

**BURWELL PARISH COUNCIL**  
***The Jubilee Reading Room***  
**99 The Causeway, Burwell Cambridge. CB25 0DU**  
**Telephone 01638 743142**

Chairman : Mr D A Reader

Clerk : Mrs L J Reader

**Minutes of the meeting of Full Council held on Tuesday 12<sup>th</sup> November 2013 in Room 2, Mandeville Hall, Tan House Lane, Burwell, CB25 0AR**

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**Present** :- Derek Reader – Chairman, Laura Barrett, Liz Goodman, Sylvia Greenaway, Gus Jones, Joan Lonsdale, James Perry, Michael Scarff, Heather Sims, Michael Smith, Liz Swift, Fay Whitehouse, Hazel Williams, Brenda Wilson

**01.11.13** Apologies for absence had been received from Don Harrison and  
**Apologies** :- Pat Kilbey

Michel Scarff and James Perry arrived at 7.31pm

**02.11.13** The following pecuniary interest was declared:  
**Declarations** Derek Reader – Payment of accounts  
**of any**  
**interests**  
**known to**  
**Councillors** :-

Hazel Williams arrived at 7.32pm

**03.11.13** The minutes of the meeting of Full Council held on Tuesday 29<sup>th</sup> October 2013  
**Minutes** :- were approved and signed.

Proposed – Liz Goodman, seconded – Joan Lonsdale

**04.11.13** No member of the public made comments  
**Public Forum** :-

**05.11.13** The following Planning Applications were considered:

**Applications** :- **13/00691/FUL** **Mr & Mrs Timothy Lodge – 59 Baker Drive**  
Construction of ground floor and first floor extension.  
Reduction in size of balcony and inclusion of 1.99m high screen on side elevation of balcony.

For information only- no response required

**13/00911/FUL** **Mr M Daines-Smith – 71 Silver Street**  
Proposed alterations, extensions and modernization.

No objection.

**13/00787/OUT** **Mr and Mrs N Maskell – 3 Swaffham Road**  
Erection of 2 houses and associated garages (following demolition of existing bungalow and garage). The provision of 3 parking spaces and turning area for each unit.

For information only- no response required

**13/00878/ESF**      **Daisy No 1 Ltd – Land Off Heath Road**  
The installation of a 27.2 MW Solar Farm and associated infrastructure.

Concern was raised with access from the village to the site for vehicles during the construction of the site and maintenance of the site in the long term.

The following planning applications have been approved:

**06.11.13**  
**Decisions**  
**from**  
**County and**  
**District**  
**Council** :-

**13/00768/VAR**      **Greene King Retailing Ltd – The Anchor 63 North Street**  
Variation of condition 15 (tree protection) of decision dated 31.01.13

**13/00693/FUL**      **Mr Paul Forden – 59 North Street**  
First Floor pitched roof extension to provide bedroom and En-suite

**13/00684/RMA**      **Hyperion Homes - Velindre 54 Isaacson Road**  
Reserved matters for access, appearance, landscaping, layout and scale of two detached dwellings

**13/00771/FUL**      **Mr and Mrs Peters – 60 Reach Road**  
Two storey rear extension and loft conversion of garage to form habitable room

**07.11.13**  
**Action**  
**Points**  
**Update** :-

**Jubilee Reading Room** – the sliding door has been fitted and is operational. On the return of the Parish Clerk, keys will be made available to key holders with both sliding door and the existing external door locked when the office is out of use. A warm air curtain is to be fitted and quotes for redecoration and replacement of entrance mats (currently a trip hazard) are being sought. Council meetings will take place at Mandeville Hall until January 2014.

**Action Point List** – Sporting facilities have now been identified within the Master Plan and the web-site is complete.

**08.11.13**  
**Parish**  
**Reports** :-

**Grounds** – Weekly play area reports show no issues. However considering the concerns expressed by resident in relation to the Skate Park it was agreed to investigate further.

**Trees/Environment** – Notification of tree works at the following properties:-

**8 Hythe Close**

Cypress - Fell

Sycamore – Crown reduce spread by 30% all round and reduce height to shape and balance.

**6-12 Silver Street**

Beech x 2 Crown lift all round to clear approximately 3 metres

Ash – Crown lift all round to approximately 4 metres, remove low branches, remove major dead wood

Silver Birch – Crown lift to clear approximately 3 metres

Beech – Crown lift by removing 7 lowest branches, shorten 5 of long thin branches over paved area by approximately 4 metres, and shorten 4-5 thin branches growing out over adjacent house by 4 metres

**1 Cedar Gardens**

Monterey Cypress – Fell

Cypress x 2 Clip sides hard all round maintaining green cover

Yew – Fell

**09.11.13**  
**County and**  
**District**  
**Matters**

**Cambridgeshire County Council, Local Highway Improvement Initiative** – Applications for grants need to be submitted by Monday 9<sup>th</sup> December 2013 for consideration in January 2014. The Safety working group will convene a meeting of participants and identify possible proposals for review at the next meeting of Full Council.

**East Cambridgeshire District Council, Community Infrastructure Levy: Update and Consultation** – Council resolved to support the Ely southern bypass and the funding of the A14 subject to the road not becoming a toll road.

**10.11.13**  
**Other**  
**Reports :-**

The reports listed on the agenda had been circulated to Councillors for information

**11.11.13**  
**Christmas**  
**Tree and**  
**Parish**  
**Carols :-**

A tree, of the same height as last year will be purchased. It was agreed to hold a carol sing-along on Friday, 13<sup>th</sup> December 2013 at 6.30 pm. The PR working group and Parish Clerk will progress.

**12.11.13**  
**Finance :-**

The following items were considered:

**Insulation of Pavillion** – a quotation of £565.00 for the provision of 150mm thick insulation to the Pavillion was agreed.

**Charge to Burwell Swifts Football Club** – A charge of £300 for the current season was agreed.

**Accounts** - The accounts as presented were approved for payment with the exception of one return of deposit for Mandeville Hall in light of the resultant condition of the hall and complaints from local residents. A letter concerning this with a request for an explanation and, if applicable, recovery of costs for damage and making good will be issued to the hirer concerned.

Proposed – Joan Lonsdale, seconded – Liz Swift. Agreed by all.

**13.11.13**  
**Corresp-**  
**ondence :-**

**Skate Park** – An email from a resident regarding the condition of the Skate Park was discussed. A detailed inspection of the facility will be carried out. Chairman will request a meeting with correspondent at the site to discuss issues.

**Anchor Corner** – It was agreed to respond to a letter from a resident regarding Anchor Corner with an invitation to attend a future Parish Council meeting. The support that the Parish Council can offer can then be agreed.

A letter of thanks from the Bottisham & Burwell Photographic Club had been received regarding their recent hire of the Mandeville Hall. Council noted correspondence between a resident and ECDC regarding Pauline's Swamp and the proposed development of the D. S. Smith site.

**Remembrance Sunday** – Chairman expressed his disappointment at the level of attendance at the Remembrance Sunday ceremony by Councillors.

There being no further business the meeting closed at 8.34 pm.

Signed this                      day of                      2013                      \_\_\_\_\_  
Chairman