

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

Clerk: Mrs Y Rix

Minutes of the meeting of Full Council held on Tuesday 11th August 2015, 7.30 pm in The Jubilee Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU.

Present:- Joan Lonsdale (Chair), Robin Dyos, Sylvia Greenaway, Jane Hall, Don Harrison, Gus Jones, Joe Parker, Jim Perry, Derek Reader, Gordon Roach, Michael Smith, Paul Webb and Brenda Wilson.
4 members of the public.

01.08.15 Apologies for absence had been received from Hazel Williams, Liz Swift and Mike Swift.
Apologies:-

02.08.15 The following pecuniary interests were declared:-
Declarations of any interests known to Derek Reader – Payment of Accounts
Gus Jones – Sports Provision

03.08.15 The minutes of the meeting of the Full Council held on Tuesday 28th July 2015
Approval of Minutes were approved and signed as a true and correct record.

Proposed – Brenda Wilson, seconded – Sylvia Greenaway

04.08.15 Paul Pickles, Treasurer of Burwell Tennis Club informed Council that as a result
Public Forum: of the proposed building work at the school, they were unable to play tennis at the School from February 2016 for a period of around 18 months. The Club currently consists of around 15 members and has been in existence for 40 years, playing at the school for 30 of those years. He asked if the Parish Council could suggest other village locations where they could play for example on temporary grass courts at Margaret Field. Joan Lonsdale explained that the Council is currently considering how they can make best use of its existing and future facilities. She asked that the Club writes to Council giving details of their requirements in the short and long term and any specific items that they require to be taken in to account.

John Rollin informed Council that in relation to his recent email regarding safety issues with the bridge between Burwell and Exning, he had a number of suggestions which may make the bridge safer. It was suggested that he should put his ideas in writing and forward them to the Council. It was also suggested that Mr Rollin should contact Exning Parish Council who equally have concerns about cyclists along this section of the road.

05.08.15 There were no Planning Applications to be considered:
Planning Applications:-

06.08.15 The following decisions received from the District Council were noted:-
Decision from County District Councils **15/00194/NMAA** **Mr D Steggles – 23 Abbey Close**
Non material amendment to previously approved application 15/00194/FUL for single storey extensions to front, side and rear of property
APPROVAL

15/00464/FUL 15/00465/LBC	Mr J Frankham – 81a North Street Garage APPROVAL
15/00665/FUL	Mr and Mrs A Benton – 1 Station Gate Single storey extension to house APPROVAL
15/00452/FUL	Cambridgeshire County Council – The Old Depot, Reach Road Change of use from an existing Fire Station and derelict site to B1 (business Use) and B2 (General Use) APPROVAL
15/00429/FUL	Mr R Taylor – The Fox, 2 North Street Continued use of existing commercial quality 6x6m marquee as a temporary smoking shelter on pub patio APPROVAL

07.08.15
Action
Update:-

GMH exit – safety

Following the suggestion of erecting a mirror on the opposite side of the road to assist drivers exiting the Gardiner Memorial Hall, policy documents explaining why Highways do not allow mirrors being sited on highway property had been received. A further suggestion of swapping the exit and entrance over was made. This has been considered in the past; it is thought that the central road bollards outside of the hall were found to be a problem. Council agreed to ask Highways for a meeting to consider possible options.

Update on Planning Application for 19 Saxon Drive

It appears that the covenant included on the area of land of the proposed dwelling restricting the use of the land to a vegetable or ornamental garden is not a material consideration. The Clerk has sent a letter to the applicant informing them of Council's awareness of the covenant. Further action may be required once the District's decision has been received.

Response from ECDC regarding Flynet, King William House – change of use

The Clerk informed Council that a further planning application had been submitted by Flynet which includes the change of use.

The Clerk informed Council that the Hall Users Satisfaction Sheets are now available for use.

08.08.15
Parish
Reports:-

Grounds –

Weekly Play Area Inspection Reports

The Clerk informed Council that there was mole activity at the Recreation Ground. Soham Pest Control has been instructed to deal with the moles, but need to wait until it has rained and possibly after the end of the school holidays. The kissing gate had been vandalised over the weekend. The handyman had managed to re-fix the gate and the incident had been reported to the Police. The electric supply cable to the floodlights had dropped and this had been repaired as an emergency.

The folding door between rooms 2 and 3 at Mandeville Hall is not working due to the expansion of the door panels at the bottom. Salmons have been asked to look at the problem and to provide a quotation for the repair.

One or two items on the new outdoor gym equipment at the Recreation Ground need adjusting. The Clerk was to arrange for Play and Leisure to carry out the necessary adjustments.

Consideration of reports following Play Area Inspections by RoSPA

Robyn Dyos informed Council that he had looked at the skate park equipment at the Recreation Ground and that several of the youths present had raised concern about faults on some of the equipment. These had not been highlighted in the RoSPA reports and included the Spine Ramp, where the two ramps were not bolted together. The Clerk explained that often the youths separated the two ramps. Council agreed that the Handyman should be instructed to bolt the ramps back together with vandal proof bolts if possible, as a matter of urgency. They also agreed that the original supplier of the

Skate Park should be asked to carry out an inspection of the equipment and provide a quotation for any repair work required to be carried out. The need to replace the equipment may need to be considered by the Council in the future.

The RoSPA report recommended removing the rocket climber at the Recreation Ground and Council agreed this should be carried out. The report also suggested that the worn motor bike springer in Jubilee Green should be replaced. Council agreed that quotations should be obtained for a replacement. Confirmation had been received from the inspector that the term 'protruding hand and foot rests' on equipment at Westhorpe meant that they had no ball at the end as found on the latest equipment, but were low risk and that no action was required. Parts to repair the swings need to be ordered.

Trees/Environment –

Diseased Tree at Pound Hill – Application acknowledgement from ECDC

Acknowledgement had been received from ECDC for the Parish Councils request to fell a diseased tree on Pound Hill.

Consideration of TPO being placed on 1 no. Sycamore tree in the garden of 105a The Causeway.

Notification has been received from ECDC that they are placing a TPO on the Sycamore tree in the garden of 105a The Causeway.

Council noted the following Notifications of tree works at the following properties:-

Ramsey Manor, High Street

G2 – Group of Sycamores – remove small leaning stem and first stem on left side, remove third smaller stem leaning over adjacent garden. Crown lift to clear all buildings by 3m. Remove the long lateral limbs over compost area and cut Ivy at base and remove from trees.

T3 – Sycamore adjacent to garden store – remove long lateral secondary limbs from the mid canopy. Remove Ivy.

T4 – Sycamore on lawn – Crown lift to approx 2.5m to balance right hand side.

Burwell House, 46 North Street

T1 Lime – Raise crown to 5 metres, crown thin by 20%.

24 High Street

G1 Conifers – Fell group of conifers

Millfield House, Mill Lane

T1 Plum – Fell and grind out stump (replace with one Hornbeam tree)

T2 Sycamore – Crown reduce by 25%

T3 Walnut – Crown reduction by 25%

T4 Plum (coppiced) – Fell and grind out stump

G5 – 3 Self set small trees (Yew, Ash and Hawthorn) – Fell

T6 Sycamore – Tree leaning heavily over Mill Lane with stress fractures at base – fell to ground level.

14B The Causeway

H1 Cypress hedge – Remove to allow re landscaping of garden

3 Murton Close

T1 Cherry – Fell, Shrubs x 8 - Remove

09.08.15

County & District Matters:-

Update on Connecting Cambridgeshire

Information has been received informing the Council that superfast broadband is now available in the village. Rural businesses need to be made aware of grants of up to £3000 towards the cost of installing the service. This can be included in the next issue of Clunch.

ECDC Statement of Licensing Policy – 5 year review consultation (General Purposes Working Group)

Notification of a 5 year review consultation on the Statement of Licensing Policy has been received from ECDC. This will be considered by the General Purposes Working Group.

Response from Highways re Burwell to Exning Bridge and Newnham Lane Area

A response has been received from Highways regarding the Burwell to Exning Bridge and traffic issues in the Newnham Lane Area. They had not at this stage agreed to meet with the Council. Council still felt that it was important that a meeting is held. Previous attempts

to create a permissive footpath around the bridge had failed due to an objection by one of the landowners. Highways do not feel that much can be done to the bridge with funding currently available and Road Safety had not highlighted the bridge as an accident black spot.

Suggestions had been made for the Newnham Lane area to prevent large vehicles accessing the area. However some restrictions may cause issues for residents. It was suggested that residents living in the area should be consulted and the Clerk was asked to find out how many houses there were in the area prior to a decision being taken on whether individual letters should be hand delivered or an article included in the Clunch Magazine.

Information from Highways regarding the memorial bench on the Causeway

The Clerk informed Council that Highways had no objection to the memorial bench being sited on the inner verge of the Causeway outside the Jubilee Reading Room. Council agreed that they were willing for the bench to be installed in this position as long as clearance is allowed for maintenance of the clunch wall. The Council also agreed that the bench needs to match the existing recycled ones within the village.

10.08.15 Other Reports (in circulating file):-

None

11.08.15 Finance

Consideration of further information on the renewal of the photocopier lease

The Clerk informed Council that since agreeing to continue to lease the existing photocopier, further information had been received on the benefits of leasing a new machine. These benefits include a quarterly charge of £184.96 per quarter instead of the current charge of £258.68 per quarter and lower copy charges. Council agreed that a new machine should be leased.

Proposed:- Derek Reader, seconded:- Robin Dyos

Consideration of purchase of replacement and additional bins at the Recreation Ground

Two new bins are required at the Recreation Ground, one to be sited near the new equipment and one to replace the damaged bin near the Youth Shelter. Council agreed that two bins should be purchased and the type of bins should be as vandal proof as possible.

Proposed:- Paul Webb, seconded:- Gus Jones

A new sign is now available to replace the existing vandalised sign which details what is not allowed at the Recreation Ground.

Concern was raised about dogs on the Recreation Ground. There is a bylaw in place preventing dogs on the Recreation Ground, but it is very difficult to police and enforce.

Consideration of purchase of group council photo print

Following receipt of the draft group photo of the Council, it was agreed that a print should be ordered from the photographer and framed in the same way as previous. The individual photos were disappointing as many images included some shadowing. No charge had been made for the photos to be taken, but a charge would be made for the shadows to be removed or for a further sitting. Paul Webb offered to retake the photos with no charge and Council agreed to accept his offer. He also offered to maintain the Councillors Photo Board along with Jim Perry. The new photos will be taken once the existing Councillor vacancy has been filled.

Consideration of payment to the following:

The following payments were approved by Council:

Proposed:- Gordon Roach Seconded:- Brenda Wilson

S Rowland
D Cawley
Burwell Office Cleaning
Argent Building Company
Zurich Insurance
CAPALC
Online Playgrounds
D A Reader
C W Kirk Lawnmowers
Play and Leisure
ESPO
Herts and Grounds Maintenance
Ridgeons
The Voluntary Network

Eon
ECDC
Salaries, Wages etc.
Return of Deposits for Gardiner Memorial and Mandeville Halls

Concern was raised that the grass risings had not been cleared from the pitches at the Recreation Ground. The Clerk informed Council that the contractor had just sprayed the weeds. Derek Reader explained that it was unlikely that the contractor would collect the risings directly following spraying.

12.08.15 Correspondence

Note regarding byway to Devils Dyke

Correspondence had been received from a resident regarding the travellers currently sited along the byway to Devils Dyke. The Clerk informed Council that the County Council's Enforcement Officer is aware and is dealing with the matter. The complainant has been given contact details for the Enforcement Officer.

Request to use Mandeville Hall as a Pop Up Tea Room

A request had been received to use Mandeville Hall for a Pop Up Tea Room. Council raised many concerns and agreed that the request should be declined.

Email regarding traffic in Toyse Lane

An email had been received regarding traffic issues and flooding in Toyse Lane. Whilst fully understanding the resident's concerns, Council felt that there was little that the Parish Council could do and that the best action to take would be to pass the email on to Highways.

Email regarding Burwell Lode

A river user had copied the Parish Council in on an email to the Environment Agency about the condition of the river. The Council noted the email and asked the Clerk to write to the Environment Agency requesting an update on the situation and the action that they intend to take.

13.08.15 Consideration of the following:

Dispensation – Burwell Parish Councillors with regard to the Precept

The Clerk explained the need for all members of the Council to complete a Dispensation Form to allow discussions to take place regarding the Precept, which all Councillors would need to declare an interest in otherwise.

The next Parish Council meeting will be held on 25th August 2015.

There being no further business, the meeting was closed at 9.09 pm.

Signed this day of 2015 _____

Chairman