

## **District Council Report**

### **June 2021**

With the legislation allowing for remote meetings at the District Council coming to an end, June saw a return to face to face meetings, with Planning Committee on 2<sup>nd</sup> June being the first in person meeting for over a year. This was held at the Hive Leisure Centre in Ely. Committee approved the reserved matters application for upto 173 dwellings in Sutton; the redevelopment of the Princess of Wales Hospital in Ely; approved an extension and swimming pool at a property in Reach; and approved an extension to a property in Sutton.

I chaired a meeting of the Finance and Assets Committee on 7<sup>th</sup> June. Committee approved the terms of reference and procedure for an ethical governance hearings sub-committee, which will consider complaints made against Councillors; approved the Soham High Street Renewal – Capital Grant Scheme eligibility criteria and application form; received an update report on Council-owned assets; and received annual reports from representatives on outside bodies. In private session Committee also approved 3 asset disposal and asset management matters in Ely.

I attended a meeting of the Cambridgeshire and Peterborough Combined Authority Audit and Governance Committee, where I had the honour of being elected Vice-Chairman. The committee considered the draft statement of accounts and annual governance statement; Committee also received an update from the Combined Authority Board and a progress report from Internal Audit. Committee reviewed the Corporate Risk Register and policies regarding whistleblowing and complaints and recommended these to the Board for approval.

I also attended: an induction session for members of the Combined Authority with the new Mayor; a training session for members of the Audit and Governance Committee; and an ECDC Member Seminar regarding the trading companies.

**David Brown**

My ref: SRC21  
Your ref:  
Date: 05/07/21  
Contact: Rob Gwilliam  
Telephone: 01353616167  
Email: rob.gwilliam@cambridgeshire.gov.uk



People and Communities  
Cambridgeshire Libraries

Burwell Parish Council  
Jubilee Reading Room  
99 The Causeway  
Burwell  
CB25 0DU

Ely Library  
6 The Cloisters  
Ely  
CB6 4ZH

Dear Sir/Madam,

We are looking forward welcoming families back through our Library doors, and on to our Mobile Libraries, to take part in the 2021 Summer Reading Challenge: Wild World Heroes.

In 2019 the Summer Reading Challenge brought 7467 Cambridgeshire children into libraries to keep up their reading skills and confidence, so preventing the dip in their learning that happens naturally over the school holidays.

This year, due to the disruption to children's schooling and their lack of opportunities to socialise, we feel the Summer Reading Challenge has an even more important part to play in helping to:

- Recover children's reading levels after a year of missed formal schooling.
- Promote children's re-socialisation and enhance their language skills
- Support Children & Young People's Well-being

However, the restrictions imposed by COVID also means we will need additional resources if we are going to ensure that as many families as possible in every community are able to take part in, and benefit from, this exciting and fun Challenge. These will include extra staffing hours, materials for activities, non-library-based promotion and access to community/outdoor spaces.

Please see the Information Sheet below for more details about what the Summer Reading Challenge can offer your families and the additional support we believe we will need.

Reading for pleasure is more important to children's success than education or social class, so we hope you feel you can support us to deliver this year's Wild World Heroes, Summer Reading Challenge in your community.

Please contact Rob Gwilliam, East Cambs Area Library Manager at the address/email address in the letter heading.

Yours sincerely

Gary Porter  
Head of Libraries, Archives and Culture  
People and Communities  
Cambridgeshire County Council

## Wild World Heroes, Summer Reading Challenge 2021 - further information

### More information about Wild World Heroes

<https://readingagency.org.uk/children/quick-guides/summer-reading-challenge/>

<https://summerreadingchallenge.org.uk/news/general/wild-world-heroes-intro>

## Additional benefits delivered by the Summer Reading Challenge 2021

### Recovering Reading Levels

The Summer Reading Challenge has been proven to keep children interested in reading and prevent the dip in their learning that happens naturally over the school holidays. Therefore, this year we believe it has an even more important part to play in helping recover children's reading levels after a year of missed formal schooling.

### Re-socialising & enhancing language skills

The Reading Challenge, and our linked events, add value to a child's library experience helping to foster a love of reading and lifelong learning. This year, the Challenge will also help promote children's re-socialisation and enhance their language skills through discussing books they have read and taking part in our linked activities.

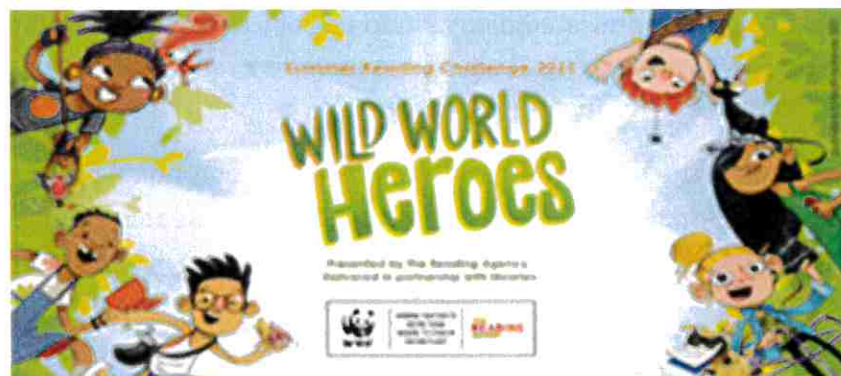
It will be equally valuable for rebuilding our Teenage volunteers' language skills as they will need to explain the Challenge to both parents and children and talk *with* the children about their reading.

### Supporting Children & Young People's Well-being

It has been recognised for some time that reading is therapeutic; it stimulates the imagination and gives the reader the opportunity to experience other lives and emotions vicariously. This, along with the collaborative experience of sharing their reading, can help to support children and young people's well-being.

Our Reading Well Collections for children and young people are chosen by experts to help them explore their fears and concerns. To find out more please see the Reading Well webpages:

<https://reading-well.org.uk/books/books-on-prescription>





## **Additional Resources required to deliver the Wild World Heroes, Summer Reading Challenge 2021**

### **Staff time to:**

- Promote the scheme to local schools, either by visiting them directly or digitally depending on the current guidelines.
- Create and run Activities, especially those that can take place outdoors or non-library venues
- Recruit and supervise volunteers

Staff costs: hourly rate for a Community Library Assistant (with on costs) = £12.97

**Materials** for Activities that will enhance the children and their families' experience of the Challenge.

£20-£50 per activity

**Sponsorship for 'bought-in activities'** that can take place outdoors/within the community. Typical costs:

- Fun Information activity: £150.00
- Author Visits - £120.00 - £300.00
- Art Workshops £80.00 - £150.00

**Access to Community/outdoor Spaces and Events to host creative outdoor activities in keeping with the Wild World Heroes theme.** E.g.

- Permission to use Council-owned community spaces
- Free space at Festivals/outdoor events the Council is hosting or are involved with, before and during the Summer Holidays.

### **Non-Library-based Promotion**

We are very proactive users of social media, and have our own Facebook for Families page, as well as Twitter and Instagram. We ensure we create eye-catching displays in our libraries, especially our windows. We also send our promotional material to as many community outlets/newsletters as possible, including schools.

However, we would really appreciate being able to use any channels of communication you have to help us promote the Reading Challenge to as wide a range of families as possible, especially those not current library members. e.g.

- Display spaces in the community for print posters, promotional materials
- inclusion of information about the Library, the Summer Reading Challenge and/or our activities on your website or Facebook Page

Burwell Parish Council  
Community, Leisure and Sport

Minutes of the Meeting of 22.6.21 at 7.30 pm using Zoom

Present: Michael Swift, Michael Geary, Liz Swift, Jenny Moss, Geraldine Tate, Jim Perry Paul Webb and Gill Miller. Sarah Ashby attended for the item CL&S/220621/04 Tennis.

**CL&S/220621/01 Apologies for absences and declarations of interests**

An apology for absence had been received from Helen McMenamin-Smith.

**CL&S/220621/02 Approval of the minutes of the 20<sup>th</sup> April 2021**

The minutes of the meeting held on 20<sup>th</sup> April 2021 were approved. Proposed by Paul Webb and seconded by Liz Swift.

**CL&S/220621/03 Action Sheet and other Updates from the previous meeting**

Recreation Ground Carpark

Currently out for quotation. One contractor will not be submitting a quotation as he does not do tarmac work and a site meeting has been arranged with one of the other contractors next week.

Update on Pauline's Swamp Transfer of Land from Hopkins Homes

An email has been received from Hopkins Homes to say that the transfer should be able to go ahead next week.

Moving of seat from Spring Close to Apple Tree Grove

The seat has now been moved from Spring Close to Apple Tree Grove.

Meeting with Scouts – Margaret Field

Michael Swift and Paul Webb have met on site with a member of the Scouts about possibilities and the Scouts are now going to write in officially to the Parish Council.

Sports Provision

Meeting held with Football Clubs all generally seems to be okay. The Council to meet with the Clubs prior to the season starting and will ensure that football pitches are set out correctly.

Spring Close Management Group

Meeting in the next week. Limited work carried out at present due to Covid restrictions. Suggested by Geological Team to repair the spring head. Clunch is available at the Cemetery but need to work how to transport this to Spring Close. Michael Geary has feed bags which can be loaded. These can be transported to Spring Close but will need to be manually transported to the spring. The area around the spring will need to be cut back.

Community Orchard

A few complaints have been received about the length of the grass. This has now been cut. Jenny Moss has now put together a draft map of the orchard that links in with the Parish Council Website. She will finalise the map and once officially approved, will speak to the Print Centre re costings for the map to be made into an interpretation board.

Sports Centre

Meetings due to start again in September.

Climate Change

Constitutional details have been received from BEG. Wild Burwell want to make one or two changes to the Climate Change Action Plan. Jenny Moss and Paul to look at the changes.

**CL&S/220621/04 Tennis – The New Summer Marketing Campaign**

Sarah Ashby reported that the Lawn Tennis Association is launching a summer campaign 'You In' to make people more aware of the sport, encouraging all ages, ability, social

background to play tennis. The campaign will be promoted on television but there is no other publicity material such as banners. There will be a link from the television campaign promoting LTA member courts. Burwell PC is not a member of the LTA and our courts are not registered with the organisation. The campaign does have some good ideas, such as promoting tennis for the over 65's. With Wimbledon etc due to take place, it is a good time to promote our courts. It may be useful to talk to someone from the LTA. Bookings are on the increase and those using the courts are now coming from a wider area. Two netball clubs now use the courts weekly. Five people have taken up the membership scheme and there are two other regular users. There appears to be some interest in forming a Tennis Club, but it is noted that Burwell Tennis Club still exists and we must be careful not to become managers of any club. Sarah Ashby to speak to Titan and interested players to move forming a club and focused tennis sessions e.g., for the over 65's forward.

Gill Miller left the meeting.

#### **CL&S/220621/05 Proposed Community Garden**

Helen McMenemy-Smith has provided some estimated costings for the proposed Community Garden in Priory Meadow. The total cost comes out at approx. £3578.00. There will need to be some allowance for fixing of the furniture. This sum could be reduced if benches and plants are donated. There are several options for the Community Garden location within Priory Meadow.

It is also intended to put a further two benches on Pound Hill with a raised flower bed. The Welcome Back Fund may be an option for funding. There is nothing included in the Budget for the project, but we have received more CIL funding which could be used as seed funding for the garden.

***Liz Swift proposed, seconded by Paul Webb that a recommendation is made to Full Council that a Community Garden is created at Priory Meadow and additional benches and raised bed(s) are installed on Pound Hill at a total cost in the region of £5000.00 to be funded mainly through grant funding and donations if possible.***

#### **CL&S/220621/06 Donations for consideration - None**

#### **CL&S/220621/07 Climate Change Policy and the way forward Working with Burwell Environment Group**

Burwell Environment Group would like to work with the Council on Climate Change.

More discussion to take place at the Strategy Day on 21<sup>st</sup> July 2021.

It is understood that Wild Burwell wishes to act as an individual group.

#### **CL&S/220621/08 Westhorpe Play Area**

Paul Webb reported that Creative Play are aiming to come up with possible designs by later in the summer. A meeting at some point needs to take place with the residents who are currently raising funds towards new play equipment, to clarify that although this is a project that the Council intends to carry out, doing so, particularly in relation to the cost, is not imminent.

Yvonne Rix expressed that it would be useful, being that the Council is halfway through its term, to have some idea of project timelines and what can be achieved in this time.

#### **CL&S/220621/09 Any other business**

##### **Burwell Solar Farm – Community Fund**

The Group noted following receipt of an email that details of the Community Fund will be available later in the year.

#### J Waters Sports Club Provision

An email had been received raising concern about the lack of football pitches in the village and enquiring about the proposal for the sports hub on Newmarket Road. The Clerk to write back and confirm that we are aware of the current situation and the option of using Margaret Field if toilet facilities could be sorted out.

#### ECDC The Welcome Back Fund

This is a government initiative aimed at high streets and city centres and welcoming people back to retail areas but does mention seating and landscape projects. Yvonne Rix to talk to ECDC about possible projects such as seating at Pound Hill.

#### Use of Spring Close by the Grantanbrycg Group

A letter has been received from the Grantanbrycg Group if they could use Castle Site for their re-enactments.

It was agreed that if they have insurance and health and safety procedures in place. It may be worth meeting with them to indicate areas where they should stay away from.

***It was agreed to recommend to Full Council that the Grantanbrycg Group can use Spring Close for their re-enactments.***

#### BAFY – Use of Pavilion

BAFY are looking to run some sessions at the Recreation Ground for the Youth during the summer holiday and would like to use the Pavilion kitchen as a tuck shop and toilets for their sessions. The opening and closing of the building can be carried out by the keyholders but the cleaning would need to be carried out by BAFY after each session and all rubbish must be removed.

***The Group recommends to Full Council that BAFY is allowed to use the facilities at the Pavilion without charge if they clean the kitchen and toilets satisfactorily after each use.***

#### Parish Council Alliance against Sunnica

Liz Swift explained that the Parish Councils affected by the Sunnica Solar Farm have formed an alliance group against the proposal. Liz Swift will attend their next meeting later in the week. The Group is asking Parish Councils to contribute to the region of £3000 each to cover the £25,000 legal representation costs that are likely to be involved to object to the proposal.

It was agreed that the matter should be included for the Full Council meeting on 29<sup>th</sup> June 2021.

#### CL&S/220621/10 Date of the next meeting – 17.08.21

The date of the next meeting is on 17<sup>th</sup> August 2021.

The meeting ended at 8.50 pm.

Signed

Dated

Requirement	Location	QTY	Cost	Notes
<b>Priory Meadow</b>				
Sleepers		12	£408	Prices drom Gardo
Sleeper screws			£45	
Sleeper Delivery			£95	
Marax Seats		2	£816	Made from recycled material
Marmax coffee table		1	£175	Made from recycled material
Earth /Compost			£125	
Plants			£150	
Ground Membrane Liner		2	£44	
			£1,858	
<b>Pound Hill</b>				
Sleepers		12	£408	
Sleeper screws			£45	
Sleeper Delivery			£95	
Marmax Seats		2	£816	Made from recycled material
Earth/ Compost				
Plants			£150	
Ground Membrane Liner		2	£44	
			£1,558	



Burwell Parish Council

Asset and Environment Group

Meeting of 29<sup>th</sup> June 2021 7.30 pm at Mandeville Hall

Present: Joan Lonsdale (Chair), Lea Dodds, Robin Dyos, Jim Perry, Michael Swift, Liz Swift, Hazel Williams, Paul Webb, and Don Harrison.

**A&E/290621/01 Apologies for absences and Declarations of Interests**

There were no apologies for absence or declarations of interests.

**A&E/290621/02 Approval of the minutes of the meeting held on 27<sup>th</sup> April 2021**

The minutes of the meeting held on 27<sup>th</sup> April 2021 were approved. Proposed by Liz Swift, seconded by Jim Perry.

**A&E/290621/03 Consideration of Action Sheet items and updates from minutes**

Quotes are currently being sought for the car park refurbishment at the Recreation Ground.

No further updates are available for the proposed work to resolve the issues with the cracking ceiling at Mandeville Hall.

**A&E/290621/04 Gardiner Memorial Hall Refurbishment update**

The Gardiner Memorial Hall was discussed in full during the Council's previous meeting

**A&E/290621/05 Trees:**

Consideration of quotations – Jubilee Green

3 quotations received with prices between £225.00 plus VAT and £450.00 plus VAT

Consideration of quotations – Kingfisher Drive (Conservation Area will require permission from ECDC)

2 Quotations received £150.00 plus VAT and £70.00.

The Group considered quotations received from S R Landscapes, S P Landscapes and Eastern Tree Surgery. No quote was received from Eastern Tree Surgery as they did not feel that any work was necessary.

The Group agreed that the following recommendation should be made to Council:

***That S R Landscapes should be asked to carry out the work to the tree in Kingfisher Close and the trees on Jubilee Green for the total sum of £400.00.***

There is also a dead tree situated on the riverbank at Kingfisher Drive which could benefit from being removed.

Trees – Annual Checks and Inspection

It was suggested that the Parish Council should consider having a tree contractor on a 3-year basis in the same way that the grass cutter is appointed.

There is concern that landscape plans for new housing developments often include a number of trees, which in the long term, could be an issue for the parish council.

A company has written to the Council offering an annual professional inspection on Council owned trees. It was agreed that the Council should make an enquiry and ask what they offer and what they check. The Clerk also approach ECDC to see if its commercial department carries out annual tree inspections. The Clerk to also check if there are any courses that the Maintenance Officer could attend.

**A&E/290621/06 PAT and Fixed Installation Testing**

A quotation has been received from MS Electrical for the Annual Portable Appliance Testing at the Jubilee Reading Room, Cemetery Chapel, Recreation Ground and Mandeville Hall at a cost of £40.00 per site.

They had also included a cost to carry out the inspection and testing of fixed installation for the same properties to carry out. The Group felt that it was possibly not worth carrying out the fixed installation work at the Cemetery Chapel.

Proposed by Michael Swift and seconded by Hazel Williams the following recommendation is made to Council:

***The Group recommends that the PAT Testing should be carried out at all four properties, with the Cemetery Chapel being checked to confirm the number of electrical items prior to giving the go ahead at a cost of £40.00 per site The Group also recommends that the inspection and testing of fixed installations should also be carried out at a cost of £150.00 per site.***

#### **A&E/290621/07 Wildflowers**

Yvonne Rix shared notes on the two locations included in the wildflower pilot scheme (see attached). Pound Hill was also discussed, with the grass having been left uncut until the middle of June. It was noted that whilst many residents appreciated the grass being left uncut until the buttercups had died, many people were unhappy seeing the area left uncut after that. There is a need to balance biodiversity, aesthetics, and the amenity. In the case of Pound Hill, that it is sited in the centre and very much the focal point of the village. Clarity and a council policy must be in place before next spring. Safety of an area is paramount. The Clerk questioned if the unused areas of grass at the Cemetery could be used for wildflowers. Hazel Williams asked that should this be agreed, we need to be careful with the distribution of seeds by the wind on to the grassed cemetery areas. Discussions on the way forward with the wildflower scheme to be an agenda item at the Strategy Day.

A meeting with Deborah Ahmad, Cambridgeshire County Council has been arranged (meeting later deferred until after Strategy Day). Deborah Ahmad to be asked about which sprays the County Council uses for controlling weeds.

#### **A&E/290621/08 Locking of Cemetery Gates**

Concern has been raised about travellers driving into the Cemetery to visit family graves and causing a nuisance whilst they are there. The Clerk has asked the Police to talk to those concerned if they are present when they are passing. A suggestion has been made that one of the metal main driveway gates should be locked to prevent access. However, this would also prevent disabled visitors gaining access. The provision of a bollard was suggested and Clerk to investigate this possibility.

#### **A&E/290621/09 Tennis Court Security**

The cost for Cambridge Courts to install additional angled fencing to make it harder to gain access over the top of the fence is £8926 plus vat. The Clerk was asked to go back to Cambridge Courts for a price to provide the canopy previously suggested at a meeting with Paul Webb which is just added over the entrance gates. It was also suggested that Brian Marsh should be contacted to see if he could manufacture something to prevent individuals climbing over the fence. Incidents of individuals climbing the fence recorded on CCTV should be posted on Facebook. Anti- Climb paint cannot be used as it is likely to damage the surface of the courts.

#### **Additional Items**

##### Abbey Close Amenity Area

An email has been received from a resident regarding the responsibility and maintenance of the grassed amenity area in Abbey Close along with the trees situated within the area. There is no record that the Parish Council has ever taken over responsibility for the area and the group agreed that the Council is unlikely to take over

the responsibility for the area in the future. The Clerk to respond accordingly to the resident.

Maintenance Officer – Skip

It was agreed that a further skip should be hired for use by the Maintenance Officer.

Cherry Tree and Soakaways – Hatley Drive Amenity Area

One of the Cherry trees on the amenity area at Hatley Drive has died. Permission from ECDC will be required to remove as it is in the conservation area. The Maintenance Officer should be able to remove this. There are also issues with soakaways in the area which are not functioning correctly. Joan Lonsdale to visit the site.

Weirs Silt

A resident living close to the Weirs has had a survey carried out and it has been found that the silt levels in the river are considerably higher than previously. Members of the group felt that the likely cause of the increase was all the building work currently going on further along the river for the battery storage unit. It was agreed that no action would be taken until work at this site had been completed, when contact would be made with the Planning Office if deemed necessary.

Defibrillator at the Recreation Ground.

The Swallows Football Club have written to the Council to ask if they would be allowed to install a Defibrillator purchased through the Football Association in the Pavilion. The group that if the Defibrillator is installed in the Pavilion, the availability would be very limited, so would prefer that unit to be installed outside. Clerk to make sure that the Swallows are aware of additional costs involved such as insurance, annual maintenance charges, and replacement components such as batteries and pads.

**A&E/290621/10 Any other matters**

Farmers Market

The Farmers Market intend to start using all three rooms at Mandeville Hall for the monthly Farmers Market. It was agreed that they should be charge £150.00 for the booking.

Letter to Assets and Environment Working Group

A letter had been received from a group of residents regarding some possible additions to the Council's Climate Emergency Action Plan. The Clerk to inform the residents that these additions will be considered at the Strategy Day.

**A&E/290621/11 Date of the next meeting – 31<sup>st</sup> August 2021**

The meeting ended at 9.25 pm

Signed

Dated



# Pauline's Swamp

## Trustee Adopted Vision Plan

*( Revision Four A)*



Burwell Parish Council

## 1) Overview

This is the fourth major revision plan review since its inception in August 2017. Pauline's Swamp dates from the Fenlands times, with the original Parish records dating back to circa 1805. The Swamp was established in 2007 as a resource for the Parish.

It came into the possession of the Hawes family in 1992, latterly being looked after by Mr. Paul Hawes, who kindly donated it in A Deed of Trust to the Burwell Parish Council in 2007 in memory of his wife 'Pauline', with an accompanying fiscal gift of £10K to aid its future Biodiversity and Development as a continued Valued Village Amenity. The swamp is roughly 4 acres in size, and has an oblong shape.

Pauline's Swamp had been managed as a wildlife site with minimum intervention, apart from autumn hay cutting and winter sheep grazing, since the management was passed to BPC in 2007, however since 2017, a revised trustee panel has taken over a more active management, incorporating specialist trustees, and the resultant Vision Plan was developed by the Trustees.

Hopkins Homes are in the process of donating an area of land, and the sum of £3,500, to the Swamp (area outlined on map of site).

This Vision Plan is updated annually, in line with site developments.

## 2) Trustees

The current Trustees 2019 are as follows:-

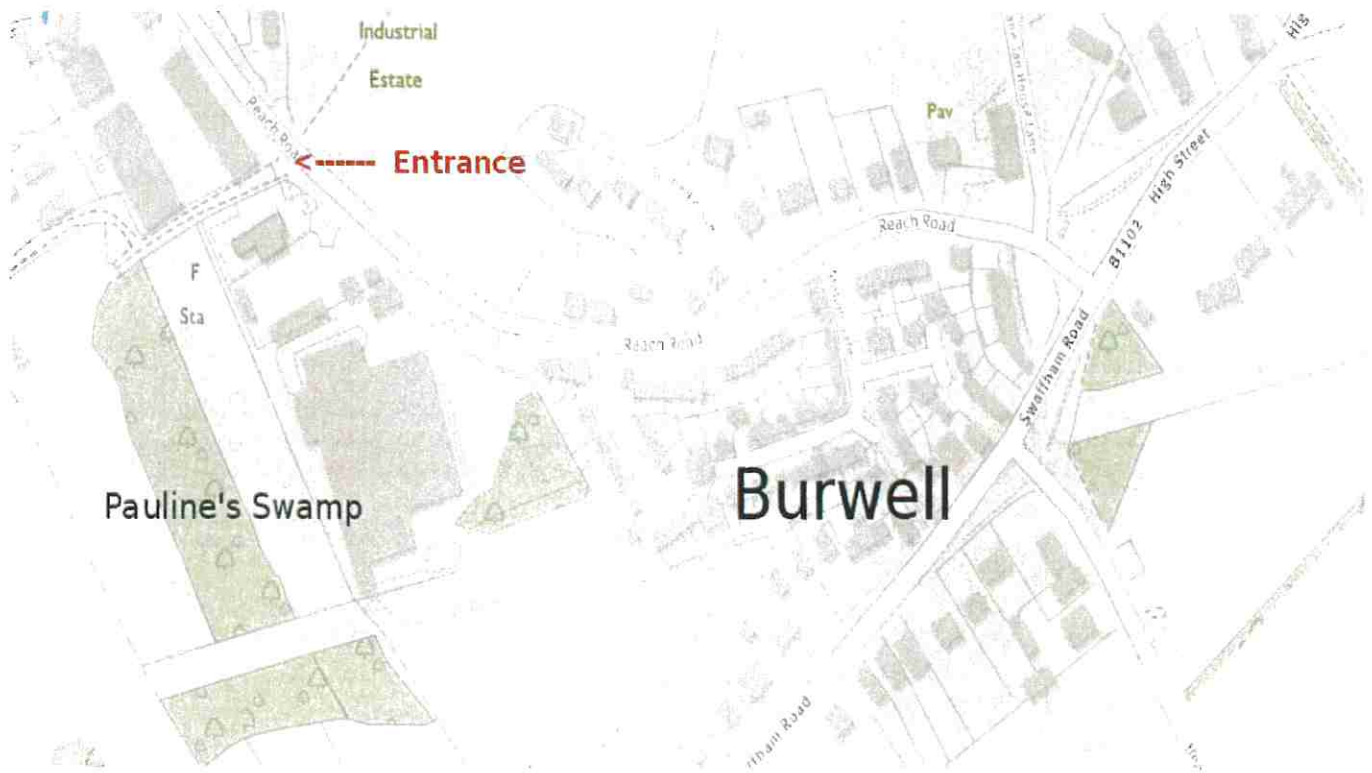
**Mike Swift** (Chair)  
**Jenny Moss** (secretary)  
**Jim Perry**  
**Paul Webb**  
**James Moss**  
**Helen McMenamin-Smith**

The Trustees are governed by the Deed of Trust Document, which clearly specifies legal responsibilities, allowable actions and Trustee liabilities. Trustees are initially appointed on a five year basis, with a 'rolling' re-election process, as defined in the Trust Deed Document. This will be recommenced in 2021 along with a Trustee Document revisions review – due to Covid-19 the process was suspended in line with the Parish Council. In 2016 a further trustee was appointed. In 2019 one trustee resigned and a further trustee was appointed. In addition, all trustees are required to act in accordance with their role and responsibilities at all times on all issues concerning Pauline's Swamp.

### 3) Location

Pauline's Swamp is located on Reach Rd, adjacent to the New Fire Station, which forms its Northern boundary, having postcode CB25 0GH and grid reference TL 584065755. Access to the Swamp is via Love Lane, off Reach Road, with a five bar gate barring the entrance at the Southern end. There is a key available for disabled access, or for vehicles needed for work on the Swamp. The southern boundary is the old disused Burwell Railway Line.

The location is clearly defined, as below:-



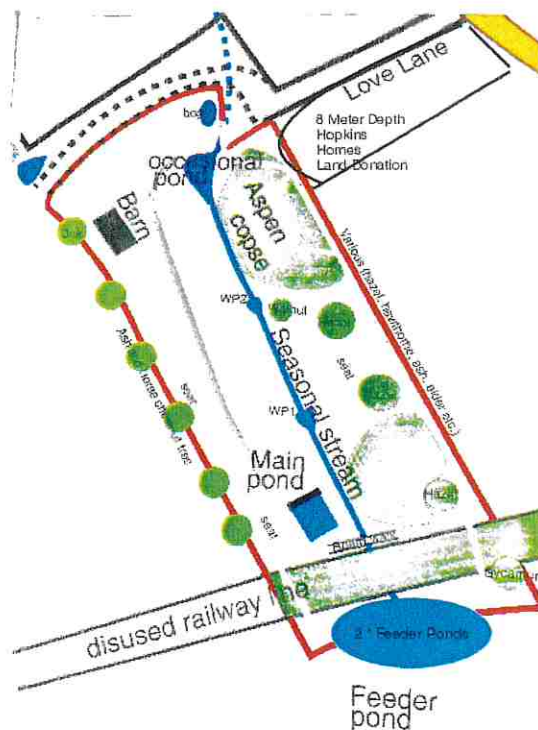


#### 4) Detailed Map of Site

Below is a detailed map plan, illustrating the Swamp Boundaries and surrounding areas, including specified Buffer Zone adjacent to the housing development. We hope to incorporate the area up to the metal fence and Love Lane, and land donated by Hopkins Homes, adjacent to Love Lane.

Bottom of map; The southern boundary is fenced, but in order to secure water sourcing for the swamp the land including the feeder ponds adjacent to the southern boundary urgently needs to be secured in order to guarantee the continues water supply and associated site biodiversity.

Love Lane forms an inclusive boundary to the North, and land donation is currently being given by Hopkins Homes to be included in the site. We are hoping to establish a multi-use visitor/educational centre on this extra piece of landat some future stage when funding can be raised.



## **5) Summary of Amenities**

Pauline's Swamp features the following:

- Wildlife trail passing through the trees and across the meadow, as depicted on detailed map above.
- Dipping pond - roughly ten square metres - with wooden walkway
- New public information feature boards, including species boards, which are updated quarterly.
- Large covered barn area, with sets of metal and handmade rustic benches and picnic tables.
- Wildlife wetland areas.
- Bird feeder station.
- New insect hotel.
- Hay meadow and wildlife grazing area, and wetland sedge area.
- Multiple hardwood and softwood native tree species.
- Bat and owl boxes (In the barn), the owl box having a timelapse barn owl trail camera.
- Board-mounted tree signs.
- QR scan codes for the trees.
- Woodland storytelling area.
- Bee hives.

## **4) Biodiversity and Wildlife**

The area consists of shaded wooded areas, open grassland areas, and swamp wetland areas, all sitting on a calcareous rock cap fed with spring waters. The biodiversity changes seasonally, in relation to water table levels and associated ground drainage. There are several areas of dense shaded aspen, which show signs of previous coppicing.

Recently established in the top right hand corner is a small area of native English oak.

The boundaries consist of native woodland species, variable but mainly ash, and there are some evident gaps where planting/ infilling will be required (see Maintenance Plan in sections 7,8 &9).

A baseline survey has been established and is ongoing (June 2017 by James Moss) to establish base line data to be catalogued by area and habitat code. This is forming an ongoing addendum file.

Data acquisition is establishing baseline fauna, flora, vertebrates, and invertebrate data and also forming individual addendum files. A summary of the addendum files can be found in section 11. We have already established a flora addendum list (Flora.pdf).

## **6) Biodiversity and Wildlife Continued.....**

Housing development plans along the Eastern boundary have impacted on the wildlife Buffer Zone which was due to be established by the developers protecting the Swamp from the housing development as an agreed planning condition. In addition, water levels have been severely affected by on site pumping from the development, and this had a detrimental effect on the main pond area throughout 2017 (again, covered by planning conditions regarding pumping, which were not adhered to). Although water levels appear to have returned, considerable additional onsite wetland scrape area development has taken place in order to minimise water level degradation in the main swamp area. Water table levels remain challenging throughout the whole of the East Anglia area.

Now baseline data has been established (July/Aug 2017 – see below), the Trustees intend to modify future development plans (sections 7-9) in accordance with professional biodiversity wetland management input.

Future development plans for wetland and dryland areas are to be developed individually, and it is agreed that all plans will be revised at least annually (sections 7-9).

## **7) Targets Achieved So Far**

In 2016 the Trustee Board was reinvigorated, and Wicken Fen National Trust offered help with the management of the swamp, and the Vision Plan was proposed. In 2017 the first edition of the Vision Plan was adopted.

In 2017 Kingfishers Bridge Wildlife Organisation kindly offered to donate 12 days service per annum from their manager James Moss, and also his volunteers and equipment. This professional management advice has formed an invaluable part of the Vision Plan, and will continue to do so on an ongoing basis. Pauline's Swamp trustees have formally thanked trustee James Moss' employer Mr Andrew Green of Kingfishers Wetlands Project for his kind support on our project.

The first Open Day, which was held on Sept 4th 2016 with over 185 visitors. This kick-started our fundraising, with the sum of £55. The second one was held on the 3rd September 2017, with over 300 people coming to the Swamp; the sum of £350 being raised. For our third and fourth Open Days a Dog Show and Photography competition were also held, raising over £450 in total, and with over 500 people attending. Open Days are now an annual event, but we unfortunately had to miss 2020 and 2021 due to Covid-19.

## 7) Targets Achieved So Far Continued.....

In 2017 we also established a Friends Group, and are slowly building up a team of interested volunteers to help on Working Days and at future Open Days.

QR codes have been erected around the site to help identify species of trees, and to educate with information such as herbal uses, what the wood can be used to make, and Latin name (This will be on our website when it is established, see section 8).

The barn has been painted internally and externally, as the rust was making it vulnerable to disintegration and possible destruction. Additional tables and chairs have been introduced along with updated visitor information boards.

Wetland scrapes and a feeder culvert have been established, and dense overgrown vegetation has been cleared in order to maximise regrowth of delicate Fenland sward, and enhance the hydrology of the site. This process was undertaken upon professional consultation and advice.

An official logo to be used for Pauline's Swamp, facebook page, website and associated publicity material has been introduced, to ensure that the Trustees retain sole management of the Swamp.

A tri-fold leaflet has been produced for local village publicity.

A diary of all work and management done on the Swamp (Addendum sheet "Diary of Events") has been established.

A General Management Programme, a Short Term Biodiversity Enrichment Plan, and an established a habitat area code management plan have all been established and are attached as addendum documents.

An amalgamation with, and management of, other local amenity wildlife sites (Spring Close).



## **8) Future Plans / Developments (short term, over 12 months)**

The Trustees and Advisors are planning professional management of Pauline's Swamp in the coming years, and have categorised plans into short, medium, and long term time spans. Again, due to Covid-19 our short term plans have been on hold.

In the **short** term, over the next year, we are planning to:

Apply for, and gain, SSSI Status: we hope soon for confirmation of Native Crayfish breeding in the pond. The trustees are aiming to apply for SSSI Status in order to provide vital protection for the Swamp, and gain funding.

Seek Natural England advice and support, and gain Vision Plan approval, through the professional management advisor.

Develop liasons with local schools regarding Natural History Projects.

Develop talks and information packs for local schools and interested local groups.

Continue to build up "Friends of Pauline's Swamp" Volunteer Group as a resource. Friends may wish to volunteer to help with manual work, help with Open Days, or make donations of a fiscal or other nature.

Media: Develop seasonal newsletters, publish articles in Clunch magazine, keep our Facebook page updated, and create an official Pauline's Swamp website.

Keep the Diary of Work Done up-to-date.

Organise annual Open Day(s), with stalls and events, to increase awareness of the Swamp, be of interest to the community, and raise funds.

Re-do the Tree Posters.

Establish a baseline of records of vertebrates, invertebrates, flora and fauna (see Addendum sheet "Additional Plants" for a suggested list of plants to introduce). This will be ongoing.

Data monitoring and site management plans to be updated with professional management advice on an ongoing basis (minimum yearly). Also ongoing work.

Enter into discussions with local land owners to review position on acquisition of further land adjacent to the Swamp, thus extending it (feeder ponds, Love Lane east not currently owned by Swamp).

Install IP cameras in areas of interest, such as within nesting or owl boxes.

Build and mount further owl and bat boxes.

Consider putting a borehole into pond for times of drought.

Keep the physical management under control. We will establish a management plan for each area, and include it within this document as an addendum sheet. Work will be carried out as and when advised by Trustees or Advisors. We aim for 12 working days per annum, with the plans being divided into one for the fen management, and the other for the woodland management.

Annual review of adopted Vision Plan at the Trustees AGM. This is ongoing.

Possibly establish a water supply, composite toilets, toolshed, phone/electricity.

Apply to Hopkins Homes for some of their money being given for charitable community Infrastructure.

Continuing discussion with Hopkins Homes regarding land acquisition and visitor centre/education centre setup.

Review charity and grant funding status.

## **9) Future Plans / Developments (medium term – 1 to 2 years)**

Develop coherent sponsorship and grant application plans for enhancement of amenities / land areas.

Further develop activities with local schools: activities such as pond-dipping, talks on the flora and fauna.

Develop information packs specifically for education.

Extend professional management liaisons to enhance site management.

Consider applying for registered charity status regarding funding application status.

Agree Stewardship / Designation with National England Grant applications for capital Works through National England and Lottery funding.

Continue ongoing annual management and biodiversity planning.

Provide improved infrastructure for the public.

Develop utilities on land donated by Hopkins Homes (appropriate usage).

Create a Wildlife Trail boardwalk (funding project).

Create further Interpretation boards and signs.

Apply for Lottery funding (or other identified sources) regarding land acquisition, in order to secure the Swamp's water source (i.e. feeder ponds).

Negotiate purchase of adjacent land (North) to extend the swamp - feeder ponds (funding project).

Continue to build the website, with input from all trustees.

## **10) Future Plans / Developments (long term – 3 years +)**

What the Trustees need to achieve in the long term are:

- Long term funding options to be identified e.g. Lottery, E.E.C.
- Grant applications re. Charity Registration status.
- Review of additional land and application for possible funding to do so.
- Continual monitoring and development of biodiversity through professional planning.



## 11) Pauline's Swamp Future Vision Statement Summary

The goal of the Trustees of Pauline's Swamp is to continue to professionally improve the biodiversity of the Swamp, making this an exciting, interesting, educational, peaceful piece of land, a place to enrich and enhance the local community, by adoption of effective management and the Strategic Short, Medium and Long Term Plans. We would like to identify and catalogue as many species as possible for scientific interest, and will work on creating an educational link for local schools. By using the knowledge of the appointed advisors we can bring the swamp into line with some of the neighbouring reserves, such as Wicken Fen, and Kingfishers Bridge Wetlands Project: though the area is much smaller, it is a valuable asset to the community, a value which will increase with adoption and implementation of the professional Vision Plan. We welcome involvement and actively seek volunteers to assist us in our vision.

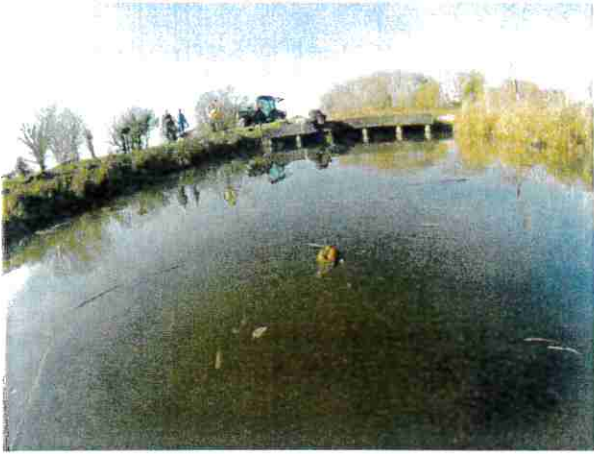
## 12) Addendum Documents

NB: The following documents are kept as separate entities, and are works in progress.

Calendar of Events:	<b>Diary_of_Events.xls</b>
Pauline's Swamp Flora:	<b>Flora.xls</b>
Pauline's Swamp Invertebrates:	<b>Invertebrates.xls</b>
Pauline's Swamp Vertebrates:	<b>Vertebrate.xls</b>
Pauline's Swamp Fauna:	<b>Fauna.xls</b>
Future Amenities / Development Plans Ideas:	<b>Development.xls</b>
Physical Management Plan (Habitat Code):	<b>Appendix Management plan Swamp.docx</b>
Maps (OS map, full site map):	<b>Map(\$n).pdf</b>
Identified Funding Sources:	<b>Funding.xls</b>
Meeting Action Points and Projects:	<b>ActionSheet.doc</b>
Posters of trees around the site:	<b>Pauline Swamp Trees {name}.pdf</b>
Chart showing local rainfall:	<b>Rainfall.pdf</b>
Drone Data:	<b>Drone.pdf</b>
Open Source Map Data:	<b>OSData.pdf</b>
Project timeline sheet:	<b>Projects.xls</b>

Trustee Signatures

	Name	Signature	Date
1)	.....	.....	.....
2)	.....	.....	.....
3)	.....	.....	.....
4)	.....	.....	.....
5)	.....	.....	.....
6)	.....	.....	.....
7)	.....	.....	.....
8)	.....	.....	.....







Burwell Parish Council

# Spring Close

## Management Group Vision Plan

*( Revision 3A)*



Chalk Grassland \*\*

# 1) Overview

## ***(1) Introduction***

Spring Close Meadow is a historical site within the fenland village of Burwell, with extensive earthworks of Burwell Castle consisting of a mound surrounded by a dry moat on three sides and a stream on the fourth, with banks of chalk spoil from the excavated moat area. Prehistoric tools have been found in and around the site, suggesting usage dating back over several millenia. The first known occupation of the site was in Roman times, but the current substantial earthworks of Burwell Castle are medieval. Burwell Parish Council purchased the area in 1983 for use as a village amenity public open space. As the meadow had been grazed in the past, the Council Introduced summer cattle grazing, with sheep grazing continuing into the early 2000's until its cessation upon advice and the introduction of a mowing regime with an autumn hay cut.

The area has many access points with easily accessible gates in Mandeville, behind the church, and Spring Close, the road which runs alongside the open land. The land comprises of chalky grassland, with a spring-filled stream flowing through it, and trees.

The meadow contains several different zones of vegetation and in 2020 the site achieved County SSI ( Geology ) status due to the chalkland / limestone stream area, in addition to the existing County Wildlife & County Historical Site Awards.

## ***(2) Main Part of Meadow***

After the cessation of grazing, the main part of the meadow contained a fairly dense sward of grassland dominated by native coarse grasses and cow parsley. A late summer / early autumn hay crop was introduced, with arisings being removed to reduce soil fertility and allow native plant species diversity to develop.

This practice has continued and now cow parsley is less abundant, the grassland sward less dense, bulbous buttercups abundant and several colourful herb species have spread from the chalk banks. However, increasingly hot and dry summers may possibly lead to reduced plant growth.





### ***(3) The Chalk Banks***

The chalk banks, a main feature of the site, consist of areas of calcareous grassland bright with cowslips in spring and colourful in summer with Lesser Knapweed, Lady's Bedstraw and other species.

From the early 1990's a number of botanical surveys have been carried out at repeated intervals. Results from the 2019 survey show that there has been a one third loss of wild flowers species from the chalk banks since 1996 (please see appendix for data – M. O'Leary). In 1996 14 species of wild flower were evidenced in 8 of out 10 chalk bank sites surveyed, but in 2019 only half those species continued to be recorded as widespread - 4 were much reduced and 3 were non evidenced. This suggests that the species loss is not just restricted to infrequent species, but includes once widespread ones. A key species of focus is Wild Clary, a member of the Sage family, which exhibits a spike of blue flowers – recorded in 4 sites in 1996 but only one in 2019. One species that did thrive in summer 2019 was Cowslip – recorded in 5 out of 6 sites surveyed.

Recent changes in climatic conditions and weather patterns may be of significant impact and this remains a matter of concern. However, loss of species diversity can also be attributed to scrub encroachment and other factors such as grass cutting contractors cutting vegetation too early to allow plants to mature and self seed.

In addition, contractors didn't always remove arisings from mowing, encouraging bank colonisation by coarse grasses which outcompete with shorter herb species.





#### ***(4) The Moat and Stream***

The western arm of the moat fills with shallow water in wet winters, encouraging the development of freshwater marsh vegetation, notably bulrush and reed sweet-grass, although the moat has dried out in recent years. Areas have been colonised by stands of nettles and great willow herb.

The stream is fed by a spring that emerges from the Totternhoe stone above the softer bedded West Melbury Chalky Marl stream base. Much of the length of the stream is shaded by vegetation, and there is considerable erosion to the banks by the stream source. The working group are hoping to bank this back up with clunch. There is little riparian or aquatic vegetation to be found in the stream, but the spring and the rare stone/chalk beds are what have gained Spring Close its recent SSI status, being the only chalk fed stream on limestone in the area.



A full spring bubbling its way through the Close \*\*



Hawthorn berries offer a treat for the birds. \*\*

#### ***(5) Trees and Shrubs***

Scrub has developed on the chalk banks, along the field boundaries and parts of the stream banks. There are thickets of bramble, blackthorn and hawthorn. Other hedgerow and scrub species include elder, ash and dog rose, and the less common midland hawthorn. Ivy is both abundant both as ground cover and on tree trunks and branches.

Woodland has developed above the springs and on some of the chalk banks, mostly ash and field maple. There is a line of elms along the eastern boundary above the springs. Many of the elms have suffered over the years from Dutch elm disease. Trees were planted in the late 1980's and 1990's mostly in the north-west corner of the site. Here suckers from a mature white poplar have been allowed to grow into trees.

In 2020/2021 many young trees have been planted in the copse and around the perimeter of the area.



## **(6) Archaeological Overview**

Spring Close also contains the earthworks of Burwell Castle, the walls of which are no longer standing. The final wall was knocked down by the Fire Brigade testing a fire hose in the 1930s, but the dry moat is still clearly visible. The castle was built during "The Anarchy", the internal conflict of the mid-12th century in the reign of King Stephen. Although a settlement had been reached such that the throne would pass to Henry II on Stephen's death, the Barons of the time took the opportunity to fight their own battles.

Among these Geoffrey de Mandeville was particularly troublesome and, after turning against Stephen, had set up an impregnable base around Ely. From his base he would attack local towns, such as Cambridge, and so the king ordered castles be built to surround Geoffrey. The few sites at which it is known such castles were to be constructed include Rampton (Giant's Hill), Ramsey (Booth's Hill), Burwell, and possibly Knapwell.

At Burwell, a moat had been constructed and the stone keep partially built when Geoffrey attacked and was mortally wounded. His revolt thus collapsed and the castle was left unfinished. The narrow lane running along the side of the church next to Spring Close, where the Castle is located, is named "Mandeville".

To date, the only excavations of the castle site are those carried out by T.C.Lethbridge in 1935. These revealed that there had once been a Roman villa situated at what subsequently became the western end of the main castle mound. The fragments of painted wall plaster he discovered suggest that this was a somewhat grander dwelling than a simple farmhouse. Sadly, however, Lethbridge chose to concentrate on the main castle hence he did not excavate the villa site any further.

A large Roman lead Christening vat discovered in a neighbouring field in 1975 may well have been associated with the villa. The spring would have been important not only as a source of clean water but also, most likely, have had some religious significance; archaeologists have speculated that the presence of the vat hints at a continuance of an Iron Age tradition - the villa may well have belonged to a wealthy Romano-British family whose ancestors would have considered the spring a site sacred to a local goddess.

The Roman villa is the earliest known dwelling on the Spring Close site, but there have been finds in and around Burwell from all archaeological eras. In particular, a paleolithic hand axe, now in Burwell museum, was discovered in 1992 whilst digging post holes for a new fence around the castle site.



Ivy and honey bee. \*\*

## **2) Management Group**

Spring Close originally had a formal management committee, from 1986 until 1999, superseded on obtaining a Countryside Stewardship ten year grant. When this terminated, Spring Close had no formal management in place for ten years until late 2019, when a new committee was set up. Some of the group are members of Burwell Parish Council, others are volunteers who have taken an interest in the site for many years already.

### **Parish Council:**

**Mike Swift** (Chair)

**Jenny Moss** (secretary)

**Liz Swift**

**Paul Webb**

**Helen McMenamin-Smith**

**Michael Geary**

**Geraldine Tate**

### **Residents:**

**Caroline Smith** (Head of previous Countryside Stewardship)

**Colin Smith**

**Martin O'Leary**

**Rachel O'Leary**

**Malcolm Busby**

### ***Terms of Reference 2021***

Under the Terms of Reference document first drawn up in 1996 and revised in 2021, Burwell Parish Council is committed to :

Protect the historical relevance of the area

Provide an amenity for use by the Parishioners of Burwell

Protect and sustain the natural habitats within the area of natural beauty

On their behalf the Management group will maintain the area by:

- organising grass cutting
- maintaining the habitats
- monitoring contractor performance
- organising/undertaking minor unforeseen maintenance and repairs
- keeping the Vision Plan up to date as a base for working practise



### 3) Management Objectives

#### *Short Term & Ongoing Maintenance*



- Replace the sign boards
- Maintain the remaining chalk grassland on the chalk banks
- Continue the current hay crop management of the main part of the meadow
- Renew the tree planting programme by planting indigenous trees in the north-western corner of the site
- Cut back and control low-growing and overhanging scrub on the chalk banks on an annual basis in the winter so as to retain and encourage chalk grassland
- Delay the mowing of the chalk banks other than agreed walkers' paths until late August or September
- Put up nest boxes
- Organise regular work days
- Clearance of stream head, and rebuild the eroded stream banks by the source
- Removal of ivy where required

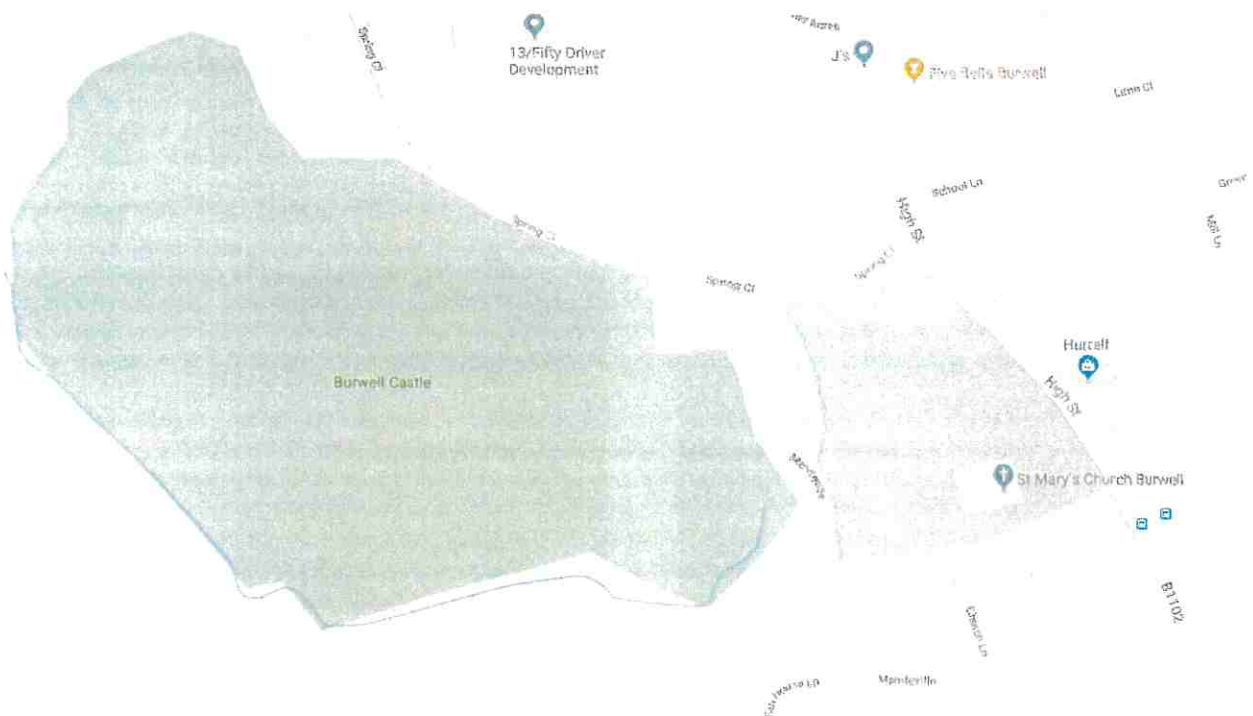
#### MEDIUM/LONG TERM

- Tree work in the castle area
- Further tree planting
- Organise Open Days
- Explore opportunities for funding projects



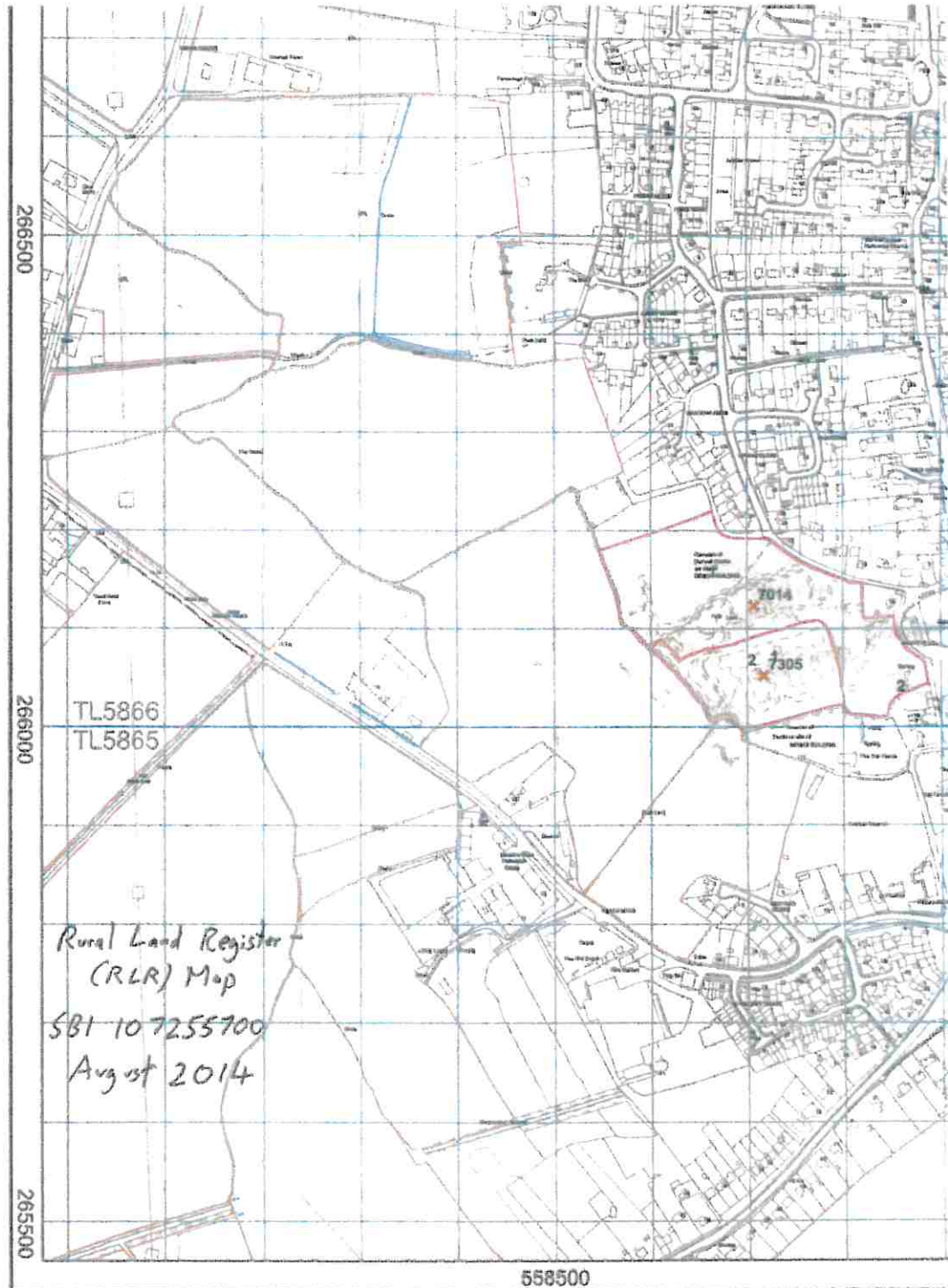
## 4) Location

Spring Close is located in the elbow where Mandeville adjoins Spring Close (road). It is within easy walking distance from Pauline's Swamp, another parish-owned Green Space in Burwell.





## 5) Land Registry Map



Please return this sheet to us if you want to



## 6) Addendum Documents

1. Flora.pdf  
*List of flora found on site*
2. Birds.pdf  
*List of birds sighted at Spring Close in 2020.*
3. Fauna.pdf  
*List of fauna*
4. SSI\_report.pdf  
*SSI report from 2020*
5. Open\_Days.pdf  
*Open Day plan*
6. Working\_Days.pdf  
*Schedule of work days and activities.*





Wild rose. \*\*



Bulrushes in front of an oak tree. \*\*



Cowslips \*\*



Hawkbit near the spring. \*\*



The moat 2014, with bulrushes and various interesting grasses. \*\*



Fallen Hawthorn 2014. The path is now barely passable due to brambles and scrub. \*\*



Fungi growing on rotting wood is a food for invertebrates. \*\*



The spring! \*\*

All photographs marked \*\* are included with the kind permission of Rachel O'Leary





**Notes of the meeting with East Cambs Officers Jo Brooks (Director) and Rebecca Saunt (Planning Manager on Monday 14<sup>th</sup> June 2021.**

Present: Jo Brooks, Rebecca Saunt, Liz Swift, Paul Webb, and Yvonne Rix.

**1. Will ECDC be looking to adopt the new Model Code of Conduct?**

Jo Brooks explained that in the short term they would not be adopting the New Model Code of Conduct. However, discussions are currently taking place with the Cambridgeshire Monitoring Group and should this group, which represents principal authorities in the county, recommend adoption, then ECDC will consider the possibility.

**2. We've received no CIL payments recently, are any due?**

A payment had been received between the agenda being sent out and the meeting taking place.

**3. One of our Councillors has suggested that access to new developments should have kerbs that vehicles drive over to save the need for dropped kerbs, what are your thoughts on this?**

Rebecca Saunt explained that as this is a highway matter, she has passed the question on to Highways and would forward their response once received.

**4. Newmarket Road Development in respect of the submitted planning application.**

Rebecca Saunt reported that the Reserved Matters Application is currently scheduled for determination at the July Planning meeting. Some concerns had been received from residents regarding the removal of the hedgerows. This work was carried out prior to the nesting season and landscape plans for the site include hedging etc. to replace that which has been removed. The archaeological dig is currently being carried out as part of conditions set in the outline planning consent. The archaeological team are keen to keep the village updated on the dig, with a visit for the Parish Council being arranged and a school visit to the site. Discussion continues with Suffolk Councils regarding the delivery of the cycle way.

Rebecca Saunt continued to explain that the road junction to the development will not change.

**5. Are many ECDC staff still working from home and are members of the public able to contact all departments?**

Jo Brooks reported that the public has access to all departments. Reception is working on an appointment only basis. The website is fully operational for reporting and many officers, even if working from home, can be contacted using a direct dial phone number.

Once Stage Four of the Covid Road Map is in place, ECDC will aim to protect staff and residents, encouraging residents to use online or phone services. Workspace in relation to social distances may have some affect and home/office working plan may be put in place to allow some flexibility for staff and some sense of normality. Most staff have wanted to return to the office.

Manual operatives are tested twice weekly and office staff encouraged to do the same.

**6. What is the position with Council meetings being held face to face and if not being held, who is making decisions? Are Committee meetings being held on Zoom?**

Jo Brooks reported that all committee and full council meetings now must be face to face with alternative meeting places having to be sought should the Council Chamber not being big enough due to social distancing requirements. None decision meetings are still being held by Zoom.

**7. Another Solar Farm has been applied for in Burwell (along Ness Road), can our substation cope and is there a limit to how many Solar Farms?**

Rebecca Saunt suggested that the Parish Council should contact the National Grid with regards to the capability of substation to accommodate the number of planned Solar Farms in the area. East

Cambs District Council Planning cannot include conditions in any consent regarding work in the highway for the connection of the supply to the local grid, as this work comes under permitted development rights.

**8. Has ECDC prepared and submitted a response to the Sunnica proposal yet?**

Rebecca Saunt explained that there is a delay in the timeline for the submission of the Sunnica Planning Application and it is now expected early September. Comments on the application (ECDC is a consultee) will be made by the Planning Committee.

**9. Have you had the opportunity to examine the proposed new planning laws? How will these proposals impact on CIL, Section 106 and Social Housing quotas?**

Rebecca Saunt reported that from the end of June 30% of affordable housing must be first homes. The White Paper Infrastructure Tariff has not come forward so far.

**10. Any developments on the Climate Change Policy?**

Jo Brooks reported that the Operational Services Committee will discuss at their next meeting and will review actions already completed and those included in the Action Plan for next year. The initial actions taken were those which the Council could realistically do quickly, but this year's plan is more robust including working with partners, voluntary organisations, and members of the public. The Council waste and recycling fleet will be looked at when the contract ends. It will be difficult to address vehicle use in the rural areas due to many of the collection vehicles currently having very low (15 miles) electric charge distance. Rounds may also be looked at to reduce mileage. ECDC will be looking at working with partners to provide infrastructure for electric vehicles.

**11. Other matters:**

Bins in Swaffham Road have been left blocking driveways once they have been emptied. Jo Brooks emphasized the need to report online. She will speak to operatives regarding this matter. The Conservation Officer is now happy with the revised Gardiner Memorial Hall plans. Jo Brooks suggested inviting Michael Recycle to the Festival Day on 4<sup>th</sup> September 2021.

## Yvonne Rix

---

**From:** Lin Bagwell <Lin.Bagwell@eastcambs.gov.uk>  
**Sent:** 24 June 2021 09:29  
**To:** Domestic Licence Consult; foodandsafety; PLServices;  
'danny.hans@cambsfire.gov.uk'; 'Licensing South'; Yvonne Rix; Lavinia Edwards Cllr;  
David Brown Cllr  
**Cc:** Stewart Broome  
**Subject:** Street Trading Consent - The Purple Pepper - The Fox PH Car Park 2 North Street  
Burwell CB25 0BA

Dear Consultees

A street trading consent application has been received from Kathryn Woodhams, the owner of the Purple Pepper, to trade as a mobile food vendor selling Mexican food, noodle bar + fish& chips + associated products from The Fox PH Car Park 2 North Street Burwell CB25 0BA on the following days and times:

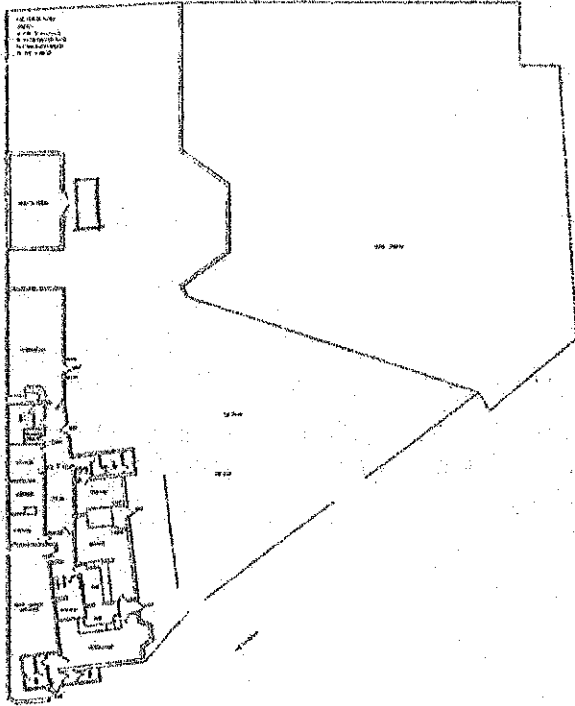
Thursday & Friday      17:00 to 21:00 hours

Please find attached and below the location map of the proposed trading area to assist you.

The vending unit will be renovated and painted to the satisfaction of the Licensing Authority and in keeping with the ambience of the location.

If you wish to submit a representation for our consideration regarding this application please do so to [licensing@eastcambs.gov.uk](mailto:licensing@eastcambs.gov.uk) by **21 July 2021**.





Best wishes

Lin

Lin Bagwell  
Licensing Officer (Enforcement)  
East Cambridgeshire District Council  
Tel: 01353 616477  
Mobile: 07776244488

Email: [lin.bagwell@eastcambs.gov.uk](mailto:lin.bagwell@eastcambs.gov.uk)

**Pay, report, apply online 24 hours a day**



We are committed to reducing single-use plastics #bringyourownbottle

CONFIDENTIALITY NOTICE

## Yvonne Rix

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**From:** Lin Bagwell <Lin.Bagwell@eastcambs.gov.uk>  
**Sent:** 23 June 2021 11:14  
**To:** Domestic Licence Consult; foodandsafety; 'Policy and Regulation'; 'Licensing South'; PLServices; 'danny.hans@cambsfire.gov.uk'; David Brown Cllr; Lavinia Edwards Cllr; Joshua Schumann Cllr; Julia Huffer Cllr; Ian Bovingdon Cllr; Victoria Charlesworth Cllr; Alec Jones Cllr; Dan Schumann Cllr; Alan Sharp Cllr; Amy Starkey Cllr  
**Cc:** Ashley Parish Council (SMTP); Brinkley parish Council (SMTP); Cheveley (SMTP); Yvonne Rix; Dullingham Parish Council (SMTP); Isleham Parish Council (SMTP); Soham Parish Council (SMTP); Woodditton Parish Council (SMTP); 'chairman@stetchworth.org'; Burrough Green Parish Council (SMTP)  
**Subject:** Street Trading Consent Consultation - Magic Ices - Mobile Ice Cream Vendor  
**Attachments:** Location Maps - Ashley.docx; Location Maps - Borrough Green.docx; Location Maps - Brinkley.docx; Location Maps - Burwell.docx; Location Maps - Cheveley.docx; Location Maps - Dullingham.docx; Location Maps - Isleham.docx; Location Maps - Saxon Street.docx; Location Maps - Soham.docx; Location Maps - Stetchworth.docx; Location Maps - Woodditton.docx  
  
**Importance:** High

Dear Consultees

A street trading consent application has been received from Zoltan Komocsin the owner of Magic Ices, to trade as a mobile ice cream vendor selling ice cream and associated products during the following days and times:

Monday to Sunday 12:00 to 19:00 hours

Please find attached the location maps of the proposed trading days and trading areas with the specific stopping locations to assist you.

I am pleased to advise you that the vending unit meets all requirements of the Licensing Authority.

If you wish to submit a representation for our consideration regarding this application please do so to [licensing@eastcambs.gov.uk](mailto:licensing@eastcambs.gov.uk) by **20 July 2021**.

If you require any further information please do not hesitate to contact me.

Thank you for your co-operation in this matter.

Best wishes

Lin

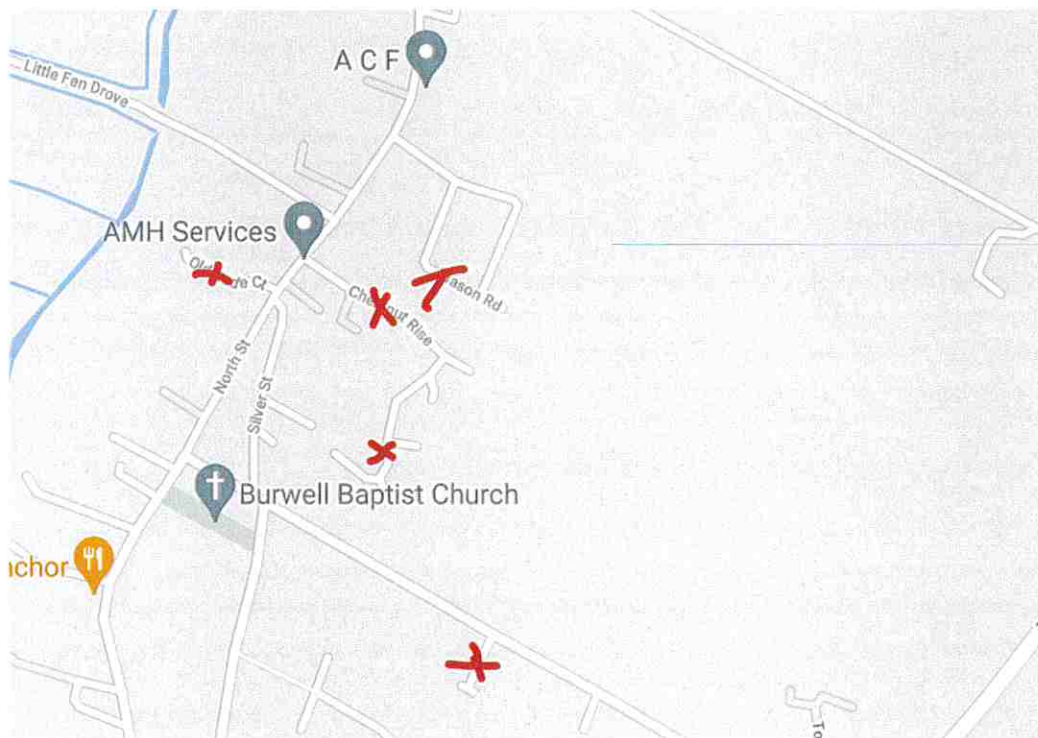
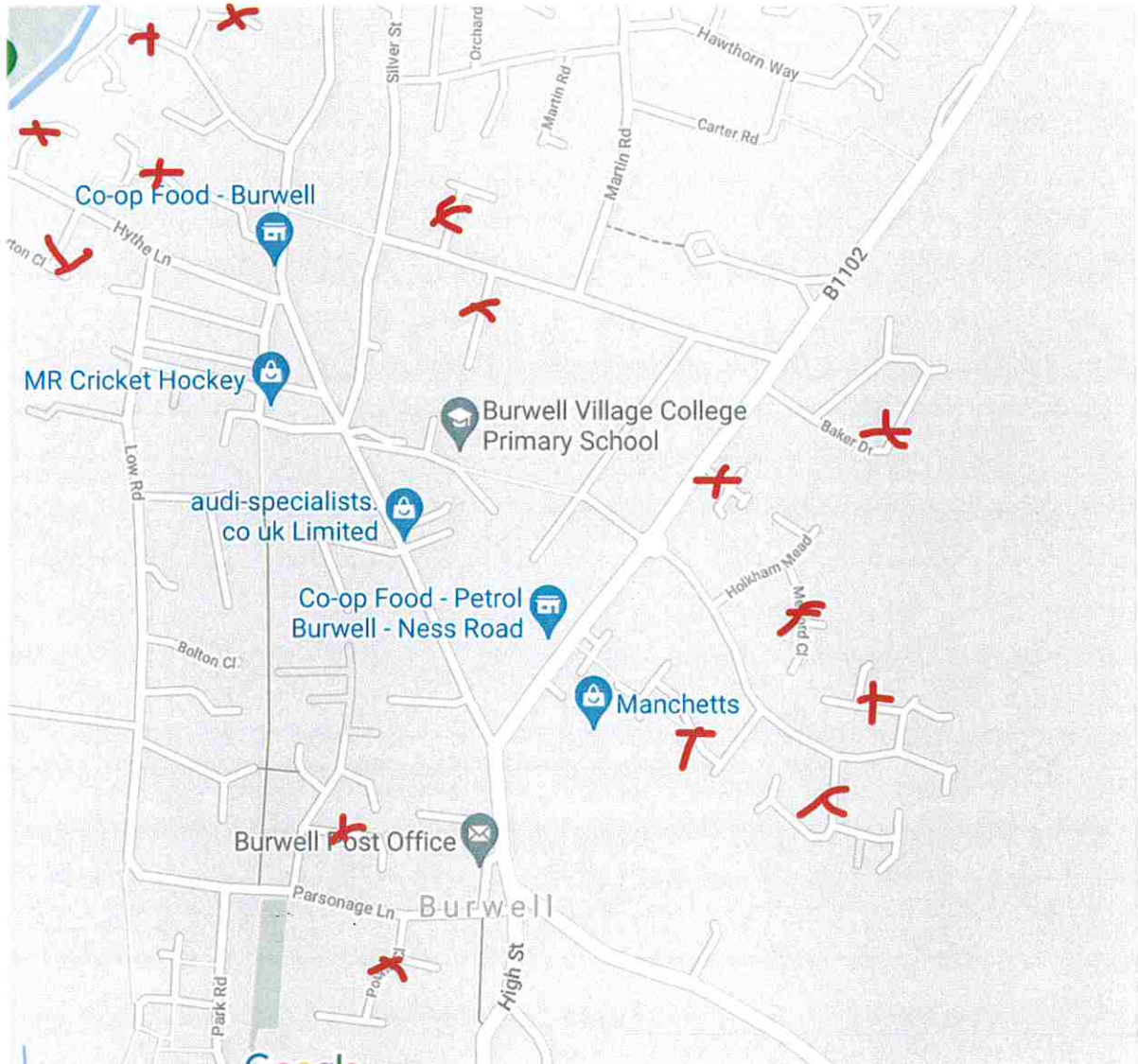
Lin Bagwell  
Licensing Officer (Enforcement)  
East Cambridgeshire District Council  
Tel: 01353 616477  
Mobile: 07776244488

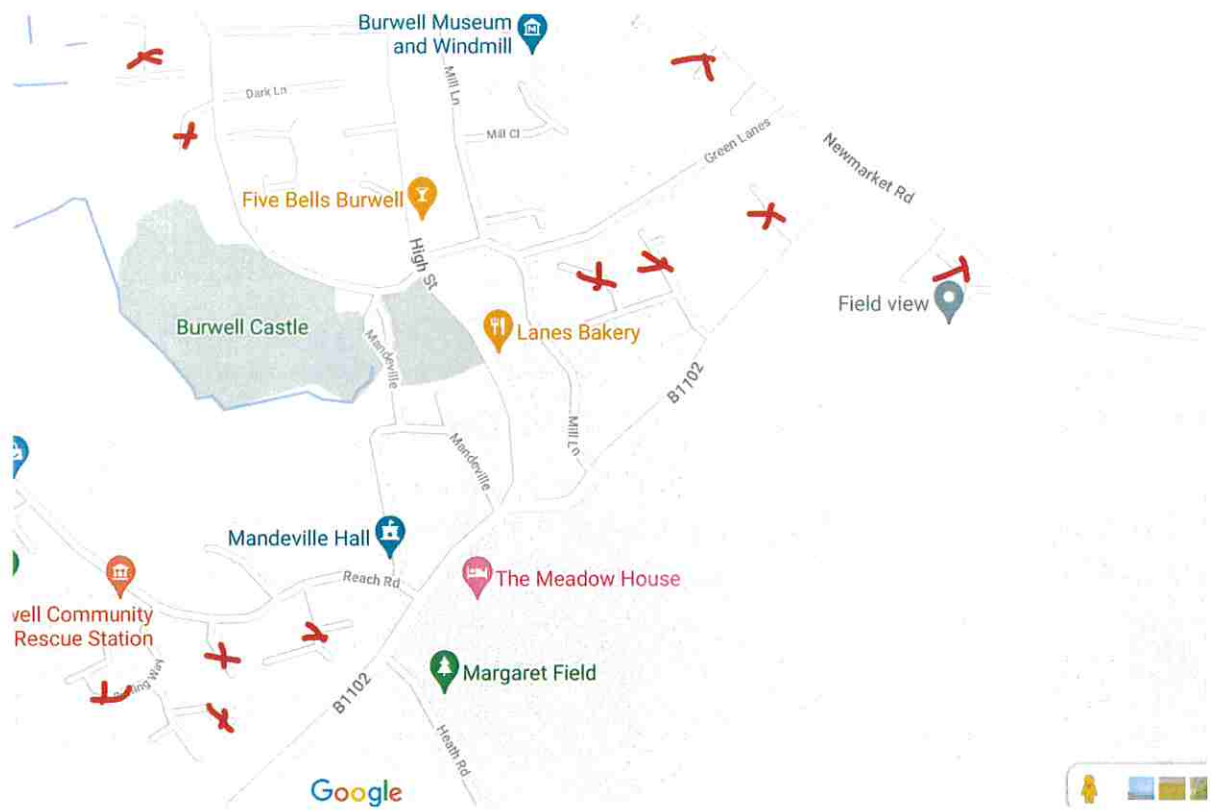
Email: [lin.bagwell@eastcambs.gov.uk](mailto:lin.bagwell@eastcambs.gov.uk)

[Pay, report, apply online 24 hours a day](#)

# Burwell

Monday, Tuesday, Friday







## Yvonne Rix

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**From:** Lin Bagwell <Lin.Bagwell@eastcambs.gov.uk>  
**Sent:** 07 July 2021 10:47  
**To:** Domestic Licence Consult; foodandsafety; PLServices; 'danny.hans@cambsfire.gov.uk'; 'Licensing South'; 'Policy and Regulation'; Yvonne Rix; Lavinia Edwards Cllr; David Brown Cllr; Stewart Broome  
**Subject:** Street Trading Consent - Burwell Kebab Van - Burwell Ex-Servicemen's Club Burwell CB25 0BA - 28-day Consultation  
**Attachments:** Burwell Kebab Van.PNG  
**Importance:** High

Dear Consultees

A street trading consent application has been received from Mr Sezgin Idriz, the owner of Burwell Kebab Van, who, for reasons beyond his control, is applying to relocate his mobile food van in the Burwell Ex-Servicemen's Club car park 21 The Causeway Burwell CB25 0DU selling kebabs, burgers, hot dogs + associated products on the following days and times:

Monday to Sunday	16:00 to 00:00 hours
New Year's Eve	16:00 to 01:30 hours

Please find attached the location map of the proposed trading area to assist you.

The vending unit will be renovated and painted to the satisfaction of the Licensing Authority and in keeping with the ambience of the location.

If you wish to submit a representation for our consideration regarding this application please do so to [licensing@eastcambs.gov.uk](mailto:licensing@eastcambs.gov.uk) by **3 August 2021**.

Best wishes

Lin

Lin Bagwell  
Licensing Officer (Enforcement)  
East Cambridgeshire District Council  
Tel: 01353 616477  
Mobile: 07776244488

Email: [lin.bagwell@eastcambs.gov.uk](mailto:lin.bagwell@eastcambs.gov.uk)

**[Pay, report, apply online 24 hours a day](#)**



East  
Cambridgeshire  
District Council  
[www.eastcambs.gov.uk](http://www.eastcambs.gov.uk)





## TEMPORARY TRAFFIC ORDER APPLICATION FORM (TTRO)

<p><b>Please Send Your Applications to:</b></p> <p>Cambridgeshire County Council Street Works Team Vantage House Washingley Road Huntingdon Cambridgeshire PE29 6SR</p> <p>Tel: 01480 372444 Email: street.works@cambridgeshire.gov.uk</p>	<p><b>Applicants Details:</b></p> <p>Name: Liam Moore Address: TBF Traffic, The Lion Barn, Maitland Road, Needham Market IP6 8NZ</p> <p>Tel: 01449490865 Emergency 24 hour Contact No: 07900910453 Email: Liam.Moore@tbfttraffic.com</p>
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The cost of this application is:  
**£1095.00** for a Full Order or **£770.00** for an Emergency Order

**YOU MUST ALLOW AT LEAST 12 WEEKS FOR THIS ORDER TO BE PROCESSED. A STREET WORKS PERMIT MUST HAVE BEEN SUBMITTED BEFORE THIS FORM WILL BE CONSIDERED**

PLEASE TICK ALL RELEVANT OPTIONS THAT APPLY:

<b>ROAD CLOSURE</b>	<input checked="" type="checkbox"/>	<b>FOOTPATH CLOSURE</b>	<input type="checkbox"/>	<b>SPEED LIMIT</b>	<input type="checkbox"/>	<b>OTHER (Please specify below)</b>	<input checked="" type="checkbox"/>
Additional T/M Requirements	None <input checked="" type="checkbox"/> Stop / Go <input type="checkbox"/> 2 way lights <input type="checkbox"/> 3 way lights <input type="checkbox"/> Hours of operation _____						
Description of Works: Anglian Water – New Connection							
Road Name				Newnham Lane			
Parish / Town				Burwell			
Road Number (i.e.: A140)							
Location of Works				Approx. from junction of "Pantille Lane" going North			
Closure Start Date:				09/08/21		End Date: 13/08/21	

Closure Times: 24/7 or Specify Times	24/7
Working Hours: 24/7 or Specify Times	Team to attend between 0800 - 1900
<p>Diversion Route – List all roads &amp; parishes (with names and numbers if possible) These can be found on <a href="http://Roadworks.org">Roadworks.org</a> with “NSG” selected under Operational Info within the Map Layers Menu.</p> <p>Please provide a map showing the extent of the closure and diversion route.</p>	Hythe Lane, Burwell > The Causeway, Burwell & Vice versa
<p>Will the alternative route include a Trunk road? (If so it is the responsibility of the applicant to gain agreement from the Highways Agency and submit a copy of the approval to Street Works)</p>	<p>Yes / <b>No</b></p> <p>Details:</p>
<p>Does the above route have any restrictions, i.e. Low bridges, weight limits, tunnels, fords, 'one way' or other Orders on it? (If Yes then please give details).</p> <p>Some of these can be found <a href="#">here</a></p>	<p>Yes / <b>No</b></p> <p>Details:</p>
<p>Will this Order apply to pedestrians and/or equestrians? (If so please provide details)</p>	<p><b>Yes</b> / No</p> <p>Details: Equestrians Yes, Pedestrians No</p>
<p>Please add any comments that you feel may assist the application</p>	

<p align="center"><b><u>Payment Details</u></b></p> <p>Please specify the details of the company or individual that Cambridgeshire are to collect payment for the TTRO to be processed.</p>	
<p>Company Name: Anglian Water – Tracy Dixon</p>	
<p>Address: Lancaster Way Ermine Business Park</p>	<p>Tel. No:</p>

Huntingdon PE29 6YJ	Email: <a href="mailto:tdixon@anglianwater.co.uk">tdixon@anglianwater.co.uk</a>
Your Order Number 10613312	

**Please note: It is the applicant's responsibility to inform residents, businesses, the Local Parish Council and County Councillors about the closure. We may request to see the information you have sent them prior to sending you the legal order. Details can be found by following this [link](#)**

**FAILURE TO ADHERE TO THE CONDITIONS SET OUT WITHIN THIS DOCUMENT MAY RESULT IN AN APPROVED ORDER BEING WITHDRAWN.**

### **REQUIRED ADDITIONAL IMPORTANT INFORMATION**

1. Please ensure you give the official road name with the correct spelling for which the Order is required.
2. Access may be allowed to Emergency Services **IF** safe passage permits.
3. Pedestrian/Cyclist and Access to properties must be allowed at **ALL** times, unless otherwise agreed.
4. An order will only be granted where a suitable alternative route or arrangements are available.
5. A clear map showing the extent of the closure and diversion route must be attached to this application.
6. Signs 1050mm by 750mm bearing the words "This Road will be closed "From ..... To ....." and including the dates of the closure **MUST** be placed at all approaches to the site **at least 14 days** prior to the proposed closure.

#### **DECLARATION:**

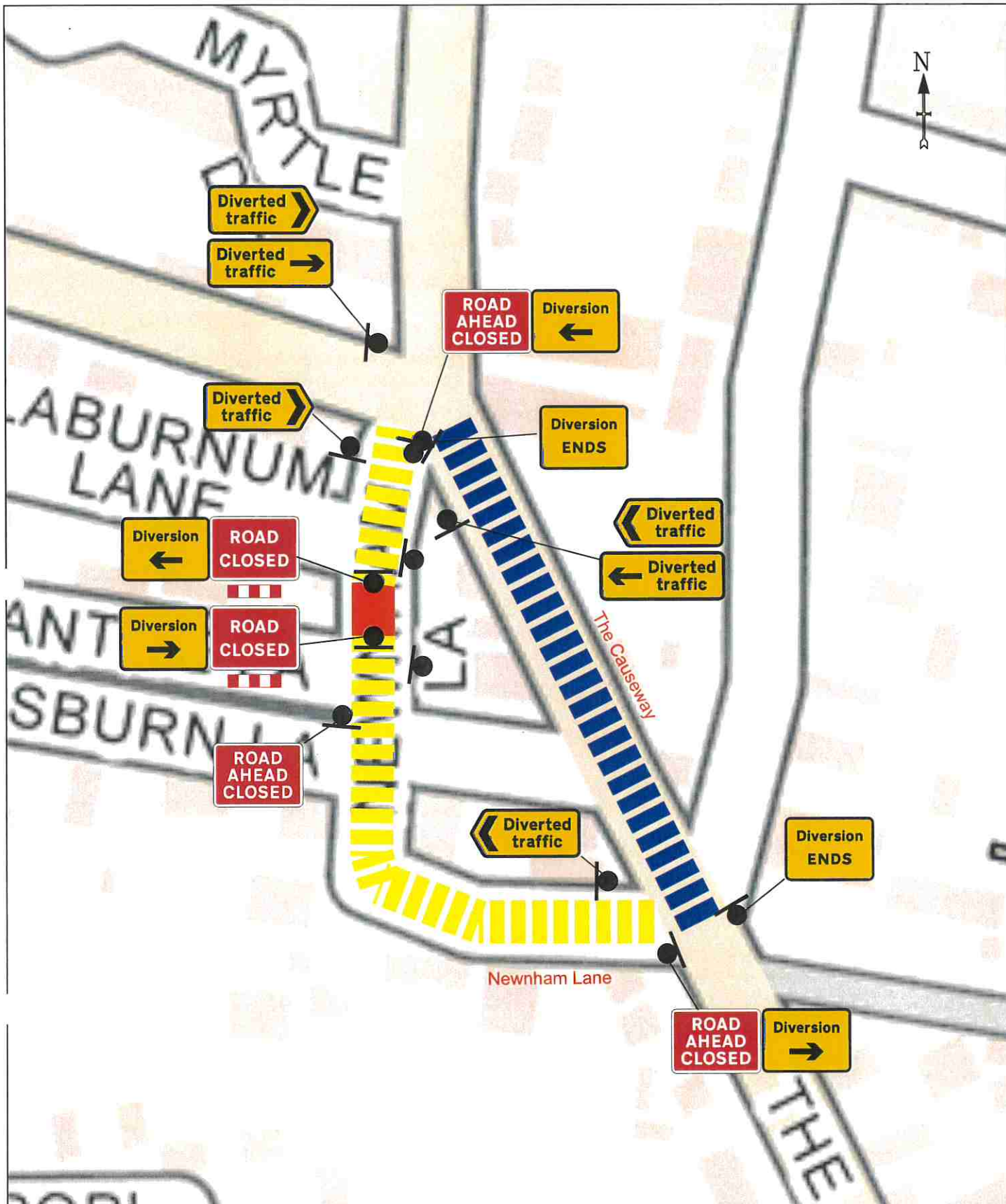
All the information given in this application is true and I have checked all the names of streets and parishes against an official map of the area.

Applicant's Signature:..... Liam Moore ..... Date: .....15/06/21.....

Company:.....TBF Traffic.....

Position: .....Planner.....





<b>SITE:</b> Newnham Lane Burwell CB25 0EE				<b>Notes:</b> A - Do not scale from this drawing B - All temporary traffic management shall be in accordance with Chapter 8 of the Traffic Signs Manual 2009 C - All temporary traffic management shall be in accordance with the Traffic Signs Regulations and General Directions 2014 D - All temporary traffic management shall conform to the Safety of Street Works and Road Works Code of Practice 2013 E - All temporary traffic management sign locations are indicative and are subject to on-site approval from engineer				<b>Diversion Route:</b> Hythe Lane, Burwell > The Causeway, Burwell & Vice versa				<b>Special Signage:</b>			
<b>TITLE:</b> ROAD CLOSURE & DIVERSION				<b>KEY:</b> ● Sign ● Traffic Cone ■ Road Closure ■ Access Only ■ Diversion Route				<b>Location Plan:</b>							
<b>SCALE AT AS:</b> AS SHOWN		<b>DATE:</b> 05/05/21		<b>DESIGNED:</b> LM		<b>CHECKED:</b> AS									
<b>TRAFFIC SIGNING:</b> N/A		<b>DRAWING NO.:</b> TBF23226		<b>REVISION:</b> -											
<b>CLIENT:</b> 															
<b>tbf</b> The Lion Barn Maitland Road Needham Market Suffolk 01449 490865				- Revised Location		- Initial issue		- Description		LM 05/05/21 BY: DATE:					



# **CAMBRIDGESHIRE COUNTY COUNCIL**

**Pantile Lane, Burwell**

## **(TEMPORARY PROHIBITION OF THROUGH TRAFFIC)**

### **ORDER 2021/641**

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along Pantile Lane, Burwell as lies between number 3 and Newnham Lane.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via Newnham Lane - Hythe Lane - Low Road and vice versa.

The Order is made to facilitate multiple utility connections and associated works which are being carried out on or near this highway and it will come into operation on 5 July 2021 and continue until these works have finished or on the 4 January 2023 whichever is the earlier.

It is anticipated that these works will be carried out between 5 July and 23 July 2021.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

**Steven Cox, Executive Director, Place and Economy, Shire Hall, Castle Hill, Cambridge  
CB3 0AP**

Thursday 24 June 2021

## **CAMBRIDGESHIRE COUNTY COUNCIL**

**Swaffham Road (B1102), Burwell**

### **(TEMPORARY PROHIBITION OF THROUGH TRAFFIC)**

#### **ORDER 2021/653**

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along Swaffham Road (B1102), Burwell as lies between numbers 26 and 38.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via B1102 - B1103 - A142 - A1304 - A1303 - B1102 and vice versa.

The Order is made to facilitate new water connection works which are being carried out on or near this highway and it will come into operation on 5 July 2021 and continue until these works have finished or on the 4 January 2023 whichever is the earlier.

It is anticipated that these works will be carried out between 5 July and 7 July 2021.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

**Steven Cox, Executive Director, Place and Economy, Shire Hall, Castle Hill, Cambridge  
CB3 0AP**

Thursday 24 June 2021

# **CAMBRIDGESHIRE COUNTY COUNCIL**

**North Street, Burwell**

## **(TEMPORARY PROHIBITION OF THROUGH TRAFFIC)**

### **ORDER 2021/640**

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along North Street, Burwell as lies between numbers 85 and 95.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via Silver Street - Toyse Lane and vice versa.

The Order is made to facilitate telecommunication works which are being carried out on or near this highway and it will come into operation on 19 July 2021 and continue until these works have finished or on the 18 January 2023 whichever is the earlier.

It is anticipated that these works will be carried out between 19 July and 21 July 2021.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

**Steven Cox, Executive Director, Place and Economy, Shire Hall, Castle Hill, Cambridge  
CB3 0AP**

Thursday 24 June 2021

# **CAMBRIDGESHIRE COUNTY COUNCIL**

**Mill Lane, Burwell**

## **(TEMPORARY PROHIBITION OF THROUGH TRAFFIC)**

### **ORDER 2021/639**

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along Mill Lane, Burwell as lies between number 62 and the Vicarage.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via B1102.

The Order is made to facilitate new water and electrical connection works which are being carried out on or near this highway and it will come into operation on 5 July 2021 and continue until these works have finished or on the 4 January 2023 whichever is the earlier.

It is anticipated that these works will be carried out between 5 July and 9 July 2021.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

**Steven Cox, Executive Director, Place and Economy, Shire Hall, Castle Hill, Cambridge  
CB3 0AP**

**Thursday 24 June 2021**



## **Minutes of the Burwell Environmental Group Meeting 5<sup>th</sup> May 2021 7.30 pm (Zoom)**

**Present:** Linda Hart (Chair), Jenny Moss (Secretary), Paul Webb, John Smith, Peter Lancaster.

### ***1. Apologies:***

Helen McMenamin-Smith, Simon Hart.

### ***2. Approval of the Minutes from 21<sup>st</sup> April 2021.***

Proposed by Paul, seconded by Linda.

### ***3. Liaison with Burwell Parish Council.***

Linda had received an email from the Clerk, acknowledging our official status as an organisation and suggesting that we form a working relationship. Paul mentioned that the Parish Council have a strategy meeting in June, when they will ponder the best way forward to make this happen. In the meantime, perhaps Linda could attend a meeting of the working group Community Leisure and Sports to outline BEG's aims. Peter wondered if we should study the Climate Change Policy and see what we can offer by way of helping achieve some of its aims. The Parish Council had a lot of questions about the CCP at their Annual General Meeting, including being asked what they had achieved so far, and questioning the carbon free target of 2030.

### ***4. Action Sheet Updates:***

1. Clunch/Radio for advertising - not yet started.
2. Questions list also not yet started. Jenny offered to take over the writing of a request for information on the Facebook Group page.
3. EV charging points in the village. Linda offered her and Simon's services to do research into this – whether there is a company who will install and maintain. John said he thought that the group would be well placed to make an early achievement in one of their missives, and the EV charging points could be the project. Jenny to write letter for Linda to send to ECDC asking about their policies and plans on EV charging points. Jenny/Pete will enquire on Facebook group to see if anyone has knowledge of EV installation.

### ***5. Any Other Business:***

We discussed the lobbying aspect of the group. The two main subjects at this time should be that of EV charging points (as discussed in agenda item 4.3), and new builds in the village. Even though our words are likely to fall on deaf ears there is no harm in letting ECDC Planning Dept know that we exist, and that we feel that new builds in the village should be as carbon free as possible. Another issue is the proposed cycleway from Burwell to Exning. Suffolk CC are willing to release funds, but Cambridge CC Highways have said they will not release funds until the first houses are being built on Newmarket Road.

*Pete left the meeting at 20.05 pm*

Paul suggested holding a meeting for the public in the GMH when it has been refurbished, but this could be as late as next October or April of 2022.

### ***6. Date of Next Meeting***

The date for the next meeting has been set for Wednesday 2<sup>nd</sup> June 2021 at 7.30pm.  
Zoom meeting, same ID and Password as last meeting.

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## **Pauline's Swamp Minutes of the Meeting 1<sup>st</sup> April 2001 (Zoom)**

### ***Present:***

Mike Swift (Chair), Jenny Moss (Secretary), Paul Webb, Helen McMenemy-Smith, James Moss.

### ***1. Apologies***

Paul Hawes

Paul suggested sending a copy of the recorded meeting to Jim Perry

### ***2. Approval of the minutes of 13<sup>th</sup> August 2020.***

Proposed by Paul Webb, Seconded by Helen McMenemy-Smith.

### ***3. Approval of the Vision Plan Revision 4A.***

All were in approval. This will now go to Full Council and, if approved there, will become Revision 4B. Paul pointed out that we need to get the appendix documents up to date (covered later in meeting in the Action Plan).

### ***4. Action Sheet Updates***

#### ***1. Update Trustees Document.***

Over the next few months, Mike is to come up with some draft ideas for revising the Trustees Document. He explained that the original Trust Document has caused enormous problems with the transfer of land from Hopkins Homes, and has never been adhered to regarding the Trustees. According to the document, the current owners of the land are the original Trustees still named on the original document. Those named Trustees have never been rotated, or the process monitored, the Trust has never been given Charitable Status.

#### ***2. Hopkins Homes***

Paul reported having seen a man in a yellow jacket using a GPS to examine our land. Mike reiterated that we need to put the fence in the right place as soon as possible. Mike said that we have funds of about £12,000. (Also see 9. Visitors Centre)

#### ***3. Facebook Page / Website***

Ongoing. Helen has been working on the photographs on the website.

#### ***4. Photographs / Video***

Ongoing. Helen has been working on the seasonal photos. Jenny has filled one of the empty photos. Helen offered to replace these with glossier versions; Jenny requested that some of the information posters remain there as agreed in previous meetings.

#### ***5. Open Day***

Mike suggested that we aim for Spring 2022 for our next Open Day, saying also that the Carnival Committee have organised something for 4<sup>th</sup> September this year. Mike and Helen both feel that this year is too early. Paul suggested the Easter Holidays 2022. When to hold the Dog Show to be discussed at the next meeting. We can have an Easter egg hunt!

#### ***6. River Support Pipe***

No change in this situation. James confirmed that Anglian Water are still not spending any money. Paul wondered if we should approach them about our situation. Mike said he had approached them previously when the pond had dried up, and that they had suggested a bore hole. This in turn is dependent on the Feeder Pond, and on the Swaffham Prior Drainage Board.

#### 7. *Cameras*

Paul said he has had difficulty in sourcing a camera that is solar driven, and that has wireless capability for downloading data. Jenny mentioned that Mike had expressed an idea that CCTV was likely to be ignored, and was a waste of money, but rather to spend the money on wildlife cameras. Having a dummy camera in the barn as a deterrent was agreed, Helen offered a dummy for the barn. James mentioned that we might have electricity on site in the future. Paul and James are to discuss further wildlife trail camera options - the cost could be as low as £100. James said he could put a hook up on the owl box, to make it safer to mount a ladder should we put a camera in there.

#### 8. *Purchase of Feeder Pond Land*

The Pauls had been previously due to meet with Bob Scott, but he hadn't turned up. It was agreed to attempt another meeting. Perhaps if Bob did not want to sell the feeder pond land he would be willing to rent it out, or allow us to manage it. Mike suggests letting Bob know how important that pond is to the ecology of the area.

#### 9. *Visitors Centre*

A Visitors Centre could potentially sit on the newly donated land: - we would need to apply for funds. Mike said that we are on the verge of legally owning the land donated by HH, which is a 4m strip along the edge. Joshua Hopkins has agreed that the fence is in the wrong place, and has drawn out the correct area.

James shared a screenshot of the HH land. He asked about filling in the pond (if there was anything to prevent us), and clearing the bramble. Mike pointed out that the boundary line James has marked out is not quite correct - the existing fence is further in than it should be, moving this out will give room round the pond. Mike suggests an on site meeting to discuss what needs to be done, then an area for housing a building could be discussed. All (Paul excepted) agree to meet Tuesday 6<sup>th</sup> April 11.30am, James to bring his map. Need posts/string to mark out correct boundary.

#### 10. *Vision Plan*

Revision 4A had been approved earlier in the meeting

#### 11. *Work Days*

From 17<sup>th</sup> May up to 30 people can get together - currently still only 6 can meet outdoors. Can decide on Tuesday what up to 6 can manage on Saturdays. James has a special bramble cutter that will do the clearance a lot faster than a team of manual cutters, shredding as it goes. James said we need to be careful of clearing whole patches where birds could be nesting - maybe stick to clearing where the fence should be for now. Paul asked James also to have a look at a fallen tree at the back of the barn.

#### 12. *Site Surveys*

We need to do some site surveys to be able to fill in the empty addendum documents. Maybe use some of James' experts - they might do this for a pub lunch. Moth Man is a bird ringer as well as a moth expert. Mike suggested asking Malcolm Busby - Helen offered to ask him. To be discussed at next meeting - all to put out feelers, and James to ask Moth Man how much he would charge (maybe £50).



**5. *Christian Swarbrick of Cambs Think Communities Team***

Christian Swarbrick is interested in Pauline's Swamp as an Open Space in the area and the relationship the local community has with it. There was no response to the invitation to this meeting, so Jenny suggests sending him the Vision Plan, and maybe having an individual meeting.

**6. *Any Other Business***

None

**7. *Date of Next Meeting***

May Monday 24<sup>th</sup> 6pm in the Owl Barn

The meeting finished at 8.30 p.m.

A handwritten signature in black ink, appearing to be 'Jenny', written in a cursive style.

## **Spring Close Management Group Meeting (Zoom) Wednesday 12<sup>th</sup> May 2021 8pm**

Present: Mike Swift (Chair), Jenny Moss (Secretary), Paul Webb, Liz swift, Rachel O'Leary, Martin O'Leary, Colin Smith, Caroline Smith.

### **1. Apologies**

Geraldine Tate, Malcolm Busby, Helen McMenamin-Smith

### **2. Approval of the Minutes from 14th April 2021**

After agreeing that the labelling of George Rowlands should be changed from "Handyman" to "Maintenance Officer", and that the SSSI status should have "Cambridgeshire" in front of it for clarification, the minutes were approved by Paul and seconded by Liz.

### **3. Action Sheet Updates**

#### **1. Signage**

Malcolm had previously sent an email to the group regarding his progress with Bill Franklin, and asking for answers to a few questions. Malcolm had forgotten to send the attached draft, however, so we felt we couldn't make decisions at this time. Malcolm suggested using the new Parish website for more data.

#### **2. Open Days**

Still on hold.

#### **3. Tree Planting**

Rachel suggested that we put in an early order for trees as the Woodland Trust may run low. Rachel will ask Derah (Wild Burwell) to order them – Jenny will send Rachel the list that Kevin Drake (ECDC Tree Officer) recommended for the site.

#### **4. Wildflower Management**

Mike is still waiting to meet with TruLink (Grass cutting contractors) about the mowing regime, but for now he has asked them only to mow the paths. Martin said that last year had worked very well, maybe to narrow the path up to the footbridge. One problem is the cutting of the mound – the little robots used cut the greenery very finely, making it harder to rake away.

#### **5. Vision Plan**

Jenny to add "Cambridgeshire" in front of the SSI in the opening paragraph, and to make the comments about grazing a bit more vague, as there is some controversy over when it was stopped.

#### **8. Spring Bank**

Mike has been to look at the clunch at the cemetery, and has spoken to Michael Geary (Burwell Parish Councillor and farmer) about transporting it. Concerns were raised about this working group being physically able to load bags of the clunch up at the cemetery, then barrow them from the church gate to the spring. Jenny offered to ask James Moss (Pauline's Swamp Trustee), and Mike said he would ask Michael Geary if his vehicle does off-road terrain.

We might need to ask for help from the community for the bag loading, which could cause an insurance issue. We will need a risk assessment, and the work day will need to be organised for after 21<sup>st</sup> June due to the Covid-19 lockdown rules at this time. Liz suggested that we ask Meads if they could deliver it to Spring Close, as they are normally paid to take it away from the cemetery.

*(Geraldine Tate joined the meeting at 20.37 p.m.)*

It was suggested that we ask Reg Nicholls for advice on filling in the gullies – Jen will write a covering email copying in the Management group.

*(The meeting time expired, so we rejoined at 20.39 p.m.)*

Colin made the point that we will probably need large pieces of clunch, not the crumbly bits. Geraldine commented that her husband reckoned we would need at least one builders bag per gully.

9. Work days

The next work day was set for Saturday 26<sup>th</sup> June 2021, pending on advice from Reg Nicholls.

It's not a good time of year to cut back the overhang of brambles by the stream due to nesting, but as well as working on the gullies, we can attack the Carex Pendule round the stream head with shears/secateurs. We can remove brambles on the north east corner of the moat, giving visual access to the castle through a gap (although again this might be best left till the autumn).

**4. Any Other Business**

Rachel had taken some photographs of the spring bed earlier today as she noticed there was some algae round the gullies and the stones. There was concern that this is being introduced from the concrete drain pipe coming from Mandeville, which could contain phosphates and other road surface contaminants. Martin said he would ask Paul Pickles (fresh water biologist) for advice.

**5. Date of Next Meeting**

The date of the next meeting was set for June 23<sup>rd</sup> at 8 p.m.  
Zoom meeting

Meeting ID: 734 8643 1927

Passcode: b6UB8x

*Jennifer M. Moss*



# 1st Burwell Scout Group



3 Hythe Close  
29/06/21

Dear Chairperson,

I am the Chair of 1<sup>st</sup> Burwell Scout Group and since the unfortunate demise of our "Scout Hut" in Hawthorn Way in 2011, we have been looking for a new, more appropriate, home from which to run the full breadth of scouting activities.

We have noticed that the Cricket Club no longer use Margaret Field and are aware of a covenant on the field regarding provision of a pavilion. I am also aware that the Parish Council with the FA have identified the field to support youth football due to village growth and note that toilets are required to enable this.

I wonder if there's a mutually beneficial opportunity here?

I would like to propose that we (1<sup>st</sup> Burwell Scouts) work with the Parish Council to create the aforementioned pavilion, as a new fixed abode for Burwell Scouting, and provide the facilities required by the local community sports groups.

As you may be aware, 1<sup>st</sup> Burwell Scouts celebrates its centenary in 2023, and have provided benefits to many members of the village over a long period of time. Our current premises greatly limit the Scouting Activities and opportunities we can offer the community's young people. A suitable permanent base would allow far greater opportunities for the village's young people and believe that Margaret's field could be ideal for this.

We propose a building with a hall (circa 100 square metres), a kitchen, a small "committee room" and office, storage and of course the independently accessible toilets. We propose that we install a small carpark close to the pavilion to facilitate this.

As you may be aware I have met informally with Mike Swift and Paul Webb on this matter, both of whom have been receptive to the idea and have helped me progress to this point.

I am very interested in your thoughts on the above, and would welcome the opportunity to discuss further or receive advice on how we might proceed.

Yours sincerely

Mike Stanbridge

Chair of 1<sup>st</sup> Burwell Scout Group



**Registered Charity Number 300707**



## Yvonne Rix

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**From:** Richard Liddington <islehampc@gmail.com>  
**Sent:** 29 June 2021 11:58  
**To:** Richard Liddington  
**Subject:** Consultation on Draft Isleham Neighbourhood Plan  
**Attachments:** Informer Consult Questions 15.6.21 (2).pdf

Dear Consultee

As part of the requirements of the Localism Act 2011 and Regulation 14 of the Neighbourhood Planning (General) Regulations 2015 (as amended), Isleham Parish Council is undertaking a Pre-Submission Consultation on the Draft Isleham Neighbourhood Plan.

East Cambridgeshire District Council has provided your details as a body/individual we are required to consult and your views on the Draft Neighbourhood Plan would be welcomed.

Our draft Neighbourhood Plan can be found at: <http://isleham-village.co.uk/Parish%20Council/Council%20Documents/Final%20NP%2016.5.21.pdf>

We look forward to receiving your comments before Wednesday 1st September 2021  
If possible, please submit them online at <https://freeonlinesurveys.com/s/tfJE4DXb> otherwise please complete the attached and send them in a reply to this email.

Paper copies of our draft Neighbourhood Plan can also be found at The Beeches, The Coop and the Post Office in Isleham

All personal information will be stored and used in line with our data protection policy which can be found at <http://isleham-village.co.uk/Parish%20Council/Council%20Documents/Information%20Protection%20Policy%20-%20March%202018.pdf>

Kind Regards  
Richard Liddington  
Clerk to Isleham Parish Council

**From:** Wendy Lansdown <Wendy.Lansdown@cambridgeshire.gov.uk>  
**Sent:** 18 June 2021 12:51  
**Subject:** An opportunity for community groups and organisations to be listed on a new East Cambs website directory (HAY!)

**Importance:** High

Hello Everyone,

I didn't want to wait until our meeting to share this opportunity – groups, organisations and services across East Cambs can now sign up (for free) to feature on the fabulous new [How Are You East Cambs](#) (HAY) website!

It is a brilliant opportunity to list community activities and services. This will create a 'go to' place for local East Cambs info – something many people have commented is sorely needed. [Here is the sign up form](#) for organisations who want to feature. It is going to be a comprehensive site, so the form does take a while to do (approx. 20 mins), I think it's well worth the effort! **Please do sign up, and share this widely so that we can quickly fill it with local activities and make it a great resource for our communities.** Full info below:

### **Introduction**

We know that communities in East Cambridgeshire provide amazing support – the pandemic has shown just how much!

Local residents have told us that it is sometimes hard to find out about what is happening near them, and organisations want an easy way to tell others about what they do. This is an opportunity for local communities, public, and voluntary sectors and local partners together to make a real difference to the quality of life of the people of East Cambridgeshire.

### **What is Happy at Home?**

The Happy at Home initiative aims to transform the way that community-based care and support is commissioned to ensure that all the different support available within a community is maximised; this enables residents to access the right, holistic support for them at home. The particular focus of this initiative is on supporting those aged 60 or over who might need help to stay at home either now or in the future.

One of the first steps in this is to understand the wide range of support currently available to the community in East Cambridgeshire, and where some of the 'gaps' might be.

### **What is How Are You (H.A.Y) East Cambs?**

H.A.Y. Cambridgeshire & Peterborough is a family of digital spaces bringing together everything in the local community that is good for mental wellbeing. The website for East Cambridgeshire can be found at [www.HAYEastCambs.co.uk](http://www.HAYEastCambs.co.uk).

H.A.Y. shares details of any activity, group or venue in the county who provide a wellbeing boost to local people, if they pledge their support to the vision: wherever you live in Cambridgeshire and Peterborough, you will have access to the mental health support that you need when you need it.

The H.A.Y. website will be embedded within our digital social prescribing platform 'Elemental' as a community directory - connecting GP surgeries, specialist NHS mental health services, the local council, the voluntary sector and the wider community – we all have a part to play in supporting the mental health of local people. Gifted a smile today? Asked someone 'how are you'? You are part of it too!

## **Collaboration between Happy at Home and How Are You**

Through our conversations we identified that our work closely aligned with the How Are You survey and the decision was made to bring the two pieces of work together to avoid duplication and improve the experience for those we are reaching out to.

Taking care of our social needs and taking care of our mental wellbeing is very much one mission.

### **How you can help**

We are eager to ensure that we capture as much information as we can, to really shape our work. The survey is a tool to capture that information and we would encourage you to share this across your networks. The survey should take about 20 minutes to complete.

In order to give as many people as possible time to complete the form, we will open the survey on 14 June 2021 and will provide progress updates.

**For the Happy at Home project, we will be reviewing the information we receive back from this survey in early August, so responses by this date would be gratefully received.**

**To complete the survey please click <https://bit.ly/3alt0pj>**

Trish from HAY will be joining us at our meeting in July to tell us more.

*Stay safe and take care,  
Wendy*

Wendy Lansdown  
Think Communities Coordinator | Strengthening Communities Team  
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