

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 12th January 2016, 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, Mick Smith, Liz Swift, Mike Swift, Paul Webb, Hazel Williams and Brenda Wilson.

Max Jamieson – Burwell Skate Park

01.01.16 Apologies for absence had been received from Gordon Roach and Tim Wallis.
Apologies:-

02.01.16 The following pecuniary interests were declared:-
Declarations Sylvia Greenaway – Finance (Newmarket Town Band)
of interests

03.01.16 The minutes of the Parish Council meeting held on 8th December 2015 were approved
Approval and signed as a true and correct record.
of Minutes

Proposed – Paul Webb, seconded – Gus Jones

04.01.16 Max Jamieson – Update on Burwell Skate Park
Public Forum: Max Jamieson informed Council of the work that he had carried out towards the new skate park since he last attended a meeting. He has continued to gain support from the community through the Facebook Page. Articles have been in the Newmarket Journal and the Cambridge Evening News, along with a photo shoot to which 30 people attended. He has drawn up a questionnaire which has been completed by 100 people. Many felt that the current location was good, but would be safer if some form of lighting was provided. There is a general preference for a concrete park to be provided. Mr. Jamieson is in the process of obtaining further possible designs and the likely cost of the project will be in the region of £70-£80K. He has approached other local parishes to see if they would be prepared to contribute to the scheme; however none had been in a position to do so. A User Group has been set up and he intends to start fund raising shortly, with a target of £5,000.00. Gus Jones questioned the competitive side to the sport. However the need to retain the facility for more general informal skating was emphasized. Generally the height of the ramps is lower than before, even for competitions. Joan Lonsdale explained that the Council is keen to support, however financially would need time to set a side funding and that the more grant funding that can be obtained the quicker the project could go ahead. Figures currently quoted do not all include the dismantling and removal of the existing park, so this may be a hidden cost. Mike Swift said that it may be beneficial to include the new skate park with the current proposals in a broader application for funding for the Recreation Ground. Hazel Williams suggested that it would be useful for the Skate Park User Group to meet with a representative from WREN in the first instance and agreed to set up a meeting for the group.
The Chairman thanked Mr. Jamieson for attending. He then left the meeting.

05.01.16 The following Planning Applications were considered:
Planning

Applications:- 15/01384/FUL ALN Carpentry- Joinery Ltd - 73B North Street
Extension to existing loft
No Objections

15/01486/FUL Mr. and Mrs J Tate - 45 Swaffham Road

Proposed single storey rear extension

No Objections

An amendment involving a revised design of Plot 1 had been received from ECDC in relation to Planning Application 15/01129/FUL Land Rear of 61 and 63 North Street. Council noted the amendment but due to insignificant information available about the amendment felt unable to comment on the changes to the application. ECDC to be made aware of these reasons.

**06.01.16
Decision
from County
and District
Councils**

The following decisions from the District Council were noted:

15/01064/FUL Mr. J Fuller – Land South of 76 Low Road

Erection of three new dwellings on frontage land south of 76 Low Road
APPROVAL

15/01155/FUL Mrs E Grimwade – 19 Silver Street

Single Storey rear extension

APPROVAL

15/01304/FUL Ms. G Miller - 33 Silver Street

Single storey extension to rear, internal alterations and porch to front

APPROVAL

15/01110/PDR Mr. R Shephard 49 Station Gate

Retrospective application for erection of 7ft x 5ft shed

APPROVAL

15/01423/FUL The National Trust – Harrisons Drove

Modified proposal of previously approved 14/01329/FUL for a bridge across Harrisons Drove to allow livestock to migrate between two grazing areas located on either side of the Drove, as part of a grazing management and nature conservation project. Borrow pits, created by removing clay to construct the bridge ramps. Construction of a new bird hide on the earthworks for the bridge.

APPROVAL

**07.01.16
Action
Update:-**

The attached Action Update sheet was considered.

The Clerk informed Council that internal painting at Mandeville Hall had been completed. Some concern was raised that work carried out to the ceiling in Room One as advised by the building surveyor would not prevent the ceiling from cracking in the future. Additional ways of preventing movement of the ceiling may need to be investigated in the future.

Hazel Williams informed Council that she had no update on acquiring another organ for the Cemetery Chapel. The Clerk informed Council that one of the usual funeral directors was happy to use their own keyboard and that she would check with the other funeral directors to see if they could do the same.

The replacement hand dryer at the Gardiner Memorial Hall has now been installed.

The Clerk has requested quotations for the car park at the Recreation Ground and asked if two Councillors could meet with the contractors on site to discuss the requirements. Mike Swift and Gus Jones agreed to do this. The Recreation Ground is very wet at present.

Derek Reader informed Council that the ditch to the rear of the fence may need clearing. It is not known who is responsible for this ditch.

The decision regarding the Causeway verge will not be available from the County Council until the spring.

Council noted the current road closure in North Street and the effect it is having on bus routes.

**08.01.16
Parish
Grounds –
Reports:-**

Weekly Play Area Inspection Reports

The Clerk informed Council that the handyman has continued to carry out the routine weekly play area inspections. The Moles continue to be active on the Recreation Ground.

The Clerk reported that the football team responsible for the wet football kits which had been left in the pavilion since the end of October had promised to remove them by 5pm today.

She had also been informed that the Swifts Football Team had needed to cancel their last two matches as the pitch was waterlogged. Mike Swift pointed out that this had been a countywide problem not just one for Burwell.

The Clerk reported that the roof at the Gardiner Memorial Hall is leaking and that a meeting has been arranged with Argent Builders to discuss the problem later this week. There are also some issues with the downpipes and drainage pipes to the front of the building. The handyman has diverted the water flow as a temporary measure and has suggested a possible more permanent solution. Council agreed that the handyman should carry out the work he feels is required to resolve the problem. There is also a problem with the guttering on the Cemetery Cloister which the handyman needs to look at.

Sports Provision Working Group Update

Mike Swift informed Council that the Working Group had met on two occasions since the last meeting. Referring to the adopted recommendations of 10th November 2015 he informed Council that the information had been forwarded to the Clerk to enable tenders to be requested for the ground maintenance and grass cutting of the Recreation Ground.

He asked that placing the covenant on the property was implemented as a matter of urgency. The Clerk informed Council that she had now contacted the Solicitors.

Mike Swift emphasized the need to consider combining the Skate Park provision within the same grant funding applications as the proposed pavilion extension.

The Working Group asked for permission to invite Alan Lamb Associates to one of their meetings to discuss the option of employing the company to manage the project. Council agreed to the request.

Trees/Environment

Council noted the following notifications from ECDC:

6 High Street

T1 Sycamore – Reduce height of crown adjacent to property by 4-4.5, and shape into remainder of crown

T2 & T3 Lime x 2 – Cut back all overhang to boundary line or suitable growth points

T4 Sycamore – Fell tree adjacent to garage

Silver Birches 77 North Street

T1 Mulberry – Approx. 25% crown reduction, reducing height (to reduce shading to neighbouring property)

H2 Hedge/Shrubs – Cut down to 6 feet in height

T3 Hawthorn – Overall crown reduction by approx. 25%

Acacia House 29A High Street

T1 Prunus – Reduce and reshape by 30%

T2 Atlas Cedar – reduce and reshape by 25%

107 The Causeway

T1 Acacia - Fell

09.01.16

County & District Matters:-

County Council Report (December)

Council noted the December Report from County Councillor David Brown.

Users surveys for Total Transport Pilot

The County Council is carrying out a survey on the provision of transport in the County.

Individual Councillors were advised to submit their own comments to the survey. It was felt that the general public should also be made aware of the survey through a new Parish Council Facebook page to give them the opportunity to make their own comments.

Public Toilets Burwell

Council was informed that a meeting had taken place with ECDC regarding the option for the toilets to be taken over by the Parish Council with a payment of £9,000.00 being made by ECDC to cover first year costs. Responses to the concerns raised at the meeting by the Parish Council including the transfer of existing staff and the opportunity to acquire the freehold of the building, were not in the Parish Councils favour. This had led to a further offer from ECDC, where the District Council would continue to maintain the toilets if the Parish Council agreed to contribute £4,500.00 per annum for the next 3 years. The Clerk had been informed by ECDC that it was likely the toilets would be closed if no decision was reached by the beginning of the new financial year. Council agreed that further negotiation with ECDC is required. Residents need to be made aware of the situation and the District Councillors for the village asked for their support and help.

10.01.16 Other Reports (in circulating file):-

There were no other reports.

11.01.16 Finance

Final consideration of precept request for 2016/2017

Council considered if there was any need to change the estimated precept figure of £110,358.00 previously submitted to ECDC. Hazel Williams proposed, seconded by Liz Swift that the precept should be £110,358.00 as estimated. Council agreed unanimously.

Council therefore resolved that the precept for 2016/2017 will be £110,358.00.

Acknowledgement of receipt of payment – 19 Saxon Drive

Council acknowledged receipt of the payment to release the covenant on the land to the rear of 19 Saxon Drive.

Consideration of gratuity to Newmarket Town Band

Council discussed a possible gratuity payment to Newmarket Town Band, who had kindly played at the Carols around the Tree in December.

Council agreed that a payment of £100.00 should be made.

Proposed – Paul Webb Seconded – Brenda Wilson

Consideration of payment to the following:

Payments to the following as detailed on the attached payment summary were approved.

Proposed – Hazel Williams Seconded – Derek Reader

S Rowland

D Cawley

Burwell Office Cleaning

S P Landscapes

S Donald

Ely City Council

Burwell Window Cleaning

Dorma

Alto

Purple Recycling

Ridgeons

BT

Anglian Water

Eon

British Gas

ECDC

Salaries,Wages etc.

Return of Deposits for Gardiner Memorial. Mandeville Halls and allotments

12.01.16 Correspondence

Office of the Cambridgeshire Police and Crime Commissioner

Council noted correspondence from the Police and Crime Commissioner. Councillors were asked to submit comments as individuals if they so wished.

Email from CAPALC regarding Referendum Principles

An email had been received from CAPALC informing Parish Councils of the Government's decision not to apply referendum principles on the parish sector for 2016/2017. The content of the email was noted by Council.

Email from Heritage Lottery Fund

An event is to be held at Wicken Fen on 1st March 2016 by the Heritage Lottery Fund. More details of the event will follow shortly.

Email from Burwell Tennis Club

An email had been received from Burwell Tennis Club informing Council that they would not be operational for the duration of the building works being carried out at the school. They asked that the need for tennis facilities is taken in to consideration when discussing plans for the new Sports Hub on Newmarket Road. It was felt that it would be useful for members

