

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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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 10th October 2023

AGENDA

FC/101023/1 Apologies

FC/101023/2 Declarations of any interests known to Councillors

FC/101023/3 Approval of Minutes of the meeting held on 26th September 2023

FC/101023/4.1 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/101023/4.2 Alan Kell – Wicken Fen

FC/101023/ 5 County and District Reports

FC/101023/6.1 Planning Applications to be considered:

23/01045/ERN 26 High Street

Conversion of shop to residential use, becoming part of the main dwelling to which, the shop currently adjoins

23/01046/FUL 26 High Street

Single Storey extension, car port and associated works

FC/101023/6.2 Planning Decisions from District Council

23/00875/TPO 17 Bloomsfield – Approval

A1: Trim Cherry Plum and Hawthorn back to fence at rear of garden no. 17 Bloomsfield

23/00891/TCON Durlleston, Hythe Lane – Approval

To comply with condition 4 (tree topping, lopping and felling) of decision notice 87/00427/RMA

FC/101023/6.3 Trees/Environment

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

FC/101023/7 Finance

1. External Auditors Report Year Ended 31st March 2023
2. Consideration of payment of the following:

Payee	Description	Amount inc Vat
ESPO	Cleaning Materials	£132.78
Martyn Wright	Mileage	£34.20
George Rowland	Mileage and Expenses	£171.20
CAPALC	Councillor Training	£75.00
Creative Play	Inspection and Repair Rec. Play Equipment	£354.00
Dormakaba	Door JRR	£194.40
Mead Construction	Westhorpe Play Area Paths	£8,658.00

Burwell Computers	Monthly Back Up Fee	£55.00
Unity Trust	Bank Charges	£66.75
Wave	GMH	£72.71
Q Cooke	Return of Deposit	£50.00
M Martin	Return of Deposit	£50.00
J Alwood	Return of Deposit	£50.00
A Flack	Return of Deposit	£50.00
Engie	Public Toilet July	£309.02
Engie	Composting Shed	-£425.27
Engie	Composting Shed August	£378.75
Engie	Composting Shed July	£368.38
Engie	Gardiner Memorial Hall August	£214.30
Engie	Gardiner Memorial Hall	-£896.48
Engie	Gardiner Memorial Hall July	£202.10
Engie	Gardiner Memorial Hall June	£188.65
Engie	Pavilion/Recreation Ground Aug	£433.66
Engie	Pavilion/Recreation Ground July	£412.95
Engie	Cemetery Chapel August	£16.28
Engie	Cemetery Chapel July	£16.41
Engie	Jubilee Reading Room July	£110.98
Engie	Mandeville Hall Gas	£124.57
Engie	Jubilee Reading Room August	£107.90
Engie	Public Toilet August	£326.76
All Staff	Salaries, Tax, NI, Pensions	£9,306.80
Total		£21,209.80

FC/101023/8 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/101023/9 Group Reports

Consideration of the notes from the Assets and Environment meeting held on 5th September 2023.

Recommendations

- That the quotation from S R Landscapes in the sum of £190.00 to carry out the work to the trees on Kingfisher Drive Amenity Area recommended by ECDC Tree Officer is accepted.
- That a brush attachment costing in the region of £300 to £350 is purchased to aid the cleaning of the tennis court and play area surfaces.

Consideration of the notes and recommendations of the Finance and General Purposes meeting held on 26th September 2023.

Recommendations

- The Group recommends to Full Council that £1,677.31 of in hand CIL Funding is allocated to the Westhorpe Play Area Project to cover some of the shortfall arising from the administrative changes involved with the EDF Community Fund.
- The Group recommends to Full Council that from the 1st October 2023 fees for the use of the Football and Tennis facilities will be treated in relation to VAT as non-business and that any refund received from HMRC will be earmarked to the Recreation Ground Sinking Fund to support future work on the site.
- The Group recommends to Full Council that a new 5-year contract is entered into with Sharps for a refurbished photocopier.

Consideration of the notes and recommendations of the Community, Leisure, Health and Sports meeting held on 19th September 2023.

- That Mr Groundsman is asked to carry out additional work to the pitches at the Recreation Ground and Margaret Field at a total cost of £2,000 plus VA
- The Group recommends to Full Council that the James Richard Circus is allowed to use Margaret Field for up to 8 days in June 2024 with the exception of Carnival weekend at a cost of £100 per day.
- That the CLH&S Group explores the idea of inviting a commercial organization to run a cage at the Recreation Ground Pavilion when football matches are not being played.

FC/101023/10 Parish Reports

FC/101023/11 Other County & District Matters: -
ECDC Hackney Carriage and Private Hire Licensing Policy - Consultation
Cambridgeshire County Council – Temporary Traffic Order –
Burwell Road, Reach/Burwell Road, Swaffham Prior

FC/101023/12 Other Reports Day

1. Notes from the Climate Change Forum 12th September 2023
2. Notes from the meeting EDF Renewables Charity Fund 31.8.2023
3. Notes from the meeting of the Newmarket Road Taskforce 30.8.23
4. Fen Community Liaison Forum – Minutes 21.9.2023

FC/101023/13 Correspondence

- Cheveley Neighbourhood Plan – Pre Submission Consultation
- Email regarding debris from farm vehicles

FC/101023/14 Other Matters

- Cambridgeshire County Council Weed Spraying Policy
- Letter from County Councillor Steve Count re Weed Spraying Policy
- Local Highways - Consultation

YDRix

Yvonne Rix Parish Clerk

Dated: 3rd October 2023