

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

Chairman: Mrs P Kilbey

Clerk : Mrs L J Reader

**Minutes of the meeting of Full Council held on Tuesday 10<sup>th</sup> January 2012 in the Jubilee Reading Room, 99 The Causeway, Burwell, CB25 0DU**

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**Present** :- Pat Kilbey – Chairman, Tim Clay, Liz Goodman, Sylvia Greenaway, Don Harrison, Gus Jones, , James Perry, Derek Reader, Michel Scarff, Heather Sims, Michael Smith, Fay Whitehouse, Mandy Wilkins, Brenda Wilson

**01.01.12** Apologies for absence had been received from Joan Lonsdale and  
**Apologies** :- Hazel Williams

**02.01.12** The following personal interests were declared  
**Declarations** Derek Reader - the payment of salaries  
**of any**  
**Interests**  
**known to**  
**Councillors** :-

**03.01.12** The minutes of the meeting of Full Council held on Tuesday 13<sup>th</sup> December  
**Approval of** 2011 were approved and signed  
**Minutes** :-  
Proposed – Gus Jones, seconded – Heather Sims

**04.01.12** There were no members of the public in attendance  
**Public**  
**Forum** :-

**05.01.12** The following planning applications were considered:-  
**Planning**  
**Applications** :-

11/01083/LBC	<b>Burwell Museum Trust Ltd. – The Windmill, Mill Lane</b> Repair and reinstatement of Stevens Windmill
No objection	
1/00934/FUL	<b>Mr &amp; Mrs Rodger James – 19A Silver Street</b> Demolition of existing rear conservatory and construction of new rear single storey garden room and covered terrace with decking Amendment involving – small reduction in size of the proposed garden room and covered terrace
No objection	
11/01066/FUL	<b>Mr Stuart Wilkie – 59 Ness Road</b> Side extension and detached steel garage
No objection	

**11/01080/LBC**                      **Mr Ken Graham – Tollgate Cottage, 8 Hythe Lane**  
Internal works

No objection

**11/00618/FUL**                      **Mr Harj Tiwana – Valencia Dysons Drove**  
Demolition of existing bungalow and garage and construction of a house and bungalow. Amendment involving Design pf plot 2 changed to mirror plot 1, vehicular access to plot 1 moved west.

No objection

The following planning application was considered at the chairman's discretion

**11/01008/FUL**                      **Robin and Graham Waterhouse – 8 Chestnut Rise**  
One and half storey extension amendment involving a change to the design of the roof to the extension

No objection

**06.01.12**  
**Decisions**  
**From District**  
**Council :-**

The following planning applications have been approved :-

**11/00935/CAC**                      **Mr & Mrs Rodger James – 19A Silver Street**  
Demolition of existing rear conservatory and construction of new rear single storey garden room and covered terrace with decking

**11/00934/FUL**                      **Mr & Mrs Rodger James – 19A Silver Street**  
Demolition of existing rear conservatory and construction of new rear single storey garden room and covered terrace with decking

**11/00852/FUL**                      **Mr R Rawlinson – 53 North Street**  
Reposition garage block

**11/00670/FUL**                      **Mr Matt Moran – 38 Newmarket Road**  
Construction of single storey extension (part retrospective)

**11/010496/VAR**                      **Tim Perkin & Mark Cremer Joint Fixed Charge Receivers – Development site rear of 105 North Street**  
Variation of condition 9 (landscape proposals) of previously approved application 05/00729/FUL for demolition of factory and erection of 6 no. dwellings with landscaping

**11/00900/FUL**                      **Mr Roy Gates – 131 North Street**  
Construction of 1 No. dwelling

**11/00941/FUL**                      **Mr Norman Sutton – Orchard Lodge 29B North Street**  
A summer house in the garden

**11/00886/FUL**                      **The National Trust – Harrisons Drove**  
A new bridge for cyclists, pedestrians and equestrians with a segregated crossing for grazing livestock

**11/00924/FUL**

**Mr L Sampford – 56 Newmarket Road**

Application to replace extent planning permission 08/00818/FUL for proposed new pitched roof to existing detached double garage

The following planning application has been refused :-

**11/11917/OUT**

**Mr Ed Houghton – 4 Silver Street**

To construct a single one and half storey dwelling

**07.01.12**  
**Action**  
**Points**  
**Update :-**

Village Sign – Now that the sign has been taken down the restorer has been able to make a closer inspection of the work necessary. Initial reports suggest that there is more damage especially from water than was originally thought. Following an extensive discussion it was agreed that the sign would have to be repaired but once completed it might be worth while looking into the cost of producing a mould of the sign with a view to the possibility of a fibre glass sign being produced in the future.

Dial-a-Ride – It was resolved that the usage figures and costs should be updated and presented for discussion at the next meeting of full council.

**08.01.12**  
**Parish**  
**Reports :-**

**Grounds** – Weekly play area reports show ongoing maintenance as per the ROSPA report.

**Trees/Environment -**

Notification had been received of tree works at the following properties:-

**3 Cedar Gardens**

Tree belt consisting predominantly self set Ash and Sycamore trees with Elder understorey – thin by 20% and remove dead and dangerous trees and sever Ivy at tree bases, removal of dead wood from crowns and felling of elder

**16 Low Road**

Ash – fell  
Willow (within ownership of 16 Low Road) – prune back branch endings to property boundary

**56 The Causeway**

Weeping Willow – re-pollard back to approximately 1 metre behind previous pollard points, to make storm damaged tree structurally safe

**Tollgate Cottage, 8 Hythe Lane**

Pear Tree – fell

**Rose Cottage, 31 North Street**

Walnut – fell

James Perry raised some concerns regarding the amount of mature trees that were being cut down around the village and not being replaced. As far as we are aware there is no policy on the replacement of trees but as a Parish Council we do try to preserve trees and if we have to remove them for any reason ensure that they are replaced. It was confirmed that there is nothing that can be done regarding the removal of trees in private gardens unless they are subject to Conservation Area regulations or a tree preservation order.

**09.02.12**  
**County &**  
**District**  
**Matters :-**

**Footpaths/Rights of Way** - An e-mail had been received from the Rights of Way Officer addressing issues raised at a meeting with Councillors regarding promoted routes. Several issues were addressed including the following :

- Landscaping issues at the Armtrac site on Reach Road – it appears that the owners claim that trees were planted but were subsequently damaged by testing carried out on the site.
- The rides through Priory Wood are due to be widened in the next few months as the Woodland Trust have some money set aside to carry out these works.
- The issue of electricity cables across the byway along the Lode by Anchor Bridge is being looked at by the Rights of Way Team. Council have already expressed their concerns regarding the general state of this area.

**Street Lighting** – information regarding PFI street lighting project was noted and it was resolved that until more information was available on this project no further action would be taken.

**ECDC Shape your place seminar** – Invitation to attend the seminar on 18<sup>th</sup> January 2012 to improve community engagement with the district.

**CC Highways** – Notification of additional funding allocation for street works in Burwell had been received.

**Planning** – Information from Senior Planning Officer regarding the installation of Solar Panels in Conservation Areas confirmed that a change in the law meant that there was no requirement for planning permission for the installation of panels to any roof plane even in a Conservation Area. However should you wish to install panels on a wall then planning permission was necessary. It was resolved that the clerk would raise this issue with our Member of Parliament and ask him to look into this anomaly.

**Local Minor Highway Improvements Funding Scheme** – notification that the deadline for the submission of bids has now been moved to 1<sup>st</sup> February 2012

**Footpath 1** - Information regarding redesigned access infrastructure/livestock crossings incorporated into the footpath that crosses the Guinea Hall part of Wicken Fen Nature Reserve.

**10.01.12**  
**Other**  
**Reports :**

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

**11.01.12**  
**Safety**  
**Working**  
**Group :-**

Michael Smith gave a report from the recent meeting of the Safety Working Group as the clerk had been unable to access the written report for printing. The group had met to look at possible projects to put forward for funding from the Local Highways Improvements Funding Scheme. The group had tried to look at relevant problems throughout the village such as speeding, bad parking, congestion, need for a cycle link to Exning etc. with a view to finding a suitable project to address some of these issues. Following lengthy discussion it was agreed that most of the projects suggested would be too costly for funding from this source. It was further resolved that it would be better to have more information regarding traffic flow etc prior to making an

application so the clerk would try to obtain details of any recent traffic census and how to instigate new traffic census' at strategic points throughout the village.

**12.01.12**  
**Carol**  
**Concert :-**

The Chairman thanked all of those who had helped with last year's concert. She said that she felt that the concert had not been as well attended as the previous years and there had been several problems such as not being able to hear the choir or see the dancers. Heather Sims said that she felt that the concert should be a simple carol concert as originally intended. The consensus of opinion was that this was what Council thought would work. It was resolved that this years Carols around the Christmas Tree would be held on Friday 14<sup>th</sup> December 2012.m Wicken Band would be asked to attend and a donation would be made for their services. A vote of thanks was recorded to Derek Reader and his sons for sourcing, erecting and collecting the Christmas tree.

**13.01.12**  
**Queen's**  
**Jubilee :-**

Gus Jones suggested that to mark the Queen's Jubilee Council should dig out some flower beds at various village locations. After looking at costs and the various pros and cons of this suggestion it was felt that something more permanent would be more appropriate. It was suggested that a competition for the best hanging basket display could be run to encourage people to participate in a Burwell in Bloom event. It was further suggested that something could be done to brighten up the Cemetery to make it more attractive for visitors.

**14.01.12**  
**Burwell**  
**Museum :-**

Councils Solicitors had responded to our request regarding a letter to the Heritage Lottery Fund (HLF) regarding the leases to the Museum Trust. The solicitor felt that it might be more beneficial to everyone if he spoke directly to the HLF to be certain of the exact requirements and obligations that would be placed on Council. It was resolved that the contact details for the HLF should be passed to the solicitor to enable him to speak directly to them with regard to this matter.

**15.01.12**  
**Finance :-**

Consideration was given to the following :-

The hedge cutting contractor had applied for an increase of 1% to cover the increase in fuel costs for the last two years of his contract. It was resolved that this was an agreeable increase.

It was resolved that a request from Suffolk Accident and Rescue Service for funding was refused as it did not meet our criteria for funding.

A resident from Low Road had requested a grit bin for the bottom of Parsonage Lane/Low Road following a recent incident. It appears that persons unknown have decided to take matters into their own hands rather than wait for a decision from council and moved the grit bin from Pound Close to the junction of Low Road/Parsonage Lane. The Clerk had checked to see if Highways were aware of this and they were not. Following some discussion it was agreed that a second bin would be purchased and that the original bin would be replaced in Pound Close. The Clerk would write to the gentleman that had requested the bin to see if he was responsible for moving the grit bin and point out that it was in fact a criminal offence and that the bin should be replaced in its original position.

It was further resolved to purchase another grit bin for the car park area at Mandeville Hall.

The Clerk asked if Council would consider the purchase of two litter bins for the area around Mandeville Hall as there has been quite a lot of rubbish thrown in the car park recently. It was resolved that prices should be obtained for the bins and presented to the working group at their next meeting.

It was resolved that the salaries and wages should be authorised for the month of January 2012.

**16.01.12**  
**Corresp-**  
**ondence :-**

A letter had been received from workers in the Blacksmiths Yard units in Newnham Lane asking for Council to consider removing the waiting restriction in the parking bays. Following discussion Council resolved that this was outside of their remit but also felt that they could not support the removal of the restriction as this area was intended for short term parking to serve this area of the village. If the workers wished to take this matter up with Highways that was their prerogative.

An e-mail had been received from a resident asking if there was anything that Council could do to get the number 10 bus service reinstated to run as it had previously. The Clerk was instructed to respond saying that we have already challenged this with Stagecoach, the County Council and the Neighbourhood Panels. If the resident wished to challenge this further it was suggested that he attends a Neighbourhood Panel meeting to do so.

A lengthy response had been received from the Environment Agency regarding the mooring of boats on the Lode. It appears that most moorings allow for a 48 hour stay and if there are permanent moorings these are subject to planning permission being applied for and granted. The Clerk would take this up with the Enforcement Officer.

There being no further business the meeting closed at 9.24 p.m.

Signed this

day of

2012

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Chairman