

BURWELL PARISH COUNCIL
The Jubilee Reading Room
99, The Causeway, Burwell Cambridge. CB25 0DU
Telephone 01638 743142
E Mail burwellpc@btconnect.com

Chairman: Mrs E Swift

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 10th April 2018.

Present:- Liz Swift (Chair), Richard Adams, Robin Dyos, Jane Hall, Don Harrison, Gus Jones, Joan Lonsdale, Jenny Moss, Jim Perry, Derek Reader, Gordon Roach, Michael Smith, Michael Swift, Paul Webb, Brenda Wilson and Helen McMenamin-Smith

FC/100418/01 Approval of Apologies for Absence
Apologies for absence had been received from Hazel Williams

FC/100418/02 Declarations of any interest known to Councillors:-
The following declarations were made:
Liz Swift, Robin Dyos, Michael Swift and Paul Webb – Finance – Carnival Sponsorship
Derek Reader – Group Reports (Tree Work)

FC/100418/03 Approval of Minutes:-
The minutes of the meeting held on 27th March 2018 were approved and signed as a true and correct record of the meeting.
Proposed – Gordon Roach, Seconded – Joan Lonsdale
Council noted an amendment to FC/270318/06 Planning Decisions which should read 18/00077/FUL 29B North Street Not 18/00077/FUL 28 North Street

FC/100418/04 Public Forum
No matters were raised during the Public Forum

FC/100418/05 Planning
The following planning applications were considered

18/00352/OUT 25 Carter Road
Proposed private detached bungalow with existing access retained
Objection – Access and traffic and highways safety.

18/00376/FUL 61 Toyse Lane
Roof and general alterations
No objection

18/00358/FUL The Old Telephone Exchange, 10 Ness Road
Change of use from office to therapy centre
No objection

18/00383/VAR Solar Farm Goose Hall Farm, Factory Road
Variation of condition 3 (operational life) of previously approved application reference number 15/00723/ESP for installation and operation of a solar farm and associated infrastructure
No objection, however it was noted that with the original application the company verbally agreed to support the local community financially for the duration of the project.

17/02205/FUL Land North West of Electricity Sub-Station, Weirs Drove
Development of a 49.9MW battery storage facility, bridge and associated infrastructure
No response amendment involving correction of acoustic fence height from 2.5m to 3m.

FC/100418/06 Planning Decisions

The following planning decisions had been received from the District Council and were noted by Council:

18/00166/FUL 4 Summerfield Close

Proposed two storey extension to rear of house **APPROVAL**

FC/100418/07 Action Point Updates

The following updates were noted:

Burwell to Exning Cycleway

A meeting had now taken place with a Councillor from Exning PC. Exning PC had been in contact with the Suffolk CC Lead for Cycleways who had agreed to contact his counterpart at Cambridgeshire CC it was hoped that this may be advantageous.

Gardiner Memorial Hall

Final checks are in process of taking place on the loop system to ensure it is working correctly.

Recreation Ground Skate Park and Pavilion

The grant applications have been submitted and are moving along accordingly.

Pauline's Swamp

Another working day will be arranged in due course.

Village Sign

The village sign is expected to be completed by the end of April 2018.

FC/100418/08 Group Reports and Recommendations

Council considered the Report of the Assets and Environment Group Meeting held on 3rd April 2018 and the following recommendations:

- a) Recommendation of contractor to carry out tree work at Jubilee Green, the allotments and the Recreation Ground.

Proposed Paul Webb, seconded Joan Lonsdale

Don Harrison arrived 7.45pm

- b) Recommendation of contractor to carry out electrical work at the Jubilee Reading Room, Gardiner Memorial Hall and Mandeville Hall

Proposed Michael Swift, seconded Robin Dyos

- c) Recommendation of contractor to supply and fit overhead barrier to the entrance at Margaret Field

Proposed Don Harrison, seconded Gus Jones

- d) Recommendation of the hire of a skip to remove council rubbish

Proposed Paul Webb, seconded Jenny Moss

FC/100418/9 Property Reports

1. Weekly Play Area Inspection Reports

Nothing to report.

Trees/Environment

Council noted the following notifications of approved tree work from East Cambs District Council:-

24 North Street

T1 Eucalyptus - Remove

T2 Cherry – Remove

T3 and T4 Fruit Trees - Remove

3-11 Chandlers Court

G1 Cypress Hedge – Reduce trees to 8ft in height

Lavender Cottage 69a Silver Street

T1 Sycamore – 2m crown clearance of property, 2m crown clearance of overhead cables, Large low branch (currently overhanging highway) to be removed, 30 % crown reduction and 25% crown thinning.

40 Mill Lane

T1 Holly – Fell

T2 Conifer – Fell

Crabtrees, 56 Low Road

TPO Burwell E/01/18 – Confirmation of Tree Preservation Order

FC/100418/10 County & District Matters:-

Council noted the following:

Burwell Community Clean Up Campaign – Tree work, Ness Road Layby – Helen McMenamin-Smith gave a brief outline to Council of the clean up that was needed at the Ness Road Layby. Derek Reader stated that previously the Parish Council Handyman had carried out a twice yearly clean up of this layby. The Assistant Clerk was asked to verify if the Clerk had contacted Highways Department with regard to this and it was agreed that this would be put to a working group.

FC/100418/11 Other Reports (in circulating file):-

None

FC/100418/12 Finance

1. Consideration of the following:

a) Burwell Carnival 2018 Sponsorship. Council agreed to make a donation of £125.

Proposed Richard Adams, seconded Joan Lonsdale

b) Donation request Bottisham and Burwell Photographic Club. Council declined to make a donation on this occasion.

2. Consideration of payment to the following:

The following payments were considered and approved for payment:

Proposed Jenny Moss, seconded Joan Lonsdale.

Also approved was an invoice from Alan Lamb for the sum of £1200 inc VAT for work at the Recreation Ground which had been received after the Agenda had been issued.

Council noted that there will be a fixed fee payable for Alan Lamb of around £2,500 for the Skate Park.

Proposed Paul Webb, seconded Jenny Moss

Council also noted that following a recent accident involving a parishioner falling outside the Mandeville Hall no excess would be payable by the Parish Council although there may be a premium increase.

Proposed Paul Webb, seconded Gus Jones

*Council noted that following a recent booking at the Mandeville Hall a tap in the Men's toilets had been left running resulting in water overflowing onto the floor. Tables and the floor in the room hired had also been left in an unsatisfactory condition. These incidents had resulted in the relief keyholder requiring additional time to lock the hall at the end of the booking. A £100 deposit was held, Council decided that only £50 would be returned to the hirer. The key holders would be reminded to take photographic evidence of halls left in an unsatisfactory condition and of any damage occurred.

Proposed Don Harrison, seconded Gus Jones

George Rowland	Mileage	£45.00
Debbie Cawley	Mileage	£59.40
Martyn Wright	Mileage inc holiday cover	£96.30
Jayne Weaver	Mileage and Parking	£23.10
Burwell Office Cleaning	Mar-18	£1,115.84
Ridgeons	Maintenance Materials	£10.42
	Maintenance Materials	£24.36
	Maintenance Materials	£33.87
	Maintenance Materials	£21.95
Latta Hire Limited	Temporary Toilet	£151.80
The Voluntary Network	Ely - February Trip	£25.00
Mr Groundsman	Recreation Ground Grass Cutting	£805.00
ESPO	4 Drawer Unit	£135.60
Copier IT Solutions	Photocopier Contract	£38.77
Wicksteed	Play Equipment parts	£75.19
Harrisons of Burwell	Pavilion Leak Repairs	£141.60
Burwell Parochial Church Council	Church Floodlighting	£450.00
CAPALC	GDPR Training	£70.00
MS Electrical	PAT Testing	£84.00
Vine Audio	Loop System	£114.80

Burwell Sports Centre	Donation Roof	£1,500.00
Eon	Street Light Energy	£30.47
Lloyds Bank	Various March 2018	£332.79
East Cambs District Council	Mandeville Hall	£505.83
East Cambs District Council	Cemetery	£153.00
East Cambs District Council	JRR	£42.00
East Cambs District Council	GMH	£186.00
BT	Phone Services	£166.80
Eon	Allotments	£13.31
Eon	GMH	£314.28
Eon	Pavilion	£33.62
Eon	Cemetery	£17.78
Eon	JRR	£48.68
British Gas	JRR Gas	£237.18
British Gas	MH electricity	£330.04
WAVE	Pavilion	£42.04
WAVE	JRR	£45.58
WAVE	Cemetery	£13.75
WAVE	GMH	£64.57
Salaries	Salaries, NI, Tax and Superannuation including Keyholder holiday cover payments	£5,347.64
Return of Deposits		
M Freeman	MH	£50.00
M Gibson	MH	£50.00
Newmarket Town Band	MH	£50.00
T Hawes	MH	£50.00
C Moores	GMH	£50.00
Q Cooke	MH	£50.00
A Dodds	GMH	£50.00
M Wheeldon	MH	£50.00
A Mayne	MH	£100.00
		(See *)
Total		<u>£13,447.36</u>

FC/100418/13 Correspondence

1.Fordham Neighbourhood Plan. The Assistant Clerk was asked to forward a copy of an email regarding the Fordham Neighbourhood Plan to Councillors for information.

FC/100418/13 Consideration of the following:

1.Meeting dates for 2018/2019

The meeting dates for 2018/2019 were considered and agreed. Liz Swift explained how the planning meetings would work.

2.General Data Protection Regulation

Deferred to next meeting.

3.Freedom of Information Request

Council noted that a Freedom of Information Request had been received, the Clerk would inform the person requesting access to information of the times and days they would be able to view the information concerned.

There being no other business the meeting was closed at 8.20 pm

Signed this the _____ day of April 2018 _____ Chairman