

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 12th July 2016

- Present:-** Joan Lonsdale (Chair), Robin Dyos, Don Harrison, Gus Jones, Jim Perry, Gordon Roach, Liz Swift, Mike Swift, Tim Wallis, Paul Webb, Hazel Williams and Brenda Wilson
- 01.07.16 Apologies:-** Apologies for absence had been received from Jane Hall, Joe Parker and Michael Smith
- 02.07.16 Declarations of any interest known to Councillors:-** The following declarations were made:
Liz Swift, Mike Swift, Paul Webb and Robin Dyos – Any matters relating to Burwell Carnival
- Jim Perry left the meeting at 7.35pm after raising the issue of the emergency exit at the Jubilee Reading Room and a decision made by the Chairman not to discuss this until the end of the meeting.
- 03.07.16 Approval of Minutes:-** The minutes of the meeting held on 28th June 2016 were approved and signed as a true and correct record.
Proposed – Gordon Roach, Seconded – Mike Swift
- 04.07.16 Public Forum:-** No matters were raised during the Public Forum.
- 05.07.16 Planning** The following planning applications were considered:
- 16/00664/FUL Mr V White - 7 Hall Lane**
Construction of new detached garage and annexe
No objections – Council commented that the new detached dwelling and annexe should remain tied to the main property and not sold as a separate property.
- 16/00455/OUT Mr S A Marsh – 13 Hawthorn Way**
Erection of two bedroom bungalow
No objections
- 16/00777/FUL Mr F Younson – Acacia House, 29A High Street**
Erection of electric gate at front driveway
No objections
- 06.07.16 Planning Decisions:** The following planning decisions had been received from the District Council:
- 16/00086/VAR Chestnut Tree Farm, First Drove**
Variation of condition 2 (Occupancy Restriction) of decision notice 94/00244/FUL for mobile home
APPROVED

07.07.16 Action Points Update:- Brenda Wilson informed the Council that she was scheduled to have a meeting with the land owner on the Burwell side of the Newmarket Road bridge. Robin Dyos and Paul Webb agreed to also attend the meeting.

Mike Swift reported that the hay cut at Pauline's Swamp was scheduled to take place in July or August.

08.07.16 Weekly Play Area Inspection Reports
Parish Reports Property – The Assistant Clerk reported that there was no issues concerning the weekly play area inspections.

Recreation Ground

The Assistant Clerk reported that there had been further vandalism to the fencing at the Recreation Ground. Council were informed that some of the fence panels were now dangerous due to jagged edges, the Assistant Clerk agreed to ask to Handyman to make these safe. The Assistant Clerk reported that the Crime Reduction Officer from Cambridgeshire Police had visited the Office and was planning to carry out a survey of the Recreation Ground and also liaise with her colleagues regarding extra police presence at the Recreation Ground. Councillors suggested a number of measures to prevent further vandalism. It was agreed to ask Brian Marsh to provide quotes for reinforcing bars and angle iron as a further preventative measure.

Proposed – Robin Dyos

Seconded – Hazel Williams

Robin Dyos reported that Wayne Hardy was due to fix the damage caused to the Recreation Ground at the Carnival and that Mark Cross had agreed to provide soil.

Mike Swift reported that the Sports Provision Group had met with Alan Lamb. Alan Lamb had suggested that one application for planning permission could be completed to include all proposed work at the Recreation Ground. The Chairman reminded the Councillors that issues need to be brought before full council for final approval. Tim Wallis reported that a statement had been placed on Facebook by Max Jamison concerning the work at the Recreation Ground, the information in this statement had not been known to full council prior to this evenings meeting and no information had been issued to Mr Jamison from the Council Office. Councillors were reminded that official statements should only be issued from the office and all councillors need to be made aware of some matters before information is released to members of the public.

The Chairman also reminded the Working Groups that written reports from Working Group meetings should be sent to the Clerk and then saved with copies of the Minutes.

- Don Harrison arrived at 8.28pm

Trees/Environment

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

39 The Causeway

T1 & T2 – Apple Trees - remove

9 Murton Close

To comply with Condition 4 of Decision Notice 87/00763/RMA

T1 – Cherry Tree – fell

09.07.16 County & District Matters: 1. CCC – Temporary Traffic Order – Footpath Closure – Footpath 28
Start date – 1/8/16 End date – 5/8/16 Adjacent 59 Spring Close

10.07.16 Other Reports and General Information: The following were circulated in the Other Reports and Information Folder
The following reports were noted:
1. Burwell Allotment & Garden Society – Copy of Minutes of Meeting

**11.07.16
Finance**

Council considered the following:

1. Pantile Lane - Bollards

Brenda Wilson reported that she had received costings from Highways for the proposed bollard to be erected in Pantile Lane. It was agreed to proceed with the purchase of the bollard for £648 which is made of strong plastic. Gordon Roach suggested that although Council has agreed to pay for the initial purchase and installation of the bollard the resident should pay for the future upkeep of the bollard. This was agreed by Council and the Assistant Clerk was asked to write to the resident informing them of this decision.

Proposed – Brenda Wilson

Seconded – Paul Webb

2. Consideration of payment to the following:

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

Proposed – Hazel Williams Seconded – Paul Webb

S Rowland
D Cawley
CCC – Summer Reading Challenge Donation
BBS Surveyors
Ridgeons
Anglian Water
MS Electrical
Mr Groundsman
BT
Burwell Window Cleaning
Burwell Office Cleaning
British Gas
Andy Martin
Eon
The Voluntary Network
ESPO
Salaries
Return of Deposits

12.07.16

Correspondence

1. Letter from R G Carter Builder – Re: Construction and Alterations to create new teaching areas at Burwell Village College Primary School

A letter had been received from R G Carter Builder informing the Council of the construction and alterations scheduled to take place at Burwell Village College Primary School.

2. Letter from Burwell Carnival Committee thanking us for the use of the Recreation Ground and request for the use of the Recreation Ground for the Carnival in 2017.

A letter had been received from Burwell Carnival Committee thanking the Council for allowing them to use the Recreation Ground for the Carnival and asking permission to hold the Carnival at the Recreation Ground again in 2017. Council agreed to allow to Carnival to be held on the Recreation Ground again in 2017.

Proposed – Brenda Wilson

Seconded – Don Harrison

3. Email from Burwell Sports Federation regarding representatives from the Parish Council

An email had been received from Burwell Sports Federation requesting Parish Council representatives to join the Federation. This was discussed and it was agreed the members of the Council that currently attend as observers can continue to do so as individuals rather than Council members.

4. Email from Happy Tots regarding Gardiner Memorial Hall Hire

Emails had been received from Happy Tots and the Pilates Group concerning recent interruptions to their sessions at the Gardiner Memorial Hall by Gus Jones who was carrying out an unauthorised survey regarding the entrance / exit driveways at the Gardiner Memorial Hall. Both groups expressing concern are very mindful of security and privacy for their groups. The Assistant Clerk had sent out two emails informing Councillors that they should not enter the halls while sessions were taking place, Gus Jones had apparently not seen these emails due to multiple emails accounts. The

Chairman reminded Councillors that unlike Council Staff they are not DBS checked and that they should not enter the halls while sessions are taking place without the prior approval of the Clerk or Assistant Clerk and hirers. It was agreed by Council not to charge Happy Tots or Pilates for the disrupted sessions. Gus Jones apologised for any distress he had caused to the groups involved.

Additional Item

Following Jim Perry's concern at the beginning of the meeting the emergency exit at the Jubilee Reading Room was discussed. Although at the time of building the new extension an additional emergency exit was not deemed necessary it was agreed that a Safety Assessment be obtained to consider this matter in more detail. The Assistant Clerk was asked to contact a Safety Assessment Company regarding this.

There being no other business the meeting was closed at 9.07 pm

Signed this the _____ day of July 2016 _____
Chairman

DRAFT