

**BURWELL PARISH COUNCIL**  
***The Jubilee Reading Room***  
**99, The Causeway, Burwell Cambridge. CB25 0DU**  
**Telephone/Fax 01638 743142**  
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Notice is hereby given that a Meeting of the Burwell Parish Council will be held at Mandeville Hall, Tan House Lane, Burwell, CB25 0AR at 7.30p.m. on Tuesday 9<sup>th</sup> November 2021 you are summoned to attend for the transaction of the following business.

**AGENDA**

**FC/091121/1 Apologies**

**FC/091121/2 Declarations of any interests known to Councillors**

**FC/091121/3 Approval of Minutes of the meeting held on 26<sup>th</sup> October 2021**

**FC/091121/4.1 Public Forum – An opportunity for members of the public to raise concerns or question Council on matters included in this agenda. There will be no further opportunity for members of the public to speak after this point in the meeting.**

**FC/091121/ 5 County and District Reports**

**FC/091121/6.1 Planning Applications to be considered**

**21/01538/FUL 8 Hythe Close**

Demolition of existing conservatory and construction of single storey rear extension and associated works.

**21/01544/FUL Harleys 24 Toyse Lane**

Demolition of existing conservatory and construction of single storey rear extension

**21/01539/FUL 34 Swaffham Road**

Demolition of existing conservatory and erection of single storey rear extension, loft and roof alterations, and associated works.

**21/01573/FUL Orchard Lodge 29B The Causeway**

Construction of 1 private detached dwelling and associated works

**FC/091121/6.2 Planning Decisions from District Council**

**21/01295/FUL Green Farm, Weirs Drove – Approval**

Construction of single storey rear extension and internal alterations - Retrospective

**21/01296/FUL 7 Meadowlands – Approval**

Construction of single storey rear extension, cladding of existing exterior walls.

**21/01307/TPO 20a Ness Road – Refusal**

T1 Walnut – Remove low limb interfering with and pushing fence over and crown reduce by 2-3m where it overhangs the neighbouring (1 Bewicks Mead) property.

**FC/091121/6.3 Trees/Environment**

**Notification of approved tree works by East Cambs. District Council - None**

**FC/091121/7 Finance**

1. Consideration of payment of the following:

<b>Payee</b>	<b>Description</b>		<b>Amount inc Vat</b>
ESPO	Cleaning/Stationery		£124.14
Mead Construction	Clunch removal Cemetery		£240.00
Burwell Window Cleaning	Various Properties		£65.00
Simpsons	Grass Seed		£120.00
Varsity Consulting	GMH Fees		£1,140.00
Cadman's	GMH Refurbishment		TBC
Truelink	Grass Cutting		£1,692.00
Cambs CC	Buntings Path Survey		£500.00
CAPALC	Councillor Training		£75.00
George Rowland	Mileage, Phone etc		£166.25
Debbie Cawley	Mileage		£24.75
Salaries etc	All Staff		TBC
	<b>Total</b>		<b>£4,147.14</b>

**FC/091121/8 Action Points Update**

**FC/091121/9 Group Reports**

**Consideration of the notes and recommendations from the Assets and Environment Meeting held on 26<sup>th</sup> October 2021:**

**Recommendations:**

- 1. The Assets and Environment Group recommends that EWP Consultancy should be appointed to carry out annual Tree Inspections and Checks at a for of £1661.00 plus VAT for the first year.**
- 2. The Assets and Environment Group recommends that a quotation from S R Landscapes is accepted to carry out required tree work at Jubilee Green, the entrance to the allotments and at the Cemetery in the sum of £1390.00.**

**Consideration of notes and recommendations from Community, Leisure and Sports Group meeting held on 19th October 2021**

- 1. The Group recommends to Full Council that the following donations are approved:**
  - **Rowan £50.00**
  - **Burwell Community Radio £100.00**
  - **Burwell Action for Youth £500.00**
- 2. The Group recommends to Full Council that a Christmas Tree is purchased for Pound Hill at a cost of around £200.00 plus VAT**

**FC/091121/10 Parish Reports 1) Weekly Property Reports**

**FC/091121/11 Other County & District Matters: -**

1. Cambridgeshire County Council Temporary Road Closures for Footpath off Abbey Close and Parsonage Lane
2. East Cambs District Council Notification of the consultation on the Local Council Tax Reduction Scheme

**FC/091121/12 Other Reports**

1. Burwell Environment Group Minutes of 1<sup>st</sup> September and 6<sup>th</sup> October 2021

**FC/091121/13 Correspondence - None**

**FC/091121/14 Consideration of the following items**

1. Climate Change including noting of minutes from the meeting held on 4<sup>th</sup> October 2021
2. Update on the Gardiner Memorial Hall Refurbishment Project
3. Consideration and confirmation of Representatives/Trustees for the following organisations:
  - The Day Centre – Hazel Williams, Joan Lonsdale, Liz swift, Paul Webb and Geraldine Tate
  - Burwell Museum – Brenda Wilson
  - Wicken Fen - Paul Webb and Jenny Moss
  - Burwell Allotment and Garden Society – Jenny Moss
4. Remembrance Day Sunday 14<sup>th</sup> November 2021, 2.30 pm at the War Memorial followed by service at St. Mary's Church at 3 pm.

*YDRix*

Yvonne Rix  
Parish Clerk

Dated: 2<sup>nd</sup> November 2021