

# BURWELL PARISH COUNCIL

The Jubilee Reading Room 99, The Causeway, Burwell Cambridge. CB25 0DU Telephone 01638 743142  
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Minutes of the Meeting of the Burwell Parish Council held at 7.30pm on Tuesday 27<sup>th</sup> January 2026 at Mandeville Hall, Tan House Lane (Off Reach Road), Burwell CB25 0AR.

**Present:** Elizabeth Swift (Chair), Pat Cleary, John Damian, Lea Dodds, Michael Geary, Richard Jenkins, Ben Lucas, Ryan Noyes, Jim Perry, Geraldine Tate, Paul Webb, Brenda Wilson

**In attendance:** Katherine Hyett (Clerk), Yvonne Rix

Members of the public: 4

## **FC/270126/01 Apologies**

### **Apologies were received and accepted from:**

Yemi Macaulay (personal matters): Paul Webb proposed we accepted the apologies, Lea Dodds seconded the proposal and all voted in favour.

Linda Kitching (work matters): Paul Webb proposed we accepted the apologies, Michael Geary seconded and all voted in favour.

**Absent:** Chris O'Neill. The chair noted that apologies hadn't been received and she had contacted Chris O'Neill and hadn't received a response

Richard Jenkins arrived – 7:31

## **FC/270126/02 Declarations of any interests known to Councillors**

To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any agenda item.

**No interests were declared.**

## **FC/270126/03 Approval of Minutes of the meeting of 16<sup>th</sup> December 2025**

The minutes of the meeting held on 16<sup>th</sup> December 2025 were approved and signed as a true and accurate record.

**Proposed by Lea Dodds, seconded by Brenda Wilson and agreed by all.**

## **FC/270126/04 Public Forum**

2 members of the public attended to speak about item FC/270126/05 (c)

### **FC/270126/04.1 Presentation from Burwell Energy Awareness Team (BEAT)**

Sara Phipps gave an overview of BEAT, provided the constitution and a statement of intent, how the group came about and some of the activities they are involved in.

## **FC/270126/05 Planning Applications**

The following list of planning applications were considered:

- a) **Proposal:** Addition of Open Canopy porch to principal elevation, fenestration changes to the existing structure, enlarged rear dormer at first floor level and new wall to the street scene  
**Location:** 49 Swaffham Road Burwell Cambridge CB25 0AN  
**Reference:** 25/01253/FUL  
An amended plan/additional information has been received for this application on 9th January 2026 to reduce the height of the wall and introduce visually permeable gates.  
Response: The Parish Council would like to request that as much of the Yew Hedge is retained as possible.  
Proposed: Lea Dodds; Seconded: Paul Webb; All in Favour: **RESOLVED**
- b) **Proposal:** Erection of 1no. detached dwelling with new vehicular access  
**Location:** Land To West Of 4 Newmarket Road Burwell  
**Reference:** 25/01334/FUL  
Response: No objection  
Proposed: Lea Dodds; Seconded: Jim Perry; All in Favour: **RESOLVED**
- c) **Proposal:** Alterations, demolitions, improvements and extensions plus replacing existing roof tiles  
**Location:** Lynton Waterside Burwell Cambridge CB25 0BJ  
**Reference:** 25/01301/FUL  
Response: No objection  
Proposed: Paul Webb; Seconded: Geraldine Tate; All in Favour: **RESOLVED**

**d) Kingsway Solar - Targeted Consultation: 7 January to 4 February 2026**

Response: No comment

Proposed: Paul Webb; Seconded: Geraldine Tate; All in Favour: **RESOLVED**

**FC/270126/06 Planning decisions from District Council**

The following planning decisions were noted.

a) **Proposal:** Proposed single storey rear extension - **APPROVED**

**Location:** 31 Carter Road Burwell Cambridge CB25 0DN

**Reference:** 25/01267/FUL

b) **Proposal:** Self-build single dwelling with detached garage and associated external works - **APPROVED**

**Location:** Land Between 120 And 122 North Street Burwell

**Reference:** 25/00484/FUL

**FC/270126/07 Notifications from ECDC of approved work to trees**

The following tree work decisions were noted:

a) **Consented work:** T1 Willow - Reduce height and spread on all sides by 6 -7m down to previous pollard points at 8-10m high, remove deadwood

Reason - lapsed pollard, risk of structural failures adjacent to highway and public footpath

**Location:** 2 Orchard Way Burwell Cambridge CB25 0EQ

**Reference:** 25/01306/TPO

**FC/270126/08 Urgent Matters for Consideration**

- 1) The following payments were approved. Proposed: Paul Webb; Seconded: Brenda Wilson; All in Favour: **RESOLVED**

Name	Description	Net Amount	Vat	Total Amount	Power
Ellgia	General Waste Disposal	£68.00	£13.60	£81.60	LGA 1972 s.133
Lloyds Bank	Maintenance Supplies £281.51 Fee £6.00	£239.59	£47.92	£287.51	LGA 1972 s.111/LGA 1972 s.133/ Open Spaces Act ss9-10
Sharp	Photocopier Contract	£25.00	£5.00	£30.00	LGA 1972 s.111
Huws Gray	Maintenance Supplies	£1,104.95	£220.99	£1,325.94	LGA 1972 s.133
Cambs Acre	Membership	£74.50	£14.90	£89.40	LGA 1972 s.111
Gt Wilbraham Parish Council	G39 Training	£83.63	£0.00	£83.63	LGA 1972 s.111
ESPO	General Supplies	£39.50	£7.90	£47.40	LGA 1972 s.133
VHS Cleaning Services	Cleaning Supplies	£167.56	£33.52	£201.08	LGA 1972 s.133
PPL/PRS	Fees MH	£1,071.08	£214.22	£1,285.30	LGA 1972 s.133
S Campbell	Ret of Dep	£50.00	£0.00	£50.00	
S Martin	Ret of Dep	£50.00	£0.00	£50.00	

Cambs Coins/S N Jones	Ret of Dep	£50.00	£0.00	£50.00	
Wave	Mand. Hall Water	£390.97	£0.00	£390.97	LGA 1972 s.133
Engie	Allotments	-£32.51	-£12.88	-£45.39	Small Holding and Allotments Act 1908 ss23,25
Engie	MH Gass	£619.45	£30.97	£650.42	LGA 1972 s.133
Engie	Recreation Ground	£590.29	£29.51	£619.80	Open Spaces Act ss9-10
Engie	Public Toilet	£22.40	£1.12	£23.52	Pub Health 1936 s87
Engie	Cemetery	£15.63	£0.78	£16.41	LGA 1972 s.214(6)
Engie	JRR	£119.69	£5.98	£125.67	LGA 1972 s.133
Engie	GMH	£1,088.01	£217.60	£1,305.61	LGA 1972 s.133
Engie	JRR Gas	£435.19	£21.76	£456.95	LGA 1972 s.133
<b>Total</b>		<b>£6,272.93</b>	<b>£852.89</b>	<b>£7,125.82</b>	

Jim Perry raised the significant cost of electricity for Gardiner Memorial Hall again. Lea Dodds reminded him that he would complete a report on usage following the end of the month.

**FC/270126/09 Other Reports for noting**

None

**FC/270126/10 Other matters from Cambridgeshire County Council and East Cambridgeshire District Council**

- a) **Public Spaces Protection Order - Vehicle Related Anti-Social Behaviour consultation:**  
Council agreed that they would not submit a full council response to this consultation.
- b) **Grants for Community Projects - S106 and Facilities Improvement Fund:** an email informing council about funding opportunities was noted.
- c) **Street works to note:**  
**The following Temporary Traffic Regulation Orders (TTRO's) were noted**
  - i) TTRO 26-10158 Hythe Lane, Weirs Drove, Burwell: Anticipated Works Dates/Times: 08:00hrs and 18:00hrs 10 February 2026
  - ii) TTRO 26-10221 Heath Road, Burwell: Anticipated Works Dates: 3 February to 5 February 2026
  - iii) TTRO 26-10231 Spring Close & Burwell Byway 30, Burwell: Anticipated Works Dates: 9 February to 13 February 2026
  - iv) TTRO 26-10233 Silver Street, Burwell: Anticipated Works Dates: 2 February to 4 February 2026
  - v) TTRO 26-10241 High Street, Burwell: Anticipated Works Dates/Times: 09:30hrs and 15:30hrs 16 February to 18 February 2026
- d) **Street works to consider:**
  - i) 26-10297 North Street, Burwell - Proposed Closure.  
This was briefly discussed. No feedback to be submitted.

Meeting closed 20:13

Signed:

Dated: