

Burwell Parish Council
Community, Leisure, and Sport Meeting of 23.8.2022 at 7.30 pm
Jubilee Reading Room

Minutes

Present: Michael Swifts (Chair), Liz Swift, Ian Woodrooffe, Jim Perry, Jenny Moss, Paul Webb, Helen McMenamin-Smith, Linda Kitching.

CL&S/230822/01 Apologies for absences and declarations of interests

An apology for absence had been received from Geraldine Tate. There were no declarations of interests.

CL&S/230822/02 Approval of the minutes of the 21.6.22

The minutes of the meeting held on 21st June 2022 were approved and signed as a true record. Proposed by Jenny Moss and seconded by Liz Swift.

CL&S/230822/03 Action Sheet Updates on the following

The following updates were noted:

PROJECT	
Recreation Ground Inc. improvement project, Grant Funding and liaison with Football Clubs and other users	No further update.
Sports Provision Group, Inc. liaison with Football Clubs, other sports groups and users including Margaret Field	The Sports Provision Group have met with Burwell Football Club. The Club is doing well. There is an issue with the heating not being turned off after use. Tony Cornwell (new Chair) to remind all. The Grounds Contractor, Wayne Hardy (Mr Groundsman) will now be attending meetings.
Spring Close Management Group	There has been a recent act of vandalism causing a fire in Spring Close. The Fire Brigade attended. There is to be a meeting of the Management Group next week, which will start with a site visit followed by a meeting at Mandeville Hall. The new signage is progressing well and hopefully will be on display at the Family Fun Day on 3 rd September 2022.
Pauline's Swamp	There are issues with dying trees/hedging planted on the boundary by Alan Nash. District Councillor David Brown is going to talk to Emma Grima regarding the land transfer from Hopkin Homes. Advice also to be sought from CAPALC/NALC. The length of time it is taking to move ahead with the transfer is a concern. Jenny Moss to re do the Pauline's Swamp display board for the Family Fun Day.
BAFY	Helen McMenamin-Smith DBS has now been received. Neither Paul Webb nor Liz Swift have started to do theirs yet. There may be an opportunity for the group to use Mandeville Hall for their meetings. Unfortunately, GMH is not available due to previous regular bookings. The last meeting was cancelled and no further date for a meeting has been arranged. There had been some confusion regarding the cooking sessions. It was felt that BAFY is not progressing as hoped and needs a written plan as to how they move forward in the future.
Community Orchard	Needs a drone to map the site to show the exact locations of the fruit trees for the revised map. Danny Jennings was suggested. The old plan

	could be used until the new one is ready. Helen McMenamin -Smith to ask Helen Richardson if she could water the trees.
Community Garden	Jenny Moss to write a letter to businesses requesting help. A letter to be sent to Simpson's and Scotdale's to see if they can provide any sponsorship. Helen McMenamin Smith to source volunteers once digging is required. Jenny Moss to ask James Moss when he may become available to lift the plastic matting. If he is unable to do this shortly then Helen McMenamin-Smith will ask local farmers if they are able to help. The project has a limited budget. Paul Webb considers that the matting should remain in situ as it will suppress weeds, meaning that maintenance costs will be lower and that there would be ecological benefit. Helen McMenamin-Smith said that she felt that if left, the plastic would not create such a good impression. The aim is for clearance and planting of some bulbs to be carried out over the winter and the main planting being carried out in the spring. Helen McMenamin-Smith believes that there are enough volunteers to look after the garden although the Maintenance Officer may need to cut the grass. There is concern about having gravel on the footpaths as gravel is often thrown on to the skate park causing issues for the skaters. Wood chip could be used instead. Disability access also needs to be considered. Some grants maybe available towards the costs involved with making the garden accessible.
Liaison with Sports Centre	A new manager is due to start on the 1 st September 2022 and the centre is looking to appoint two assistant managers as well. No further information is available.
Climate Change Policy	The Climate Change Policy/Action Plan needs to be updated and work needs to be done on the tri-fold leaflet to make the format more user friendly.
A to B1102 Group	Cambridgeshire County Council Active Travel Strategy for Cambridgeshire Consultation has now ended. The A to B1102 Group was mainly set up to look at buses etc. The service is not good, particularly for those attending Post 16 Education and does not exist on Sundays or bank holidays. The group is thinking of proposing transport hubs. They have met with Stagecoach and will meet again in the future however funding is an issue. Swaffham Prior is concerned about the traffic flow through the village. Looking to devise a plan to bring attention to the variation in speed limits along the route. Cycleways along the route are not that good, although the Greenway Cycleway has now been agreed to continue to Swaffham Prior. Swaffham Prior is also looking for Burwell and Swaffham Bulbeck to join with them to bid for funding to carry out a feasibility and technical study to carry out the work. Liz Swift explained that she is trying to get across the point that Highways will have the last say and it needs to be what the residents want. Although a good starting point has been established, a lot more work is required. It may be useful for the A to B1102 to talk to Matt Staton at Vision Zero for Cambridgeshire and Peterborough. It may be difficult from Highways to discuss due to lack of manpower.
Westhorpe Play Area	There is quite a large team of volunteers fundraising for the new play area. The Parish Council has just earmarked £15,000 towards the project from the donation from the Factory Road Solar Farm. Kathryn Hyett is looking into further funding. The volunteers would like to include a sensory area which could open the option to apply for further grants. Children are also being asked what equipment they

	would like to be included in the play area. The volunteers have also managed to set up a bank account for the project. This is the Council's next major project.
Repair Cafe	Next meeting is on 24 th August 2022. The group are likely to postpone the first session until later in November.

CL&S/230822/04 Kayak/Canoe Landing Point – Letter of concern from resident (Information Only)

The Clerk reported that she had discussed the Paddle the Lode group insuring the landing stage for public liability through the Parish Council's insurance policy. To do this the group would need to provide the required risk assessments and report sheets for the regular checks that would need to be carried out. She had also suggested that there should be a formal agreement in place to ensure that the Parish Council would not automatically take over the landing stage if the Paddle the Lode group were no longer able to be responsible for it.

A letter from a resident concerned about the effect that the landing stage and its users on the wildlife using the Lode was noted.

CL&S/230822/05 MUGA Lights and additional barrier netting between tennis courts and MUGA

A further quotation for the MUGA lights is due to be submitted to the Council shortly. The cost for Arbus to add a ball stop netting to the Tennis Court fencing is either £3,353.48 plus VAT plus a mobilisation charge of £650.00 for one side of fencing or £7645.44 plus VAT for all four sides. Liz Swift proposed, seconded by Paul Webb that if funds permit, the netting should be applied to all four sides. However, it was agreed that any decision should be delayed until the quotation for the MUGA lights has been received.

CL&S/230822/06 Donations for Consideration - Cam Sight

A request for a donation had been received from Cam Sight. Before recommending any donation, the group asked that the Clerk finds out how many people in Burwell use the service.

CL&S/230822/07 Any other business

1.Request for free use or reduced cost of hall hire for a Westhorpe Play Area/Open Arms Christmas Fair

Westhorpe Play Area Group and Open Arms are looking to hold a Christmas Fair and wondered if the Council would consider a reduced rate for the hire of the hall. The Group discussed the request and makes the following recommendations to Full Council.

The Community, Leisure and Sports Group recommends to Full Council that a reduced hire rate is charged for the Westhorpe Play Area/ Opens Arms Christmas Fair with the hire of the hall being split in half for the two groups, with the Westhorpe Play Area being allowed to hire the hall for free and the Open Arms Group being charge half of the charity rate. This is for this event only.

2.Licensing Committee – Host Premises Consent

The Group considered applying for a Host Premises Consent to allow outside caterers/food stalls to use the car park at Mandeville Hall. The licence will cost £192.00 per year. Pimp my Fish currently pay £25.00 per week to use the car park.

The Community, Leisure and Sports Group recommends to Full Council that a Host Premises Consent Licence is purchased for the Mandeville Hall at a cost of £192.00 per year.

3.Chair-based Exercise Classes

There is no update on the Chair-based exercise classed.

A letter had been received from a resident who had parked his car at the Recreation Ground where someone had damaged the window and he wished to know what was being done to prevent this kind of thing happening. It was noted that as a public car park, those parking do so at their own risk. However, that Clerk would check that there was a sign in place stating this. It was agreed that the CCTV should not be checked unless the Police ask for this to be done.

The Group looked at a draft Fire Risk Assessment for Outdoor Open Spaces. This requires some further consideration and will be taken to the next Asset and Environment or F&GP meeting.

Paul Webb asked the Clerk to forward the Public Spaces Protection Order information to the other members of the group.

CL&S/230822/08 Date of the next meeting

The next meeting will be held on 18th October 2022 at the Jubilee Reading Room.

The meeting closed at 8.52 pm

Signed

Dated