

BURWELL PARISH COUNCIL
The Jubilee Reading Room
99, The Causeway, Burwell Cambridge. CB25 0DU
Telephone 01638 743142
E Mail burwellpc@btconnect.com

Chairman: Mr D A Reader

Clerk: Mrs Y Rix

Minutes of the meeting of Burwell Parish Council held in The Jubilee Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU at 7.30p.m. on Tuesday 29th April 2014.

Present:- Derek Reader (Chairman), Laura Barrett, Liz Goodman, Sylvia Greenaway, Pat Kilbey, Joan Lonsdale, James Perry, Mick Scarff, Michael Smith, Liz Swift, Fay Whitehouse, Hazel Williams and Brenda Wilson.

15.4.14 Apologies:- Apologies for absence had been received from Don Harrison and Gus Jones,

16.4.14 Declarations of any interest known to Councillors:- The following declarations were received:
Sylvia Greenaway 19.4.14 Planning Applications 14/00079/FUL
Joan Lonsdale and Pat Kilbey 26.4.14 Correspondence – Email from resident regarding bungalows facing the Burwell Lode frontage

17.4.14 Approval of Minutes:- The minutes of the meeting held on 8th April 2014 were approved and signed as a true and correct record.
Proposed – Joan Lonsdale, Seconded – Pat Kilbey

Jim Perry arrived at 7.35 pm.

18.4.14 Public Forum:- No matters were raised during the Public Forum

Two Officers from the local Army Cadets talked to the Council on their efforts to re-establish the Army Cadet Unit in Burwell. The Cadets gives young people aged between 12 and 18 the opportunity to partake in numerous activities, gain useful skills and work towards qualifications such as the Duke of Edinburgh Award and First Aid. Army Cadets is not a recruitment source for the Army. There are also opportunities for adults volunteers within the unit. The Unit currently has a building within the grounds of the school, but this could be lost if the Unit cannot be re-established. The Officers are currently looking for opportunities to promote the Unit and are already involved with the Burwell Carnival and have an article in Clunch. Council suggested the Sports Centre as being a possible venue to engage with youngsters. Members of the Council were invited to visit the Army Cadet Building, which can also be made available for community hire.

19.4.14 Planning Applications: The following planning applications were considered:

14/00079/FUL	Mr Anthony Turner – 28 The Avenue Construction of double garage to front of existing dwelling No objections
14/00194/FUL	Mr Matt Hill – 83 North Street Single storey rear extension and side extension to form new dining area No objections but property in the Conservation Area and mature trees at the entrance to the property are not shown on plan

- 14/00148/FUL** **Mr P Smith – Land to the rear of 2 Isaacson Road**
New detached dwelling and double garage
Objection – concern of access to and from the proposed property at the junction of Isaacson Road and the High Street
- 14/00356/FUL** **Brown & Barry – Amtrac 70 Reach Road**
Proposed new building (B2 & B8 use) and create new access (Planning Committee 7.5.14)
Objection - concern that there are footpaths across the area and that the use of the site has changed since the original planning application was approved.

**20.4.14
Planning
decisions
from District
Council:-**

- The following planning decisions had been received from the District Council:
- 14/00183/CLP** **Mrs Jennifer Stannett – 8 Murton Close**
Single storey rear extension and conversion of existing garage into utility room
APPROVAL
- 14/00182/FUL** **Mrs Jennifer Stannett – 8 Murton Close**
Single storey front extension to ground floor and first floor Extension
APPROVAL
- 14/00074/FUL** **Mungo Marine – 5 Pound Close**
Re-roof existing property including addition of dormer windows and garage extension including new pitched and tiled roof.
APPROVAL
- 14/00162/FUL** **Mrs E Brown – 48 North Street**
Erection of a 2 storey house
APPROVAL
- 14/00088/FUL** **Mr M Charity – 6 Silver Street**
Proposed two storey side extension and alterations to existing dwelling
APPROVAL
- 14/00213/FUL** **Mrs A & Y How – 11 Hall Lane**
Two storey and single storey rear extension and roof extension
APPROVAL
- 14/00300/HEN** **Mr Kevin Coleman – 18 Bloomsfield**
Construction of single storey rear extension which extends beyond the rear wall by 4.70m, has a maximum height of 3.95m and an eaves height of 2.5m
APPROVAL
- 14/00002/FUL** **Mr Simon Fenn – Land parcel north of Mill House, Mill Lane**
1.8m timber boarded fence along boundary with Mill Lane
REFUSED
- 14/00226/LBC** **Mr Daren Sheward – 7 High Street**
Single storey rear extension
REFUSED
- 14/00159/FUL** **Mr Daren Sheward – 7 High Street**
Single storey rear extension
REFUSED

21.4.14 Action Points Update:-	<p>Notes from the meeting with the PCSO had been circulated to Councillors regarding parking along the Causeway. Council agreed that a joint letter from the Police and the Parish Council should be sent to all residents in the Causeway requesting that they park considerately and making them aware of where parking is illegal. The Clerk was asked to speak to Highways again regarding the cost of providing grass crete to protect the verge.</p> <p>There were no nominations for Buildings of Local Interest.</p> <p>Mick Scarff reported that he had looked at the gate at the allotment and that he could see no problems as the access was on to an uncultivated area. Council agreed that in this instance they had no objections with the arrangement, but future requests would need to be considered individually. Another gate onto the allotment will be looked at by Derek Reader.</p> <p>The Grounds and Buildings Working Group reported that the Cemetery is badly in need of attention. The Clerk was asked to obtain quotes to have the gate widened, removal of self-set trees behind the chapel, painting of chapel windows, repairs to the driveway up to the Chapel and tidying of the outside hedge. Graves need to be reseeded after the initial settlement period of six months. Cemetery Regulations need to be reinstated with a copy of the regulations being issued directly to the next of kin.</p> <p>The repairs to the Skate Park have now been carried out.</p> <p>A draft Tree Policy has been circulated to Councillors prior to being considered at the next Council meeting.</p>
22.4.14 County & District Councillors Reports:-	<p>Reports from the County and District Councillors were noted.</p> <p>Mick Scarff commented on English Heritages view on the proposed Ely bypass and the change in structure of the County Council with more delegation of decisions to officers. ECDC Chief Executive is due to put the case forward to the Boundary Commission for a reduction in the number of district councilors from 2019.</p>
23.4.14 County and District Matters:-	<p><u>Notification relating to the East Cambridgeshire Local Plan – Schedule of Proposed Modifications and Draft Renewable Energy Development (Commercial Scale) Supplementary Planning Document Extension to Barkways Site</u></p> <p>David Brown referred to the Schedule of Proposed Modifications to the Local Plan and the inclusion of an extension to Barkways as one of three exception sites for the area, despite strong objections from the Parish Council, through the Masterplan and previous confirmation by ECDC that the site would not be included. Council agreed that a letter should be sent to ECDC requesting that the site should be removed from the Local Plan.</p> <p><u>Layout of Newmarket Road proposed development</u></p> <p>The Schedule of Proposed Modifications to the Local Plan refer to the layout of the Newmarket Road development as having been endorsed by the Council at a Parish Council meeting. However the proposed layout, which differs from the Masterplan had been supported by members of the Council at a presentation outside of a Council meeting. Council agreed that a letter should be sent to ECDC explaining that members of the Council attending the presentation had supported, but not endorsed the proposed layout of the site and that the presentation had not been part of a properly convened meeting of the Parish Council. Discussion also took place over the capacity of the area allocated for sports provision and traffic route to access the proposed sports facilities.</p> <p><u>Removal of Recycling Banks in Newnham Lane</u></p> <p>ECDC have asked about the possibility of removing the recycling banks in Newnham Lane. Council agreed that prior to making a decision the Clerk should find out the extent that they are currently being used.</p> <p><u>CCC Verge and Village Grass Maintenance Programme</u></p> <p>Council noted the County Council Verge and Village Grass Maintenance Programme for 2014.</p> <p><u>Notification of Street Numbering Burwell Fire Station and 71 Silver Street</u></p> <p>Council noted the document detailing street numbering amendments for Burwell Fire Station and 71 Silver Street.</p>

David Brown and Lavinia Edwards left the meeting.

**24.4.14
Other
Reports:-**

The following reports had been circulated to Councillors for information:
BVTA Minutes of the Committee Meeting held on 10.3.14

**25.4.14
Finance:-**

Amendment to payment of April salaries

The Clerk reported that due to staff changes the total payable for salaries in April 2014 was £3247.20

Request for funding from Burwell Museum Trustees – Plaque for Mill

A request for funding for a plaque for the mill had been received from Burwell Museum Trustees. Hazel Williams proposed, Michael Smith seconded that a donation of £150.00 should be made to the Burwell Museum Trustees towards the plaque. Council agreed to the proposal.

Consideration of quotation to repair fencing at the Recreation Ground

A quote for £195.00 had been received to replace the fence recently vandalised at the Recreation Ground. Michel Scarff proposed, seconded by Derek Reader that the quotation should be accepted. Council agreed to the proposal.

Consideration of quotation for the cutting of additional grass areas currently cut by the handyman

Hazel Williams proposed and Council agreed that the quotation received from the contractor to cut the additional areas at a cost totaling £320.00 per cut should be accepted on a temporary basis with the areas being cut fortnightly. The contractor had also explained that he would need to sub contract out the maintenance of the Recreation Ground and therefore it may be easier for the Council to contract out the work directly. Council agreed for the Clerk to obtain quotes for the maintenance of the Recreation Ground.

**26.4.14
Corres-
Pondence:-**

Ely and Soham Dial-a-Ride – Length of Summer trips

The Clerk had received an email from Ely and Soham Dial-a-Ride asking if one of the trips should be increased to 3 hours again now that the weather has improved. Council agreed that this should be decided by the users.

Email from resident regarding moorings on the river

A further email had been received from a resident regarding the illegal moorings on the river. The Clerk had requested an update from the Enforcement Officer who is currently dealing with the matter. The Clerk was asked to inform the resident that future correspondence regarding the matter should be made directly to the Enforcement Officer.

Email from resident regarding bungalows facing the Burwell Lode frontage

A resident had emailed the Council regarding the bungalows facing the Burwell Lode. They were concerned about the maintenance of shrubs planted on the Lode and possible encroaching of the amenity area for parking. The shrubs that have been planted are maintained by the Parish Council under the hedge cutting contract. One of the residents appears to be cutting part of the grass area which looks different to the rest of the grass that is cut by the Contractor. This could be giving the impression that the resident is trying to encroach an area of the land. The Clerk was asked to request that the Contractor cuts all of the area in future. Council agreed that this was mainly a neighbour dispute and not something that the Council needed to be involved with. The Clerk was requested to ask the PCSO to visit and give further guidance if required.

Burwell Sports Centre – Support for Section 106 application for improvement to lighting In Sports Hall

A letter had been received from Burwell Sports Centre asking for the Council's support for a Section 106 grant application for the replacement of the main sports hall lighting system. Hazel Williams raised concern over the sustainability of the Sports Centre and that the Centre was relying on a Section 106 grant to cover the cost of the work, with no evident self-funding. Council agreed to reconsider the request once the level of Section 106 funding available for Burwell had been determined.

Jim Perry declared a declaration of interest for this item.

Email from resident regarding sports provision in Burwell

An email had been received from a resident regarding the future sports provision in

Burwell, with an offer to assist with progressing any agreed projects. Council felt that further clarification of the other information requested was required prior to full consideration being given to the email.

27.4.14 Annual Parish Meeting to be held on 6th May 2014, 7pm at Mandeville Hall
Council members were reminded that the Annual Parish Meeting is due to be held on 6th May 2014, 7 pm at the Mandeville Hall.

Council agreed to have hanging flower baskets at the Jubilee Reading Room, Mandeville Hall and the Gardiner Memorial Hall again this year.

As there was no other business the meeting closed at 9.25 pm.

Signed this the _____ day of May 2014 _____
Chairman