monitoring the site still believe that pumping is being carried out for longer periods than Hopkins Homes are admitting to. Unfortunately there is little the Enforcement Officer can do. The water level is beginning to drop again, but this could be due to a number of reasons. Jim Perry also raised concerns about the depth of some of the drainage pipes which could lead to problems in the future. However this would be difficult to challenge with Building Control unless the the depth of the drains were different to those shown on the plans. Further work had been carried out at the Swamp last week by volunteers and council trustees.

Hazel Williams reported that a date needed to be sorted for ACRE to meet with members of the Council to discuss the Strategy Day. Hazel Williams and Liz Swift to discuss suitable dates.

**21.03.17
Finance**

1. Consideration of opening an account with Newmarket Plant Hire

Problems had occurred when hiring the digger from Newmarket Plant Hire regarding the payment of the deposit. Having an account with the company would resolve this issue if further equipment was required to be hired. The Clerk explained that if sufficient notice had been given arrangements could have been made to pay the deposit. Council agreed at this time not to apply to open an account. Hazel Williams and Joan Lonsdale reminded Councillors of the need for equipment to be used only by qualified operatives.

2. March 2017 Payments

The Clerk informed Council that there was an error on the March 2017 Payment List for Mr Groundsman. The correct figure should read £465.00.

3. February 2017 Duplicate payments

Following on from the issues with the February 2017 payments, the original set of payments remained on the authorisation list. Unfortunately these were authorised with the March 2017 payments and payments were automatically made. Most payments have been returned but six remain outstanding.

4. Consideration of quotation to repair Fire door at Mandeville Hall

One of the panic bars on the fire door in room three at Mandeville Hall is broken. The cost for N&C Glass to replace is £423.36 plus VAT. The Clerk had tried to obtain other quotations, but had been informed that a specialist needed to fit the panic bar otherwise our insurance could be invalidated. N&C Glass had originally installed the fire door. Council agreed that an order should be placed with N&C Glass to carry out the work.

5. Consideration of purchasing a replacement lawn mower

The Clerk informed Council that the lawn mower was not working, despite having only just been serviced. It is not economically viable to repair the machine. The Clerk had obtained a number of prices for suitable machines. Due to the start of the grass cutting season a replacement machine is required as soon as possible.

Hazel Williams proposed, seconded by Brenda Wilson that the Handyman should source a suitable machine up to a value of £600.00.

Council resolved unanimously that the Handyman should source a suitable machine up to a value of £600.00.

**22.03.17
County &
District
Councillors
Reports:
Station.**

A Report had been received from District Councillor Lavinia Edwards.

She explained that a grant had been awarded to the Sports Centre for new badminton posts after the centre had purchased new, heavier nets.

An additional area has been acquired along with planning consent for additional parking at Angel Drove, Ely. There are no further updates for the Soham Railway

**23.03.17
County &
District**

1. ECDC Street Numbering – 113 and 115 Low Road

Council noted that the new properties built on the former site of Fenton Lodge, Low Road will be known as 113 and 115 Low Road.

**Matters:
District**

2. ECDC Street Trading Policy 2016 – Burwell Kebab Van

An application has been submitted by the owner of the Burwell Kebab Van to trade in the car park of the British Legion. Council had no objections to the applications

3. ECDC Local Plan – Brief Update

Council noted an update from ECDC on the ECDC Draft Local Plan and the way that it would progress. Council agreed that it would be useful for members of the public to be able to see the document. The Clerk to put the document on the Councils' website and make residents aware through the Facebook Community page.

Jim Perry raised concerns regarding the way that Pauline's Swamp has been included in the document and suggested that this should be removed. Council agreed that this could be done when the Council is next consulted on the document. Jim Perry also asked if the remaining area of the D S Smith site is still to be for industrial use. Joan Lonsdale responded by saying that the last advertisement for selling the site indicated industrial land.

4. ECDC Waste Less Save More Campaign

Council noted an email from ECDC regarding their Waste Less Save More Campaign.

Hazel Williams, having read the minutes from the Litter Picking Meeting asked the Clerk to inform the group that rubbish collected in black sacks is all sorted for items that are recyclable at the waste collection centre.

Lavinia Edwards left at 8.52 pm

**24.03.17
Other
Reports and
General
Information:**

Council noted the following reports and information circulated to Council:
Minutes of recent meeting of the Pauline Swamp Trustees 21.2.17
Litter Picking Meeting 15.3.17
Community Lunch 9.3.17

25.03.17

Correspondence

1. Email from resident regarding Mandeville Hall Charges

An email had been received from a potential one off hirer of Mandeville Hall, who had been disappointed with the charges for the hall. In particular that the same fee is charged for the setting up and clearing away period, as for the duration of the party that they wished to hold. He suggested a reduced rate for residents and also a set price for childrens' parties. Council noted the comments made, but agreed that they did not wish to change the existing policy at this time.

2. Email regarding the Rural Community Energy Fund

An email had been received informing Council of the opportunity to apply for a Rural Community Energy Grant. The Clerk was asked to look at the grant in more detail and consider if it would be applicable to the Gardiner Memorial Hall.

3. Donation request – East Anglia Children's Hospices

A letter had been received from East Anglia Children's Hospices requesting a donation. Council agreed not to make a donation at this time.

26.03.17

Consideration of the Following -

1. Mingay Park/Cricket Ground Lease

The sub-lease for the Cricket Club is almost ready. However when requesting permission to enter into a sub-lease with the Cricket Club, D S Smith has offered the Parish Council to take over the freehold of the site for nil consideration. The Council would have to pay legal charges. The Clerk was asked to find out the likely legal costs before any decision is made. Before the sub-lease can be completed it will be necessary for a Land Registry compliant plan of the area to be acquired. An initial quotation for the plan to be drawn up is £750.00. The Clerk was asked to discuss this with the Cricket Club as they will be responsible for paying for the plan.

2. Recreation Ground Fence

Following on from the previous meeting the Handyman has met with Paul Webb and had made safe the fence to the best of his ability. The area of fencing which has been reinforced is now not being vandalised. It was agreed that the Clerk should obtain a quotation from Brian Marsh to reinforce the rest of the fencing.

The Clerk asked what should happen to the existing damaged fence panels until such time they could be reinforced. Council agreed that they should all remain in place to try and prevent vehicle access on to the sport pitches and playing areas. The Handyman to check on a daily basis on the safety of the fence.

3. Update on the appointment of 2nd Keyholder

Joan Lonsdale informed Council that a second keyholder had now been appointed and would start work on the 6th April 2017.

The Clerk informed Council that the Office would be closed on Friday 31st March 2017.

There being no other business the meeting was closed at 9.25 pm

Signed this the _____ day of April 2017 _____ Chairman

DRAFT