

BURWELL PARISH COUNCIL
The Jubilee Reading Room
99, The Causeway, Burwell Cambridge. CB25 0DU
Telephone 01638 743142
E Mail burwellpc@btconnect.com

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 29th September 2015.

Present:- Joan Lonsdale (Chair), Robin Dyos, Sylvia Greenaway, Don Harrison, Gus Jones, Joe Parker, Jim Perry, Derek Reader, Gordon Roach, Michael Smith Liz Swift, Mike Swift, Hazel Williams and Brenda Wilson.
District Councillors Michael Allan and Lavinia Edwards
Toni Hylton – Cheffins
1 no. resident

14.09.15 Apologies:- Apologies for absence had been received from Jane Hall, Paul Webb and District Councillor David Brown

15.09.15 Declarations of any interest known to Councillors:- The following declarations were made:
Gus Jones – Sports Provision

16.09.15 Approval of Minutes:- The minutes of the meeting held on 8th September 2015 were approved and signed as a true and correct record after item 02.09.15 being corrected by the removal of Mike Swift declaring an interest in the item relating to Sports Provision
Proposed – Brenda Wilson, Seconded – Gordon Roach

17.09.15 Public Forum:- No matters were raised during the Public Forum
Council welcomed Martin Render from the Community Heartbeat Trust to the meeting. Mr. Render explained to Council the Trust's involvement in the deployment and placement of defibrillators in the community. He discussed how the machines work and the requirements for siting them. Each unit is registered with the 999 service and it is the 999 service that holds the code for accessing the machines. Each machine has a ten year warranty and requires a weekly check to ensure that the machine is working. Some parts of the machine need to be routinely replaced and the electrodes need to be replaced if used. Community Heartbeat Trust will supply a quotation for the various machines that they supply.

Mr. Render was thanked for attending the meeting.

18.09.15 Planning Applications: The following planning applications were considered:
15/00854/FUL Mr. and Mrs C Jones 20 Buntings Path
Alterations and extension to existing dwelling
Amendment – Alterations to the roof design and retention of the existing Chimney
No Objection

15/01024/VAR Mr. P Sutcliffe 59 Spring Close
Variation of condition 1 (Floor Plan) of previously approved 14/01322/FUL for construction of a detached house and parking
No Comment as no plan shown of original design to compare.

15/00984/FUL Mr. M Roberts 36 Ness Road

Renovation and garage extension to existing dwelling and construction of a new dwelling

No Objection

15/00508/FUL Mr. R Smith 48 The Causeway,

Demolition of existing outbuildings and erection of single storey residential dwelling, parking, access and associated site works

No Objection

15/01064/FUL Mr. J Fuller Land South of 76 Low Road

Erection of three new dwellings on frontage land south of 76 Low Road

Objection – Outside of Development Envelope

**19.09.15
Planning
Decisions:**

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

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

Demolition of flat-roofed entrance lobby. Erection of new staff room and change of use of office to retail shop (A1)

APPROVAL

15/00526/FUL Mr. B Croucher 28 High Street

Proposed two bay cart lodge with stores

APPROVAL

15/00794/FUL First Burwell Scout Group, The Scout Hut, Hawthorn Way

New scout building to replace former scout hut (resubmission of approved application 14/00624/FUL)

APPROVAL

15/1008/CLP Mr. K Coleman 18 Bloomsfield

Application for Certificate of Lawfulness for proposed use – Some existing openings to be modified to accept new doors or windows

APPROVAL

15/00867/FUL Mr. D Saunders Land between 17 & 18 The Avenue

Proposed erection of a private detached dwelling and associated works

APPROVAL

15/00675/FUL Mr. G Woodfield 19 Saxon Drive

Erection of new 3 bed detached house

APPROVAL

Mike Swift questioned the decision made by the Planning Authority for the new dwelling at Saxon Drive in terms of the existing covenant on the land. Having a covenant restricting development on a piece of land does not however prevent planning approval being given. The Chairman reported to Council that a further letter had been received from the applicant, the contents of which will be considered at the next meeting.

**20.09.15
Action
Points
Update:-**

Update on Weirs Drove/Anchor Bridge River Frontage.

The Clerk informed Council that she had received an email from the County Council Enforcement Officer stating that the County Council did not intend to take any enforcement action against the storage of the agricultural equipment or vehicles on the byway as they are currently not obstructing the movement of traffic. Highways having marked the extent of the existing byway now consider the matter to be closed. Discussion followed about the role that the Parish Council could play in trying to resolve the issues on the river bank, through applying for a byway and bylaw. The Parish Council is currently unable to bring any legal action, as it does not own or have control over the land. The adjacent landowners may be in the position to take action through the civil court procedure.

Mike Swift proposed and Council resolved that the Clerk should approach the County Council for further information on the option to apply for a byway and the possibility to introduce a bylaw to control the river bank.

Connections Bus Sessions

The Chairman informed Council that the Youth Sessions had recommenced on 22nd September 2015 with the bus being parked at the Sports Centre as before.

**21.09.15
County &
District
Council-
lors
Reports:**

The attached County and District Councillor reports had been circulated to Councillors and were noted by Council.
Michael Allan confirmed on behalf of David Brown that the Review of the Public Toilets was still at the consultation stage.
Members present confirmed that they were aware of the District Councils position regarding refugees.

**22.09.15
County &
District
Matters:**

CCC Ely Bypass Update

Council noted an update from the County Council on the proposed Ely Bypass. The County Council is aiming for a completion date for the bypass of 2017.

CCC Draft Cambridgeshire Flood and Water Supplementary Document

Gus Jones asked the Council to respond to the consultation raising concern over the flooding of the village as a result of the Lodes not being dredged. Council agreed to the request.

CCC Temporary Traffic Order – Road Closure

Further notification had been received from the County Council withdrawing the Temporary Traffic Order as the work is now able to be carried out with the use of traffic lights.

ECDC – Parish Conference 4.11.15

The next Parish Conference is to be held on 4th November 2015 at Mandeville Hall. Any Councillors interested in attending should let the Clerk know.

**23.09.15
Other
Reports:**

Council noted the following reports:
Report from the Safety Working Group (this item to be discussed on 13.10.15)
NHS Consultation on a future model for Non-Emergency Patient Transport Services

**24.09.15
Finance**

Council considered the following:

Consideration of quotations for new Springer – Jubilee Green

Three quotations had been received for a replacement Springer with the cheapest being just over £1000 plus VAT. Council agreed to defer making a decision until such time as the budget has been considered. In the meantime the existing Springer will be monitored regularly by the Handyman.

CAPALC Clerks and Chairman Catch Up Day

Council agreed that the Clerk, Assistant Clerk and Chairman should attend the Catch Up Day at a total cost of £75.00.

Proposed – Derek Reader Seconded – Liz Swift

Consideration of quotations for the removal of streetlight, outside of the Chapel, Silver Street

Two quotations had been received to remove the streetlight column and power supply. Due to poor past experiences with Balfour Beatty, Council felt that it was justifiable to accept the higher quotation from K and M Lighting Services in the sum of £864.54.

Proposed – Brenda Wilson Seconded – Liz Swift

Consideration of quotations for the felling of diseased tree on Pound Hill

Four quotations had been received to fell the diseased tree on Pound Hill. Council agreed to accept the lowest quote of £155.00 plus VAT from Eastern Tree Surgery.

Consideration of response from Cricket Club regarding grass cutting at Margaret Field

The Clerk read emails from the Cricket Club and Tigers Football Club regarding grass cutting of Margaret Field and explained that she could find no written reference defining the terms of the payment to the Cricket Club for cutting Margaret Field. The problem of cutting the grass for a longer period appears to have arisen since the Cricket Clubs original groundsman has retired and the work now being carried out by a contractor. Added to this in the past the Cricket Club has invoiced the Tigers Football Club for a contribution for the grass cutting, however this has not been paid

by the Tigers for the last two seasons. The Cricket Club is willing to continue cutting the grass for the sum of £50.00 per cut. Derek Reader proposed and it was resolved by Council that the Tigers Football Team should continue to pay and work directly with the Cricket Club to get the grass cut as required during the winter months. Council agreed to release the payment of £400 to the Cricket Club previously withheld for the grass cutting on Margaret Field.

The Clerk advised that for next season a formal agreement should be set up with the Cricket Club for cutting the grass on Margaret Field.

Provision of mobile phones for Key Holders for Hall emergencies

Problems had arisen at a recent hiring of the Mandeville Hall when the electricity had tripped and there was no emergency number available to contact the Key holder.

Council agreed that in order for a non-personal contact number to be available for hirers, the Key holders should be provided with a pay as you go phone.

Repayment of Hall Charges to hirer due to break in power and being unable to contact anyone to resolve

Council agreed that as a result of being unable to make contact with the Key holder that the hirer should be refunded the fee for hiring the hall.

25.07.15

Correspondence

Email from resident regarding trees on Pound Hill

A resident has raised concerns about some of the young trees on Pound Hill. Two have died and others require some attention. Council agreed that the handyman should be asked to remove the dead trees and carry out the work required to the remaining ones.

Email from resident regarding speeding on Swaffham Road

An email has been received from a resident in Swaffham Road regarding speeding. Council asked the Clerk to forward the emails on to Highways and the Police, with a request for additional speed checks to be carried out. The Clerk was also asked to find out from Highways if there are any other types of modern signs that could replace the speed activated sign coming in to the village.

Connections Bus Project – Invitation to AGM 27.10.15

An invitation had been received to the Connections Bus Project AGM on 27.10.15. The Clerk was asked to let the organiser know that as the AGM is on the same night as Council meet, no one would be able to attend and to ask that a copy of the AGM minutes are forwarded to the Council for information.

Complaint regarding the number of HGV's travelling along Silver Street (short part)

A resident has complained about the number of HGV's travelling along the short part of Silver Street to get to Factory Road. The Clerk was asked to inform the resident that the Safety Working Group is currently looking at ways to address traffic issues in the area.

Burwell WI – Invitation to the planting of tree

The WI will be planting a commemorative tree on the junction of Reach Road and the High Street on Saturday 10th October to celebrate 100 years of the WI. Brenda Wilson will confirm if she is able to attend.

Burwell Carnival – Invitation to Presentation Evening 9.10.15

An invitation has been received from the Burwell Carnival Committee to their Presentation Evening on Friday 9th October 2015. The event is being held at the Burwell Ex Service & Social Club.

26.07.15

To consider the following:

Consideration of request to support development of housing adjacent Barkways and Cornfields

Further to the presentation by Cheffins at a previous meeting, a letter had been received from the owner of the land adjacent to Barkways and Cornfields. This letter had been circulated to Councillors prior to the meeting. Council considered the request to support the site for the development of affordable housing. Parish Council support is needed for Hastoe Housing to have an involvement in the site. In the past when this area of land has been considered for affordable housing, the Council had been unwilling to support, as other sites were preferred, however these other sites had not materialised.

Council voted unanimously in favour of supporting the development on condition that the site is managed by Hastoe Housing and is for Burwell people.

Parish Council Monthly Newsletter and bi monthly Clunch Report

The Clerk informed Council that Laura Murfin, who had continued to put the Newsletter together since leaving the Council, had asked if someone was willing to take over the role. Council established that they felt that it was important to continue producing the Newsletter and Brenda Wilson agreed to take over the role. Although not present at the meeting, it is hoped that Paul Webb will be able to assist with the technical production of the Newsletter. The Clerk will continue to compile the bi-monthly Clunch Reports.

Date for Christmas Carols by the Tree and the purchase of Christmas Tree and replacement festive lights

Council agreed to hold the Christmas Carols by the Tree again this year. Sylvia Greenaway agreed to ask Newmarket Town Band if they are able to play at the event if it is held on Friday 18th December at 6pm. Once confirmation has been received Father Christmas can be organised. A Christmas Tree will be purchased the same size as in previous years. More festive lights will need to be purchased for the tree and also the indoor trees at the Gardiner Memorial Hall and Mandeville Hall.

Official Opening of the Basketball Facility etc. at the Recreation Ground

WREN, one of the grant funders for the new Basketball Facility at the Recreation Ground has enquired again about when the Council will be arranging to hold an official opening. Hazel Williams agreed to speak to WREN about what is required.

Report from the Sports Provision Working Group

Council noted the attached report of the first meeting of the Sports Provision Working Group. Mike Swift explained to Council the need for the Recreation Ground to be decompacted and that the work needed to be carried out as soon as possible. The work will cost £1000.00 for the four pitches and the group recommended that Mel Pooley should carry out the work as he was one of the few contractors to have the specialist knowledge and the machinery required. Out of courtesy, the situation needs to be explained to the current contractor who cuts the grass and carries out the routine maintenance, along with fore warning that the grass cutting and maintenance of the Recreation Ground is likely to go out to tender again for the next season.

Council agreed that the Clerk should obtain a formal quotation from Mel Pooley for the decompaction and if all is satisfactory, issue the order for the work to be completed. The Clerk also agreed to speak to the existing contractor.

Vote – In favour 10, Against 0, Abstentions 3

There being no further business the meeting closed at 9.50 pm.

Signed this the _____ day of October 2015 _____
Chairman