

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 29th May 2012 in the Jubilee Reading Room, 99 The Causeway, Burwell, CB25 0DU

Present :- Pat Kilbey – Chairman, Beryl Brown, Liz Goodman, Sylvia Greenaway, Don Harrison, Gus Jones, Joan Lonsdale, James Perry, Derek Reader, Michel Scarff, Heather Sims, Michael Smith, Fay Whitehouse, Mandy Wilkins, Hazel Williams, Brenda Wilson

22.05.12 There were no apologies for absence

Apologies :-

23.05.12 The following personal declarations of interest were made :-
Declarations Derek Reader - Payment of accounts

Interests
known to
Councillors :-

24.05.12 The minutes of the full council meeting held on Tuesday 15th May 2012
Approval of were approved and signed with the following amendment
Minutes :-

20.05.12 Request for funding – Bottisham and Burwell Photographic Club
Finance :-

It was resolved that whilst we were able to offer any financial support for the clubs exhibition we would offer them free use of a room at Mandeville Hall to stage the exhibition.

Should read

It was resolved that whilst we were unable to offer any financial support for the clubs exhibition we would offer them free use of a room at Mandeville Hall to stage the exhibition.

Proposed – Joan Lonsdale, seconded – Mandy Wilkins

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

26.05.12 The following planning applications were considered :
Planning
Applications :-

12/00331/FUL	Mr & Mrs B Rowley – 2 Sheeppyard Cottages, Heath Road Demolish existing outbuilding and replace with a new single storey extension to the rear of the property
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No objections

27.05.12 There were no planning decisions from the District Council
Planning
Decisions
from District
Council :-

- 28.05.12**
Planning
Corresp-
ondence :- Acknowledgement had been received of Council's comments on the following application
- E/03003/12/CC** **Cambridgeshire County Council – Burwell House North Street**
Variation of condition 1 of planning permission no. E/03005/09/CC to allow retention of temporary buildings until 31st August 2018
- Notification of appeal for the following planning application:-
- 11/01149/FUL** **Mr & Mrs S Warren – 21 Isaacson Road**
Extension and works to dwelling
- 29.05.12**
Action
Points
Update :- Jubilee Reading Room - An estimated build cost of between £30000 - £35000 had been received from the architect. Some discussion took place as to whether Council wished to proceed with the proposed extension at the present time. It was resolved that the architect would be asked to obtain quotes for the extension to enable an informed decision to be made.
- 30.05.12**
County &
District
Councillors
Reports :- See attached reports.
- Hazel Williams added the following comments to her District Council report, she wished to make Council aware that a proportion of the new Community Infrastructure Levy (CIL) could be earmarked for the new leisure centre in Ely.
- The question of whether or not we were going to change from bags collection to wheelie bins was asked by Liz Goodman. The response was that a bid had been made to replace the recycling collection bags/boxes with wheelie bins and only if the grant was forthcoming would this happen, but the black sacks would remain for household refuse.
- David Brown informed Council that there had been problems with the recent resurfacing works in Reach Road and Westhorpe. These issues had been addressed with the contractors. He also informed Council that questions needed to be answered with regard to Anglian Water intimating that they would be pumping sewage from the Burwell treatment works to Newmarket.
- 31.05.12**
County &
District
Matters :- **Grass Cutting – Public Rights of Way**
- Information regarding the delays in the cutting of Rights of Ways had been received from the County Council this was due in the main to the recent adverse weather conditions. They also asked for information on paths that we felt should be prioritised for cutting or even taken off of the cutting schedule.
- Library Service** – Notification of library closure days to allow the installation of a new library system. In Burwell the Library will be closed on Friday 22nd June 2012 to allow for the installation of the new system.
- 32.05.12**
Other
Reports :- The reports listed on the agenda had been circulated to Councillors for information.
- 33.05.11**
Working
Groups :- The Chairman explained that there were some differences in the groups this year. Some groups had been amalgamated and a new group had been formed to deal with Public Relations. It was hoped that this re-organisation would improve the way in which the groups worked and meant that each Councillor would only serve on two groups.
- South Neighbourhood Panel** - Michel Scarff agreed to continue as Council representative on the South Neighbourhood Panel for another year. Other Councillors were urged to attend the meetings with a view to taking on the role of representative in future years.

Speed Watch - Hazel Williams and Brenda Wilson volunteered to assist Michel Scarff in the role of co-ordinator for the Speed Watch team.

Burwell House - Whilst there is no official requirement for Burwell House to have a Council representative on their governing body, Hazel Williams is the Chair and was happy to act as a link between the two organisations.

Burwell Museum – A letter had been received from the Museum Trustees stating that they would be pleased to have a Parish Council representative attend their meetings. They were happy for that representative to take as much or as little active interest as they desired. Brenda Wilson agreed to be the Council representative.

34.05.12
Insurance :-

Members of the Finance Working group had met to look at the new proposals for our insurance cover for the coming year. It was recommended that we change insurers to Zurich who offered equivalent cover or better for a fixed rate over the next five years at a premium of £4392.60 representing a substantial saving over the renewal premium quoted by our current insurers. It was resolved to accept the recommendation of the Working Group.

35.05.12
Resignation
Of Handy
Man :-

The Clerk read out a letter from Mr Roger Logan expressing regret at having to tender his resignation as the Council Handy Man due to ill health. The Clerk would acknowledge acceptance of his resignation and thank him for his work over the years.

There was now an opportunity to look at the issue of the second key holder along with the appointment of a new handy man. This would need to be discussed by the Human Resources Group.

36.05.12
Burwell
Museum :-

The appointment of a representative to the Museum Trust had been dealt with at 33.05.12 above

37.05.12
Finance :-

Consideration was given to the following :-

Consultation on appointment of external auditor for 2012/13 and future years – The Audit Commission had written to notify Council that they propose to appoint Littlejohn LLP to carry out the external audit for the next five years. This was noted.

Internal Audit Report

The internal audit report had been completed and the auditor was satisfied that all procedures were carried out correctly and had no adverse comments to make.

Consideration of costs for remedial works at Recreation Ground

The Clerk had obtained some costs for remedial works to the recreation Ground to try and address some of the issues raised by the Swifts. It was resolved that the Grounds and Buildings Group should meet to consider the options.

Request to fund training course for the Clerk on the General Power of Competence

In order to keep up to date with her CILCA qualification the Clerk had requested funding of £35 for attendance at the above CAPALC training course. It was resolved that this should be paid.

Request to sponsor Burwell Carnival in the sum of £50

It was resolved to make a donation of £50 to Burwell carnival as in previous years.

Refund of Hiring Fees for Gardiner Memorial Hall – Burwell Scouts

Due to the lack of ticket sales the event planned by the Scouts at the Gardiner Memorial hall had been cancelled. It was resolved to make a refund of fees paid less £10 to cover administration fees.

Consideration of replacement water pipe at Recreation Ground

It has been discovered that there is a further leak on the water pipe at the Recreation Ground. It was resolved to replace the remaining length of pipe work from the Recreation ground gateway to the meter position at a cost of £3430 plus any fees payable to the county Council.

The accounts as presented were approved for payment with the following amendments. The cheques to Suffolk Acre to be amended to Zurich Insurance and the amount to read £4392.60. The cheque to the Scouts to be amended to £133.75. The payments schedule to be amended accordingly.

Proposed – Michel Scarff, seconded – Sylvia Greenaway. Agreed by all.

38.05.12
Corresp-
ondence :-

Bottisham and Burwell Photographic Club had written to thank Council for the free use of a room at Mandeville Hall for their exhibition next year.

The Clerk had been approached by a resident asking if the Council could give her some work experience. Following discussion whilst it was felt that she may benefit from attending a larger Council, the Clerk would speak to her and see how many hours she was looking for and what her expectations were.

There being no further business the meeting closed at 9.11pm

Signed this day of 2012 _____