

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 12th December 2023

AGENDA

FC/121223/1 Apologies

FC/121223/2 Declarations of any interests known to Councillors

FC/121223/3 Approval of Minutes of the meeting held on 28th November 2023

FC/121223/4.1 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/121223/ 5 County and District Reports

FC/121223/6.1 Planning Applications to be considered:

23/01288/FUL 26 High Street

Conversion of former shop to residential use including new external wall treatments, replacement windows, new roof construction with roof light and large sliding rear door to garden.

23/01287/VAR 130 Low Road

To Vary Condition 7 (opening hours) of previously approved 23/00652/FUL for conversion of barn to office and commercial use in connection with existing E(g) use together with external staircase extension.

23/01212/VAR 23 Parsonage Lane

To Vary Condition 1 (Approved Plans) of previously approved 23/00564/FUL dated 16 August 2023 for a single storey rear extension and external alteration.

Amendment involving:

An alteration to window design on rear elevation.

23/01091/FUL Ivyrose 17 Pound Close

Demolition of an existing garage and the erection of a single storey side extension and associated works.

23/00991/VAR 32 Abbey Close

To Vary Condition 1 (Approved Plans) of previously approved 19/01663/FUL dated 27 January 2020 for small single storey extension to enlarge bedroom/study.

FC/121223/6.2 Planning Decisions from District Council

23/01134/LBC Delta T Devices 130 Low Road – Approval

Rebuilding of existing clunch east gable wall

FC/121223/7 Finance

1. Consideration of payment of the following:

Payee	Description	Amount inc Vat
CAPALC	Training	£20.00
E Bien	Ret of Dep	£50.00
A Borha	Ret of Dep	£50.00

A Heron	Ret of Dep	£50.00
C Cotton	Ret of Dep	£50.00
Mr Groundsman	Autumn Maintenance Rec	£3,768.00
Mr Groundsman	Grass Cutting Oct/Nov	£2,250.00
Mr Groundsman	Additional Work Rec and Marg. Fd	£2,400.00
Dormakaba	Annual Contract	£265.20
S Hulme	Ret of Dep Allotment	£25.00
L Taylor	Ret of Dep	£50.00
Simpsons	Christmas Tree	£200.00
Martyn Wright	Mileage	£30.60
George Rowland	Mileage and Expenses	£149.40
D Cawley	Mileage	£25.65
Engie	Energy Public Toilet	£382.39
Engie	Energy Jubilee Reading Room	£119.66
Engie	Energy Pavilion	£504.86
Engie	Energy Cemetery	£16.28
Engie	Energy GMH	£880.14
Engie	Energy Allotments	£439.87
Siemens	Photocopier Lease Renta	£208.04
Burwell Computers	Cloud Back Up November	£55.00
Right Price Windows	Final Payment - Retention	£1,117.22
Salaries, Superannualtion, Tax and NI		£9,846.02
		£22,953.33

FC/121223/8 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/121223/9 Group Reports

Consideration of the notes and recommendations from the Finance and General Purposes meeting held on 28th November 2023:

Recommendations

- The Finance and General Purposes Group recommends to Full Council that the Precept for the 2024/2025 financial year is set at £233,250.00 which equates to a 12% increase on the 2023/2024 Precept.
- The Finance and General Purposes Group reviewed the Financial Regulations and at this stage recommends to Full Council that no changes are made to the document.
- The Finance and General Purposed Group reviewed the Risk Management Policy and recommend to Full Council that no changes are required.
- The following direct debits were considered by the Finance and General Purposes Group, and all were recommended for approval:
 - Anglian Water Business
 - British Gas
 - British Telecom
 - Corona Energy
 - ECDC
 - Engie Gas
 - Engie Power
 - ICO
 - Lloyds Bank
 - NEST
 - Siemens Financial
 - Vodafone Limited
- The Group considered the measures put in place for the safeguarding of the Council's funds and financial controls and recommends to Full Council that no changes are required.
- The Finance and General Purposes Group recommends to Full Council that up to £1000 is donated to the Community Safety Partnership towards the cost of the continuation of the Community Safety Support Anti-Social Behaviour Officer role for a further two years. The cost of the donation to be taken from the balance of the Safety Campaign Funding. Further consideration will be given next year for additional funding to be awarded.
- The Group recommends to Full Council that a quotation is sought for the provision of a suitable system to film Parish Council meetings at the Gardiner Memorial Hall.
- The Group recommends to Full Council that a diagnostic check on the Skate Park lights is carried out by JJ Drakes at a cost of £495.00 plus VAT.

Consideration of the notes and recommendations from the Community, Leisure, Health and Sports Group held on 21st November 2023:

- The Community, Leisure, Health, and Sports Group recommends to Full Council that a grant is made to the A to B1102 Group in the sum of \$500.00 to support the work that they are doing. Payment to be made once the Group's bank account has been set up.
- The Community, Leisure, Health, and Sports Group recommends to Full Council that an additional £71.25 is made to the Royal British Legion to make this year's donation up to £100.00, the same as in previous years.

FC/121223/10 Parish Reports

FC/121223/11 Other County & District Matters: -

- Cambridgeshire County Council Road, Consideration of application to install a disabled persons parking bay for a resident in Martin Road.
- Cambridgeshire County Council Road Closure – High Street – anticipated date 19.2.24
- Cambridgeshire County Council Street Lighting – Replacement of lanterns for LED units.
- East Cambs District Council – Bus, Cycle, Walk Update.

FC/121223/12 Other Reports

- Climate Change Forum – Notes of the meeting held on 7th November 2023
- Notes of the Public Meeting held on 1st November 2023 regarding the proposed Newmarket Road Sports Hub
- Notes from the meeting with James Broder, Local Highways Officer on 15th November 2023.

FC/121223/14 Other Matters

- Update on the 20 mile per hour speed limit for Burwell.



Yvonne Rix Parish Clerk

Dated: 6th December 2023