

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 28TH February 2017

Present:- Brenda Wilson (Chair), Robin Dyos, Gus Jones, Jenny Moss, Jim Perry, Gordon Roach, Michael Smith, Liz Swift, Mike Swift, Hazel Williams and Paul Webb.

County and District Councillor David Brown

15.02.17 Apologies:- Apologies for absence had been received from Joan Lonsdale, Derek Reader, Tim Wallis, Joe Parker and Jane Hall.

16.02.17 Declarations of any interest known to Councillors:- The following declarations were made:
Gordon Roach – Letter from Burwell Community Choir,
Paul Webb and Jenny Moss – Planning Application 1 Grantchester Rise
Jim Perry – Planning Application 68 Silver Street

17.02.17 Approval of Minutes:- The minutes of the meeting held on 14th February 2017 were approved and signed, following the name Fireplace being changed to Firebrace.
Proposed – Gordon Roach, Seconded – Mike Swift

18.02.17 Public Forum:- No matters were raised during the public forum.

Jim Perry left the meeting at 7.35 pm and returned to the meeting at 7.37 pm.

19.02.17 Presentation from Hastoe Housing – Barkways/Cornfields proposed new development
Ulrike Maccariello and the architect involved with the scheme gave the following presentation and update to the Council. They have held a Public Meeting to ascertain the current housing need and a further Public Consultation was held in January giving more detailed proposals for the development. Hastoe Housing is now ready to submit the planning application for 14 dwellings. The dwellings will include 8 affordable homes, 3 for shared ownership and 3 for sale on the open market. There has been lots of interest in the properties from people in Burwell. The development has been set out to ensure that the church can continue to be viewed from the B1103 from Exning. There will be a couple of small open spaces which will house the surface water drainage systems. The development will include street lighting. Housing styles will reflect current Burwell architecture and will generally be larger than normal market properties. There will be two bungalows as affordable homes and one bungalow will be available for open market sale. The 11 affordable homes will be offered to those who have a local connection to Burwell. Unfortunately legislation does not allow properties being sold on the open market being restricted for sale to those with a local connection to the village. Delivery of the development is likely to take around two years. Roads on the development will be built to Highways standard and will be offered to Highways to adopt. If Highways is unwilling or unable to adopt the Roads, Hastoe Housing will manage the maintenance of them in the long term.

The houses will be built to a high standard of energy efficiency. Insulation between semi detached properties will be above standards required by Building Regulations. The houses are therefore cheaper to run.

Ulrike Maccariello explained that at the time Barkways and Cornfield properties were built Hastoe Housing charged a social rent for their properties. This was set at 60% of market rent plus a charge for services. Since then Government legislation has changed, taking away capital funding for Housing Associations, with a view that the Housing Associations can charge higher rents. The rents that will be charged on the new properties will be known as affordable rents based on up to 80% of the market rent including service charges. Hastoe Housing also takes in to account the local housing benefits and sets the rents no higher than capped benefit amounts. Rents are recalculated when the property is relet. There will be another Public Consultation about 6 months before the handover of the properties.

Residents are now given a one year starter tenancy following which there is a review prior to a 5 year tenancy being offered. Life time tenancies are no longer available. Rents can be increased although currently rents are being reduced in accordance with Government legislation by 1% per year for 4 years. Increases are generally set at rpi+1%. Hazel Williams reminded Council that Housing Associations are businesses and although they provide social housing, still have to balance their books.

**20.02.17
Planning**

The following planning applications were considered:

17/00141/FUL Mr Fraser Younston – 29a High Street
Alteration and extension
No Objections

17/00180/FUL Mrs S Hawkins – 68 Silver Street
Proposed single storey rear/side extension & internal alterations
No Objections

17/00192/FUL Mr J Smith and Mrs H McMenamin-Smith – 1 Grantchester Rise
Single storey front extension
No Objections

17/00210/FUL Mr and Mrs S Vale – 28b North Street
Proposed additions and alterations
No Objections

17/00226/FUL Mr and Mrs Smith – 23a Abbey Close
Proposed loft conversion
No Objections

**21.02.17
Planning
Decisions:**

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

16/01651/FUL 8 Poplars Close
Single storey side/rear extension and conversion of part of existing garage.
APPROVED

16/01453/FUL Burwell Parish Council
Extension and refurbishment to existing sports pavilion, new skate park to replace existing facility, resurfacing of existing tennis court and extension and resurfacing to existing car park
APPROVED

16/01793/FUL Fenton Lodge 115 Low Road
Replacement of bungalow and detached garage with two 2 storey dwellings with integral garages
APPROVED

16/01700/FUL 63 High Street

Change of use of first floor to new dwelling

APPROVED

16/01773/FUL 2 The Leys

Proposed 2 storey extension to existing house

APPROVED

22.02.17

Action

Points

Update:-

Causeway Verge

Robin Dyos apologised for misleading the Council when discussing the email dated 27th September from Jacob Hobbs, who had suggested that there was no guarantee that the grass would grow, not the material used on the Causeway verge would work. Confirmation had been received from the Highways Department confirming that they considered that the material used for the verge was suitable and fit for purpose. Discussion followed over how to go ahead for the work to be carried out had occurred. This had not been an example of good practice and Council noted the need to be tighter with procedures in future. Jim Perry commented that it had been previously mentioned that the width of the grasscrete was only 90cm not a metre wide as expected. The work to be monitored and referred back to Highways if found not to be satisfactory.

An email had been received from a resident regarding the work not having been carried out to the top of the Causeway near the bus stop. The Clerk was asked to respond to the resident saying that their comments had been noted.

Gus Jones referring to item 3, the cycleway between Burwell and Exning suggested that the County Council having agreed to provide a route to the bridge, needed to continue the route to the Suffolk boundary. Hazel Williams explained that this was the intention of the County Council.

Michael Swift informed Council that planning consent had now been approved for the refurbishment and redevelopment of the Recreation Ground. Sourcing funding and fund raising now needs to start. The Council has three years to get the work started. A meeting with Alan Lamb has been arranged for next week.

The Clerk reported that the number of mole hills on the Recreation Ground is decreasing.

Michael Swift reported to Council that the Pauline's Swamp Trustees are now an active group and are holding regular monthly meetings. They are in the process of forming a Field Group. A working party met last week and carried out maintenance work at the Swamp. James Moss joined the working party and Mike Swift asked that a letter of thanks for his support is sent from the Council. The Trustees intend to hold an Open Day in September again this year.

It is the intention of the Trustees to use allocated funds for the following:

- £500.00 Open day
- £50-£100 to hire a digger to clear ditch between ponds
- £60-£80 to purchase High-Vis jackets for those working or helping at the Swamp.

Jim Perry reported that the water level at the Swamp is about 6 inches lower than in September. This is an improvement, although there is some concern that the developers on the adjoining building site are using pumps for longer than the agreed time. This matter needs to be referred back to the Enforcement Officer.

Hazel Williams explained to Council that she had been informed that a resident had been removing daffodils from Pauline's Swamp. It was suggested that a sign should be put up at the Swamp asking individuals not to remove plants and flowers from the site.

23.02.17

Reports had been received from County & District Councillor David Brown and

**County &
District
Councillors
Reports:**

District Councillor Lavinia Edwards. David Brown informed Council that the Children and Young People Committee had voted unanimously to extend Chesterton College. Possible sites for an additional secondary school this side of Cambridge have been identified. Following a question from Hazel Williams regarding the Fairer Funding for Schools, David Brown explained that it would be dependent on the school whether or not they would benefit from the scheme.

**24.02.17
County &
District
Matters:
District**

1. ECDC Street Numbering – Land rear of 61 and 63 North Street

Council noted that the new properties built on land to the rear of 60 and 63 North Street will be known as 5 and 7 Anchor Lane.

ECDC Street Numbering – Site between 31 and 33 Baker Drive

Council noted that the new property built on land between 31 and 33 Baker Drive will be known as 31a Baker Drive.

2. Cambridgeshire Pension Fund – Invitation to Nominate an Employer Representative

An invitation to nominate an Employee Representative for the Cambridgeshire Pension Fund had been received. No one was interested in being considered for the role.

3. ECDC Surveys of Town and Parish Councillors and Clerks

Councillors were encouraged to complete a survey being carried out by SLCC, CAPALC and ACRE. The deadline for the survey is 17th March 2017.

4. Cambridgeshire County Council – Representation to Local Plan Consultation ref BUR.H1

Council noted the submission of a Representation to the East Cambridgeshire Local Plan Consultation by Cambridgeshire County Council regarding the area BUR.H1 Newmarket Road outlining the possibility of increasing the number of houses being built and the area available for the proposed sports hub.

5. Cambridgeshire County Council - Temporary Traffic Order re Reach Road

Notification of the temporary closure of Reach Road between 15th and 17th May 2017 had been received from Cambridgeshire County Council. The Fire Station had also been notified of the closure

David Brown left the meeting at 8.50 pm

**25.02.17
Other
Reports and
General
Information:**

Council noted the following reports and information circulated to Council:

Minutes of recent meetings of the Pauline Swamp Trustees

Connection Bus Project – Youth Work Services in Cambridgeshire

East Cambs Parish Conference 3.2.17 – Notes from talk by the Police and Crime Commissioner for Cambridgeshire

Cambridgeshire County Council – Parish e-bulletin Issue 5 – 10th February 2017

ECDC Planning @ East Cambs – Winter 2016 Newsletter

26.02.17

Correspondence

1. Burwell Community Choir – Request for a reduction in hire charges for the Mandeville Hall

A letter had been received from Burwell Community Choir asking the Council to consider a further reduction above the 25% discount for charities for their forthcoming hire of the Mandeville Hall. Having considered the request Council agreed that no further discount could be given.

2. Email requesting use of Parish Council Open Space for exercise classes

A request had been received from a resident who would like to use one of the Council's open spaces to run an outdoor fitness class. Council agreed that they could use the Recreation Ground and that no charge would be made. A copy of the Instructor's public liability insurance certificate would be requested.

3. Complaint regarding parking in Ness Road

An email had been received from a resident complaining about parking in Toyse Lane and Ness Road as a result of the building works currently being carried out in Ness Road. The Clerk has reported this to the police, but also now understands that the situation has improved following involvement of the owner of the building site.

Concern had also been raised by the resident that they had seen men working on the site not wearing safety hats. Paul Webb agreed to pass this information on to the owner of the site on behalf of the Parish Council.

4. Email from resident regarding the Causeway verge

This matter was dealt with earlier on in the meeting.

5. Email from Burwell Cricket Club regarding work at the Pavilion

An email had been received from Burwell Cricket Club informing Council that they intend to carry out maintenance to their pavilion including painting the pavilion and replacing some windows. They will also be building a storage area to the side of the Pavilion for their bins and empty barrels. Council noted the email.

27.02.17

Consideration of the Following -

1. Proposed Parish Council Strategy Meeting

Council agreed that small group of Councillors should plan the Parish Council Strategy Meeting. Liz Swift, Hazel Williams, Paul Webb, Brenda Wilson and the Clerk agreed to discuss suitable dates and the content of the meeting. ACRE should be able to provide a facilitator.

2. Parish Meeting Tuesday 2nd May 2017

The Annual Parish Meeting is scheduled for the 2nd May 2017 commencing at 7 pm. Venue to be confirmed. Displays will include proposals for the Recreation Ground, Pauline's Swamp and Road Safety.

The Clerk informed Council that due to the unavailability of a Councillor able to authorise bank payments in time for this month's salaries and payments to be made, the Chairman and Vice Chairman had signed an amendment to the bank mandate to allow the Clerk on this occasion to authorise the payments. The payments were re set up by the Assistant Clerk and approved by the Chairman and Clerk. Council noted what had happened.

The Clerk informed Council that the village sign on Pound Hill had been damaged in the wind. Hazel Williams raised concern about the cost of likely repairs and the amount of money previously spent on maintaining the sign. This will be an agenda item for the next meeting.

Robyn Dyos informed Council that he had met with the original contractor for Mandeville Hall and would give a report at the next meeting.

There being no other business the meeting was closed at 9.20 pm

Signed this the _____ day of March 2017 _____ Chairman