

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

Clerk: Mrs Y Rix

Minutes of the meeting of Burwell Parish Council held in The Jubilee Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU at 7.30p.m. on Tuesday 8th November 2016

Present:- Joan Lonsdale (Chair), Robin Dyos, Jane Hall, Don Harrison, Gus Jones, Jenny Moss, Joe Parker, Jim Perry, Derek Reader, Michael Smith, Liz Swift, Mike Swift, Tim Wallis, Hazel Williams and Brenda Wilson.

01.11.16 Apologies:- Apologies for absence had been received from Gordon Roach and Paul Webb.

02.11.16 Declarations of any interest known to Councillors:- The following declarations were made:
Derek Reader – Finance C R Contracting
Michael Smith – Planning Application – 16/01407/FUL 3 Hall Lane
Gus Jones – Correspondence – Burwell Sports Federation

03.11.16 Approval of Minutes:- The minutes of the meeting held on 25th October were approved and signed.
Proposed – Derek Reader, Seconded – Robin Dyos

Hazel Williams arrived at 7.35pm

04.11.16 Public Forum:- No matters were raised during the Public Forum.
Update from Max Jamieson – Burwell Skatepark
Max Jamison reported that his fundraising was progressing well and he was hopeful that he would raise £3000 by the end of the year. Mike Swift stated that the plans for the improvements at the Recreation Ground had now been submitted to the Planning Department at East Cambridgeshire District Council and that these plans included the proposed skatepark. It was agreed that the Sports Provision Working Group would invite Max to a meeting of the next working group for further discussions. Council would also discuss the amount of money they would be prepared to put into the new skatepark during forthcoming discussions regarding the Council budget.

05.11.16 Planning The following planning applications were considered:
16/01390/FUL CHAP Developments -34 Newmarket Road
Demolition of existing garage to allow formation of new access road to proposed dwelling with integral garage, parking, access & associated site works and replacement garage for host dwelling.
No objections.

16/01402/FUL Mr K Graham - Tollgate Cottage 8 Hythe Lane
One & a half storey rear extension and removal of two internal walls within later additions to property.
No objections, however, Council were concerned that this is within the conservation area.

Jim Perry at arrived 7.50pm

16/01094/FUL Mr C Kirk – 44 Newmarket Road

Replacement of workshop 2, with a smaller metal container (Retrospective)

No objection.

16/01407/FUL Mr C Barnes – 3 Hall Lane

Proposed change from a single storey annex to a two storey annex to provide habitable accommodation for a full time care worker.

No objection, however, Council would like it noted that the annexe should remain tied to the main house and not sold as a separate property in the future.

16/01461/VAR Mr D Nash – Land between 31 and 33 Baker Drive

To vary Condition 1 of previously approved 15/00345/FUL for proposed erection of a detached dwelling and garage (see also 16/00920/VAR)

No objection.

**06.11.16
Planning**

Decisions:

The following planning decisions had been received from the District Council:

None received.

**07.11.16
Action
Points
Update:-**

A portable toilet has been positioned located outside the Jubilee Reading Room for use by members of the public. It had been reported that following recent heavy rain an area of the floor appeared to be waterlogged. It was agreed to ask the Handyman to reinstalled the signage pointing to the toilet, the Assistant Clerk was also asked to make a 'Public Toilet' sign to stick to the outside of the portable toilet.

Derek Reader asked the Assistant Clerk to contact the structural engineer regarding a date to meet at the Gardiner Memorial Hall. Following initial contact it seemed to be taking a long time for the structural engineer to get back to us.

A report had been given to Councillors in which there are several areas requiring further discussion and this will be included in the next full Council meeting.

**08.11.16
Parish Reports
Property –**

Weekly Play Area Inspection Reports

There were no issues to report regarding the play areas.

Tree Work Jubilee Green

The trees at Jubilee Green overhanging adjacent properties have now been inspected by the Tree Surgeon. It has been established that the trees are not dangerous. Following a report from a resident there was some concern as to whether the trees belong to the Parish Council or the householders. The Assistant Clerk was asked to clarify the ownership of the trees and report back to Council before any tree work is carried out.

Trees/Environment

Council noted the following notification of approved tree works from ECDC:

22 Bloomsfield

T1 Laburnum – Fell

S2 Eleagnus – Reduce height by 1.5 and re-trim all around

Tollgate Cottage 8 Hythe Lane

T1 Plum Tree – Fell tree covered in Ivy

Hyde Cottage, 100 North Street

T1 Cherry - Fell

107 The Causeway

T1 Hazel - Fell

129 North Street

T1 - Bay - prune back in line with the edge of the parking area and reduce in height by approx 1 metre - reason for work is to maintain tree clear of parking area and to check height growth.

T2 - Cotoneaster - reduce in height to approx 2.5-3 metres (approx level with the top of the adjacent conservatory) by removing more upright branches - reason for works is to check height growth and improve view from first floor window of the house adjacent to tree.

T3 - Contorted Hazel - reduce in height by approx 0.5 of a metre (approximately level with the top of the adjacent outbuilding) - reason for work is to check height growth.
T4 - Ash - undertake overall crown reduction, shortening branches in length by approx 1.5-2 metres whilst maintaining as best possible a natural appearance to the crown and prune to clear adjacent Laburnum by approx 1 metre - reason for work is to reduce shading of house and patio and to maintain tree clear of adjacent Laburnum.
G1 - Beech and Norway Maple - prune to provide approx 2.5 metres clearance over roof of greenhouse - reason for work is to maintain trees clear of and to reduce shading of the greenhouse.

09.11.16 ECDC Code of Conduct Complaints Procedure Review
County & District Matters: Council had been given a copy of the ECDC Code of Conduct Complaints Procedure Review and had no comments to make on this procedure.

ECDC Polling District, Polling Places and Polling Stations Review
There was no change for Burwell, however, it was noted that ECDC had incorrectly referred to the Baptist Church as the Methodist Church. The Assistant Clerk was asked to contact them to inform them of this mistake.

10.11.16 None
Other Reports and General Information:

11.11.16 Council considered the following:
Finance Payments to the following as detailed on the attached payment summary were approved.

Proposed – Joe Parker Seconded – Don Harrison
Alan Lamb Associates (Payment not included show not
S Rowland Agenda list but included on list in
D Cawley files)
Burwell Office Cleaning
Ridgeons
ESPO
Cambridgeshire Cricket Club
C R Contracting
Millers Music Centre Ltd
Burwell Window Cleaning
Sid Biddy Turf and Landscaping
Andy Martin
J Weaver
The Voluntary Network
British Legion Poppy Appeal
Citizens Advice Rural Cambs
Soham Pest Control
Dorma
Lloyds Bank
Global Fire Services
BT
Eon
ECDC
Salaries
Return of Deposits

The new organ for the cemetery chapel was currently on order. The Assistant Clerk was asked to inform the Vicar and Jonathan Giles when the organ arrives.

12.11.16

Correspondence

1. Burwell Sports Federation/Mrs J Peters – Request for lighting Recreation Ground
Correspondence had been received regarding lighting at the Recreation Ground. It was felt that after training sessions it is difficult for members of the public to find their way back to their cars in the dark and the installation of a light would make it easier and less hazardous. Council asked the Assistant Clerk to respond stating that lighting would be included in the refurbishment of the Recreation Ground.

2. CAPALC – Annual General Meeting 2016

Hazel Williams stated that she will be attending the CAPALC – Annual General Meeting. Don Harrison also stated that he would attend. Details were relayed to all Council members for reference.

3. Land Registry – Notice of an application for registration of a person in adverse possession – Land at 16 Mandeville

Council had no objections to this application.

13.11.16

1. Remembrance Sunday

Members of the Council were reminded that the Act of Remembrance will take place on Sunday 13th November 2016 at 2.30pm at the war memorial followed by the church service at 3.00pm. Joan Lonsdale agreed to do a reading and Jim Perry agreed to lay a wreath on behalf of the Parish Council.

There being no other business the meeting was closed at 8.52 pm

Signed this the _____ day of November 2016 _____ Chairman