

**BURWELL PARISH COUNCIL**  
*The Jubilee Reading Room*  
**99, The Causeway, Burwell Cambridge. CB25 0DU**  
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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 27<sup>th</sup> March 2018.

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**Present:-** Liz Swift (Chair), Richard Adams, Gus Jones, Jane Hall, Don Harrison, Helen McMenamin-Smith, Joan Lonsdale, Jenny Moss, Jim Perry, Gordon Roach, Michael Swift, Paul Webb, Brenda Wilson and District Councillors Lavinia Edwards and David Brown.

**FC/270318/01 Approval of Apologies for Absence**

Apologies for absence had been received from Robin Dyos, Derek Reader, Mick Smith, Hazel Williams and District Councillor Michael Allan.

The Chairman welcomed Helen McMenamin-Smith to the Council

**FC/270318/02 Declarations of any interest known to Councillors:-**

The following declarations were made:

Liz Swift – Planning 27 The Causeway and Meadow House, 2 High Street

Michael Swift - Planning 27 The Causeway

Jane Hall - Planning 27 The Causeway

Helen McMeniman-Smith – Purchase of a street orderly

Richard Adams – Donation request – Burwell Sports Centre Ltd

Liz Swift informed Council that the recommendation relating to Neighbourhood Watch Signs Agenda Item FC270318 had been included in error and would not be discussed. She continued to add that Kevin Evans from East Cambs Neighbourhood Watch would be attending the Parish Council meeting on 24<sup>th</sup> April 2018, following which the matter would be further discussed by the Safety Group.

**FC/270318/03 Approval of Minutes:-**

The minutes of the meeting held on 13<sup>th</sup> March 2018 were approved and signed as a true and correct record of the meeting. Proposed – Paul Webb Seconded – Richard Adams

**FC/270318/04 Public Forum** No matters were raised during the Public Forum.

**FC/270318/05 Planning**

The following planning applications were considered

**18/00291/FUL 18 Spring Close**

Proposed conversion of existing garage into gymnasium and home office plus no response amendment obscuring of rear window at first floor. **Application withdrawn**

**18/00270/AND Meadow House 2a High Street** Six non-illuminating signs (retrospective)

Council agreed that clarification should be sought from the Planning Officer over the exact number of signs and the locations of all signs as it is thought that there could be more than the 6 signs situated at the property.

**18/00098/FUL 27 The Causeway**

Proposed demolition of existing garages and outbuildings and replacing with a detached 2/3 bed cottage and associated works. **Amendment involving alterations to the scale, design, internal configuration and window positioning of dwelling - No objections**

**18/00166/FUL 4 Summerfield Close** Proposed two storey extension to rear of house

**No response amendment involving alteration to rear extension and further amendment involving the addition of a roof to the rear extension – No objections**

Liz Swift informed Council that the following applications are due to be determined by the East Cambs District Council Planning Committee at their meeting on the 4<sup>th</sup> April 2018.

**18/00155/OUM IGP Solar PV Plant Number 6 Ltd – Site to North Meadow View Industrial Estate, Reach Road**

Proposed employment development consisting of B1 uses, and associated access and landscaping

**17/01094/OUM IGP Solar PV Plant Number 6 Ltd – Land West of Reach Road**

Proposed employment development consisting of B1 uses and associated access and landscaping

**17/02205/FUL Land North West of Electricity Sub-Station, Weirs Drove** Development of a 49.9MW battery storage facility, bridge and associated infrastructure

**FC/270318/06 Planning Decisions**

The following planning decision had been received from ECDC:

**18/00026/VAR 21 Isaacson Road**

To vary Condition 1 (approved plans) and Condition 3 (materials external surfaces) of previously approved Ref: 17/00233/FUL with minor amendments to front and rear extension and no longer extending on the first floor **Approved**

**18/00077/FUL 28 North Street** Garage to microbrewery **Approved**

**18/00171/HEN 1 Railway Close** Construction of single storey rear extension which extends beyond the rear wall by 4.1m, has a maximum height of 3.5m and eaves height of 2.37m **Approval**

**13/00878/NMAB Solar Farm Land off Heath Road**

Non Material amendment to previously approved installation of a 27.2 MW Solar Farm and associated infrastructure **Approved**

Council noted that no funding from this development is due to be paid to the Parish Council

**FC/270318/07 Action Point Updates**

The following updates were noted:

Mingay Park – Land Registry completion

Notification has been received from the solicitors that all documents relating to Mingay Park have now been registered with the Land Registry.

Burwell to Exning Proposed Cycleway

A meeting is to take place with Simon Cole from Exning and members of the Safety Group at 7 pm on 10<sup>th</sup> April 2018. The Clerk to request an update from County Councillor Joshua Schuman.

Gardiner Memorial Hall

Council noted that the loop system has now been repaired.

Recreation Ground Refurbishment

Michael Swift informed Council that the grant applications have now been submitted to Amey and Mick George.

Strategy Group

The 2018 Strategy Day is to be held on 7<sup>th</sup> July 2018 at Mandeville Hall, 10 am to 1 pm.

Refreshments will be provided on the day.

Council agreed that item 11 Grass Cutting Contract should be removed.

LHII Ness Road

Plans for the Zebra Crossing were displayed at Burwell at Large. Final costings and proposed dates for installation have not yet been received. Jacob Hobbs and Adam Cobb will attend the Annual Parish Meeting on 1.5.18 if invited. Residents will be sent notification of the work 4 weeks before the work is due to commence.

**FC/270318/08 Group Reports and Recommendations**

The draft minutes of the Safety Group meeting held on 20<sup>th</sup> March 2018 had been circulated to Councillors. Brenda Wilson (Chair of the Safety Group) informed Council of the recommendations made by the group. The roadside demonstration of the Westotec Sign is due to take place on Thursday 5<sup>th</sup> April at 6.45 pm meeting outside the Working Men's Club in the Causeway. Joan Lonsdale asked if there is any evidence that the signs do slow down the traffic. Nationally there is evidence and Jim Perry added that the object was to educate people. Paul Webb explained that the signs record data of traffic speed in both directions which can then be transferred to the Police. The Police can then use this information to work out where there are speed issues and carry out official

speed checks accordingly. Gus Jones asked if signs are in place, if speedwatch would be needed. Brenda Wilson explained that the signs will collect data, not identify individuals who are speeding. Paul Webb expressed that these signs are approved by Highways.

***Brenda Wilson proposed, seconded by Jenny Moss that if the roadside demonstration is satisfactory then the recommendation will come back to Council for the purchase of one moveable vehicle activated sign from Westcotec. At this point the exact cost will also be known.***

The Clerk reminded Council that they needed to be mindful of the budget that the purchase of the sign would be allocated to, as there is currently no specific allocation of funding for the sign.

***Brenda Wilson also proposed the other recommendation made by the group for a meeting to be arranged between the Safety Group and the Asset and Environment Group to discuss safety issues with exiting the Gardiner Memorial Hall car park. This was also seconded by Jenny Moss***

***Following an unanimous vote Council resolved that if the roadside demonstration is satisfactory then the recommendation will come back to Council for the purchase of one moveable vehicle activated sign from Westcotec. At this point the exact cost will also be known. Council also resolved for a meeting to be arranged between the Safety Group and the Asset and Environment Group to discuss safety issues with exiting the Gardiner Memorial Hall car park.***

### **FC/270318/09 Finance**

#### **1. Consideration of donation request from Burwell Community Sports Centre Limited**

A funding request had been made from Burwell Community Sports Centre. Due to delays in securing funding from other organisations, the cost to repair the leaking roof has now increased. Council so far has only supported the Centre's application for Section 106 funding from ECDC. Michael Swift proposed, seconded by Paul Webb and following an unanimous vote agreed to make a donation of £1500 towards covering the increase in the cost. The remaining balance in the Youth Donations budget to be used towards funding the donation.

#### **2. Consideration of purchase of a street orderly**

Helen McMenamin-Smith informed Council the Litter Picking Group would like to purchase a street orderly at a cost of £373 excluding VAT. This would be used by the group in addition to litter picking, to clear drains and road gutters. The street orderly will be kept at the home of one of the volunteers.

***Paul Webb proposed, seconded by Richard Adams that the Parish Council should purchase the street orderly.***

***Following an unanimous vote Council approved the purchase of the street orderly.***

Following a suggestion Council agreed that the street orderly should be marked 'funded by Burwell Parish Council'.

### **FC/270318/10 County & District Councillors Reports**

Written reports from District Councillors David Brown, Lavinia Edwards and Michael Allan were noted. David Brown explained that The Hive is the name of the new sports and leisure facility at Ely. He also asked that information on the proposal for the Recreation Ground is forwarded to him as soon as possible as the Council meeting is on the 19<sup>th</sup> April not the 26<sup>th</sup> as first thought.

### **FC/270318/11 County and District Matters**

#### **1.CCC Road Closures etc. for Burwell to Lakenheath Area Electricity High Voltage Reinforcement Scheme**

Council noted the Road Closure Notice. It is understood that residents will receive timely notification about the road closures nearer the time from the organisation carrying out the work.

#### **2.ECDC Street Numbering 95, 95a and 97 Ness Road**

Council noted the street numbering of the new houses in Ness Road.

### **FC/270318/12 Reports and General Information - None**

### **FC/270318/13 Correspondence**

The Council was informed that a Freedom of Information request had been received regarding Margaret Field.

### **FC/270318/14 Other matters for consideration - None**

There being no other business the meeting was closed at 8.16 pm.

Signed this the \_\_\_\_\_ day of April 2018 \_\_\_\_\_ Chairman