

## **BURWELL PARISH COUNCIL**

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Minutes of the meeting of Burwell Parish Council held at 7.30p.m. on Tuesday 30<sup>th</sup> April 2024 at the Gardiner Memorial Hall, High Street, Burwell, CB25 0HD.

**Present:** Paul Webb (Chair), Lea Dodds, Michael Geary, Richard Jenkins, Gus Jones, Chris O'Neill, Jim Perry, Geraldine Tate, Brenda Wilson, Ian Woodroffe. Also present two members of the public.

### **FC/30042024/01 Apologies**

Apologies for absence had been received from Linda Kitching, Clive Leach, Helen McMenamin-Smith, Charlie Milner, Jenny Moss, Liz Swift, Michael Swift.

### **FC/30042024/02 Declarations of any interests known to Councillors**

There were no declarations of any known interests.

### **FC/30042024/03 Approval of Minutes of the meeting of 9<sup>th</sup> April 2024.**

The minutes of the meeting held on 9<sup>th</sup> April 2024 were approved as a true and correct record.  
Proposed by Brenda Wilson and seconded by Jim Perry.

### **FC/30042024/04 Public Forum**

One of the members of the public present gave a brief insight into the planning application that they have submitted for the Five Bells Public House and offered to answer any questions if needed.

### **FC/30042024/05 Planning Applications**

The following planning applications were considered: -

#### **24/00399/VAR Breach Cottage, Ness Road**

To Vary Condition 1 (Approved Plans) of previously approved 22/00925/FUL dated 11<sup>th</sup> October 2022 for demolition and replacement with two dwellings; change of use of farmland to paddock; erection of entrance gate, wall, and access works. **No objections**

#### **24/00161/FUM Land Southeast of The Haven Factory Road**

Change of use of land to dog walking/exercise field and associated works  
Amendment involving additional information received including metric and access/parking plan  
And  
Revised description to read Change of use of land to dog walking/exercise field and associated works.  
**No objections**

#### **24/00376/FUL The Haven Factory Road**

Installation of a brick render and timber slat front wall and automatic sliding gates. Construction of an enclosed single storey front porch and an 1800mm timber wind break to the rear garden.  
**No objections**

#### **24/00346/FUL 7 Roman Close**

Single storey rear extension to existing dwelling connecting to an existing garage.  
**No objections**

#### **24/00320/LBC The Five Bells 44 High Street**

Remove existing bar server to function room, remove wall, form doorway, and construct new bar server.  
**No objections**

### **FC/30042024/06 Planning decisions from District Council**

The following decisions were noted:

#### **24/00202/FUL 12 Spring Close – Approved**

Proposed installation of 3 new windows alongside elevation

#### **24/00102/FUL 4 Hythe Lane – Approved**

Construction of 1no detached two-bedroom house with demolition of existing house (Plot 1)

#### **24/00104/FUL 4 Hythe Lane – Approved**

Construction of 1no detached two-bedroom house with demolition of existing garage (Plot 2)

**24/00209/FUL 33 Westhorpe – Approved**

Vehicle hard standing at the front of the property and lowered kerb

**24/00198/LBC The Thatches 101 North Street – Approved**

Replacement of single glazed casement windows in 3no dormers with double glazed casement windows of same design.

**23/00799/NMAA 36 Toyse Lane – Acceptance of amendments proposed**

Non material amendment to previously approved construction of 2no. 11/2 storey dwellings to rear of No. 36 Toyse Lane with new proposed access. Amended application to that previously approved under application 22/00313/FUL.

**FC/30042024/07 Notifications from ECDC of approved work to trees**

The following approved tree works were noted:

**24/00131/TRE 62 Mill Lane**

T1 Sycamore – Crown reduction by up to 5m back to previous pruning points

**24/00111/TRE Scoutbush 129a North Street**

T1 Ash – Fell to ground level due to proximity to structures and risk of damage.

G2 Group of Plums – Fell to ground level due to proximity to structures and risk of damage.

**24/00112/TRE 129 North Street**

T1 Drummonds Maple – Reduce in height by approximately 2 metres and reduce in length by approximately 1 -1.5 metres lateral branches overhanging the rear garden of 129A.

T2 Red Leaf Norway Maple – Reduce in height by approximately 2 metres and reduce in length by approximately 1 -1.5 metres lateral branches overhanging the rear garden of 129A.

T3 Lime – Reduce in length by approximately 1 -1.5 metres lateral branches overhanging the rear garden of 129A.

**FC/30042024/08 Urgent Matters for Consideration****1. Approval of Payments to the following:**

The Chair asked for one further payment to be added to the list. This was from Vision ICT in the sum of £150.00 including VAT for the secure website certificate. This payment and payments listed below were proposed by Geraldine Tate and seconded by Lea Dodds.

<b>Payee</b>	<b>Description</b>	<b>Amount inc Vat</b>
Mr Groundsman	Overseeding Margaret Field	£738.00
Scribe	Accounting Software	£933.12
Martyn Wright	Mileage	£28.80
Martyn Wright	Mileage	£25.65
Landmark Toilet Solutions	Margaret Field Toilet	£100.00
ESPO	Cleaning Materials	£175.80
Sharp	Photocopier Contract	£30.00
Truelink	Margaret Field 14.3.24	£93.72
S R Landscapes	Tree Work Kingfisher Drive	£780.00
M S Electrical	PAT Testing	£240.00
Huws Gray	Maintenance Materials	£72.73
Creative Arts East	Membership	£70.00
CCVS	Membership	£60.00
Cartwright Brothers	Pavilion Additional Sockets	£359.40
Newmarket Garden Machinery	Lawnmower Repair and Shreader Belt	£232.20
Jeremy Lander	Feasibility Study Fixed Fee 1 of 2	£1,400.00

Lloyds Bank	Blind (JRR) £91.08, ECDC Licence Fee MH £192.00, Heights Training £31.20, Maintenance Supplies/Fuel/Fee £66.68	£380.96
Wave	Water Rates MH	£159.29
Corona Energy	MH Electricity	£4.91
Corona Energy	MH Electricity	£142.39
Engie	MH Gas	£503.86
Engie	JRR Gas	£354.70
J J Drake	Diagnostic Testing Recreation Ground	£594.00
Staff	Salaries, Tax, NI, Superannuation	£10,071.02
		<b>£17,550.55</b>

## 2. 2024/2025 Meeting Dates

Dates of Council and Working Group meetings for the next year had been circulated to Councillors prior to the meeting. All dates were approved. Proposed by Ian Woodroffe and seconded by Jim Perry.

## 3. Update 20 mile per hour scheme

Paul Webb gave an update on the work currently being carried out for the 20 mile per hour scheme. He informed the Council that a meeting via Zoom had been held with Highways. Concerns regarding the scheme were raised and Highways agreed to prepare some revised maps. Unfortunately, when received, the maps did not totally reflect the changes requested. Highways are now addressing the errors. An update statement was published on the Burwell Community Facebook page. A webpage with information about the 20 mile per hour scheme is being drafted for the Parish Council website. This will hopefully be ready to go live next week. The webpage will need to be updated as the scheme progresses. A Facebook Page will also be set up, separate from the main Parish Council page. The Safety Campaign email address will be used for correspondence. Sessions have been arranged where members of the public can view the maps. The dates of these sessions may need to change if receipt of the plans is delayed. Councillors were asked to sign up to cover the sessions. Draft maps, which do not include all the up-to-date details, are currently up on the wall at the Jubilee Reading Room. Councillors can look at these maps but may wish to wait until the correct maps are available. Should a member of the public see the maps if they visit the office, the Clerk will explain that they are not the final designs. Michael Geary asked if a Councillors' own view can be shared with members of the public when covering the sessions. It was agreed that own views can be shared as long it is made clear that it is the Councillors own view and as long as the Council's view is also given as a balance. Between two and three schemes will eventually be available for parishioners to consider. Lea Dodds said that it may be confusing having more than one proposal for members of the public to consider. Geraldine Tate raised concern that there is a need for the zoned option and without the zoned option, we may be in danger of getting a rejection of one proposal. Forms will be available at the sessions for comments.

The meeting closed at 8.11 pm.

Signed

Dated