

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

Notice is hereby given that a Meeting of the Burwell Parish Council will be held in the Jubilee Reading Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU at 7.30p.m. on Tuesday 11th December 2018 you are summoned to attend for the transaction of the following business

AGENDA

FC/111218/1 Apologies

FC/111218/2 Declarations of any interests known to Councillors

FC/111218/3 Approval of Minutes of the meeting of 27th November 2018

FC/111218/4 Public Forum a maximum of 15 minutes will be allowed for public comment on any agenda item

FC/111218/5 County and District Reports

FC/111218/6.1 Planning Applications to be considered

18/01575/FUL Site Rear Of 131 North Street

Construction of 4 bed dwelling and garage

18/01541/FUL A&A Plant Hire Limited, Factory Road

Proposed relocation of existing business and erection of one light industrial unit

18/01649/FUL Ashbridge Farm, Factory Road

Proposed erection of 1 private detached bungalow

18/01654/FUL Lyndhurst, 48 Swaffham Road

Proposed rear extension, alterations to existing dwelling and conversion of existing garage to annex

18/01238/RMM Stanford Park, Weirs Drive

Reserved matters for change of use of existing caravan touring park site for the siting of up to a maximum of 91 mobile homes with new access to include communal open space, resident meeting hall, park office and associated park infrastructure pursuant to outline planning permission 16/00686/OUM

FC/111218/6.2 Planning Decisions from District Council

18/01326/FUL Rose Garden Cottage 1 Church Lane

Replace existing detached garage **Approval**

18/01380/FUL 1 St Mary's View

Two storey side extension **Approval**

18/01417/FUL 5 Tunbridge Close

Retrospective – A garden hedge has been removed and replaced by a rail boarded fence with a maximum height of 6 feet **Approval**

17/00419/NMAB Land To rear of 35 Cornfields

Non-Material amendment to previously approved 17/00419/FUM for residential housing development of 14 dwellings.

FC/111218/6.3 Trees/Environment

Notification of approved (ECDC) tree works at the following properties:-

129 North Street

T1 Laburnum – Remove major deadwood (over 50 millimetres in diameter or over 500 millimetres in length) and minor additional pruning as necessary to shape/balance

T2 Ash – Fell

T3 Honey Locust – remove northern most stem along with rubbing branch on northern aspect

T4 Corkscrew Hazel – reduce to previous pruning points (a reduction in branch length of approximately 0.5 – 1 metre)

T5 Drummonds Maple – prune in order to achieve a clearance of approximately 1 – 1.5 metres from adjacent yew tree

T6 Red Leafed Norway Maple – sympathetically reduce in height by approximately 1.5 metres

T7 Yew – Prune in line with that indicated in accompanying annotated photograph

51 Orchard Way TPO E/25/71

T1 Pine – Prune back branches in top canopy to reduce end weight and overhang over house and neighbour's garden. Prune back to suitable pruning points and remove dead wood. (Overall reduction will be approximately 20% maximum)

T2 Pine – Prune off selected branches over garden and neighbour's garden to give a better-balanced shape and deadwood to be removed. (Overall reduction by approximately 10% maximum)

Mesledine, Hythe Lane E/03/87

T1 Willow – Reduce by 50% in height, back to suitable points for safety due to decay fungus in upper canopy

Woodrobin, 2a Mandeville

T1 Sycamore (Multi-stemmed) – Fell tree with weak unions at base of stems. Replace with new tree.

9A Mandeville

T1 Norway Maple – Fell

T2 Bay Tree – reduce height by 1.5m, trim round on garden side

T3 Elder tree (Adjacent to drive) – reduce down to 1.5m high, to leave level with adjacent hedge

26 North Street

T1 Sycamore – Fell

T2 Horse Chestnut – crown reduce height by 4-5m down to previous reduction points. Crown reduce spread to shape and balance

FC/111218/7 Finance

1. Consideration of emergency work to car park surface at Mandeville Hall
2. Consideration of payment to the following:
 - George Rowland
 - Debbie Cawley
 - Martyn Wright
 - Burwell Office Cleaning
 - Burwell Window Cleaning
 - Ridgeon's
 - Latta Hire Limited
 - Entrust
 - Burwell Computers
 - Newmarket Garden Machinery
 - Westcotec (not paid last month)
 - Cambridgeshire Hearing Help
 - Sharp Business Systems
 - World of Computers
 - CR Contracting
 - OHS Group
 - Mr. Groundsman
 - Alan Lamb
 - ESPO

Voluntary Network
Sherriff Amenity
Spaldings Limited
Truelink Ltd
Microsoft 365
British Gas
Eon
Lloyds Bank
East Cambs District Council
Salaries
Return of Deposits

FC/111218/8 Action Points Update

FC/111218/9 Group Reports

Consideration of notes and recommendations from the Finance and General Purposes Meetings held on 27th November and 3rd December 2018

Recommendations

1. Precept 2019/2020

The Group recommends to Full Council that the 2019/2020 Precept should be based on an increase of 10% on the Band D annual rate of £56.08(2018/2019) equating to approximately £145,295.00

2. Chainsaw Training for Handyman

The Finance and General Purposes Group recommends to Full Council that the Handyman should complete a suitable chainsaw training course as soon as possible.

3. Car Park Mandeville Hall

The Group recommends to Full Council that due to a potential trip hazard the tarmac to the rear of Mandeville Hall (additional parking spaces) should be repaired as a matter of urgency.

4. Staffing Matters

- From the 1.4.19 the Clerk should be moved to Point 28 (re-calibrated scale)
- The Clerk will be paid for 15 hours of overtime worked to date
- The starting salary for the new Admin Assistant will be Point 11 (new scale) for 18 hours per week
- From 1.4.19 the Handyman will move on to point 11 (new scale)
- From 1.4.19 Keyholder rates will increase by 2%
- Mileage rate for the keyholders will stay the same and travelling to be reimbursed from home or the nearest parish boundary

Consideration of the notes and recommendations from the Community, Leisure and Sports meeting held on 20th November 2018

Recommendations

1. Recreation Ground Grass Cutting and Maintenance Contracts

The Group recommends to Full Council that the 3-year contract goes out for tender as before inviting both existing contractors plus at least one other to submit a price for the work.

2. Recreation Ground

The Group recommends to Full Council that if the £295,000 funding is successful through the ECDC CIL 123 regulation List that the Council goes ahead with phase 3 and 4 Provision of Tennis Courts/Multi-use Play Area and Trim Track at the Recreation Ground

Consideration of the notes from the Safety Group Meeting held on 4th December 2018

**FC/111218/10 Parish Reports:-
Property –**
1. Weekly Play Area Inspection Reports

FC/111218/11 Other County & District Matters:-
1. Notes of the Meeting with ECDC Officers held on 29.10.18
2. CCC Funding for Bikeability Cycle Training in Schools
3. Temporary Traffic Order Mandeville junction with the High Street 4.2.19 to 6.2.19

FC/111218/12 Other Reports (in circulating file):-
1. Burwell Community Forum AGM 2
2. Notes of the Community Lunch 15.11.18
3. The Connections Bus Projects
4. Burwell Allotment & Garden Society Minutes
5. Planning @ East Cambs
6. Ely Littleport Soham – Autumn 2018

FC/111218/13 Correspondence
1. Consideration of request from Carnival Committee for use of the Recreation Ground and Margaret Field for Burwell Carnival 2019
2. Letter from Lucy Frazer QC MP

FC/111218/14 Consideration of the following items
1. Update on Council Vacancy
2. Deed of Variation Land adjacent to 19 Saxon Drive



Yvonne Rix (Mrs)
Parish Clerk

Dated: 5th December 2018