

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Chairman: Mrs E Swift

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 26th September 2017.

- Present:-** Liz Swift (Chair), Richard Adams, Robin Dyos, Jane Hall, Don Harrison, Joan Lonsdale, Jim Perry, Derek Reader, Mick Smith, Michael Swift, Paul Webb, Hazel Williams and Brenda Wilson.
- 14.09.17 Apologies:-** Apologies for absence had been received from Gus Jones, Jenny Moss Joe Parker, Gordon Roach and District Councillors Michael Allan, David Brown and Lavinia Edwards
- 15.09.17 Declarations of any interest known to Councillors:-** The following declaration was made:
Richard Adams – Finance 22.09.17 no. 2
- 16.09.17 Approval of Minutes:-** The minutes of the meeting held on 12th September 2017 were approved and signed as a true and correct record of the meeting.
Proposed – Jim Perry Seconded – Joan Lonsdale
- 17.09.17 Public Forum:-** No matters were raised during the Public Forum
- 18.09.17 Planning:** The following planning applications were considered
- 17/01391/FUL 26 High Street – Mr. H Hurrell**
Demolition of outbuildings, change of use of 36 sqm/part ground floor space from A1 to C3. Alterations to exterior and erection of three detached dwellings.
Amendment involving slight change in the site boundary and change to site plan – Information only, no response required.
Amendment noted by Council
- 17/01558/FUL The Orchard, Weirs Drove - Mr. J Stafford**
Proposed new 4 bedroom 2 storey dwelling with associated double garage and driveway. To include demolition of existing bungalow.
No objections
- 17/00736/FUL The Crown Inn, 88 High Street – Crown Priory Limited**
Part demolition, conversion and extension of the former Crown Public House to form dwelling and associated parking. Construction of three dwellings and associated parking, infrastructure and utilities. Minor alteration to access to the site and creation of new access to the pumping station from Newmarket Road
Amendment involving correct internal layout (provision of dwellings) – no response required
Amendment noted by Council

**19.09.17
Planning
Decisions:**

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

17/00736/FUL The Crown Inn, 88 High Street – Crown Priory Limited

Part demolition, conversion and extension of the former Crown Public House to form dwelling and associated parking. Construction of three dwellings and associated parking, infrastructure and utilities. Minor alteration to access to the site and creation of new access to the pumping station from Newmarket Road

APPROVAL

17/00734/FUL Site Rear of 19 Saxon Drive – R & S Commercial

Proposed dwelling

APPROVAL

17/01135/FUL Longshot 68 Isaacson Road

Proposed alterations and extension to dwelling plus new double garage

APPROVAL

16/01789/FUM Burwell Brickworks Pit Factory Road

Retrospective change of use of the northern part of the site as an extension to the existing commercial fishery.

retrospective planning permission for the creation of a fishermen's car park; access tracks around the fishery; provision of a storage container; construction of 3 stock ponds; creation of a match lake; 2 storage containers to be used as a tackle shop and rest room; a fishery office; pump shed; timber eco toilet; 3 fishing pegs and temporary siting of a managers static caravan.

Provision of a further 2 stock ponds and 11 fishing pegs.

APPROVAL

17/01138/FUL Site adjacent to Baulk Farm 124 North Street

Proposed detached dwelling

APPROVAL

17/01269/FUL The Stables Factory Road

Demolition of existing stables and erection of 3 no. residential dwellings

APPROVAL

17/01309/PDR 2 Ravenward Drive

Loft conversion with rooflights to front and rear

APPROVAL

17/00419/FUM Land to rear of 35 Cornfields

Residential housing development of 14 dwellings

APPROVAL

**20.09.17
Action
Points
Update:-**

The following updates were noted:

Michael Swift informed Council that there are two meetings this week regarding the Recreation Ground. One is with the FA and the other is with the CCVS.

Michael Swift pointed out that although the update sheet shows a comment regarding the hay cut at Spring Close against the item for Pauline's Swamp, the trustees are not responsible for Spring Close, although they could be linked together in the future.

Paul Webb explained that the hay cut at Spring Close may have been carried out at the end of last week. The contractor had been asked on this occasion to leave the cuttings in a heap in one place. Hazel Williams expressed concern that as a result of this the Council may get complaints from residents who are aware that leaving the cuttings may be detrimental to the flora. Michael Swift emphasized that in future the hay cut must be organised and in place earlier in the year. Funding also needs to be available in the budget. It was suggested that the hay cut could be incorporated into the grass cutting contract.

Liz Swift informed Council that ECDC solicitor was due to meet with the Clerk, the Vice-Chairman and herself next week. She asked members to consider if the Council should purchase the building and for them to email their thoughts to the Clerk. ECDC believe that their deed for the building gives them a pedestrian access over the

Parish Council property. The Parish Council holds no copies of deeds that show any evidence that there is a right of way. As the land was originally sold to Newmarket Rural Council and then transferred from them to ECDC, a clause may have been included at this point. In this case, if the Parish Council had not been given a copy of the deeds or if nothing had been registered against the Jubilee Reading Room with the Land Registry, there may be an opportunity for the Council to contest.

It was generally felt that the Council should find out what evidence that ECDC has over the pedestrian access before going any further.

Hazel Williams reported that she had attended the ACRE AGM and had been asked if the Council had found the Strategy Day useful. She informed them that the Council was pleased with the day and that the Council is now working towards a committee system. Hazel Williams asked if there was to be a Strategy Working Group as previously discussed. Confirmation was given that the group would be set up once all of the groups had elected a Chairperson.

Robin Dyos reported that he was waiting for the report on the roof trusses at Mandeville Hall from Salmon Brothers. He explained that there was some acceptance that the building had been constructed in a way that the ceiling would be at risk of cracking.

21.09.17

Group Reports and Recommendations

1. Assets and Environment

Council noted the minutes of the Assets and Environment Group meeting held on 19th September 2017 and agreed to the following recommendations:

- Obtain a quotation to rotivate all vacant allotments
Proposed Paul Webb Seconded Hazel Williams
- Parish Council to purchase a camera for office use
Proposed Michael Swift Seconded Robin Dyos
- Mandeville Hall - To remove a section of fencing to create an access from Reach Road with path created using grasscrete or slabs
Proposed Brenda Wilson Seconded Don Harrison
- To obtain a storage container (with planning consent if required) to store handyman machinery. Container to be located at the allotments
Proposed Paul Webb Seconded Robin Dyos
- To obtain quotations to move the light above the main entrance door at Gardiner Memorial Hall to the adjoining wall to improve lighting for users
Proposed Hazel Williams Seconded Derek Reader
- To obtain quotations to remove larger limb of non-variegated growth from the variegated parent tree in Mill Close
Proposed Joan Lonsdale Seconded Hazel Williams
- To obtain quotations to carry out work to trees recommended by the Tree Officer on Mingay Park
Proposed Brenda Wilson Seconded Don Harrison

- To place an order for new village sign at an estimated cost £3,000.00

Council discussed the recommendation to ask HSigns to produce a new design at an estimated cost of £3,000.00. The Clerk was asked to find out the size of the proposed sign and how long it would take for it to be manufactured.

Jim Perry felt that the sign should be the same as the old one. Robin Dyos asked why when the sign had been discussed in detail at the group meeting, further detailed discussion was required at a full council meeting. The Chairman explained that the point of having committees was for matters to be discussed at committees meetings with a recommendation to Council, which would then be voted on, with questions only being asked to clarify a proposal.

Robin Dyos proposed, seconded by Joan Lonsdale that an order should be placed for the sign subject to the size being acceptable.

Following a vote of 12 votes in favor and 1 against Council resolved to place an order for the sign subject to the size being acceptable.

**22.09.17
Finance**

1. Consideration of External Auditors Report and Annual Return for year ended 31.3.17

A copy of the External Auditors Report and Annual Return for the year ended 31st March 2017 had been given to all members of the Council. The External Auditor had found no matters for concern. Praise was given to staff for their work.

2. Consideration of quotations for replacement equipment for the handyman

Three quotations had been received for replacement equipment for the handyman following the recent theft.

Derek Reader proposed that the quotation from Ernest Doe in the sum of £2087.50 excluding VAT should be accepted as long as the items were acceptable to the handyman. The proposal was seconded by Brenda Wilson. Following a unanimous vote in favour Council resolved that the quotation from Ernest Doe in the sum of £2087.50 excluding VAT should be accepted as long as the items were acceptable to the handyman.

3. The Royal British Legion Poppy Appeal – Donation

Derek Reader declared an interest in this item.

Michael Swift proposed, Hazel Williams seconded that the Parish Council should give a donation of £100.00 to this year's Royal British Legion Poppy Appeal.

Following a unanimous vote in favour of the proposal, Council resolved that a donation of £100.00 is made to this year's Royal British Legion Poppy Appeal.

**23.09.17
County &
District
Councillors
Reports:**

Council noted reports received from Lavinia Edwards, David Brown and Michael Allan.

Michael Allan had mentioned in his report that he had asked ECDC officers to investigate other places with similar gas powered generators as proposed for Reach Road, but they had been unable to find any yet. It was suggested that he should be made aware of the one in Bristol and forward this information on to the officers.

**24.09.17
County &
District
Matters:**

1. Temporary Traffic Order Weirs Drove

Council noted a Temporary Traffic Order for Weirs Drove for resurfacing between at some point between the 1st November 2017 and 30th April 2019.

2. Temporary Traffic Order Silver Street

Council noted a Temporary Traffic Order for Silver Street for Gas Service Works between 27th November 2017 and 1st December 2017.

3. Street Numbering – Reach Road and Isaacson Road

Council noted new street numbering for some properties in Reach Road and Isaacson Road.

**25.09.17
Other
Reports and
General
Information:**

Council noted the following reports and information circulated to Council:

1. Notes from the meeting of the Burwell Sports Federation 13.9.17

26.09.17

Correspondence

1. Emails regarding proposed developments off Ness Road and Chestnut Rise

Emails had been received from a resident and the developer for the land off Ness Road and Chestnut Rise. Both emails indicated that a further submission for the developments was due to be submitted to ECDC on 8th September 2017. The Clerk informed Council that the applications had not been submitted until this week. ECDC were still waiting for the plans to be delivered in the post before the application could be validated. It was noted that the applications will provide 40% affordable housing.

2. Email from resident regarding dogs on the Recreation Ground and transport to Sixth Form Centres in Cambridge

The email from a resident asked the Council if the problem with dog fouling at the Recreation Ground could be addressed. The Tigers Football Club had to change pitches at the last minute due to the amount of dog fouling on the pitch. Mick Smith reported that there had been no dog fouling on the pitches when he marked out one of the pitches on the Saturday morning and Michael Swift informed Council that when he visited the Recreation Ground four weeks ago there had been no signs that dog

fouling was an issue. It is known that some dog walkers do not take any notice of signs on any of the parish properties. It is difficult to police even if signs state that dogs are not allowed. CCTV is a possibility, but may not capture all incidents and it would also be difficult to actually pin point that a particular dog walker is not clearing up after their dog. It was agreed that this matter should be discussed in further detail by the Community, Leisure and Sports Group. Paul Webb asked for the Clerk to obtain a price from the Print Centre for the printing of no dog fouling signs. The Clerk suggested that children from the football teams may wish to make their own notices which could be laminated and attached to the fence to try and encourage dog walkers to clean up after their dogs.

Council then discussed the second issue raised regarding transport to the sixth form centres in Cambridge. Council accepted that there is an issue with the lack of direct transport to the centres, the time journeys take and the cost. Although the Council has no jurisdiction over the matter, it was felt that the resident should be supported and that a letter should also be sent to the County Council and Stagecoach.

27.09.17

Consideration of the Following –

1. Carols around the tree

Liz Swift informed Council that arrangements are being made for this years 'Carols around the tree' which is being held on Friday 22nd December 2017. It was agreed that a social event would be held at Mandeville Hall afterwards for Staff, Councillors and their partners.

There being no other business the meeting was closed at 8.30 pm.

Signed this the _____ day of October 2017 _____ Chairman