

**BURWELL PARISH COUNCIL**  
***The Jubilee Reading Room***  
**99 The Causeway, Burwell, Cambridge. CB25 0DU**  
**Telephone 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> July 2012 in the Jubilee Reading Room, 99 The Causeway, Burwell, CB25 0DU**

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**Present :-** Joan Lonsdale – Chairman, Tim Clay Liz Goodman, Sylvia Greenaway, Don Harrison, Gus Jones, James Perry, Derek Reader, Michel Scarff, Heather Sims, Fay Whitehouse, Hazel Williams, Brenda Wilson

**01.07.12** Apologies for absence had been received from Pat Kilbey,  
**Apologies :-**

**02.07.12** The following personal interests were declared  
**Declarations** Derek Reader - the payment of accounts  
**of any** Michel Scarff – planning application for 14 Toyse Lane  
**Interests** Hazel Williams – Tree works at Burwell House  
**known to**  
**Councillors :-**

**03.07.12** The minutes of the meeting of Full Council held on Tuesday 26<sup>th</sup> June  
**Approval of** 2012 were approved and signed with the following observations. The  
**Minutes :-** Swimming Pool should have been an agenda item for this meeting and would be an item for discussion at the next meeting. The Clerk was asked to include the Election of Vice Chairman on the agenda for the next meeting

Proposed – Liz Goodman, seconded – Don Harrison

**04.07.12** A resident spoke on the application for the former Cold Store in First Drove.  
**Public** He felt that the application was a deviation from development and the use of  
**Forum :-** the site (to provide employment). He voiced concerns about the access road and the fact that nobody claimed ownership of First Drove. He also felt that there was already an existing facility for travellers in this area and questioned why it was necessary for a second site to be developed. Concern was also expressed that a further development would impair the visual amenity of the countryside.

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

11/00618/FUL

**Mr Harj Tiwana – Valencia Dysons Drove**

Demolition of existing bungalow and garage and the construction of a house and a bungalow amendment involving – The removal of the hedge from the front highway boundary to be replaced with a new hedge sited 1 metre further back. It is also proposed to plant a new hedge on the boundary between the two bungalows.

No objection

**12/00434/FUL**

**Mr Thomas Pateman – Burwell Cold Store Ltd.  
First Drove**

Change of use of land to 6no. plots for gypsy/travellers, with associated paddock.

Council object to this proposal on the following grounds :-

- We understand from the March 2012 meeting of the Neighbourhood Panel that a new plan is being prepared to form part of the core strategy for travellers across the district. It would therefore seem that any planning application for a new site is some what premature
- Further more we understand that the travellers policy of the LDF has now been completed and 5 possible sites identified none of which are in Burwell
- Change of use of the site from industrial to residential
- Proposal is outside of the development envelope
- It does not appear to meet the recent criteria for travellers sites
- The concentration of travellers in one area – there is already an existing site which has been extended in close proximity to the proposed site
- Extreme concern is expressed regarding the drove way that serves as an access road to this site and neighbouring dwellings. This is not maintained as nobody is prepared to accept ownership and the introduction of yet more vehicles will do little to improve the situation.

**12/00470/FUL**

**Mr Ian Swygart – Rosewood 18 Hythe Lane**

Erection of single storey front (North) extension, comprising single garage and entrance porch.  
Conversion of integral garage to playroom/4<sup>th</sup> bedroom and landscaping to create driveway with parking for minimum of two cars.

Council object to this proposal because of the impact that a garage to the front of the property will have on the existing street scene. Concern is expressed at the access and possible impact of the proposal on the visibility splays for the junction with Murton Close.

**12/00490/FUL**

**Mr & Mrs L Fuller – 14 Toyse Lane**

Erection of front extension to kitchen and garage

No objection

**06.07.12  
Decisions  
From District  
Council :-**

The following planning applications have been approved :-

**12/00347/FUL**

**Mr R Billings – 82 High Street**

To extend existing ground floor porch

**12/00108/FUL**

**Mr & Mrs Pilkington – 105 Ness Road**

Demolition of existing bungalow and construction of new 1 & 1/2 storey dwelling

**112/00357/FUL**

**William Marcel Ltd – 48A North Street**

Installation of two new dormer windows to the front (west) elevation

**07.07.12  
Action  
Points  
Update :-**

Jubilee Reading Room – The architect had submitted a list of five contractors for Council approval to tender for the works to the Jubilee Reading Room. Council approved four of the suggested contractors to be approached to tender.

**08.07.12**  
**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:-

**Burwell House, 46 North Street**

Conifer hedge of 10No. trees – fell

**10 Newmarket Road**

Walnut tree – Crown reduce by 20% (amended specification agreed between Trees Officer and Mr Yellop 28<sup>th</sup> June 2012)

**09.07.12**  
**County &**  
**District**  
**Matters :-**

There were no County or District matters for discussion.

**10.07.12**  
**Other**  
**Reports :**

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

**11.07.12**  
**Burwell**  
**Cricket Club :-**

Since the start of the cricket season there have been some ongoing issues with the Cricket Clubs use of Mandeville Hall. Michel Scarff reminded Council that it was time that a review of the fees for the use of the hall by the Cricket Club, Scouts and Rainbows was carried out. It was resolved that a meeting of the Tan House Lane Working Group should be called to look at the ongoing issues and fee structure as soon as possible. Following on from this meeting it was felt that a meeting should be held with representatives of the Cricket Club to establish ground rules and to try to resolve the issues that had arisen.

The Clerk had also received an e-mail from a hirer of Mandeville Hall intimating that the Cricket Club had suggested that she would be unable to use any outside area on the day of her hiring as they would be playing Cricket and this would make it too dangerous.

**12.07.12**  
**Youth**  
**Working**  
**Group :-**

A written report had been circulated to Councillors prior to the meeting. Having manned a stall at the Carnival several suggestions had come forward from the young people of things they felt that Council might be able to help them to achieve/obtain within the village. Having resolved that one of the best ways to communicate with the youth was by setting up a Facebook page, a young man had offered to draft up a page. The page would be aimed at 11-16 year olds and would be called Burwell Voice. The cost and feasibility of a late night bus service from Cambridge was being investigated by Sylvia Greenaway. It was suggested that a part time fund raiser could be an asset to the Council if they could see a way forward with this. The Clerk suggested that in the interim the work experience lady might like to look at possibilities. The idea of an outside gymnasium was also mentioned but the Chairman had looked into the cost of this and found it to be expensive, however it was felt that we could scale down the size of the project and that grant funding was possibly still available for this type of project. The idea of a Youth Worker and a Youth Council were also to be investigated. Other suggestions were an internet café possibly at Mandeville Hall if it could be WiFi enabled. Film and Pizza nights possibly in the week were also suggested, again Mandeville Hall could be used for this.

**13.07.12**  
**Grounds &**  
**Buildings**  
**Working**  
**Group :-**

A written report had been circulated to Councillors prior to the meeting. The Working Group had met with representatives of the football clubs. The youth teams were happy with the pitches on the Recreation Ground but the senior team were still dissatisfied with their pitches. It was agreed that improvements could be made to the pavilion and the footballers had gone away to draw up some suggestions as to how they saw the pavilion could be altered and improved. These ideas would be brought back to the Working Group for consideration and possible recommendation to Council. The football clubs had agreed that if the ground could be improved they would be willing to contribute towards the maintenance costs.

**14.07.12**  
**Code of**  
**Conduct :-**

Hazel Williams advised Council that at present the Code of Conduct is still under consideration. The Government deadline for adopting a new code was 1<sup>st</sup> July 2012. At present there are several different codes, that could be adopted but Councillor Williams advised that it would be best to adopt the District Council Code as this would allow the Parish to use their Monitoring officer rather than having to appoint our own. It was resolved following discussion to wait until the District Council had met at the end of the month when they would hopefully adopt the code and we would then consider this at the meeting on 31<sup>st</sup> July 2012.

**15.07.12**  
**Work**  
**Experience :-**

The Clerk had spoken with the lady that had asked for work experience and it was agreed that she would come into the office one morning a week initially for a trial period of one month.

**16.07.12**  
**Finance :-**

Consideration was given to the following :-

**Payment to the County Council for necessary road works to repair the water pipe from the Recreation Ground** – it was resolved that the payment of £429.40 should be made and released immediately to enable the application to be processed.

**Payment of electricity bill for Mandeville Hall** - It was resolved to make immediate payment to Eon in order for the electricity account to be transferred to British Gas.

Don Harrison declared a personal interest in Dial-a-Ride prior to any discussion on the payment of accounts.

The accounts as presented were approved for payment

Proposed – Liz Goodman, seconded – Michel Scarff

**17.07.12**  
**Corresp-**  
**ondence :-**

Salvation Army Clothing Bank – a letter had been received from the Salvation Army Trading company asking if they could site a clothing bank at the Mandeville Hall recycling site. It was resolved to refuse this request as we are at present looking for the site to be relocated or removed.

Notification had been received of a road closure on Pantile Lane from 24.09.12 to 08.10.12. Diversion routes have yet to be finalised.

There being no further business the meeting closed at 9.00 p.m.

Signed this

day of

2012

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Chairman