

BURWELL PARISH COUNCIL

The Jubilee Reading Room 99, The Causeway, Burwell Cambridge. CB25 0DU Telephone 01638 743142
Email: burwellpc@burwellparishcouncil.gov.uk

Minutes of the Meeting of the Burwell Parish Council held at 7.30pm on Tuesday 27th 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 16th December 2025

The minutes of the meeting held on 16th 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
Total		£6,272.93	£852.89	£7,125.82	

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: