

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Minutes of the meeting of Burwell Parish Council held at Gardiner Memorial Hall, High Street, Burwell CB25 0HD at 7.30p.m. on Tuesday 14th February 2023.

Present: Liz Swift (Chair), Lea Dodds, Linda Kitching, Joan Lonsdale, Jenny Moss, Jim Perry, Derek Reader, Geraldine Tate, Paul Webb, Hazel Williams, Ian Woodroofe.

FC/140223/1 Apologies

Apologies for absence had been received from Brenda Wilson, Gill Miller, Helen McMenamin-Smith, Michael Swift, Gus Jones, District Councillors David Brown, and Lavinia Edwards.

FC/140223/2 Declarations of any interests known to Councillors

There were no declarations of interests.

FC/140223/3 Approval of Minutes of the meeting held on 31st January 2023

The minutes of the meeting held on 31st January 2023 were approved and signed as a true and correct record. Proposed by Lea Dodds and seconded by Jenny Moss.

FC/140223/4 Public Forum

No matters were raised during the Public Forum.

FC/140223/ 5 County and District Reports

There were no County or District Council reports.

FC/140223/6.1 Planning Applications to be considered - None.

FC/140223/6.2 Planning Decisions from District Council

The following decision was noted:

21/00706/NMAC Solar Farm Land to the East of Breach Farm, Ness Road – Amendment accepted

Non-material amendment to previously approved application 21/00706/ESF for Proposed Development of a Solar Farm and Ancillary Development

FC/140223/6.3 Trees/Environment

Notification of approved tree works by East Cambs. District Council

The following was noted:

22/01497/TRE Shenstone Cottage 48B North Street

G1x2 Lime trees – Re-pollard to previous points & remove Ivy to retain trees at suitable size.

FC/140223/7 Finance

1. Consideration of the Finance Report for the Quarter October 2022 to December 2022
Yvonne Rix presented the attached Quarterly Finance Report for the period Oct 2022 to December 2022 with the following comments being made:

The Council has total funds of £374,412.25 split between the Unity Trust Current Account and the CCLA Account.

The Bank Reconciliation is at 31st December 2022 and does not take into account payments paid out of earmarked reserves after that date.

The Final Account payment for the Gardiner Memorial Hall was as estimate and had no increased impact on the Gardiner Memorial Hall Refurbishment costs. £24,477.20 retention monies are still to be paid.

When looking at the Payments and Receipts summary Yvonne Rix explained that the income for the Gardiner Memorial Hall includes a payment of £33,782.64 from ECDC towards refurbishment costs. Grant Funding income is money received from Grant funders for the Gardiner Memorial Hall. The invoice for the rent for the Lock Up has only just been sent out.

It was noted that an error had been made in recording the income for the Repair Café. The sum of £213.30 should have been recorded under the Repair Café, but had been recorded under income for Pauline's Swamp by mistake. Figures shown in the report are prior to any correction being made.

Mandeville Hall income is higher as it includes hall charges paid by those temporarily using Mandeville Hall during the Gardiner Memorial Hall refurbishment.

The income of £58.40 under the Priory Meadow heading is for income received for the erection of a memorial bench in the meadow.

Under the payments, the budget for Gardiner Memorial Hall does not include refurbishment payments. However, these amounts are included in the actual figure.

Council approved the Quarterly Report for the period ending 31st December 2022.

2. Consideration of payment of the following:

The following amounts were approved for payment. Proposed by Paul Webb and Seconded by Hazel Williams.

Concern was shown about the cost of electricity used at the Gardiner Memorial Hall. It was felt that the heating may be the cause. The Clerk to discuss with the keyholder usage of the heating and come back to Council with the findings.

Payee	Description	Amount inc Vat
George Rowland	Mileage	£149.40
Debbie Cawley	Mileage	£25.65
M Wright	Mileage	£37.80
PPL PRS	MH Performing Rights	£1,561.49
Dent Security	JRR Intruder Alarm Contract	£152.40
Barnwell Electrical	Lights Install rear GMH	£450.00
Harrisons of Burwell	Repair Leaks Pavilion (x2)	£132.00
Burwell Computers	January 23 Cloud Back UP	£55.00
ESPO	Stationery, Cleaning, 1st Aid	£171.88
Simpsons Nurseries	Hedging Pauline's Swamp	£122.60
Elsie Sagales	Ret of Dep GMH	£50.00
Francesca Mead	Ret of Dep MH	£50.00
British Gas	Electric - Public Toilet	£7.21
Corona Energy	Allotment	£258.99
Corona Energy	Gardiner Memorial Hall	£535.95
Corona Energy	Pavilion/Recreation Ground	£208.34
Corona Energy	JRR	£41.30
Corona Energy	Cemetery	£10.40
Corona Energy	MH Electric	£19.03
All Staff	Salaries, Tax etc.	£8,137.74
	Total	£12,177.18

FC/140223/8 Action Points Update - Updates to the following:

No	Action Point	Comments on Progress
1.	Section 106 Money	No further update.

2.	Newmarket Road Bridge safety improvements Burwell to Exning Cycle Way	No further update. Clerk to contact Claire Dickson for an update.
3.	Newmarket Road proposed Sports Hub including 3G artificial pitch, Sports Pavilion/Football Pitches Recreation Ground	No further update. Clerk to contact Brenda Kipplewhite/Craig Mulhall for an update.
4.	Pauline's Swamp	A tree/hedge planting day is being held on 25 th February. The Open Day will be held on the 1 st Sunday in September.
5.	Gardiner Memorial Hall Phase 2	No further update.
6.	Moveable Vehicle Activated Speed Signs	The batteries have been changed today. No data collected.

FC/140223/9 Group Reports

Consideration of the notes and recommendations of the Finance and General Purposes Group/Strategy Group Meeting held on the 7th February 2023

The Council considered the following recommendations:

Recommendations

1. The Finance and General Purposes Group recommends to Full Council that the budget for the year 2023/2024 is approved.
Paul Webb proposed the recommendation which was seconded by Hazel Williams. Council approved the recommendation unanimously.
2. The Finance and General Purposes Group recommends to Full Council that unearmarked CIL Funds of £46,302.00 is earmarked for the refurbishment of the Westhorpe Play Area
Geraldine Tate proposed the recommendation which was then seconded by Linda Kitching. The Council unanimously approved the recommendation.
3. The Finance and General Purposes Group recommends to Full Council that the increases to the hall charges, cemetery fees and allotment charges are approved.
Following a proposal from Ian Woodroffe which was seconded by Lea Dodds, Council approved the increases in charges for the halls, cemetery and allotments as recommended by the Finance and General Purposes Group.
4. The Strategy Group recommends to Full Council that the Five-Year Plan for 2023 to 2028 is approved. The Five-Year Plan to be reviewed once the new Council is in place, including more detail about the Climate Change objectives and action plan.
Following a proposal from Jenny Moss, seconded by Paul Webb Council resolved that the Five-Year Plan for 2023 should be adopted.
5. The Strategy Group recommends to Full Council that the Annual Meeting of the Parish Council will be held on 23rd May 2023.
Following a proposal from Jenny Moss, seconded by Joan Lonsdale, Council agreed that the Annual Meeting of the Parish Council should be held on 23rd May 2023.

Consideration of the notes from the Safety Group meeting held on 17th January 2023

Council noted the notes from the Safety Group meeting held on 17th January 2023.

FC/140223/10 Parish Reports including update on water damage at the Pavilion.

The Clerk reported that Neil Kennedy had carried out repair work to the Gardiner Memorial Hall roof. If the work carried out does not stop rain water leaking in to the hall, then further work may need to be carried out but scaffolding over the solar panels will be required.

The Maintenance Officer is in the process of repairing and replacing some of the worn parts of the showers at the Pavilion.

The assistance handrail in the Public Toilet has been damaged. As this could not be repaired the Maintenance Officer has replaced the rail.

The locking system for the public toilet and broken light switch has been repaired.

The new MUGA lights have been installed. Council agreed that the switch to turn on should be left accessible and not behind a closed, locked cabinet door.

The water is now back on in the old part of the pavilion. An isolation valve needed to be repaired prior to the water being turned properly back on. The work was carried out by Harrison's of Burwell.

The Building Surveyor has visited the Pavilion to look at the water damage. She is now arranging tenders to carry out the work. It is likely that the new end of the building will be out of action for three to four months.

FC/140223/11 Other County & District Matters: -

1. ECDC – Street Numbering Swaffham Road – Noted by Council
2. Cambridgeshire and Peterborough Combined Authority – Draft Bus Strategy – Council members asked to respond to the consultation individually.

FC/140223/12 Other Reports

1. Climate Change Forum – Notes of meeting 24.1.23 – Council noted the minutes.
2. Gardiner Memorial Hall – Meeting with Design Team 11.1.23 Council noted the minutes. The blinds have now been fitted. Changes to the system in order to dim the lights to a lower level has yet to be carried out.
3. Pauline's Swamp – Minutes of the meeting 21.11.23 Council noted the minutes.

FC/140223/13 Correspondence

1. Letter from Paul Hawes

A letter from Paul Hawes agreeing to the transfer of his allotment plot to the Museum was noted. Within his letter he thanked all Parish Councillors across the years for their support with the museum.

2. Letter from Zurich Insurance

A letter has been received from Zurich informing the Council that they have settled a claim for damage to third party property in the sum of £2946.28.

FC/140223/14 Other Matters

Update – EDF Renewables Community Group

Liz Swift gave a brief update on the latest meeting with the EDF Renewables Community Group. At the next meeting of the Parish Council, members will be asked to vote on a proposed compromise 77.5% Burwell, 22.5% Reach split of the Community Fund. Major deliveries are almost complete so there should be less HGV's accessing the site. Piling is 95% complete and module mounting is 50% complete. Energisation is now likely to be mid to late April due to delays with the National Grid. Discussions taking place with the National Trust re grazing. Any grazing is unlikely to take place before 2026.

Derek Reader asked if anything was going to be done to the driveway in the cemetery and the damaged caused by vehicles to the bush adjacent to where the driveway turns right. The Clerk to speak to the Maintenance Officer.

There being no further business the meeting closed at 8.35 pm.

Signed

Dated: