

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 24th November 2015.

Present:- Brenda Wilson (Chair), Robin Dyos, Jane Hall, Gus Jones, Jim Perry, Derek Reader, Gordon Roach, Michael Smith, Liz Swift, Tim Wallis and Hazel Williams
District Councillor Lavinia Edwards
9 members of the public
Jill Buckingham and Alan Webb (Connections Youth Bus)

14.11.15 Apologies:- Apologies for absence had been received from Sylvia Greenaway, Don Harrison, Joan Lonsdale, Joe Parker, Mike Swift and Paul Webb.
District and County Councillors Michael Allan and David Brown

15.11.15 Declarations of any interest known to Councillors:- The following declarations were made:
Gus Jones – Sports Federation
Derek Reader - Finance

16.11.15 Approval of Minutes:- The minutes of the meeting held on 10th November 2015 were approved and signed as a true and correct record.
Proposed – Robin Dyos, Seconded – Gordon Roach

17.11.15 Public Forum:- Mr Richards spoke regarding the proposed new development on Newmarket Road. Having set up a face book page, he found that of the 500 plus people who had shown an interest, 75% were against the scale of the development. Many had raised concerns about the transport infrastructure. He commented that the Burwell Masterplan had seemingly become derailed with the number of new properties due to be built already exceeding the amount that had been recommended in the plan. Mr. Richards continued that he believed that the Transport Assessment submitted with the application was pitifully un-demanding. He highlighted the statement made in the Masterplan of the need, depending on the development location, to look at the junction from the High Street to Isaacson Road. In addition to this the impact of higher quantities of traffic on other local junctions such as Windmill Hill, Exning joining on to the A142 and traffic through Stow-Cum-Quy. Mr. Richards pointed out the comment in the assessment regarding public transport 'Burwell is well-served by public transport' and 'the bus services operates less frequently on Sundays' are disingenuous and misleading. He continued by saying that there is a need for a comprehensive transport assessment to be carried out. Mr. Richards then discussed education within the village and that he was delighted with the proposed facility improvements to Burwell Village College. However he was concerned that even in its extended size, the school would be able to meet the needs of the village. He was also concerned whether Bottisham Village College would be able to cope with the increased numbers from its catchment area. Lastly Mr. Richards commented on the pressure that an increased population would have on healthcare for the area. Mr. Richards thanked the Council for allowing him to speak and that he hoped that any new development will be sympathetic to the community spirit of the village.

Mr. Wynn Jones expressed his concerns about the mix and high proportion of affordable housing on the proposed development. He felt that in the longer term, this

would be detrimental to the area. He could also foresee the properties not being affordable in perpetuity. Hazel Williams responded by explaining that there was no suggestion of there being more than 40% affordable homes and that no developer would find a higher amount viable to provide. She continued that hopefully a number will be earmarked for people from the village. Some properties may be available to be privately rented from the County Council at full market rates, but as yet this has not been clarified.

Another resident highlighted the affect that an increase in traffic from the village due to new developments will have for those accessing Cambridge and the A14 through Stow Cum Quy. Brenda Wilson explained that the Parish Council can make recommendations for the local area, but it is more difficult to influence Highway decisions further afield. It is important that residents make the County Council aware of their concerns. She continued by explaining that the Council's Safety Working Group is currently trying to address a number of traffic issues in Burwell including the bridge between Burwell and Exning.

Hazel Williams explained transport issues are crucial and that the Clerk had been informed by East Cambridgeshire District Council (ECDC) that a request for a further Traffic Assessment has been made prior to the application being determined.

David Lockhart voiced that he was not happy with the footpath and cycle way which would run from the new development through to Ness Road directly passed his property. Hazel Williams and the Clerk explained that the gated slip of land which had been there for a number of years is the access to the fields where the development is proposed and has always been viewed as a likely access point should the land to the rear of Felsham Chase be further developed. Mr. Lockhart continued about the need for a pedestrian crossing on Ness Road. Robin Dyos explained that this is one of the items that the Council's Safety Working Group is currently looking at. However previously the County Council had deemed that a pedestrian crossing directly on either side of the roundabout, where most people cross, is deemed not to be safe.

Brenda Wilson explained that the Parish Council had carried out the Masterplan for the village, prior to the introduction of Neighbourhood Plans under the Localism Act 2011. Unfortunately the Masterplan, unlike a Neighbourhood Plan, is not a statutory document.

Connections Youth Bus

Jill Buckingham (Cambridgeshire County Council Locality Manager for Children's Services in Burwell, Bottisham and Soham) and Alan Webb (Connections Youth Bus Project) attended the meeting to give an update on the recently reinstated Youth Bus Sessions in the Village.

Jill Buckingham informed Council that due to funding cuts, provision for youth work had decreased immensely, leaving a very limited amount of support available for community self-provision. Once the current funding runs out, there will be no more funding available to support the Youth Bus coming to Burwell. There are several options that the Parish Council could consider including funding the bus completely, encouraging a 'home grown' youth group or losing the service.

Alan Webb reported that 7 sessions had been held in the village since recommencing on 22nd September 2015. It had not been possible to attend on two occasions due to problems with the bus. Each session is seeing about 16 young people attending. Most sessions involve a craft activity and possibly a quiz or sporting activity. Three qualified youth workers attend each session and are able to give support on issues such as health, education and family matters. The cost of each session is about £250.00 and funding for the session will cease at Easter 2016. Attendance tends to drop slightly during the winter months.

Council agreed that the future provision of the service should be discussed by the Council at its next meeting.

18.11.15 Planning

The following planning applications were considered:

15/01175/OUM Cambridgeshire County Council – Land at Newmarket Road

Redevelopment of land at Newmarket Road, Burwell to provide up to 350 dwellings (including affordable housing provision) with associated open space, sports provision, access and infrastructure

Consideration of the need to submit further comments in addition to material planning considerations relevant to the application submitted 2.11.15 in line with the Parish Council Minutes of the meeting held on 27.10.15.

Council discussed if further comments should be submitted. Hazel Williams expressed the need to highlight transport issues in more detail, in particular, certain road junctions where there are concerns, even though we are aware that further transport information has been requested by ECDC. She continued to say that the traffic calming at Stow Cum Quy may cause issues, but the current traffic calming is what the residents in Stow Cum Quy had wanted.

Jim Perry referred to a letter from Susan Richards which had been circulated to all Councillors and the issues that she had raised with the Council. He mentioned the safety issues with the bridge Newmarket Road. Gus Jones followed by mentioning the pressure the development will put on the Doctors Surgery and the School. He asked for a meeting with both the Doctors and School to be held prior to any further comments being submitted. It was explained that the Doctors Surgery is run as a business and as such, the Parish Council is not in a position to ask how they intend to deal with increased demand. Hazel Williams also pointed out that the Doctors Surgery has over the years responded to the needs of the community by increasing the number of doctors that they have available. With regards to education, the County Council has to provide adequate places. Gus Jones continued that the development will have no provision for creating employment in the long term and that provision for the increased number of young people will be required. With regards to traffic, traffic lights would provide a better solution to keeping the traffic flowing. Hazel Williams said that it would be important to talk to Highways, who had the expertise, regarding the various options for controlling the increased volume of traffic. Gordon Roach pointed out that the Safety Working Group is already looking at many of these issues. Gus Jones raised the situation with the decreasing amount of land available for the sports provision. Jim Perry expressed concern that some of the items in the letter from Susan Richards had not been addressed when the Council had previously considered the application. The Clerk explained that the letter had been received after the meeting and that the Council's submitted response to the planning application had been written to ensure that items which were of a material consideration relating to the application were included. Gordon Roach drew attention to the proposed Housing and Planning Bill and the effect that it may have on social and affordable housing. The Clerk informed Council that a letter had also been received from another resident, who had concerns about the delivery of the affordable housing and suggested that a Community Land Trust may be the way forward. Liz Swift mentioned that the development would be delayed due to further archaeological investigations taking place. Council agreed that further additional comments should be made to ECDC regarding transport provision and the tenure of properties.

15/01110/PDR Mr. R Shephard 49 Station Gate
Retrospective application for erection of 7ft x 5ft shed
Objection – Outside of Curtilage and setting a precedent

15/00523/LBC Mr. B Croucher 28 High Street
Demolish rear wall and roof over the annexe and rebuild. Installation of a new kitchen on the ground floor, new bathrooms on the first floor. Replacement windows.
Details of new front boundary treatment – for information only, no response required.
Noted by Council

15/00508/FUL Mr R Smith 48 The Causeway
Demolition of existing outbuildings and single storey extension, with the erection of a single storey residential dwelling, parking, access and associated site works.
Amendment – A re-design and re-positioning of the proposed dwelling
No Objections

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.
No Objections

19.11.15 Planning Decisions: The following planning decisions had been received from the District Council:

15/00723/ESF Lightsource SPV 115 Ltd Goose Hall Farm Factory Road
Installation and operation of a solar farm and associated infrastructure APPROVAL

Gus Jones questioned if the Parish Council has had any confirmation that the contribution offered to the parish would be made. District Councillor Edwards informed Council that there was no Section 106 agreement applied to the planning consent.

15/00984/FUL Mr. Mark Roberts 36 Ness Road
Renovation and garage extension to existing dwelling and construction of a new dwelling
APPROVAL

20.11.15 Action Points Update:- Council noted that the bench had been erected outside the Jubilee Reading Room and that the new fence is currently being erected at the Recreation Ground.

21.11.15 County & District Councilors Reports: The attached District Councillor report from Lavinia Edwards had been circulated to Councillors and was noted by Council. Lavinia Edwards added that the preferred option for machinery accessing the new Solar Farm at Goose Hall would be a track running adjacent to Howlem Baulk from Ness Road. This will be a temporary road, with some blocking to prevent general traffic using as a short cut. However Highways will make the final decision over the route.
The Clerk informed Council that District Councillor Michael Allen was investigating when work is likely to start to rebuild 35 Hawthorn Way.

22.11.15 County & District Matters: ECDC Update on Public Conveniences in the Parish
Hazel Williams informed Council that since receiving the initial letter from ECDC there had been difficulties obtaining further details in order for the Parish Council to make an informed decision had been District Councillor Lavinia Edwards reported that she had spoken to Emma Grima at ECDC. Emma Grima had apologised for the delay in responding to the Clerk's emails and that she would be in touch regarding a date for a meeting in the next few days. Hazel Williams explained that initial discussion with the Council's current cleaning contractor about taking over the toilets looked positive, although there may be some TUPE implications for the existing cleaner and keyholder. The toilets do seem to be in a reasonable condition, although previous drainage problems need to be taken into account when making the decision over whether to take on the toilets.
ECDC Notification of Street Numbering for 73B North Street
Council noted details received from ECDC regarding the numbering of the new property in North Street.

ECDC Tree Works Application for trees located at 10 Bewicks Mead TPO E/15/99
Council raised no objections to the felling and replacement of trees subject to a Tree Preservation Order at 10 Bewicks Mead.

ECDC Response from Tree Officer regarding trees on Kingfisher Drive Amenity Area

The ECDC Tree Officer had looked at the trees situated on the Kingfisher Drive Amenity Area and had recommend that work is carried out to reduce their size. The Clerk was asked to obtain quotations to have the work carried out. The Clerk reminded Council that the developer had originally paid a sum of money to the Parish Council for the maintenance of the King Fisher Drive Amenity Area.

There are a vast number of leaves lying on the Causeway and in the High Street near the Church. It was suggested that if Veolia is unable to clear these that we could possibly ask Community Payback to clear them.

CCC Community Transport provision in East Cambridgeshire

Council noted information received from the County Council about Community Transport provision in East Cambridgeshire. Brenda Wilson informed Council that the Burwell Car Scheme was in need of more volunteers should anyone be interested.

Electoral Review of East Cambridgeshire: Draft Recommendations

Council agreed that they had no objections to the Draft Recommendations for the Electoral Review of East Cambridgeshire which will see Burwell remaining as a single Ward, although there will only be two councillors representing the Burwell Ward compared with three currently.

**23.11.15
Other
Reports:**

Council noted the following reports:

None

**24.11.15
Finance**

Council considered the following:

Report and recommendations from the Finance Working Group including the estimated Precept for 2016/2017(submission due by 4.12.15)

To allow time for members to look through the Finance Report it was agreed that any decisions, other than the estimated Precept figure for 2016/2017 which needs to be submitted to ECDC by 4th December, should be made at the next meeting.

Hazel Williams went through the details and explained the reasons why the various recommendations had been made. A copy of the report is attached.

There has been no provision made in the figures for youth provision, nor for car park improvements at the Recreation Ground. The recommendations include the need for the Council to register for VAT and increasing the Clerks and Assistant Clerks hour's to cope with increased workloads. If the recommendations are approved at the next meeting, the Cricket Club will be offered a contribution of £1000.00 to cut Margaret Field for a 12 month period on the condition that they do not charge the Football Teams for grass cutting. A formal agreement will need to be drawn up if the offer is accepted. If it is not accepted then the Parish Council will take over cutting the grass. Council discussed the level of the estimated precept that should be requested.

Hazel Williams proposed that the estimated Precept for 2016/2017 should be £110,358.00, which will result in an increase in the Band D rate of 5%. This was seconded by Robin Dyos.

Following a vote of 10 Councillors in favour and 1 against, Council resolved that the estimated Precept for 2016/2017 should be £110,358.00.

Liz Swift asked that the increase is explained to residents in monetary terms as well as a percentage.

Consideration of quotations to carry out tree work at Margaret Field and Pauline's Swamp

This item was deferred to the next meeting to allow time for a third quotation to be received.

Consideration of donation request – East Anglian Air Ambulance CPR sessions for Key Stage 2 Children

Council unanimously agreed that a £440.00 donation should be made to East Anglian Air Ambulance to provide CPR sessions to Key Stage 2 children at Burwell Village College Primary School. The school including parents should also be made aware of the donation.

Proposed – Derek Reader Seconded – Gus Jones

Consideration of quotations for the supply of gas for the Mandeville Hall

The existing contract for the supply of gas to Mandeville Hall with British Gas has come to an end. The Clerk had obtained a number of quotations for the future supply. Council agreed that the cheapest quotation overall from Eon should be accepted. This will fix prices for three years.

25.11.15

Correspondence

Email from Hastoe Housing regarding the Housing and Planning Bill

An email had been received from Hastoe Housing asking if the Council would be prepared to support their objections to the Housing and Planning Bill that is currently going through Parliament. The Bill is likely to affect rural communities generally, but in particularly Rural Exception Sites and Community Land Trusts with regards to the right to buy. Council agreed that letters of support should be sent, including one to the local MP. Hazel Williams agreed to draft the letter.

26.11.15

To consider the following:

Cemetery Regulations

The draft revised Cemetery Regulations had been circulated to Council at the previous meeting. The new regulations reflect a compromise on what should be allowed on graves. The length of the Exclusive Rights of Burial will also be reduced from 100 years to 50 years, which is now generally deemed to be appropriate. Gus Jones questioned the reduction in relation to graves of children. However it is possible to renew an Exclusive Right of Burial.

Hazel Williams proposed that the draft revised Cemetery Regulations should be adopted. The proposal was seconded by Liz Swift.

Following a vote of 10 in favour and 1 abstention Council resolved that the draft revised Cemetery Regulations should be adopted.

Equalities Policy

The draft Equalities Policy had been circulated to Council at the previous meeting.

Hazel Williams proposed that the draft Equalities Policy be adopted. This was seconded by Liz Swift.

Following an unanimous vote, Council resolved that the Equality Policy should be adopted.

Use of Community Payback at Pauline's Swamp and planting of flowers on verges through the village

Gus Jones asked Council if it would be possible for Community Payback to carry out some work at Pauline's Swamp on an annual basis. They could clear the ivy, but advice from a professional may be required to find out what other work they could do at the site. Some work may already have been quoted for by contractors .

Gus Jones continued by asking if the Community Payback Team could also assist with the planting of flowers in the verges throughout the village. Hazel Williams suggested that it would be good to trial one area for a year. Permission would be required from Highways for any planting carried out on verges. Areas sited at the entrances to the village were suggested, along with the triangle at the junction of of Isaacson Road with the High Street. The Clerk agreed to liaise with the Community Payback Team and Highways to see if the suggestion is possible.

Christmas decoration of the Halls

It was agreed that members of the Council should decorate the halls for the festive season on the morning of 2nd December 2015 starting at 10 am at Mandeville Hall.

Office Christmas Closing

The Clerk informed Council that the Office will close for Christmas at 1 pm on 23rd December 2015 and will not reopen until Monday 4th January 2016.

There being no further business the meeting closed at 9.45 pm.

Signed this the _____ day of December 2015 _____
Chairman