

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 30th May 2017.

Present:- Liz Swift (Chair), Robin Dyos, Don Harrison, Gus Jones, Joan Lonsdale, Jenny Moss, Jim Perry, Gordon Roach, Mick Smith, Michael Swift, Paul Webb and Hazel Williams.

County Councillor Joshua Schumann
District Councillor Lavinia Edwards
Also present two residents and Simon Butler-Finbow (Agent) Re. The Crown

16.05.17 Apologies:- Apologies for absence had been received from Jane Hall, Joe Parker, Derek Reader, Brenda Wilson and District Councillor David Brown

The Chairman informed Council that due to Derek Reader's long term absence due to ill health a letter asking for dispensation had now been requested.

17.05.17 Declarations of any interest known to Councillors:- The following declarations were made:
None

18.05.17 Approval of Minutes:- The minutes of the meeting held on 9th May 2017 were approved and signed.
Proposed – Joan Lonsdale Seconded – Gordon Roach

19.05.17 Public Forum:- Simon Butler-Finbow (Agent) Crown Priory talked to the Council regarding planning application 17/00736/FUL The Crown Inn. Mr Butler-Finbow stated they had consulted the land owners of the adjoining properties and had taken their concerns into consideration. Keeping the property as a public house were not felt viable and it was felt that the least impact on the area would be to convert the public house and construct 3 new dwellings. They were mindful of parking concerns within this area and as a result had included a level of parking which is above the standards required by East Cambridgeshire District Council. An archeology study had been carried out as well as an ecology study of the site, there are bats on the sites and these would be removed under license, trees to the east of the site would be retained. Members of the Council raised concerns that they were not aware that the public house had been delicensed and that no public consultation had taken place. The Assistant Clerk informed the Council that she was awaiting a call from East Cambridgeshire District Council to clarify these points. County Councillor Schumann stated that as far as he was aware no delicensing process was necessary.

Simon Bultler-Finbow left the meeting.

20.05.17 Planning: The following planning applications were considered
17/00751/FUL Mr. Simon Lane and Ms. Leanne Buckingham – 13 The Paddocks
Two storey side extension
No objection

17/00760/FUL Mr. and Mrs Hutchins – Cherry Orchard, 1 Dyson Drove

Proposed first floor extension to detached house forming master bedroom

No objection

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

Proposed dwelling

No objection

17/00401/FUL 79 Low Road

Single storey front, side and rear extensions

Amendment involves changes to the proposal to overcome impacts on residential and visual amenity. Upper floors have been removed, resulting in amended floor plans. External materials have been amended to overcome visual impacts. Proposal title has been changed to reflect the proposals.

No objection

17/00692/FUL Mr. & Mrs. Toone – 4 Newnham Lane

Single storey rear extension

No objection, although we do have concerns as property is in the conservation area.

17/00781/FUL Mr. S. Morris – 63 High Street

Proposed new dwelling

Objection, we are concerned about overdevelopment in this area.

17/00475/FUL Mr. Neil Rayner – Land Adj to 1 Brick Works Cottages, Factory Road

Demolition of existing garage and construction of 2 bedroom single storey detached dwelling and associated works

Amendment involving additional information received includes further drainage information and a revised floor plan

Objection

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

Part demolition, conversion and extension of the former Crown Public House to one 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.

No objection – Concern was raised by Council as to whether delicensing of the Public House and a public consultation should have taken place, the Assistant Clerk would contact the relevant departments at East Cambridgeshire District Council for clarification on these matters, however Council had no objections in principal to this application.

17/00841/FUL Mr. J Stanford The Orchards Weirs Drove

Replacement dwelling and associated parking

No objection

17/00831/FUL Mr. and Mrs Angel – 16 Isaacson Road

Single storey rear and side orangery and veranda

No objection

The two members of the public left the meeting.

21.05.17

Planning

Decisions:

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

17/00400/FUL The Wilds, Burwell Road, Reach

Proposed single storey extension to form garden room and utility

APPROVED

17/00532/FUL 40 Ness Road

First floor rear extension

APPROVED

17/00443/FUL Warbraham Farm, Heath Road

Retention of office and container ancillary to existing use of site

APPROVED

The Council was advised that notification had been received from East Cambridgeshire District Council concerning planning reference 17/00273/OUM Land Off Ness Road, Burwell. This application will be included on the Planning Committee Agenda for the meeting on 7th June 2017. No members of the Council were available to attend.

22.05.17 Action Points Update:-

1. Sports Provision Group – Update from Meeting with Football Association

Paul Webb gave a verbal report on the recent meeting with the Football Association. It was felt that that Football Association looked on us favourably and would help with the grant funding application. The pitch improvements carried out at the Recreation Ground were also considered in our favour. A further meeting was scheduled to take place at the Recreation Ground. It was proposed by Gus Jones and seconded by Mike Swift and unanimously agreed by Council that the residue of the 106 money (£7707.90), be allocated to the Recreation Ground project.

2. Update on Meeting with G Cooley, Smithers Purlow regarding Mandeville Hall

Report in the circulating file, additionally Robins Dyos gave a brief verbal report on a meeting he had recently attended with Graham Cooley regarding the cracks in the ceiling in Room 1 at the Mandeville Hall. Mr Cooley felt that the cracks had possibly appeared as a result of pushing up on the ceiling from Room 1 rather than pushing down from the loft area. When the hall was built it had been suggested that the loft area could possibly be used in the future as an office / meeting area, Council were unsure who had originally suggested this.

3. Village Sign

Following recent inspections of the village sign it had been reported that the sign was beyond reasonable repair and not worth spending further money on. The Grounds and Building Group would discuss the possible design and purchase of a new sign. Liz Swift informed Council that she had been in contact with the Women's Institute who had fundraised for the original sign, they were possibly considering fundraising towards the new sign and were happy for the old sign to go to the Museum along with a brief history of the sign. The Assistant Clerk was asked to write to the WI to thank them for the original fundraising.

23.05.17 Finance

1. Consideration of Internal Auditors Report

The Internal Auditors Report has not yet been received and will be deferred to the next meeting.

2. Consideration of quotations for the Annual Inspection of Playgrounds

Four quotations for the annual playground inspection had been received. Council agreed to accept the quotation of £300.00 plus VAT for an accompanied inspection by David Bracey.

3. Donation request from Magpas Air Ambulance

A donation request had been received from Magpas Air Ambulance. Council decided not to make a donation at the present time.

4. Request from Wellington Boot Café for reduced fees

A request had been received from the Wellington Boot Café, a new start-up business using the Mandeville Hall for a reduction in fees. Council decided that a reduction would not be granted as the Wellington Boot Café is not a charity.

5. Consideration of overhead clean at Gardiner Memorial Hall

A quotation of £345.00 plus VAT had been received for an overhead clean at the Gardiner Memorial Hall, this includes the hire of equipment and materials. Council was advised that an overhead clean had not been carried out for at least 4 years. Council all voted in favour of the overhead clean being carried out.

6. Consideration of hire of skip for Council use at the Allotments

Council considered the hire of a skip at the Allotment for use by the Council Handyman who needs to dispose of large items of rubbish. Council agreed that a skip should be hired.

7. Quotations for Recreation Ground fence repairs and reinforcement

Quotations had been received from two companies for replacement fence panels and reinforced fence panels. Council all agreed to accept the quotation of £462.00 including VAT from Brian Marsh for the replacement of fence panels.

8. Tree work Burwell Cricket Ground/14 Reach Road and additional access point in Cricket Club safety netting

Quotations had been received from two companies for tree work on the border of Burwell Cricket Ground/14 Reach Road. The quotations were not felt to be correct as they were for the removal of the lowest branches of the trees and Council would prefer that the trees are pruned and shaped back. The Assistant Clerk was asked to contract the companies and ask for new quotations. Jim Perry had recently visited the site felt that a gate in the fence bordering the Cricket Club would aid the tree surgeons, Council remained unconvinced by this and it was not agreed.

**25.05.17
County &
District
Councillors
Reports:**

Council noted written reports received from Lavinia Edwards. Joshua Schumann introduced himself formally to Council as our newly elected County Councillor. Councillor Schumann informed Council that he has 7 parishes he looks after and he was already actively working within the community. Councillor Schumann is currently involved in discussions with the Parish Council concerning the proposed Burwell to Exning cycle way and would liaise with the Assistant Clerk to arrange a meeting with members of Burwell and Exning Parish Councils and representatives of the two higher authorities to discuss this further.

**26.05.17
County &
District
Matters:**

1. ECDC Tree Safety Seminar

Notification had been received concerning an ECDC Tree Safety Seminar. Council felt this would be beneficial for the Handyman to attend, the Assistant Clerk would make the necessary arrangements.

2. CCC – Email supporting request for funding for Burwell/Exning Cycle Path Feasibility Study

The Council noted the email and while they are in favour of a feasibility study they do not feel it is something we should have to pay for.

3. ECDC Street Numbering – Site adjacent to 21 Silver Street

The Council noted the new street numbering for site adjacent to 21 Silver Street.

4. ECDC Street Numbering – 2 – 12 Dysons Drove

The Council noted the new street numbering for 2 – 12 Dysons Drove.

5. ECDC Street Numbering – Hythe Farm House including update from ECDC regarding enforcement

The Council noted the new name for Hythe Farm House. An update had been received from Rebecca Saunt, Planning Manager at ECDC regarding enforcement. A short notice period had been given for the home owner to establish whether any structural changes could be made to the dwelling in order to reduce its visual impact. The colour of the building and the landscaping had also been discussed. Rebecca Saunt stated that they were waiting to hear back from the home owner before taking a decision as to whether formal action is necessary.

**27.05.17
Other
Reports and
General
Information:**

Council noted the following reports and information circulated to Council:

Notes from the Safety Working Group Meeting held on 16.5.17

Verbal Report from the Grounds and Buildings Working Group Meeting held on 25.5.17

Burwell Allotment and Garden Society Minutes 20.3.17

Pauline's Swamp Trustee Meeting

28.05.17

Correspondence

1. Response from D Martin re Burwell Castle Site

An email had been received from Donna Martin regarding the Burwell Castle Site. The email clarified that Archeology Cambridgeshire East (ACE) are considering whether to carry out test pitting and fieldwalking at the castle site and not actually carrying out any research work there at present.

2. East Anglian Air Ambulance – Feedback on CPR Training Sessions

A letter had been received from East Anglian Air Ambulance thanking the Council for contributing towards CPR training sessions for school children this was noted by Council.

29.05.17

Consideration of the Following -

1. Trees on Jubilee Green

Council was informed of the ongoing concern raised by residents on Park Road regarding a tree on Jubilee Green overhanging their property. The Assistant Clerk informed Council that the Handyman and a professional tree surgeon had looked at the tree and it was considered not to be dangerous. Council therefore instructed the Assistant Clerk to inform the resident that they may at their own expense cut any overhanging branches and put them back over the fence into Jubilee Green.

2. Parish Council Vacancy – Closing date 16th June 2017

Council was informed that the closing date for the parish councillor vacancy is 16th June 2017. Applicants will be invited to attend the Council Meeting on 27th June and co-option will take place on 11th July.

3. Bin – Reach Road

A new bin had now been ordered for Reach Road.

4. New 'No Dog Sign' for the Allotments

The Assistant Clerk informed Council that the 'No Dog' sign at the Green Lane entrance to the Allotments had recently disappeared and a new temporary sign had also been removed. Dogs are not allowed into the Allotments according to the current Allotment Regulations. Council agreed that a new robust sign should be ordered.

There being no other business the meeting was closed at 9.12 pm

Signed this the _____ day of June 2017 _____ Chairman