

Burwell Parish Council

Asset and Environment Group Meeting of 25th August 2020 7.30 pm (Following Planning)
using Zoom

Present: Joan Lonsdale (Chair), Robin Dyos, Gus Jones, Jim Perry, Michael Swift, and Hazel Williams.

A&E/250820/01 Apologies for absences and Declarations of Interests

Apologies received from Derek Reader

A&E/250820/02 Approval of the minutes of the meeting held on 30th June 2020

Minutes from the meeting held on 30th June 2020 were approved.

A&E/250820/03 Consideration of Action Sheet and updates from minutes

Recreation Ground – Paul Webb and Yvonne Rix have started to look at some suppliers for the Table Tennis Table.

Jubilee Green -Seesaw handle has not been replaced but has not been raised as a concern when inspected this year by the Playground Inspector.

Mandeville Hall – Smithers Purslow has arranged for a contractor to price for the work. The proposed solution to resolve the issue with the ceiling is still being considered by Gawn Associates.

Spring Close – Michael Swift and Liz Swift have met with Kevin Drane, Tree Officer at ECDC regarding the trees on the boundary of Spring Close over hanging the footpath and restricting the light to properties in Spring Close. Right to light rules do not apply to trees as suggested by the resident. The trees do need some ivy removed and this will help let more light through. The Management Group will make this a priority when they start to meet again. The resident has been made aware of the meeting and outcome.

A&E/250820/04 Gardiner Memorial Hall

Refurbishment update – Discussed at the Full Council Meeting

A&E/250820/05 Cemetery

Hedge Replacement – Joan Lonsdale and Derek Reader met with Kevin Drane, ECDC Tree Officer and he recommends a yew hedge. When the old hedge is removed, we must take care not to damage the elm tree roots. He advised that the replacement should not be lingered over several years and to do the left-hand side first and then straight after the right-hand side. The Clerk agreed to get some revised quotations. The Clerk to approach S P Landscapes, C R Contracting, and possibly consider a company like Green Fingers for a third quotation. The Council could possibly purchase the hedging plants and just pay the contractor for labour. We need to ensure that whoever we appoint has the necessary qualifications as this is a significant hedge.

Cemetery Shed – The Group agreed that as there is no longer any equipment stored in the Cemetery Shed that there was no need to go ahead with the repairs to the doors.

A&E/250820/06 Public Toilets Update

The Clerk informed the Group that the work is going as planned. The handyman has decorated the inside as this was not included in the quotation. East Cambs are in the process of drawing up an invoice for the £5.00 purchase price.

A&E/250820/07 Margaret Field – Condition of Gates

One of the gates, believed to be the bottom gate is rotten and could benefit from placing. The gate could be replaced with a fence and hedge. The general feeling is that it is no longer necessary to have both gates.

The Group recommends to Full Council that the gate should be replaced with a hedge.

A&E/250820/08 Allotments

Tree Work Consideration of Quotations – Two quotations have been received for work to the cherry trees at the allotments. One quotation refers to two trees the other, which is cheaper refers to three trees. It was agreed to recommend to Full Council that the quotation from S P Landscapes in the sum of £200.00 to raise the crown of three trees to allow more light for the allotment plot is accepted.

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A&E/250820/09 Mandeville Hall Ceiling Update

Covered under the Action Sheet Update

A&E/250820/10 Play Equipment – Annual Safety Inspection Report

The Annual Playground Safety Inspection has been carried out. There were only a few issues raised that the handyman is not able to deal with and the Suppliers may need to be called out. The handyman has asked if it would be worth considering some different surfacing for around the roundabout at Westhorpe as the existing surface keeps having to be repaired. As the intention is to replace the equipment at Westhorpe in the medium term and if the handyman can repair the surface, then this is probably for the time being the appropriate way forward.

Robin Dyos asked about the item of gym equipment which has had to have a component removed for safety. This is still to be sorted, but the removal of the component was according to the Playground Inspector the right thing to do. Any repair is unlikely to be covered by the guarantee due to the item being moved.

Concern was also raised about the lack of instruction signs. This may be addressed by having a single sign including instructions and restrictions for all the gym equipment.

A&E/250820/11 Recreation Ground Car Park

Michael Swift informed the Group that a meeting had taken place with Martin Mead. Mr Mead suggested that the car park should be extended by 30 metre with soakaways and gullies to help with drainage. Some reshaping will be needed. He does not see any issues with the rubber matting for the overflow carpark. However, having an entrance and exit to the overflow carpark, instead of just the single opening may assist with wear and tear. Any work that they carry out will be suitable as a foundation, if the Council were to decide to tarmac the car park in years to come. The Council should ensure that they allow an annual budget of around a £1000 per year for the maintenance of the car park. Mr Mead will send in a report.

A&E/250820/10 Any other matters

A tree in Hatley Drive has fallen in the gale this morning and needs to be removed. Some work had already been done on the tree. It was agreed that the tree should be removed by a tree contractor as a matter of urgency and the Clerk was given permission to get the work done.

A&E/250820/13 Date of the next meeting

27th October 2020

The meeting closed at 9.05 pm

Signed

Dated

DRAFT