

Burwell Parish Council  
Asset and Environment Group  
Minutes of the Meeting of 27<sup>th</sup> October 2020

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

**A&E/271020/01 Apologies for absences and Declarations of Interests**

Apologies had been received from Derek Reader.

**A&E/271020/02 Approval of the minutes of the meeting held on 25<sup>th</sup> August 2020**

It was noted that Liz Swift had been present at the meeting.

The minutes were approved.

**A&E/271020/03 Consideration of Action Sheet and updates from minutes**

It was agreed that the Public Toilet could be removed from the Action Sheet. There had been some issue with the drainage pipe work, but this has now been resolved by the Maintenance Officer.

It was also agreed that the item regarding the handle on the seesaw should be removed.

**A&E/271020/04 Gardiner Memorial Hall**

Refurbishment update

The Gardiner Memorial Hall Refurbishment Project is still on target for the planning application to be submitted by the end of November. An application for Public Sector Decarbonation Grant Funding is due to be submitted for the project. More work is required on the Business Plan.

**A&E/271020/05 Cemetery**

Hedge Replacement

Four requests for quotations had been sent out and two quotations had been received back. One was from S P Landscapes at £6,265.00 plus VAT and the other from Anglia Tree Contractors and Landscaping at a total cost of £8,200 plus VAT. The Group agreed to make the following recommendation to Full Council:

***The Group recommends to Full Council that S P Landscapes quotation to replace the hedge to the front of the Cemetery in the sum of £6,265.00 plus VAT is accepted.***

**A&E/271020/07 Margaret Field – Replacement of Gate**

The Clerk clarified that the gate that needs attention is the righthand side of the main gate. The left-hand side is also beginning to show signs of deterioration. Replacing the gate or gates does need to be done. The Clerk to ask the Maintenance to cost all the materials required including the new gate, fixings etc. The figure to be brought back to the next Asset and Environment meeting.

**A&E/271020/08 Tree Work**

Jubilee Green (27 Parsonage Lane)

The resident of 27 Parsonage Lane has asked if the trees and hedge overhanging their property from Jubilee Green could be cut back. The Clerk was asked to obtain some quotations to carry out the work.

Recreation Ground

There are also some trees that need some attention at the Recreation Ground and the Clerk was also asked to obtain quotations for this work to be carried out.

The Clerk reported that there is a smell at the entrance to the Recreation Ground and this may need to be reported to the Environment Officer at EDCD for investigation. There is concern that the barn built to the rear of the Hythe Farmhouse is being used as

residential accommodation. Any evidence should be reported to the Enforcement Officer at ECDC.

**A&E/271020/09 Mandeville Hall Ceiling Update**

Robin Dyos reported that the latest proposal is back with Smithers Purslow for them to consider the comments made by Gawn Associates. Robin Dyos to chase, as necessary. The Clerk was asked to find out if Smithers Purslow have any idea of costs involved yet for the latest proposal. At some point it will be necessary for all parties to have another meeting.

**A&E/271020/10 Grass Cutting Contract**

The Clerk reported that the grass cutting contract is due for renewal next year and that consideration needs to be given as to whether any changes need to be made to the cutting regime. The Clerk to circulate the current contract prior to the next Assets and Environment meeting.

**A&E/271020/11 Recreation Ground**

Car Park Update

Michael Swift reported that the specification/quotation had been received from Meads and it had included an in-depth explanation of the work required. There are several questions that need to be raised with Meads. To do the job properly the cost will be in the region of £50,000. The Recreation Ground has always had a drainage issue and this has been taken account when looking at the work required. Gus Jones considers that the work should be carried out as soon as possible. The Group will look to see what funding above the earmarked £35,000 CIL Funds is available in the 2021/2020 budget.

**A&E/271020/10 Any other matters**

Land for tree nursery

A request has been made for an area of Parish Council land to be used as a nursery for young trees. Priory Meadow has been suggested. Concern was raised over what happens with the trees once they have grown to the size where they can be replanted, as members consider that the Parish Council needs to be careful about likely future maintenance costs of trees planted on Parish Council land. It is not known how many trees would be planted in the nursery. Michael Swift to find out more information at the Spring Close Management Group meeting to be held later in the week. Gus Jones suggested the grassed area in Westhorpe, it was noted however, that this is not owned by the Parish Council. He also felt that no additional trees were needed in Priory Meadow. The Cemetery is also not appropriate. Whilst some land may be able to be found, if the Council allows the nursery to go ahead, it must be stipulated that there is no guarantee that trees once of a size for replanting can be planted on Parish Council land.

**A&E/271020/13 Date of the next meeting**

The date of the next meeting is 15<sup>th</sup> December 2020 at 7.30 pm.

The meeting closed at 9.03 pm.

Signed

Date