

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Chairman: Mrs J Lonsdale

Clerk: Mrs Y Rix

Minutes of the Annual Meeting of Full Council held on Tuesday 10th May 2016, 7.30 pm in The Jubilee Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU.

Present:- Robin Dyos, Sylvia Greenaway, Jane Hall, Don Harrison, Gus Jones, Joan Lonsdale, Jim Perry, Derek Reader, Gordon Roach, Michael Smith, Liz Swift, Mike Swift, Tim Wallis and Brenda Wilson.

01.05.16
Election of
Chair:

Derek Reader proposed, Don Harrison seconded that Joan Lonsdale should stand as Chairman. A further nomination of Brenda Wilson was received, but with no seconder. Robin Dyos proposed Paul Webb, who was not present at the meeting to confirm his willingness to stand; there was also no seconder for Paul Webb. Concern was raised by members of the Council about having to make a decision without having any indication of who was to be proposed. Some consideration of this should be given prior to the Annual Meeting of the Parish Council in 2017. Following a vote of 12 Councillors in favour, Joan Lonsdale was duly elected as Chairman. Joan Lonsdale confirmed the appointment by signing the declaration of acceptance of office.

02.05.16
Election of
Vice Chair:

Michael Swift proposed, seconded by Robin Dyos that Brenda Wilson should stand as Vice Chairman. With agreement of Council, Brenda Wilson was duly elected as Vice Chairman.

03.05.16
Apologies:-

Apologies for absence had been received from Joe Parker, Paul Webb and Hazel Williams.

04.05.16
Declarations
of any
interests
known to
Councillors:-

The following pecuniary interests were declared:-
Gus Jones - Allotments
Liz Swift, Mike Swift, Robin Dyos - Burwell Carnival
Joan Lonsdale, Brenda Wilson - Felling of Tree at 65 North Street

05.05.16
Approval
of Minutes:-

The minutes of the meeting of the Full Council held on Tuesday 26th April 2016 were approved and signed as a true and correct record.
Proposed – Jim Perry, seconded – Robin Dyos

06.05.16
Public
Forum:-

No matters were raised during the Public Forum.

07.05.16
Planning

The following Planning Application amendments were noted.

Applications:- 16/00441/FUL

Mr. and Mrs J Freezer - Maris Place 6 Parsonage Lane
Single storey rear extension
No Objections

16/00465/FUL

Mrs S Garside – 99 Ness Road
Proposed single storey side extension
No Objections

- 16/00495/FUL** **Miss D Heller – 66 Toyse Lane**
Single storey side extension. Two storey front extension and conservatory to the rear.
Objection – Concern over development to the front of the property and overdevelopment of the site
- 16/00504/FUL** **Mr. H Tiwana – Building adjacent to Ashbridge Farm, Factory Road**
Construction of 2 no. five bedroom, two storey detached dwellings and 1 no. four bedroom bungalow
Objection – Proposed development possibly outside of the development envelope. Concern about increased traffic using the single track bridge over the river.
- 16/00464/TRE** **Mr. R Scott – 65 North Street**
T1 Walnut – Fell
Council agreed that more information as to why the tree needed to be felled was required before any comments could be made.

**08.05.16
Decisions
from County
and District
Council:-**

The following decisions from the District Council were noted:

- 14/00765/NMAA** **Land Adjacent to 5 Laburnum Lane**
Non material amendment to previously approved application 14/00765/FUL for proposed 2 storey 3 bed house
APPROVAL
- 16/00223/FUL
16/00224/LBC** **The Five Bells 44 High Street**
New 900mm high picket fence to form outside area to front elevation of the property
APPROVAL
- 16/00206/FUL** **30 Buntings Path**
Demolition of existing conservatory and erection of two storey extension with flat roof
APPROVAL
- 16/00237/FUL** **55 Station Gate**
To convert an existing car port roof space into a new room accessed from within the property.
APPROVAL
- 16/00328/TPO** **TPO E/04/15 105A The Causeway**
T1 Sycamore – Fell to ground level
REFUSAL

**09.05.16
Action Points
Update**

Draft plans and rough estimates have now been received for a possible extension of the Gardiner Memorial Hall. A Grounds and Buildings Working Group meeting needs to be arranged to consider the proposal.
The Clerk agreed to contact the Tree Officer at East Cambs District Council about carrying out survey of the trees in the Cemetery. Derek Reader reported that a lime tree near the chapel has a large number of dead branches.

**10.05.16
Parish
Reports:-**

Grounds –

The Clerk reported that the Annual Playground Inspections were carried out last week. The written reports from the inspector are still to be received. Incidents of youths meeting at the allotments, entering green houses and causing damage have been reported to the Office by allotment holders. The allotment holders have also reported the incidents to the Police. The Clerk informed Council that she had asked the PCSO to monitor the area when in Burwell. Robin Dyos asked if the PCSO had contacted the Clerk to discuss coming along to a Council meeting. The Clerk confirmed that the PCSO had not. Robin Dyos said that he would continue to pursue. The grass cutting of the football pitches on the Recreation Ground is good, however the cutting of the remainder of the Recreation Ground is not such a high standard in other areas and around the equipment not being strimmed. Michael Swift and the Clerk agreed to speak to the contractor.

Trees/Environment

Council noted the following approved tree works:

3 Station Gate

T1 Crab Apple Tree – Fell

H1 Privet Hedge – Remove (back to in line with house)

O/s 17 Kingfisher Drive (Burwell Parish Council)

T1 Ash – Crown reduction by 30%

**11.05.16
County and
District
Matters:-**

Information from the East Cambridgeshire Community Safety Partnership

A letter had been received from East Cambridgeshire Community Safety Partnership about their new Road Safety Partnership Forum which is to be a platform for tackling road safety in East Cambridgeshire. Joan Lonsdale reported that Inspector Pringle and Tim Kirby had also visited the office to explain further about the forum. Councils will be able to refer road safety issues to the forum for advice and assistance in resolving. The opportunity had been taken to highlight current areas of concern in the village including parking along the Causeway, the Exning bridge and speeding through the village.

East Cambs Local Plan Update and Parish Conference

An update on the new Local Plan for the District had been received. There are a large number of suggested sites in the District for development. EDCDC intends to make these available to view online by mid-May. A Parish Conference has been arranged for 2nd of June where further discussion on and information about the new Local Plan will be available. There will be two sessions and Councils will be able to send two representatives to each of the sessions. Any Councillor wishing to attend should let the Clerk know as soon as possible.

**12.05.16
Other Reports:**

There were no other reports.

**13.05.16
Finance:**

Consideration of the following:-

Consideration of response from Insurance Company regarding the Allotment Associations Building

The Clerk reported that the Council was unable to insure the building on behalf of the Allotment Association unless the building was owned by the Parish Council. It would be up to the Allotment Association to take out appropriate insurance cover for the intended use of the building. If they do not do so they would be responsible for the risk. The Clerk was asked to write to them and advise that if they do not take out any cover then they must put up disclaimer signs. Council agreed that the £300.00 donation previously agreed should now be released.

Consideration of contribution from CCC for the cutting of Highways Verges.

Council noted that a contribution of £1903.03 was due to be received from the County Council towards cutting the village verges in 2016.

Request for funding – Relate Cambridge

A request for funding had been received from Relate Cambridge to create a bursary for their children's counselling service. Council agreed not to make a donation on this occasion.

Consideration of payments to the following:-

The following payments were approved:

Proposed – Jim Perry, seconded Gordon Roach

George Rowland
D Cawley
Burwell Office Cleaning
Ridgeons
The Voluntary Network
East Cambs District Council
Alto Cards
Eon
CAPALC
Burwell Window Cleaning
ESPO
Three Counties Fire Protection
Online Playgrounds
Hutchinsons
Burwell Visiting
Salaries, Wages etc.
Return of Deposits for Gardiner Memorial and Mandeville Halls

14.05.16

Burwell Carnival

Corres

A letter of thanks had been received from the Carnival Committee in respect of the recent sponsorship for this year's event.

Pondence:-

Complaint re ball games on Kingfisher Drive Amenity Area

A resident of Kingfisher Drive has asked if it would be possible for a 'no ball games' sign to be put up on the amenity area at the bottom of Kingfisher Drive similar to the one at the bottom of Hatley Drive. They are concerned about the increase in the number of ball games now being played and finding that balls are frequently ending up on their property. Following discussion on possible action that the Council could consider taking, including a letter drop, Council agreed that it would be more appropriate for the resident to liaise with the parents of the children and raise their concern. Council agreed that it would also be inappropriate to have a sign restricting games on the amenity area. The resident had also highlighted that several vehicles are parking on the grass verges. However it is believed the verges are owned by the residents of the road and therefore the Parish Council was not in a position to address.

15.05.16

Working Groups and Council Notices

The Clerk asked Council to consider if they wished the current working groups to remain the same for the forthcoming year. Michael Swift felt that the groups should remain the same allowing time for projects to develop. Any Councillor wishing not to continue in a particular working group should inform the Clerk prior to a final decision being made at the next meeting. Council noted that Derek Reader no longer wished to act as a Trustee for the Burwell Day Centre.

The Clerk followed on by saying that Jim Perry was no longer in a position to put up the Parish Council notices on the notice boards around the village. He had been doing so for the last 20 years. Brenda Wilson and Gordon Roach agreed that they would put the notices up on the boards at St. Mary's Church and the Baptist Chapel. The handyman and key holder will be asked to do the other ones. The Clerk will continue to put the notices on the main Parish Council notice board at the Reading Room. Tim Wallis suggested that notices should also be placed on the Burwell Community Facebook Page. The Clerk explained that they were trying to sort this out, but had unresolved issues gaining access to the page.

