

**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 30<sup>th</sup> July 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, Don Harrison, Gus Jones, Pat Kilbey, Joan Lonsdale, James Perry, Michel Scarff, Heather Sims, Michael Smith, Liz Swift, Fay Whitehouse  
Hazel Williams, Brenda Wilson

**16.07.13** Apologies for absence had been received from Tim Clay and District Councillor  
**Apologies** :- Lavinia Edwards

**17.07.13** The following personal interest was declared  
**Declarations**  
**of any** Hazel Williams – Community Facilities Audit to be conducted by Cambridgeshire Acre  
**Interests**  
**known to**  
**Councillors** :-

**18.07.13** The minutes of the meeting of Full Council held on Tuesday 9<sup>th</sup> July 2013  
**Approval of** were approved and signed  
**Minutes** :-

Proposed – Pat Kilbey, seconded – Laura Barrett

**19.07.13** There were no members of the public present  
**Public**  
**Forum** :-

**20.07.13** A representative of the service was in attendance to update Council on the response  
**Cambridge** to the recent consultation regarding the closure of Swaffham Bulbeck Fire Station and  
**-shire Fire &** the rebuilding and upgrading of the Burwell station. The majority of people were in  
**Rescue** favour of the proposals and the planning process has begun for the new station at  
**Service** :- Burwell. The original plans have been amended slightly to provide a slightly larger  
station than originally proposed. Trialling of the timings for Swaffham Bulbeck fire  
fighters that wish to transfer to Burwell have also commenced to see how feasible this  
would be. An assurance was given that whilst the new station at Burwell would be a  
community facility it would not be the intention to rival existing facilities in the village.  
However, should a need arise for a further facility then those at the fire station would  
be made available if appropriate.

**21.07.13** Peter Biggs – DW Homes, Rosemary Day – Bellenden and Paul Sutton – Cheffins.  
**David** were in attendance. The object was to update Council on the public consultation that  
**Wilson** was held by DW Homes on 16<sup>th</sup> May 2013 at Mandeville Hall regarding their  
**Homes** :- proposals to develop land to the rear of Toyse Lane. 2700 invitations had been sent  
out to householders in the village and 168 residents had attended the event, with 106  
feedback forms being completed.

Don Harrison arrived at 7.42pm

The Draft Local Plan has been approved by the District Council s is due to go to the  
inspector by November of this year, David Wilson Homes hope to be part of this  
process, putting forward their proposals for the alternative site to the rear of Toyse

Lane. Some discussion took place as to the proposed roundabout on the outskirts of the village along the Fordham Road intended as a traffic calming measure. The developers stated that there was sufficient land in their option to be able to achieve the roundabout without taking further land. It was pointed out that following the consultation event and the concerns of residents from Chestnut Rise and Appletree Grove some amendments had been made to the original proposal in order to try to address these concerns. Some discussion took place with regard to the delivery of a sports facility on the site and the time at which this could be delivered in comparison to the site on Newmarket Road.

Michel Scarff asked if this was a closed development i.e. would we find that the 80 - 100 initial homes proposed would in a few years' time double as there would still be vacant land available, the answer was that the site could be extended in the future. The percentage of affordable homes on the site would be 40% in line with the legal requirement and they would be built in clusters.

**22.07.13**

**Planning**

**Applications :-** 13/00609/PDR

**Mr Phillip Goldsmith – 4 Station Gate**  
Rear extension/orangery

The following planning applications were considered:-

No objection

**23.07.13**

**Decisions**

**From District Council :-**

The following planning application has been approved:-

13/00391/FUL

**Mr & Mrs P Jarman – 3 Scotred Close**

Proposed rear and side extension forming a 3 bed bungalow

13/00451/CLP

**National Grid Electricity Transmission Plc**

Erection of new flood defences located along the alignment of the current boundary fence

13/00005/PDR

**Mr Douglas Jugg – 93 The Causeway**

Replacement windows to front elevation

**24.07.13**

**Action**

**Points**

**Update :-**

**Jubilee Reading Room –** Steady progress is being made with the extension. First fix electrical wiring is scheduled for early next week.

**Web Site –** Some problems have been encountered with uploading of the minutes to the new site but Laura Barrett and Pat Kilbey are working on this at present.

**25.07.13**

**County &**

**District**

**Councillors**

**Reports :-**

See attached reports.

Councillor Brown gave a verbal report as the Clerk had not received the e-mailed version for circulation but this would be circulated to all Councillors at a later date. Cllr Brown informed Council that the wheelie bins were to be delivered throughout the village in three separate deliveries according to refuse collection rounds.

Cllr Williams advised that the Chairmen and Vice Chairmen of the Neighbourhood Panels were to meet together to discuss the future of the panels

**26.07.13**

**County &**

**District**

**Matters :-**

**Tree Preservation Order tree works application – 60 Buntings Path**

Notification had been received of an application to fell a beech tree and replace with *Carpinus betulus*, Council were asked if they had any comments on the proposal, they had none.

**Invitation to pre-launch open day at Amey Cespoa Waterbeach**

Four Councillors had expressed an interest in attending this event on 22<sup>nd</sup> August 2013 and the Clerk had notified Amey Cespoa accordingly.

**East Cambridgeshire District Council – Community Facility Audit**

Cambridgeshire Acre where undertaking the above audit on behalf of East Cambridgeshire District Council. The Clerk pointed out that some of the information

they required was very time consuming to obtain and Council agreed that where possible generic answers should be provided.

**27.07.13**  
**Other**  
**Reports :-**

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

**28.07.13**  
**Waste**  
**Collection**  
**Service :-**

The Clerk had forwarded information regarding the new wheelie bin collection service and delivery schedule for the bins to all Councillors. It was noted that Swaffham Road had been missed from the delivery schedule.

**29.07.13**  
**Community**  
**Land**  
**Trust :-**

Several Councillors had attended the presentation on Community Land Trusts (CLT). Joan Lonsdale felt that Council should not dismiss the concept of a CLT for Burwell especially as there was possible potential for one to be included in the new development on Newmarket Road. Hazel Williams confirmed that the £30,000 available from ECDC towards setting up a CLT was a loan that was repayable not a grant.

**30.07.13**  
**Swimming**  
**Pool :-**

An e-mail had been received from the Chairman and Secretary of the Swimming Pool Committee to say that regrettably following lengthy investigation it had been decided that a stand-alone pool was not a viable proposition. The decision had therefore been made to hand the pool back to the County Council. It was resolved that a letter thanking the committee for all of their efforts to secure the pool's future should be sent.

**31.07.13**  
**Alarm**  
**Systems :-**

Following two recent false alarms at Mandeville Hall the Clerk raised concerns that nobody had reported either incident. She asked if it was worth considering having the systems at both Mandeville Hall and Jubilee Reading Room altered to ones that sent an alert to a nominated person(s). It was resolved that the matter should be investigated further and costs sought from the current providers.

**32.07.13**  
**Finance :-**

Consideration was given to the following :-

**Quarterly Report** – the report was noted and a query raised as to the reimbursable figure of £48.80 for Pauline's Swamp. It was thought that this was probably the cost of the ownership board, but the Clerk would clarify this with the Responsible Finance Officer.

**Amendment to payment schedule for July** - due to an error by the Inland Revenue it had been necessary to alter the amount payable for salaries for the month from £3553.06 to £4007.42. This amendment was approved by Council retrospectively.

**Request for funding Cambridgeshire Bobby Scheme** – It was resolved that a grant of £100 should be made to the Bobby Scheme.

**Consideration of funding for the Connections Bus Project** – Following discussion it was resolved to make a grant of £500 towards the running of the Connections Bus Project. We would review the position around Christmas time to see how numbers had fluctuated.

**Payment to Ryte Construction** – It was resolved that the first instalment payment to Ryte Construction should be made on 31<sup>st</sup> August. It was further resolved that both Ryte Construction and the Architect should be reminded that invoice needed to be presented to the office by the first Tuesday of the month for payment in that month failure to do so would result in the invoice being held for a further month before payment could be authorised.

**33.07.13**  
**Correspondence :-**

**E-mail regarding white lining in The Causeway**

An e-mail had been received from a resident of The Leys querying the meaning of the white lines on the road at the entrance to The Leys from The Causeway. The resident was concerned that vehicles obstructed the entrance and made it difficult to

see what was coming along both the road and path. It was resolved that the e-mail should be forwarded to the PCSO and that he should be asked to monitor the situation and take action as appropriate.

**Request to plant a memorial tree in Burwell Cemetery**

A request had been received to plant a memorial tree in the Cemetery Grounds. It was resolved that the request should be granted and that the tree should be of a similar species as that already planted.

**Request for the use of the Recreation Ground for a Sunday Football team**

An e-mail had been received asking if it would be possible for a Sunday team to use the recreation ground for matches. Council asked the clerk to obtain more information about the team as to whether they were an adult or youth team and where they Burwell residents prior to being able to make a decision.

There being no further business the meeting closed at 9.05p.m.

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