

**BURWELL PARISH COUNCIL**  
**The Jubilee Reading Room**  
**99, The Causeway, Burwell Cambridge. CB25 0DU**  
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Minutes of the meeting of the Burwell Parish Council held in The Jubilee Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU at 7.30p.m. on Tuesday 30<sup>th</sup> April 2019.

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**Present:** Liz Swift (Chair), Robin Dyos, Michael Geary, Don Harrison, Gus Jones, Joan Lonsdale, Helen McMenamin-Smith, Jenny Moss, Jim Perry, Derek Reader, Michael Smith, Liz Swift, Michael Swift, Paul Webb, Hazel Williams and Brenda Wilson.

Also present: County Councillor Joshua Schumann and eight members of the public.

**FC/300419/01 Apologies**

An apology for absence had been received from Jane Hall.

**FC/300419/02 Declarations of any interests known to Councillors**

There were no declarations of interests.

**FC/300419/03 Approval of Minutes of the meeting of 9<sup>th</sup> April 2019**

It was noted that Gus Jones had been marked as present twice.

The Minutes of the meeting of 9<sup>th</sup> April 2019 were approved and signed as a true and correct record.

Proposed – Joan Lonsdale, Seconded – Derek Reader

**FC/300419/04 Presentation from Dan Hardingham re Planning Application 19/00463/FUL  
5 Parsonage Lane**

Dan Hardingham, Agent for the proposed development of the former Barclays Bank Site explained to Council that pre-application advice had been sought from East Cambs District Council (ECDC) and that ECDC had advised that the site needed to continue to be a commercial/retail site. The application has been submitted for three small retail units, which would be more suitable for local independent retailers. In order to make the proposal viable, three two-storey, residential units have been included above with a disabled lift for access.

Parking must be included within the site for both, housing and retail, to meet highway regulations, although this does cause some issues.

Dan Hardingham then answered questions raised by residents.

**FC/300419/04 Public Forum**

All residents present were attending due to the planning application for the former Barclays Bank Site. In general, residents and councillors were concerned that the proposed buildings would be large and would not fit in to the street scene. Although the ground floor footprint has not increased, 1<sup>st</sup> and 2<sup>nd</sup> floors have overhanging balconies. This would cause overlooking and overshadowing to neighbouring properties. Concerns about deliveries being made, causing issue with traffic flow is a problem, particularly if it causes congestion at Newmarket Road, High Street and Parsonage Lane junction.

Dan Hardingham explained that ideally, they would like a full residential site and no commercial but needed to meet the planner's requirements. He acknowledged that any commercial proposal will raise concerns about parking.

Concern was also raised that demolition of the building will cause dust and high noise levels during the demolition stage and this would be a problem

Parking on this road is already an issue, with more vehicles needing to be parked, neighbours both in Parsonage Lane and adjoining roads would be affected.

Jim Perry arrived at 7.46 pm.

**FC/300419/05 Planning Applications**

Council considered the following applications:

**19/00/463/FUL 5 Parsonage Lane**

Proposed 3 no. retail units to ground floor with 3 no. domestic dwellings at first and second floor.

**Objection – Design, appearance, materials, parking, traffic street scene, support of neighbor concerns and loss of privacy for neighbours.**

**19/00294/FUL Clematis Cottage 118 Silver Street**

Refurbishment of cottage within the conservation area which includes the introduction of new roof windows.

**No objections**

**19/00457/FUL 14c The Causeway**

Proposed change of use of garage into self-contained room/annexe

**No objections if the annexe is not converted into a separate dwelling.**

**19/00155/FUL Site South East of Burwell Main Sub-Station Weirs Drove**

Application for the construction and operation of a 49.9MW battery storage facility, fencing, landscaping planting and site access on land adjacent to the operational Burwell 400 KW substation

**Notification that the application is due to be considered by the Planning Committee on 24<sup>th</sup> April 2019.**

**Council noted that this application was approved by the Planning Committee on 24<sup>th</sup> April 2019**

**Notification from Cambridgeshire County Council of Appeal for planning application S/3372/17/CW Levitt's Field, Waterbeach Waste Management Park, Ely Road, Waterbeach.**

**Council noted the Appeal.**

**FC/300419/06 Planning decisions from District Council**

Council noted the following decisions received from the District Council:

**19/00014/FUL 13 Hawthorn Way – Approved**

Proposed erection of 2 no. semi-detached dwellings

**19/00191/FUL Site South West of Old Ness Farm, Ness Road – Approved**

Construction of a three-bedroom detached bungalow with garage, parking, access and associated works.

**18/01688/FUL 56 The Causeway – Approved**

Demolish existing garage and single storey extension, form new access, construct two and single storey extensions

**19/00107/ADI The Old Telephone Exchange Unit 10 Ness Road – Approval**

One proposed Lightbox sign, with retrospective permission for 2 hoarding signs and 1 fascia sign.

**19/00247/FUL 31 Station Gate – Approval**

Proposed additional dormer windows and roof lights for loft conversion

**19/00235/OUT 25 Carter Road – Approval**

Proposed private detached bungalow with existing access retained

**30 Bloomsfield – Approval**

Additions and alterations comprising single storey side and rear extensions following demolition of existing conservatory

**18/01529/RMA Land to Rear of 75 -79 The Causeway – Approval**

Reserved matters for the construction of two new dwellings

**19/00229/FUL The Orchards, Weirs Drove**

Proposal for fencing and brick screen/timber gates along front of site

**18/01649/FUL Ashbridge Farm, Factory Road**

Proposed erection of 1 private detached bungalow

**FC/300419/07 Notifications from East Cambs District Council of approved work to trees**

Council noted the following approved work to trees:

**49 Station Gate**

To comply with Condition 14 (Tree Topping, Lopping and Felling) of Decision Notice 01/00304/FUL

**Homefield House 77a North Street**

T1 – Prunus Laurocerasus Cherry Laurel – Reduce crown to previous pruning points (1.5) to retain shape with ongoing consent for cyclical pruning

**Roe Deer House, 8 Dyson Drove**

T1 Cypress – Fell

T2 Beech – Fell due to excessive shading

**Riverdale 71 North Street**

T1 Willow – Crown lift over the river and thin crown, reduce height back to previous points

**FC/300419/08 Urgent Matters for Consideration**

County Councillor Joshua Schumann informed the Council that incorrect information regarding the District Council's Planning Policy had been given by Dan Hardingham regarding the planning application for the former Barclays Bank site.

He also informed Council that he would forward his County Council report to the Clerk for inclusion in the next agenda.

**1.Meeting dates – 2019/2020**

The Council approved the attached meeting dates for 2019/2020. It may be necessary to change a couple of the Working Group meeting dates nearer the time.

**2.Consideration of Council's Draft Five Year Plan**

Hazel William's presented the draft 5 Year Plan 2019 -2024. The purpose of the Document is to provide the Council with an approved plan of capital projects, areas and assets in need of attention and a financial forecast, for the next 5 years. The document will be reviewed annual to ensure that it meets the needs of the parish and management of the Council's assets.

Robin Dyos said that it would be necessary for a sinking fund to be included in the budget for the fenced games area/tennis courts as this was part of the agreement with the funders. This to be discussed when the budgets are prepared later in the year.

***Brenda Wilson proposed that the Five-Year Plan should be adopted. The motion was seconded by Jenny Moss and approved unanimously by Council.***

A vote of thanks was given to the Clerk for her work in compiling the Five-Year Plan.

**3.Approval of Finances 2018/2019**

a) Quarterly Report for Quarter Ended 31.3.19

Council noted and approved the Quarterly Finance Report for the period ending 31<sup>st</sup> March 2019.

Proposed – Joan Lonsdale, Seconded – Helen McMeniman-Smith

b) End of Year Income and Expenditure Balance Sheet for the year ended 31.3.19

Council noted and approved the Income and Expenditure Balance Sheet for the year ended 31<sup>st</sup> March 2019.

Proposed Michael Swift, Seconded – Jim Perry

c) Consideration (for approval) of the Annual Governance and Accountability Return 2018/2019 Annual Governance 2018/2019

Council considered the Annual Governance Statement for 2018/2019 and having confirmed that all conditions had been met agreed that the statement should be signed.

Proposed - Michael Swift, Seconded – Michael Geary

d) Consideration (for approval) of the Annual Governance and Accountability Return 2018/2019 Accounting Statements 2018/2019

The Council considered and approved the Accounting Statements for 2018/2019.

Proposed – Joan Lonsdale, Seconded – Helen McMenamin-Smith

Payments to Cambridge Courts

Two payments totaling £95,854.00 for the construction of the tennis courts/fenced games area are due for payment. Council agreed that these should be paid as soon as possible.

Proposed – Jenny Moss, Seconded – Hazel Williams

Liz Swift reminded all that the Annual Parish Meeting was being held on Tuesday 7<sup>th</sup> May 2019 at Mandeville Hall starting at 7 pm.

The meeting closed at 8.23 pm

Signed

Dated: