

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Chairman: Mr. D A Reader

Clerk: Mrs Y Rix

Minutes of the meeting of Full Council held on Tuesday 14th April 2015, 7.30 pm in The Jubilee Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU.

Present:- Derek Reader (Chairman), Sylvia Greenaway, Don Harrison, Jane Hall, Pat Kilbey, Joan Lonsdale, Jim Perry, Mike Smith, Liz Swift, Hazel Williams and Brenda Wilson.

01.04.15 Apologies:- Apologies for absence had been received from Gus Jones, Laura Murfin, Michel Scarff, and Graham Tobitt.

02.04.15 Declarations of any interests known to Councillors:- The following pecuniary interests were declared:-
Derek Reader – Payments of Accounts and Cemetery
Sylvia Greenaway - Cemetery

03.04.15 Approval of Minutes The minutes of the meeting of the Full Council held on Tuesday 31st March 2015 were approved and signed as a true and correct record.

Proposed – Jim Perry, seconded – Brenda Wilson

04.04.15 Public Forum: No members of the public were present.

Oliver Cook, Housing Development and Enabling Officer for East Cambs District Council gave a talk on Affordable Housing. Affordable Housing has to be provided as part of housing developments in accordance with the draft East Cambs Local Development Plan. A percentage of affordable housing, although a lower percentage than previously expected by the Parish Council due to viability, will be built as part of the new Reach Road development. Further affordable housing will be delivered through the proposed Newmarket Road development. Occasionally sites outside of the development area will arise and these will be referred to as exception sites, where houses which are built, remain in perpetuity for local people. These sites have to meet certain criteria including that there is the need for additional housing. In order to assist with the funding for the sites, Government Policy now allows these sites to include some market housing to help fund the rest of the development.

Individuals who meet the criteria for Affordable Housing must be able to demonstrate that they are unable to satisfy their need through purchase or rent on the private market. In order to purchase a two bedroom starter home with a 10% deposit, an annual income of £48,000 would be required. The average income of those living in Burwell is £34,000. Housing need can also be associated to those with medical need, homelessness, in shared accommodation or whose insecure private tenancies have been terminated.

Burwell currently has a housing list of 45, 5 of which would like to be considered for shared equity properties. This is probably an under estimate of those actually in need, as many do not register as they consider the likelihood of being allocated a property is low. Numbers are likely to rise as further developments start to be constructed.

11% of housing in Burwell is deemed as affordable. This compares with 15% overall in Cambridgeshire and 14.5% in East Cambs.

Mr. Cook clarified what affordable means by explaining that affordable housing meets the need of those who are unable to meet their needs through the open market. Social rents are around 50 to 60% of those charged on the open market and is also linked to the Local Housing Allowance, which is set regionally, and determines the amount which is payable through Housing Benefit.

Affordable housing can be purchased through right to buy schemes; however a housing association although they have to build another property in its place, has no obligation to build a property in the same area.

The reduction of the anticipated number of affordable housing to be included in the Reach Road development from 40% down to 26% was discussed further. This was a disappointment to the Parish Council. Mr. Cook explained that it would not be possible for the Parish Council to contest the decision. In order to encourage house building, Government now looks differently on how affordable housing is delivered, with developers engaging in a viability study to ensure that a bench mark value for the land is achieved. Mr. Cook confirmed that the percentage for affordable housing at the Newmarket Road development is still set for 40% and that clear timescales on the delivery of affordable housing within each phase of the development will be set.

Hazel Williams, having stressed due to the length of the overall delivery time of the Newmarket Road development, consideration should be given to any future request for the land adjacent to Cornfields to be considered as an exception site. Mr. Cook suggested that this would be more acceptable by the District Council than a site for private housing. Hazel Williams continued by asking how the Council could justify saying no to affordable housing, when so many other properties are being demolished in the village with more properties then being rebuilt on the site.

Mr. Cook was thanked for attending the meeting.

**05.04.15
Planning**

The following Planning Application was considered:

Applications:- 15/00316/VAR

Mrs C Fuller – 38 Silver Street

Variation of condition 1 (Approved plans) of previously approved 14/00718/FUL – Demolish existing house and replacement with new detached house

No objections

15/00276/FUL

Mr. S Szkornik – 17 Toyse Lane

Proposed two storey and single storey extension and associated internal alterations

No objections

**06.04.15
Decision
from County
and District**

The following decisions received from the District Council were noted:-

15/00053/FUL

Mr. and Mrs D White – 110 Low Road

Single storey extension to side

APPROVAL

15/00065/OUT

Mrs A Muir – 36 Ness Road

Outline planning for single dwelling in garden, to include the demolition of existing garage

APPROVAL

**07.04.15
Action
Point
Update:-**

Hazel Williams informed Council that the work to the Day Centre Extraction Unit still needs to be carried out. Derek Reader reported that he is due to meet with BBS surveyors to carry out a more detailed investigation as to why cracks are appearing along the joins of the ceiling in Hall One at Mandeville Hall. Highways have acknowledged that they are dealing with the quote for possible work to the Causeway verge.

**08.04.15
Parish
Reports:-**

Grounds –

Weekly Play Area Inspection Reports

The Clerk reported that the bin near the Youth Shelter at the Recreation Ground had been vandalised and is beyond repair. This will need to be replaced. The Clerk was asked to report the incident to the police. There has been a loose dog at the Cemetery on a number of occasions. It is believed that the dog belongs to a resident of one of the neighbouring properties in Ness Road. It was agreed that the Clerk should write to residents in order to make the owner aware of what is happening. Jim Perry informed Council that there are a number of gaps along the Cemetery boundary hedge that could benefit from infilling. It was agreed to ask the Handyman to suggest a suitable hedging.

Burwell Cricket Club – Provision of bar services at Mandeville Hall

The Cricket Club has informed the Council that they no longer are able to provide bar services for the Mandeville Hall. The Clerk was asked to acknowledge their decision and find out if Mr. Airey is still willing to act as premises supervisor.

Mill Close – Consideration of work to tree

The Variegated Maple tree on the grass area at Mill Close has a large non-variegated limb that is becoming over dominant. It was agreed that if possible the Handyman should remove the limb.

Mandeville Hall – Consideration of possible health and safety risk re handrail for steps leading to cellar

The stairs to the cellar at Mandeville Hall has no hand rail and with the cellar now being used for storage, this could be a health and safety risk. Council agreed that the Handyman should be asked to fit a hand rail for the stairs.

Cemetery Chapel – Organ

Following a recent funeral at the Cemetery Chapel, the Council has been made aware that the organ is very quiet and is no longer sufficient for the purpose intended. As there is a spare organ at the Gardiner Memorial Hall, Council agreed that if it is not used then it could be moved to the Cemetery Chapel. The piano at the Gardiner Memorial Hall has not been tuned for a number of years. The Clerk was asked to find out if any of the hall users actually use the piano.

Trees/Environment –

Council noted the following notification from ECDC of tree works at the following properties:-
2 Isaacson Road (TPO E/04/78)

A - Laurel, Sycamore and Thorn at start of entrance to new property - Fell to as near ground level as

is practicable. Reason - to allow for access for proposed development.

B - Lime, 2 Sycamore, Laburnum and Yew - Fell to as near ground level as is practicable.

Reason -

to allow for access for proposed development.

G - Yew - Reduce by approximately 40%, shorten sides to leave in more fastigiated form.

Reason - to

re-shape into a smaller neater form.

H - Lawson Cypress and Mock Orange - Top and fell to as near ground level as is practicable. Grind

out bole of root, leaving the grindings insitu. Reasons - poor specimen.

J - 10 Limes - Reduce to approximately 8m. Reasons J1-5 trees have been reduced to poles in 2014.

Their appearance is overbearing and of low aesthetic value and reduction to approximately 8m high

would bring them into a proportionate size and would allow for new crowns to develop at a lower

level, offering very much increased screening to the proposed new development. Reasons J2 - the 5

trees adjacent were crown reduced in 2014. This is an extension to the work back down to approximately 8m high. This height will match the trees in J1 and give a neat uniform row of trees.

K - Apple in chicken run - Top and fell. Reason - poor specimen.

L - Large Yew - Remove 2 smaller adjacent Yews and raise to approximately 3m. Reduce by

approximately 30%. Reason - to allow more light into a very dark area of the garden.

M - Small Yew adjacent on corner - Reduce by approximately 20%. Reason - to match adjacent Yew

N - Yew - Reduce back overhanging branches by 2-2.5m and shape in.
O - Adjacent Plum - Top and fell. Reason - poor specimen.

Thatches 101 North Street

T1 Walnut – Crown reduce canopy on garden side by approximately 3.5m. Shape remainder of canopy.

T2 Sycamore – Remove lowest large limb. Remove 5 smaller branches over gateway.

T3 Field Maple – Remove 2 branches on garden side.

T4 Field Maple – Remove lowest limb over pig pen.

T5 Black Poplar – Reduce large limb over water by 60-70%. Shorten lowest small branches adjacent to balance.

**09.04.15
County and
District
Matters:-**

There were no County and District matters.

**10.04.15
Other
Reports:**

There were no other reports.

**11.04.15
Finance**

Consideration of donation to the Summer Reading Challenge

A request had been received from Cambridgeshire Libraries for a donation towards this year's Burwell Summer reading Challenge. Council agreed to a donation of £200.00 plus the £100.00 in respect of the donation from the Cricket Club made at the end of last year.

Receipt of Community Infrastructure Levy 1.10.14 to 31.3.15

Council noted receipt of the Community Infrastructure Levy for the period 1.10.14 to 31.3.15 in the sum of £3154.36. The Clerk to write to ECDC to request details of developments that the payment relates to.

The Pensions Regulator – Nomination of contact person (Notification only)

The Clerk informed Council that following a request from the Pension Regulator for the nomination of a contact person, she had nominated herself as Clerk.

Consideration of request from Burwell Cricket Club regarding costs for the revised planning application for the pavilion

A request had been received from the Cricket Club for the Council to submit their revised planning application on their behalf in order to reduce the cost of submitting the application. Council agreed on this occasion they would fund this application, but no further funding would be considered should any further amendments or submissions for this project arise.

Consideration of payment to the following:

The payments as detailed on the payment schedule were considered and approved.

Proposed – Hazel Williams, seconded – Don Harrison

Hazel Williams commented on the amount of electricity being used at the Gardiner Memorial Hall. This could be due to additional power being used whilst the work has been carried out at the Hall, but does need to be monitored.

S Rowland
D Cawley
Burwell Office Cleaning
Rural Citizens Advice Bureau
Magpas Helimedix
Shelter Solutions
AKC Windows
C R Contracting
D A Reader
Soham Pest Control
CAPALC
Herts and Grounds Maintenance
Ridgeons
Copier IT Digital Solutions
Burwell Parochial Church Council
D Scott
Burwell Window Cleaning
Barcham Trees

PRS for Music
Realise Future
Siemens
BT
Anglian Water
Eon
British Gas
ECDC
Salaries, Wages etc.
Return of Deposits for Gardiner Memorial and Mandeville Halls

12.04.15 Correspondence

Emails from resident regarding dog fouling

An email had been received from a resident about the amount of dog fouling that she was cleaning up on a regular basis and the fullness of rubbish bins with dog waste. As a solution the resident had suggested the installation of dog bins. This has previously been considered by the Council. However at the time the dog bins were emptied less often than the normal bins and therefore did not provide a suitable solution. Council agreed however that the Clerk should re-investigate the possibility of having dog bins in the village to see whether emptying of the bins by the District Council is now more frequent.

Email from Burwell Scouts regarding helping in the community for their Silver Award

An email had been received from Burwell Scouts offering to carry out some work in the community towards their Silver Award. Councillors suggested ideas could be such as bird boxes and bug hotels in Pauline's Swamp.

Notification of opportunity to apply for funding – The AmeyCespa Community Fund 2015

An opportunity has arisen for the Council to apply for funding through the AmeyCespa Community Fund 2015. Council agreed that they were unfortunately not in a position to move forward with any project within the timescale for applications to be submitted.

Letter regarding First Drove

Council noted a letter from a resident regarding First Drove.

Email regarding Burwell WW1 Memorial

The Royal Anglian Regiment intends to commemorate Private Palmby at a service at the Museum in August. They would like to know if the Parish Council would like to be involved with the organising or take part in the event. Council agreed that Brenda Wilson, as the Council's representative on the Museum Trust should act as a liaison point.

WI Garden Project

Members of the WI have approached the Council with a request to develop a garden area around the village sign on Pound Hill. Council agreed in principle to the request with the stipulation that the WI will continue to maintain the area and that the Council agrees to the size and nature of the area. The WI is looking to apply for funding for the project.

13.04.15 Consideration of the following:

Burwell Cemetery Meeting – 20th April 2015

Council discussed the Public Meeting due to be held on 20th April 2015 and agreed the format for the meeting.

Burwell Twinning Reception – 24th April 2015

Joan Lonsdale agreed to welcome members of the Twinning Association from France at the Reception on 24th April 2015. In the event of Joan Lonsdale being unable to attend, Hazel Williams will attend instead.

Local Training Sessions for Councillors

Council agreed that with the likely number of new members, they should host some local training session for Councillors. The Clerk was asked to contact CAPALC to arrange.

The Clerk informed Council that as a result of the imminent Parish Council election and the need to summon members giving three clear days' notice of a meeting; it would not be possible to hold the Annual Meeting of the Parish Council on the 12th May 2015. Council agreed therefore that the Annual Meeting of the Parish Council should be held on the 19th May 2015.

The Clerk clarified the following meeting dates:

28th April 2015 – Ordinary Meeting of the Parish Council

5th May 2015 – Annual Parish Meeting starts at 7pm at Mandeville Hall

19th May 2015 – Annual Meeting of the Parish Council

