



BURWELL PARISH COUNCIL

Annual Report 2016/2017

Welcome to this year`s Annual Report on the activities of your Parish Council.

You will all have noticed work being carried out along the Causeway recently. A grass reinforced membrane has been laid between the road and edge of the grass bank to enable cars to park with two wheels off the road and still let other traffic pass. Please do not park any further up the grass bank or drive along the footpath, which is both illegal and dangerous, in order to park on top of the bank as this will cause potholes and uneven surfaces further up the bank.

Planning permission has been granted for improvements to the Pavilion and Skate Park at the Recreation Ground and now the hard work of obtaining Grant Funding can start.

It is at least 18 months since Outline Planning consent was requested by Cambridgeshire County Council for development of the site on Newmarket Road and a decision has not yet been reached. An amended plan has recently been submitted and we have been advised that East Cambridgeshire District Council is now in possession of all necessary papers and that a decision will be made.

On 4th May 2017 we will all have a chance to elect the first Mayor for Cambridgeshire and Peterborough Combined Authority. We do not expect the role of your Parish Council to change but we will wait to see with interest how this new role develops.

Joan Lonsdale
Chairman.

Full Council meetings (which include consideration of planning applications) are held as follows:

The second and last Tuesday of every month except in December when only one meeting is held on the second Tuesday

Agendas can be viewed in the Council office, the village library and on the web site.

Members of the public are welcome to attend these meetings and have the opportunity to address the Council on any village issues during the Public Forum (3 minutes per issue with a maximum of 15 minutes allowed for the Public Forum).

You are able to visit the Council office for help and advice from the Clerk on local matters or to make a request to view council records. Copies of all current planning applications for Burwell can also be viewed at the office.

Office Address : **Jubilee Reading Room, 99 The Causeway
Burwell, Cambridge, CB25 0DU**
Telephone: **01638 743142**
Email : **burwellpc@btconnect.com**
Web Site : **www.burwellparishcouncil.gov.uk**
Office hours : **Monday – Friday 10.00am – 12 noon (except public holidays)**

Your Parish Councillors

The Parish Council consists of 17 elected members who serve for a term of 4 years. The next Parish Council elections will take place in May 2019. Councillor details are as follows:

Mr Robin Dyos	32 Swaffham Road	743428
Mrs Jane Hall	31a The Causeway	742435
Mr Don Harrison	85 Low Road	610247
Mr Gus Jones	1 The Avenue	610490
Mrs Joan Lonsdale (Chair)	'Cobwebs' 23 North Street	743135
Mrs Jenny Moss	'Folly Bridge' Waterside, North Street	741768
Mr Joe Parker	9 The Avenue	610665
Mr James Perry	25 Orchard Way	612121
Mr Derek Reader	'Coquet House' Heath Road	742588
Mr Gordon Roach	3 Hatley Drive	745554
Mr Michael Smith	22 Reach Road	601974
Mrs Elizabeth Swift	25 The Causeway	743694
Mr Mike Swift	25 The Causeway	743694
Mr Paul Webb	'Lode House' 107a North Street	742938
Mrs Hazel Williams	66 Mill Lane	743897
Mrs Brenda Wilson (Vice Chair)	The Old School House, 30 High Street	743937

The Council currently has one vacancy following the resignation of Tim Wallis in April 2017.

County Councillor

Mr David Brown	11 Bewicks Mead	743283
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Mr. Brown will remain the County Councillor until his term ends in May 2017.

District Councillors

3 elected District Councillors serving for a term of 4 years represent Burwell on East Cambridgeshire District Council. The next District Council elections will take place in May 2019. Councillor details are as follows:

Mr David Brown	11 Bewicks Mead	743283
Mrs Lavinia Edwards	103 North Street	610696
Mr Michael Allan	24 Bloomsfield	744050

The Council employs 5 part time members of staff:-

Yvonne Rix	Parish Clerk
Jayne Weaver	Assistant Clerk
Debbie Cawley	Key holder/Caretaker
Martyn Wright	Key Holder/Caretaker
George Rowland	Handyman

What does the Parish Council Do?

The Councils main activities are as follows:

1. The management and maintenance of the following:

- The Gardiner Memorial Hall
- Green Lane Allotments
- Jubilee Green and the play area
- Jubilee Reading Room and surrounds
- Margaret Field and the play area
- Ness Road Cemetery and Chapel
- Pauline's Swamp
- Priory Meadow
- The Recreation Ground, skate park, pavilion and play area

- Spring Close
- Village Lock up
- Westhorpe play area and surrounds
- Mandeville Hall and Mingay Park

2. Grass cutting at Pound Hill, Mill Close, Poplars Close, Tunbridge Close, Hatley Drive and Kingfisher Drive. Other grassed areas in the village are maintained by East Cambridgeshire District Council.

3. The Parish Council also undertakes grass cutting on behalf of the County Council; in general this is the verges throughout the village and The Causeway. Due to budget restraints the County Council will only pay for 3 cuts per year to these areas with a real possibility that in the more rural areas only visibility splays will be cut. The additional cuts necessary to keep the grass in check are funded by the parish and last year this cost was £1029.77.

4. Street furniture – village seats, bus shelters and notice boards etc.

5. Council also debates local planning applications and passes their comments to East Cambridgeshire District Council to aid their decision making process.

6. Liaise with both the County and District Councils to maintain and improve their standards of service.

Main Activities during 2016/17

Planning:

- The Council made recommendations on 68 planning applications, of which 38 were approved by East Cambs. District Council. There were 17 applications for new development.
- The Council has continued to be in consultation with the County and District Council with the proposed development of 350 new dwellings off Newmarket Road and Former D S Smith Site of Reach Road Development for up to 70 dwellings.
- In consultation with East Cambs. District Council with regards to the Draft Local Plan.

Other Matters :

- Working towards the dedication of the Recreation Ground as a Field in Trust.
- Working to improve the wildlife site, Pauline's Swamp.
- Investigating the possibility of providing a cycle path between Burwell and Exning
- The Parish Council continues to fund the illumination lighting at St. Mary's Church.
- We were once again pleased to be able to sponsor the very popular Summer Reading Scheme in conjunction with the Library, this is a wonderful way to encourage children to read a variety of books and hopefully continue reading throughout their lives.
- A donation of £400 was made to the Burwell Museum to help provide summer activities
- Carried out improvement work to the football pitches at the Recreation Ground
- No further funding has been made available for the maintenance and cutting of parish footpaths. This means that we will concentrate on the cutting of the most used footpaths i.e. those closest to the village and will inevitably mean that the total cost will now be borne by the parish.
- The demand for allotment plots has now been almost entirely met and there is currently only a small waiting list for plots.
- The Parish Council's website www.burwellparishcouncil.gov.uk continues to provide easy access to council information.

Monthly Trips to Ely

Burwell Parish Council has continued to support the monthly trips to Ely from the village. The service is now provided by the Newmarket Volunteer Service running on the 1st Thursday of the month. This service is open to everyone, but you will need to register your details with Newmarket Volunteer Service. This can be done and trips can be pre- booked by telephoning Newmarket Volunteer Service on 01638 664304.

Plans for 2017/2018

- To consider improvement work for Gardiner Memorial Hall
- To refurbish and extend the pavilion at Burwell Recreation Ground
- To continue to consult with District and County Council with regards to the development off Newmarket Road
- To look at road safety issues throughout the village including cycle path to Exning
- To organise a further Open Day at Pauline's Swamp
- To reinstate a Volunteer Speedwatch Group within the village
- To consider ways to provide public toilets for the village

Where your money was spent in 2016/2017

Please note 2016/2017 figures are subject to approval/audit and are based on Income and Expenditure.

<u>2015/2016</u>	<u>INCOME</u>	<u>2016/2017</u>
£104,795.00	PRECEPT	£110,358.00
£4,237.00	Addit ECDC Funding	£2,118.00
£8,930.00	CEMETERY	£9,285.00
£1,922.41	ALLOTMENTS	£1,841.97
£450.00	PLAYING FIELDS	£0.00
£1,903.03	AGENCY	£1,903.03
£556.66	INTEREST	£120.48
£24,408.17	VAT IN	£2,727.06
£0.00	VAT Charged	£7,203.26
£211.37	PHOTOCOPIER	£184.49
£0.00	ADMINISTRATION	£0.00
£33,644.56	OTHER	£17,607.21
£42,070.13	HALLS	£38,265.63
£3,925.00	DEPOSITIS PAID	£3,200.00
£7,894.64	CIL	£32,649.94
£2,988.00	INSURANCE	£0.00
£1,501.90	loan Petty cash	£727.98
£0.00	PCSO	£0.00
£0.00	PAULINE'S SWAMP	£0.00
£0.00	Transfers	£0.00
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£239,437.87		£228,192.05

<u>2015/2016</u>	<u>EXPENDITURE</u>	<u>2016/2017</u>
£19,670.45	VAT	£9,695.68
£1,501.90	LOAN	£727.98
£2,890.00	TREES	£165.00
£45,216.21	PLAY	£1,071.39
£1,850.81	MAINTENANCE	£1,630.19
£2,987.90	HANDYMAN	£0.00
£48,758.97	BUS SHELTER	£59,891.93
£0.00	STAFF	£0.00
£5,095.29	MEMBERS	£5,667.28
£7,435.10	INSURANCE	£8,633.41
	ADMIN	

£1,740.00	DONATION	£1,975.00
£4,366.02	ALLOTMENT	£375.81
£35,479.96	HALLS	£24,757.44
£5,298.28	BURIAL GROUNDS	£9,059.25
£17,100.84	PLAY FIELDS	£30,165.32
£2,907.00	AG GRASS	£2,932.80
£1,559.09	LIGHTING	£195.57
£3,557.00	DEPOSITS	£3,100.00
£544.94	STREET FURNITURE	£170.00
£1,053.07	Petty Cash	£1,166.02
£1,243.30	PAULINES SWAMP	£611.00
£300.00	Dial a Ride Ely	£390.00
£0.00	Transfer	£0.00
<u>£5,325.19</u>	Other	<u>£12,315.74</u>
£215,881.32		£174,696.81

Income for the year ended 31st March 2017	£228,192.05
Expenditure for the year ended 31st March 2017	<u>£174,696.81</u>
Income over Expenditure	£53,495.24
Retained Reserves at 1st April 2016	<u>£240,207.03</u>
Retained Reserves at 1st April 2017	£293,702.27

<u>Investments</u>	<u>2015/2016</u>	<u>2016/2017</u>
Cash/Bank	£243,218.81	294626.11
Debtors	£537.00	2466.59
VAT	£701.25	387.45
Prepayments	<u>£1,276.80</u>	<u>1985.78</u>
	£245,733.86	£299,465.93
Less		
Creditors	£3,066.06	3450.87
Receipts in advance	<u>£2,460.77</u>	<u>2312.79</u>
	£240,207.03	£293,702.27

Balance Sheet

<u>Current Assets</u> <u>as at 31.3.2016</u>		<u>Current Assets</u> <u>as at 31.3.2017</u>
£1,276.80	Prepayments	1985.78
£1,238.25	Sundry Debtors	2854.04
<u>£243,218.81</u>	Cash in Hand	294626.11
£245,733.86		£299,465.93
Less		
<u>Current Liabilities</u> <u>as at 31.3.2016</u>		<u>Current Liabilities</u> <u>as at 31.3.2017</u>
£2,460.77	Receipts in Advance	£2,312.79
<u>£3,066.06</u>	Creditors	<u>£3,450.87</u>
£240,207.03		£293,702.27
	Nett Assets	
£240,207.03	Fund Balance	£293,702.27

Earmarked Reserves as at 31st March 2017

Community Infrastructure Levy	£40,544.58
Pauline's Swamp	£3,151.81
Sports Provision	£45,147.00
Recreation Ground Improvements	£33,500.00
The Causeway Verges	£17,000.00
Gardiner Memorial Hall Update	£5,000.00
Highway Safety	£1,000.00
Mandeville Hall Pathway Extension	£2,500.00
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	£147,843.39

Burwell Ness Road Survey October 2106

The survey was conducted in Sept / Oct 2016 with 545 paper surveys hand delivered to Ness Road residents and online survey links were posted on Burwell Community Facebook page. In total, 202 responses were received, 104 from Ness Road residents.

88% of respondents said speeding was an issue on Ness Road and the survey responses identified three clearly preferred options regarding Ness Road safety issues - these all concerning traffic speed reduction and being able to safely cross the road.

As a direct result of the important information received from the residents' survey, Burwell Parish Council was able to make a substantive application for a Highways initiative Grant for Ness Road safety issues, to Cambridgeshire County Council, early in 2017. We have recently been informed that this was successful, and we look forward to their recommendations and implementation of any improved solutions to provide improved safety in this busy area of Burwell.

Burwell Parish Council has a Safety Working Group actively looking at safety issues concerning roads, pedestrians and cyclists throughout the village area and further future initiatives are currently under active discussion.



Community Defibrillator situated at
The Jubilee Reading Room
99 The Causeway, Burwell, CB25 0DU
CALL 999 to Access