

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

Minutes of the meeting of Full Council held on Tuesday 27th November 2012 in the Jubilee Reading Room, 99 The Causeway, Burwell, CB25 0DU

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

15.11.12 Apologies for absence had been received from Tim Clay, Liz Goodman,
Apologies :- Pat Kilbey, Michael Smith
Apologies had also been received from District Councillor Lavinia Edwards and County and District Councillor David Brown

16.11.12 There were no declarations of interests at this point in the meeting
Declarations
Interests
known to
Councillors :-

17.11.12 The minutes of the full council meeting held on Tuesday 13th November 2012
Approval of were approved and signed with the following amendment
Minutes :-

“08.11.12
Buildings – Mandeville Hall - An e-mail had been received from the prospective business user of the upper floor of Mandeville Hall stating that storage space. This meant that they were unable to proceed with the proposed use.

Should read

Buildings – Mandeville Hall - An e-mail had been received from the prospective business user of the upper floor of Mandeville Hall stating that storage space was insufficient. This meant that they were unable to proceed with the proposed use.”

Proposed – Joan Lonsdale, seconded – Hazel Williams

James Perry arrived at 7.38pm

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

19.11.12 The following planning applications were considered :
Planning

Applications :- 12/00969/PDR **Mr J Buckingham – The Meeting House, 6 Mill Lane**
New windows and adjusted brickwork to west façade

Provided that the conservation officer has been consulted and has no objection to the proposed alterations Council have no objection

20.11.12
Planning
Decisions
from District
Council :-

The following planning applications have been approved :-

- | | |
|---------------------|--|
| 12/00790/FUL | Mr A Bomber – 119 North Street
Erection of a pair of gates to driveway and side gate to south east boundary |
| 12/00872/CLE | Mr Edward Bruyneel – 1 Newnham Lane
Retrospective application for rear extension to form sunroom |
| 12/00801/FUL | Mr & Mrs K & J Stepney – 53 Isaacson Road
Second storey extension over garage at rear |
| 12/00233/FUL | Greene King PLC – Land to rear of Anchor Inn 63 North Street
Erection of two dwellings with access onto Anchor Lane
Amendment involving updating of highway junction details and access to the site |

The Clerk advised Council that the planning authority had responded to the request for further information on the above planning application. They assured Council that no demolition of buildings was proposed and that as a planning authority they would need to be sure that in approving these plans attention was drawn to the fact that no demolition is being approved.

21.11.12
Action
Points
Update :-

Village Sign – The sign had been taken to the company that had priced for making the mould and fibreglass cast. The Clerk had received an e-mail saying that they had not appreciated that the sign was double sided and they would need to re-quote in the sum of £1800. Following a lengthy debate it was resolved that we would not proceed with the work but bring the sign back and re-erect it as soon as possible. The sign would be inspected annually and any necessary work completed following the inspection.

Pauline's Swamp – A quotation had been received for the support posts for the interpretation boards for the Swamp in the sum of £60 each. Since this could be reclaimed as part of the grant it was resolved to order them. The Biodiversity Partnership had written to remind us of the amount of grant funding available for Pauline's Swamp and that we needed to claim for this prior to 31st March 2013.

22.11.12
County &
District
Councillors
Reports :-

See attached reports.
Hazel Williams presented a verbal report with a written report to follow. She had attended a Scrutiny Committee meeting where it was confirmed that the District had received £5 million of funding from Government for recycling. Car Park charges also looked likely to be introduced in Ely but there were still some issues to resolve before this would be instigated. The future of Neighbourhood Panels was also discussed and it was thought that they may have run their course and were likely to be disbanded.

23.11.12
County &
District
Matters :

Section 106 Developer Contributions – Update

An update of Section 106 money available and the way in which it would be allocated had been received along with a reminder that Section 106 is due to be replaced by the community Infrastructure Levy early in 2013. More information will be made available on how this will be distributed.

Local Highways Improvements Funding 2013/14

Two projects had been proposed to the Clerk. One was an alteration to the white lining at the entrance to the Village College, the second was proposed improvements to the Highway Boundary along The Causeway. It was resolved to make an application for the alterations to the white lining this year

and that the Safety Group should meet to look at compiling an application for The Causeway for next year.

24.11.12
Other
Reports :-

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

25.11.12
Kingfisher
Drive :

Confirmation had been received from our Solicitors that the transfer of the public open space in Kingfisher Drive from the developers to the Parish Council had been completed. The deeds were to be held by our Solicitors. There had been no indication as to when the money for the maintenance would be paid and this would therefore need to be monitored.

26.11.12
Grounds and
Buildings
Working
Group :

A written report had been circulated to all Councillors prior to the meeting. The group made the following recommendations :-
The recreation ground should be slit rolled as soon as possible.
The cutting and maintenance of the recreation ground should be taken out of the main grass cutting contract and should be a separate contract.
Two benches and two seats should be ordered for Spring Close to be placed adjacent to the spring.
The amenity area at Spring Close should be cut eight times a year rather than the current three times.
Kingfisher Drive public open space should be included in the grass cutting schedule.

It was resolved to accept the recommendations of the working group.

27.11.12
Boundary
Fence
Jubilee
Green :-

Following an inspection of the existing fencing it was resolved that if possible the existing fencing should be pulled back up and where this was not possible new fencing would be installed. The handy men would be tasked to carry out this work.

28.11.12
Street
Lighting :-

The clerk advised Council that there were still a number of on going complaints. It was resolved to get an updated lists of these and then write to the County Council again.

29.11.12
Flower
Beds :-

A suggestion had been received from Gus Jones for four professionally planted flower beds to be made in the verges around the village. The beds would contain low maintenance shrubs which he felt could be easily maintained by the Council handy men if their hours were increased slightly. Some discussion followed and concerns were raised as to the costs once things such as extra grass cutting and insurance were factored in along with concerns regarding issues for the grass cutting contractor. It was resolved not to pursue this idea at present but to possibly review it in six months time.

30.11.12
Dispensation
For
Councillors :

The Clerk advised Council that the dispensation had been granted to enable them to discuss the setting of the precept for subsequent years.

31.11.12
Christmas
Decorations :

It was resolved that the Christmas decorations would be put up in the Gardiner memorial Hall on Saturday 8th December at 2.30pm. Some discussion took place around the decorating of Mandeville Hall. Council were advised that Buddys had some trees and decorations which might be suitable for this purpose. This would be investigated and if suitable a tree would be placed in each of the rooms.

32.11.12
Finance :-

The following were considered :-

A request had been received for the siting of a grit bin in Station Gate. Following discussion this was not thought a suitable site.

Council was advised that the final completion certificate and invoice had been received for Mandeville Hall in the sum of £7912.17 plus VAT. This would need to be paid by Council.

A comprehensive report from the Finance Working Group had been circulated to all Councillors prior to the meeting. Michel Scarff talked Councillors through the report and recommendations.

There was a recommendation that fees for the Gardiner Memorial Hall and Mandeville Hall should not be increased for the coming year with the exception of those fees paid by the Cricket Club and Scouts to align them with existing fees. The ten percent reduction was to be removed as this was not working as intended.

The Jubilee Reading Room would no longer be available for hire.

There would be no increase in allotment fees for the coming season.

The Grounds and Buildings Working Group would look at the charges for the sports fields.

The hedge cutting contract needed to be checked to see when this was due for retendering.

Our bank savings accounts were to be reviewed and all Barclays Bank accounts would be closed.

The external decoration and repairs at the Gardiner Memorial Hall should be looked at and money precepted for. The toilets and kitchen area were also in need of updating and this should also be assessed.

It was resolved that the budget and recommendations of the Finance Working group should be accepted.

Michel Scarff advised Council that as part of the Financial Risk Assessment we should ensure that our computers were properly backed up. He felt that at present this was not being done so had started to investigate ways in which this could be achieved. The computers also needed to be replaced as they were over five years old.

An estimated precept of £112000.00 was recommended at this stage. The precept would be finalised in January/February 2013 and the Financial Regulations would be reviewed at the same time.

Michel Scarff was thanked for his work in preparing and presenting the budget for the coming year.

There being no further business the meeting closed at 9.25p.m.

Signed this day of 2012 _____