

Burwell Parish Council  
Asset and Environment Group  
Meeting of 30.8.22 7.30 pm (following PC Meeting) at Gardiner Memorial Hall  
Minutes

Present: Lea Dodds (Chair), Gus Jones, Joan Lonsdale, Derek Reader, Hazel Williams, Geraldine Tate, Liz Swift, Michael Swift, and Jim Perry.

A&E/30082022/01 Apologies for absences and Declarations of Interests

An apology for absence had been received from Paul Webb. There were no declarations of Interests.

A&E/30082022/02 Approval of the minutes of the meeting held on 28<sup>th</sup> June 2022.

The minutes of the meeting held on 28<sup>th</sup> June 2022 were approved. Proposed by Liz Swift and seconded by Jim Perry.

A&E/30082022/03 Consideration of Action Sheet items and updates from minutes

The following updates were noted:

Project	
Recreation Ground Car Park	Remedial Works Completed – Item to be removed from Action Sheet List
GMH refurbishment	Snagging work being carried out
Spring Close Fallen/dead trees	Tree from neighbouring property fallen over spring has been removed. – Item to be removed from Action Sheet List. A meeting of the Spring Close Management Group is due to be held on 31 <sup>st</sup> August 2022 to discuss what work needs to be carried out during the autumn and winter months.

The Clerk reported that the Fire Safety work has been carried out at Gardiner Memorial Hall. All tree work requested has been carried out by S R Landscapes. The memorial bench has been erected in Priory Meadow. The lights in the Jubilee Reading Room are due to be replaced over the next few days.

A&E/30082022/04 Consideration of Play Area Safety Reports

The Group considered the items requiring attention as identified in the recent Play Area Annual Inspection carried out by David Bracey:

<b>Westhorpe Play Area</b>	<b>Action Required</b>
Replace ECDC Clean up dog mess sign	Clerk to check if ECDC have any replacement signs available.
Monitor Slide Shute dents	Maintenance Officer to monitor
Remove faulty Robin Rocker	Removed
Wear and tear on rocket rocker	Maintenance Officer to monitor
Fill gaps between roundabout surface tiles	Maintenance Office to fill.
Seed worn area around goal post	Maintenance Officer to do when ground conditions are right.
<b>Recreation Ground</b>	

Gym Equipment- Some caps need replacing	To order when a larger order is placed with Online Playgrounds. Maintenance Officer to fit.
Soil and seed bare areas around gym equipment	Maintenance Officer to do.
Cantilever Swing – replace missing bolt cap	Order from Online Playgrounds if available for Maintenance Officer to fit.
Zip Wire awaiting repair	Creative Play to repair on 16.9.2022. Wooden post to parallel bars (gym equipment) to be replaced at the same time.
Cradle Swing Seats - damaged	<b>Agreed recommendation to Council to replace both seats at an approx. cost of £83.00 each. Suggested that a stronger design seat is used.</b>
<b>Skate Park</b>	
Replace etiquette and Skateboard GB signs	Office to source, print and laminate new signs
Monitor Quarter Pipe/Extension/Berm for cracks	Maintenance Officer to monitor
Reinstate work areas at edge of Skate Park	Maintenance Officer to investigate. Any repair work is likely to be damaged through future use of the Skate Park.
<b>Margaret Field</b>	No work required
<b>Jubilee Green</b>	
Replace Dirty Sign	Maintenance Officer to try and clean in the first instance
Upside down bridge on Climbing frame	Leave as is as low risk and not an issue.
Turf gaps along concrete edging	Maintenance Officer to do.
Minor repairs to wet pour around turnstile	Maintenance Officer to do
Large Slide – infill worn ground areas	Maintenance Officer to do
Goal - Infill worn areas	Maintenance Officer to do

A&E/30082022/05 Review of Gardiner Memorial Hall Operating Schedule in relation to the new Premises Licence

The Clerk informed the Group that the Gardiner Memorial Hall Operating Schedule needed to be checked against the new Premises Licence. However, she had only just obtained a copy of the License and had not had time to review. She will review the document over the next couple of weeks and add to the next Finance and General Purposes meeting for consideration.

A&E/30082022/06 Any other matters

1. Cemetery Trees – 41 Baker Drive

A further request had been received from the owner of 41 Baker Drive for branches to be cut back from a tree in the cemetery to allow additional light into her property. The Group agreed that the request should be refused on the following grounds:

## Climate Change

Established healthy tree, in situ before owner moved into the property  
Cutting back branches would extensively damage the shape of the tree.  
Kevin Drane could be asked for advice.

The resident does have a right to cut back any branches that are actually hanging over into her garden.

The Clerk to respond to the resident.

### 2. Letter from resident re fence Hatley Drive Amenity Area

The Group considered a further email from the resident in Hatley Drive. The Group stated again that this is a civil matter and therefore not the responsibility of the Council to be involved. Although the fence was erected by Mr Metcalfe on the Hatley Drive Amenity Area without permission, it is of good quality and the Council has no objection to its presence.

### 3. Trees on Kingfisher Drive Amenity Area blocking light to 23 Kingfisher Drive and branches close to the roof of 17 Kingfisher Drive

The Group agreed that Kevin Drane, Tree Officer at ECDC should be approached for advice on this matter.

The Clerk reported that the external electric sockets at the Pavilion had been damaged again. It was agreed to remove the sockets. The Clerk to find out how much it will cost for them to be removed. If under £135.00 to go ahead and get them removed, as this amount had already been approved for a repair previously which had not been carried out. If not, then quotations for the removal to be sought.

A resident has offered a fir tree from their garden as a Christmas tree for Pound Hill. It was agreed that this would not survive if replanted and therefore, the offer should be declined.

### A&E/30082022/07 Date of the next meeting

The next meeting will be held on 25<sup>th</sup> October 2022.

The meeting closed at 8.30 pm.

Signed

Dated