

BURWELL PARISH COUNCIL
The Jubilee Reading Room
99, The Causeway, Burwell Cambridge. CB25 0DU
Telephone/Fax 01638 743142
E Mail burwellpc@burwellparishcouncil.gov.uk

Notice is hereby given that a Meeting of the Burwell Parish Council will be held at Gardiner Memorial Hall, High Street, Burwell CB25 0HD at 7.30p.m. on Tuesday 13th June 2023

AGENDA

FC/130623/1 Apologies

FC/130623/2 Declarations of any interests known to Councillors

FC/130623/3 Approval of Minutes of the meeting held on 23rd May 2023 and 30th May 2023

FC/130623/4 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/130623/ 5 County and District Reports

FC/130623/6.1 Planning Applications to be considered:

23/00482/FUM Cold Storage Unit First Drove

Proposed additional 6no. pitches for Gypsy/Travellers, with associated paddock, making 12no. pitches on site in total.

FC/130623/6.2 Planning Decisions from District Council

23/00274/FUL 1 New Road – Refusal

Construction of first floor side extension

FC/130623/6.3 Trees/Environment

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

FC/130623/7 Finance

1. Consideration of the accounts for the year ending 31st March 2023
2. Consideration of the Internal Audit Report for the year ending 31st March 2023
3. Consideration of the Annual Governance Form for the year ending 31st March 2023
4. Consideration and approval of the Annual Return for the year ending 31st March 2023
5. Consideration of the dates for the exercise of public rights as required by the Accounts and Audit Regulations for the year ending 31st March 2023
6. Receipt of CIL Meaningful Proportion of £1,677.15
7. Consideration of payment of the following:

Payee	Description	Amount inc Vat
All Employees	Salaries, NI, Superannuation	£9,208.12
Burwell Cleaning	Nov 22 and Part May 23	£2,319.39
Huws Gray	Maintenance Supplies	£126.16
Mr Groundsman	Rec Grass Cut April/May 203	£1,200.00
Online Playgrounds	Spare Part Steering Wheel	£26.80
Moores	Internal Audit	£1,110.00
Burwell Computers	May 2023 Cloud Back Up	£55.00

Landmark	Sign Board - Spring Close	£1,872.00
PPL/PRS	Surcharge Invoice GMH	£152.28
D Cawley	Mileage	£46.80
G Rowland	Mileage, etc	£148.50
M Wright	mileage	£43.20
RCDC	Election Administration	250
ESPO	Cleaning Supplies	327.54
Barnwell Electrical	Mandeville Hall - Fan (x2) Replace	£312.72
Y Rix	Postage - Election Forms to ECDC	£4.45
C Meaney	Deposit Return	£50.00
N Doyle	Deposit Return	£50.00
Landmark Toilets	May Hire Toilet Margeret Field	£100.00
	Total	£17,402.96

FC/130623/8 Action Points Update - Updates to the following:

No	Action Point	Comments on Progress
1.	Section 106 Money	
2.	Newmarket Road Bridge safety improvements Burwell to Exning Cycle Way	
3.	Newmarket Road proposed Sports Hub including 3G artificial pitch Sports Pavilion/Football Pitches Recreation Ground	
4.	Pauline's Swamp	
5.	Gardiner Memorial Hall Phase 2	
6.	Moveable Vehicle Activated Speed Signs	

FC/130623/9 Group Reports

Consideration of the notes and recommendations from the Finance and General Purposes meeting held on 30th May 2023

1. The Group recommends to Full Council that the remaining earmarked reserves for the Recreation Ground MUGA Lighting and Fencing of £2237.38, along with the reimbursement of £3722.00 towards the cost of the lighting and fencing should be transferred to the sinking fund for the facilities at the Recreation Ground. Total to be transferred £5959.38.
2. The Group recommends to Full Council that Moore is appointed as internal auditor for the year ending 31st March 2024 and that the scope for the audit is the same as for the year ending 31st March 2023.
3. The Group recommends to Full Council that following changes to the management of the Churches, Charities and Local Authority (CCLA) account that funds invested are no more at risk than previously and that no further risk assessment is required.
4. The Group recommends that Hazel Williams and Joan Lonsdale are removed as signatories from the Unity Bank Account and that Linda Kitching and Ian Woodroffe are added.

FC/130623/10 Parish Reports

FC/130623/11 Other County & District Matters: -

1. Cambridgeshire County Council Traffic Order – The Weirs

FC/130623/12 Other Reports

1. Burwell and District Day Centre Minutes 4.5.23
2. Climate Change Forum – Minutes of the meeting 6.6.23

FC/130623/13 Correspondence

1. Letter from Rt Hon Lucy Frazer KC MP.

FC/130623/14 Other Matters

Consideration of the opportunity to survey residents regarding the 20 mile per hour speed limit in Burwell as part of the Parish Council Annual Report.

YDRix

Yvonne Rix Parish Clerk

Dated: 7th June 2023