

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 31st May 2016

Present:- Joan Lonsdale (Chair), Robin Dyos, Don Harrison, Gus Jones, Joe Parker, Jim Perry, Derek Reader, Michael Smith, Mike Swift, Tim Wallis, Paul Webb and Brenda Wilson
David Brown – County & District Councillor

Joan Lonsdale informed the Council of the recent illness of the Clerk and thanked the Assistant Clerk for her help during the Clerk's absence. The Assistant Clerk was asked to send a card and flowers to the Clerk on behalf of the Council.

16.05.16 Apologies for absence had been received from Jane Hall, Gordon Roach, Liz Swift,
Apologies:- Hazel Williams and District Councillor Lavinia Edwards

17.05.16 The following declarations were made:
Declarations Derek Reader – Tree Work at the Cemetery and Kingfisher Drive
of any interest
known to
Councillors:-

18.05.16 The Minutes of the Meeting held on 10th May 2016 were approved and signed
Approval as a true and correct record.
of Minutes:- Proposed – Mike Swift, Seconded – Derek Reader

19.05.16 No matters were raised during the Public Forum.

Public
Forum:-

**Presentation on Pilot Parish Special Constable Scheme for Burwell
– Victor Kelin – Head of Special Constables, Cambridgeshire Police**

Victor Kelin informed the Council that Cambridgeshire Police were planning to start a Special Constable Scheme which was hoped would have a positive impact on the villages. Special Constables have more powers than PSCOs, it was thought they would spend approximately 20 – 24 hours a month in the villages possibly during evening and weekends as they are volunteers and often have other full time paid employment. The intention would be to provide one special constable covering Burwell and Fordham, this would initially be a pilot scheme although open-ended and could evolve. The scheme would provide a known face in the villages and an extra resource. The special constables would liaise with their Sargent and other regular officers regarding issues of concern in the villages and would have regular contact with the Parish Council. Special Constables complete a national recognised training course and receive independent patrol status. Members of the Council raised concerns that over the years similar initiatives had occurred involving constables and PSCOs in the village which had resulted in these officers being pulled elsewhere, Victor Kelin informed Council that it was intended that the Special Constables would work solely in the villages unless there was an emergency elsewhere. It was hoped that the scheme would commence in June.

Victor Kelin was thanked for attending the meeting, he then left.

**20.05.16
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

Additional information received included submission of a TA (Transport Assessment) Addendum

For information only, no response required

Gus Jones raised concerns regarding traffic exiting the proposed new development especially travelling in the direction of Fordham. It was agreed to discuss this in more detail at the next Parish Council meeting.

16/00080/FUL Mr H Tiwana – Greenacre, 117A North Street

New 5 bed detached dwelling to the rear of 117A North Street

Amendment involved reduced scale and layout.

No Objections

16/00086/VAR Mr M Darnell – Chestnut Tree Farm, First Drove

Variation of condition 2 (Occupancy Restriction) of decision notice 94/00244/FUL for mobile home

Objection – Council objects to change of occupancy and would like it to remain the same.

16/00523/FUL Mr & Mrs White – Fenton Lodge, 115 Low Road

Replacement of bungalow and detached garage with two 2 storey dwellings with integral garages

No Objections

**21.05.16
Planning
Decisions:**

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

16/00330/FUL 2 Buntings Path

Removal of garden hedge and replace with fencing to rear and side of property - **REFUSED**

**22.05.16
Action
Points
Update:-**

Brenda Wilson informed Council that due to more funding becoming available notification had been received informing us that our application to carry out improvements to the Causeway verge for the 2016/2017 LHI scheme had now been granted. Brenda Wilson agreed to contact the LHI department to discuss this further.

**23.05.16
County &
District
Council-
lors
Reports:**

A Report was received from Councillor David Brown (attached).

**24.05.16
County &
District
Matters:**

1. Notification of new road names for the new development Reach Road

Notification had been received from East Cambridgeshire District Council informing us of the new road names at the new development off Reach Road. The roads will be known as Burling Way, Lucas Close and Ellis Gardens. Council were disappointed that the names we had suggested were not used.

2. Notification of street names and numbering for 3 and 3B Swaffham Road

Notification had been received from ECDC informing us of the new numbering for 3 and 3B Swaffham Road.

3. ECDC – Call for Sites Report – Local Plan

The locations in Burwell considered under the Local Plan were already known to Council. David Brown informed Council that David Wilson Homes had again suggested building a new development off Ness Road.

25.05.16

Other

Reports and

General

Information:

The following were circulated in the Other Reports and Information Folder

The following reports were noted:

1. Cambridgeshire Community Fair – 7th June 2016

2. Information from ECDC – 3R Campaign to raise awareness of Radicalisation

3. Notification of Cambridgeshire Highways Depot Open Days 2016

4. Invitation to the 21st Birthday Party for the Youth Bus

26.05.16

Finance

Council considered the following:

1. Approval of end of year accounts

The end of year accounts were approved by Council.

2. Signing of Annual Governance Statement and Approval of Annual Return

Joan Lonsdale read out the Annual Governance Statement and details of the Annual Return, these were agreed by Council and signed accordingly by the Chairman and the Assistant Clerk.

3. Appointment of Internal Auditor – 2016/2017 – Jenny Neale

Council agreed to appoint Jenny Neale to act as Internal Auditor for the year 2016/2017. The Audit would follow the same scope as the year 2015/2016.

Proposed: Derek Reader

Seconded: Don Harrison

The meeting was halted for approximately 2 minutes at 8.30pm while the Assistant Clerk took a telephone call from Cambridgeshire Police regarding recent vandalism at the Recreation Ground.

4. Consideration of quotes for a roof replacement works to bus shelter opposite The Avenue

Four quotes had been received, Council agreed to accept the quote for £175 from Andy Martin. This was the cheapest quote.

Having declared an interest Derek Reader left the room while the following quotes were considered.

5. Consideration of quotes for work to tree at the Cemetery, Ness Road

Two quotes had been received, Council agreed to accept the quote for £30 from S R Landscape Services. This was the cheapest quote.

6. Consideration of quotes for work to tree at Kingfisher Drive amenity area

Two quotes had been received, Council agreed to accept the quote for £165 from S R Landscape Services. This was the cheapest quote.

Gus Jones and Jim Perry stated that they would like to see copies of quotes before Council Meetings. The Chairman and the Assistant Clerk explained that quotes would not be emailed out beforehand but copies would be placed in personal files for councillors to review immediately prior to the meetings.

7. Consideration of request from CCC Libraries for Summer 2016 Reading Challenge

Council agreed to make a donation of £200 towards the summer reading scheme.

Proposed: Don Harrison

Seconded: Brenda Wilson

27.05.16

Correspondence

1. Letter of resignation from Sylvia Greenaway

The Council acknowledged a letter of resignation from Sylvia Greenaway. The Assistant Clerk was asked to write to Sylvia Greenaway to thank her for her work as a Parish Councillor and wish her well in the future.

2. Email of thanks for donation from Newmarket Swimming Club

A letter of thanks had been received from Newmarket Swimming Club following a recent donation from the Parish Council.

3. Email from David Crawford-White requesting permission to do guided walks around the site of Burwell Castle

Council agreed to allow David Crawford-White to carry out guided walks around the site of Burwell Castle, in the first instance this would be monitored for a year. The Assistant Clerk was asked to contact David Crawford-White to check he had the necessary insurance.

4. Email from Jon Whitehouse regarding East Cambridgeshire paving the way for a housing revolution – Community Land Trusts

Council agreed that Community Land Trusts had been discussed at previous Council meetings and in relation to the Masterplan. Council have no immediate plans to create a Community Land Trust and if the opportunity arose then it would also require people from the village to become trustees. The Assistant Clerk was asked to respond to Jon Whitehouse.

5. Electoral Review of Cambridgeshire – New Draft Recommendations

Councillors were reminded that the cut off date for a response to the Electoral Review of Cambridgeshire – New Draft Recommendations was nearing if anyone wanted to respond individually.

6. Report from Max Jamieson – Skate park update

A report had been received from Max Jamieson regarding the skate park. Tim Wallis expressed concern that Max Jamieson was employed by a skate park company. Joan Lonsdale stated that Max Jamieson had informed Council of this at his initial meeting with the Council and he had been advised that as with other work undertaken by the Council, three sealed quotes would be required. Max Jamieson needed to continue to fundraise to help with funding. The Assistant Clerk was asked to thank Max Jamieson for his ongoing fundraising and effort and to make Max aware that if he is teaching skate boarding skills then he needed to check that he had the necessary insurances and a DBS check. Improvement work at the skate park was considered a medium to long term project as it will take a long time to amass the necessary funds.

There being no other business the meeting was closed at 9.16 pm

Signed this the _____ day of June 2016 _____
Chairman