Burwell Parish Council

Asset and Environment Group

Meeting of 25.6.2024 7.30 pm at The Gardiner Memorial Hall

Minutes

Present: Lea Dodds (Chair), Linda Kitching, Clive Leach, Liz Swift, Michael Swift, and Ian Woodroofe.

**A&E/25062024/01 Apologies for absences and Declarations of Interests**

Apologies for absence had been received from Richard Jenkins, Paul Webb, Jim Perry, Geraldine Tate, and Chris O’Neill.

There were no declarations of interests.

**A&E/25062024/02 Approval of the minutes of the meeting held on 30th April 2024**

The minutes of the meeting held on 30th April 2024 were approved and signed as a true

record of the meeting.

**A&E/25062024/03 Non-Agenda updates from the previous meeting**

The Clerk reported that she unfortunately has not had the time to obtain quotations for

lights for the rear of the Gardiner Memorial Hall or any work towards the pre-application

submission for the Gardiner Memorial Hall entrance and exit.

The resident of 41 Baker Drive was not happy about having to wait until the autumn for

the cemetery hedge to be cut. She does not believe there are any bird nests within the

hedge, but she has seen a number of rats and has ask if the Council could deal with

these. The Clerk to ask the Maintenance Officer to see if there are any noticeable nests

around.

**A&E/25062024/04 Consideration of Action Sheet items**

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| Project |  |
| GMH refurbishment Phase Two | It is understood that the architect is recovering well and will hopefully be back working in the near future. |
| GMH Exit | Work for pre-application submission still to be carried out. |

**A&E/25062024/05 Land Adjacent to 9 Poplars Close**

A request has been received from the owner of 9 Poplars Close asking if they can investigate if there is a soakaway in the area of land adjacent to their property that takes water from their downpipe and if not, if they could install one. The soakaway should have been constructed when the building was extended in 2002. The Parish Council maintains the area of land, but it is not known if it is actually owned by the Council. There is a risk that the trees planted could be damaged if work were carried out on site and the quantity of water that now needs to be accommodated due to the new large extension is a concern. If the Parish Council was to consider allowing the request, then a detailed proposal on how the work would be expedited would be required so that the Council could make an informed decision. In the first instance it was agreed that the resident should go to ECDC and ask if they are able to look on their archive files to see if they have the plans back to 2002 when the initial extension was built.

**A&E/25062024/06 Bus Shelter Audit**

Stephenson’s bus company has come back to us with regards to the use of bus shelters and have suggested that the Toyse Lane/Ness Road bus shelter, Hawthorn Way/Toyse Lane, and the Anchor bus shelters on North Street should be repaired first. They also raised concerns about overhanging branches. They did not respond to the question regarding advertising in bus shelters. It was agreed that the Maintenance Officer should be asked what work he feels need to be carried out and if he is able to do the work.

**A&E/25062024/07 Tree Work 22 Pound Close**

An email has been received from the owner of 22 Pound Close asking if some work can be carried out to the trees overhanging his garden from Jubilee Green. It was agreed that the ECDC Tree Officer, Kevin Drane should be asked to visit the site and ask what work needs to be carried out.

**A&E/25062024/08 Mandeville Hall – Guttering Soakaway**

The cost to construct a new soakaway for Mandeville Hall will be in the region of £2500.00 plus VAT. It was agreed that a further fibreoptic Inspection should be carried out to find out if any more can be found out about why the drain is blocking.

**A&E/25062024/09 Fire Alarm Maintenance Gardiner Memorial Hall and Pavilion**

Some prices have been received to carry out Fire Alarm Maintenance and Emergency

light Checks at the Pavilion and Gardiner Memorial Hall. The Clerk to look at what is exactly need before the checks are considered again at a later date. Comparison quotations will also need to be obtained.

**A&E/25062024/10 Any other urgent matters**

Ian Woodroofe informed the group that he is aware of an offer of a young Christmas tree that is available that could be planted on Pound Hill. It was agreed not to accept the offer at this point in time.

An email has been received informing the Council that there is a lot of hemlock in the village and if any of the authorities could do something about this. Lea Dodds reported that he had looked online and could not find any national or regional authorities that have a responsibility for dealing with hemlock. The plant can not be controlled and there is variance in online articles of just how much of a hazard it is. The email could be referred to East Cambs District Council or Cambridgeshire County Council.

A member of the public has some walnut trees available if the Council is interested. It was suggested that the member of public should be put in contact with the tree nursery who may be interested in having some.

**A&E/25062024/11 Date of the next meeting 27th August 2024**

The next meeting to be held on 27th August 2024.

The meeting closed at 8.25 pm.

Signed Dated