

Yvonne Rix

From: laviniaedwards@aol.com
Sent: 03 February 2022 12:58
To: Yvonne Rix
Subject: Parish Council meeting 8thnFebruary, 2022

Dear Yvonne

Could you please give my apologies for the above meeting there was no planning meeting this month?

Regards
Lavinia

District Council Report

January 2022

I chaired a meeting of the Finance and Assets Committee. Committee recommended amendments to the Local Council Tax Reduction Scheme for 2022/23 and the 2022/23 Annual Treasury Management Strategy, Minimum Revenue Provision Policy Statement & annual Investment Strategy to Full Council. Committee referred the Revenue Budget, Capital Strategy and Council Tax for 2022/23 to Full Council for decision. Committee agreed to CIL funding requests for community facilities in Ely and Littleport. Committee also received update reports on: Council-owned assets; finances for the year to date; and staff appointments, transfers and resignations.

Planning Committee refused 2 applications in Wicken to build a total of 6 dwellings. Committee approved a number of illuminated advertising/tourist information signs in Ely.

I also attended a meeting of the Cambridgeshire and Peterborough Combined Authority Audit & Governance Committee. Committee received updates on a variety of issues, including: Internal Audit; Financial Strategies; a Review of Governance and ways of working within CPCA; and terms of reference for oversight by the Audit and Governance Committee of CPCA trading companies.

David Brown



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE

Telephone: Ely (01353) 665555
DX41001 ELY Fax: (01353) 665240
www.eastcambs.gov.uk

Mrs Yvonne Rix
Clerk to Burwell Parish Council
The Jubilee Reading Room
99 The Causeway
Burwell
Cambs
CB25 0DU

This matter is being dealt with by:

Rachael Forbes

Telephone: 01353 616300
E-mail: rachael.forbes@eastcambs.gov.uk
My Ref: 21/01443/FUL
Your ref

1st February 2022

Dear Sir/Madam

Proposal: Proposed demolition of a large clunch/brick outbuilding and erection of detached dwelling plus associated works
Location: Riverdale 71 North Street Burwell Cambridge CB25 0BA
Reference: 21/01443/FUL

An amendment has been received for the development described above.

The amendment involves :

Design of dwelling amended from two storey to single storey. Tree Report submitted

Please complete and return the attached sheet with any comments and/or observations your Council may have by 15th February 2022. Any such comments will, under the Local Government (Access to Information) Act 1985, be available to the general public.

If we do not receive a response from you by 15th February 2022, it will be assumed that your Council does not wish to make any comments on this application unless you advise us otherwise.

You can view the amended plan on our Public Access page (<http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R1WAWVGG0D800>).

Yours faithfully

Rachael Forbes
Planning Officer



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Mrs Yvonne Rix
Clerk to Burwell Parish Council
The Jubilee Reading Room
99 The Causeway
Burwell
Cambs
CB25 0DU

This matter is being dealt with by:

Molly Hood

Telephone: 01353 616308
E-mail: molly.hood@eastcambs.gov.uk
My Ref: 21/01778/FUL
Your ref

3rd February 2022

Dear Sir/Madam

Proposal: Demolition of existing attached garage and construction of two storey side extension
Location: 29 Isaacson Road Burwell Cambridge CB25 0AF
Reference: 21/01778/FUL

An amendment has been received for the development described above.

The amendment involves :

The amendment includes the removal of the two east side elevation ground floor windows and the line of the eastern boundary treatment.

Please complete and return the attached sheet with any comments and/or observations your Council may have by 17th February 2022. Any such comments will, under the Local Government (Access to Information) Act 1985, be available to the general public.

If we do not receive a response from you by 17th February 2022, it will be assumed that your Council does not wish to make any comments on this application unless you advise us otherwise.

You can view the amended plan on our Public Access page (<http://pa.eastcambs.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R3WSDGGGIWW00>).

Yours faithfully

Molly Hood
Planning Officer

Planning Services
The Grange
Nutholt Lane
ELY
Cambs
CB7 4PL

Parish:	Burwell
Application reference:	21/01778/FUL
Proposed development:	Demolition of existing attached garage and construction of two storey side extension
Location:	29 Isaacson Road Burwell Cambridge CB25 0AF
Applicant:	Mr Charles Pilgrim
Case officer:	Molly Hood
Current decision level:	DEL

The amendment involves :

The amendment includes the removal of the two east side elevation ground floor windows and the line of the eastern boundary treatment.

Comments:

Does the Parish Council have any concerns about the application? Yes / No

Can these concerns be addressed by;

- | | | |
|----|--|----------|
| a. | amendments to the scheme | Yes / No |
| b. | conditions to be applied to any permission | Yes / No |
| c. | outright refusal of permission | Yes / No |

If the answer is 'Yes' to either a or b please state your concerns and how they could be addressed. If you would like the application refused, please give your reason(s) below.

Burwell Parish Council
Notes from the Finance and General Purposes Meeting held on 25th January 2022
At Mandeville Hall

Present: Hazel Williams (Chair), Joan Lonsdale, Liz Swift, Michael Swift, Paul Webb, Brenda Wilson, and Yvonne Rix.

F&GP/25012022/01 Apologies for absences and declarations of interests

Apologies – Gus Jones

F&GP/25012022/02 Approval of the minutes of the meeting of 30th November 2021

The minutes of the meeting held on 30th November 2021 were approved and signed as a true and correct record.

F&GP/25012022/03 Consideration of the Action Sheet

The following updates were noted.

PROJECT	INFORMATION AND UPDATES
Local Council Risk System	Risk assessment review being carried out by Sarah Ashby
CCLA Investment	Fund stands at £101228.61 on 31.12.2021

F&GP/25012022/04 Current Financial Situation

Yvonne Rix presented the financial information attached.

She reminded the group that the third-party contribution towards the Amey grant still needs to be paid and that this has not been included in the figures. She also pointed out that a payment of £250.00 from Hastoe Housing has been incorrectly allocated to general reserves and not shown Under the correct Gardiner Memorial Hall heading.

She remarked that with the work being undertaken at the Gardiner Memorial Hall, payment of Grants relating to the project and VAT, it is difficult to forecast the financial position of the Council at this stage.

The following comments on the Council's payments and receipts were noted:

Administration

1. Supplies – likely to go over budget. This includes extra hall cleaning materials and ppe purchased due to Covid.
2. Photocopier payments are over budget
3. Microsoft 365 – Bill is due in from Burwell Computers
4. Fire Precautions – Charged to individual properties
5. Payment in of £2.90 in other is Petty Cash as a result of the Council no longer holding any Petty Cash in hand.
6. Admin Other includes Recreation Ground Car Park costs
7. The website costs include work creating the new website

Cemetery

1. Overspend on Electricity and rates
2. Cemetery Income higher than budgeted

Jubilee Reading Room

1. Cleaning includes public toilet

Mandeville Hall

1. Income should be on track as hire fees return to pre covid rates from 1st January 2022.

Play Equipment – Overspend on bark noted.

Spring Close – Overspend on grass and hay cutting noted.

Staffing – Keyholders Salaries – costs higher due to additional covid cleaning and changes to daily rates.

Yvonne Rix was thanked for her work compiling the documents.

F&GP/25012022/05 Updating Bank Signatories

Following the resignation of Robin Dyos as a Councillor, it was agreed to **recommend to Full Council that the bank mandate is changed removing Robin Dyos as a signatory and adding Paul Webb.**

F&GP/25012022/06 Acceptance of Internal Audit Fee

The Moore UK fee for carrying out this year's internal audit is £25.00 higher than last year at a Cost of £900.00 plus VAT. It was agreed that this is acceptable.

F&GP/25012022/07 Review of the following:

Charges and fees for hall hire, allotments, cemetery, sports facilities and lock up

The Group recommends the following fees from 1.4.2022 to full council:

Allotments – From October 2022 an increase from 20p per square metre to 23p per square metre and from October 2023 an increase from 23p to 25p per square metre.

Mandeville Hall and Gardiner Memorial Hall

Charges to remain the same.

Paul Webb asked for Council to consider allowing the free use of the halls if not required for fee paying organisations, to community beneficial groups which have no income. This was agreed to be acceptable but use by a group would need to be individually assessed.

Lock Up

Rent to remain the same at £200.00 per year.

Sports Facilities

It was noted that the clubs are about to merge to form Burwell United and that they have suggested paying an annual fee for the use of the facilities. Michael Swift and Paul Webb to consider possible charges and come back with recommendations.

The FA is willing to consider further grant applications from Burwell including for a all weather pitch at the Recreation Ground.

Cemetery

The following increases are recommended:

Part 1 - Interments (excluding fee for digging grave)

For the interment granted:

- | | |
|---|---|
| a) of the body of a still-born child or of a child whose age at the time of death did not exceed 12 years | £90 to remain the same at £90.00 |
| b) of the Person whose age at the time of death exceeded twelve years: | |
| Single grave to the depth of 5 | £310 increase to £330.00 |
| Double grave to the depth of 7 ft | £310 increase to £330.00 |
| c) For any interment at a depth exceeding 7 feet, for each additional foot, an additional:- | £120 increase to £140.00 |
| d) Re-opening of grave | £240 increase to £260.00 |
| e) For the interment of cremated remains in a grave for which the exclusive rights have been issued | £140 increase to £160.00 |
| f) For the interment of cremated remains in designated plot in the garden of Remembrance. | £140 increase to £160.00 |

Part 2 - Exclusive Rights of Burial in Earthen Graves

- | | |
|--|------------------------------------|
| a) For the exclusive right of Burial for 50 years in an earthen grave 9ft. x 4ft. | £275 increase to £295.00 |
| b) Exclusive right for a child's grave | £100 to remain at £100.00 |
| c) For the exclusive right of burial for 50 years of cremated remains in earthen space 2 ft. x 2 ft. | £140 to increase to £160.00 |
| d) As c) above for a double ashes plot | £220 to increase to £240.00 |

Part 3 - Monuments, tablets & Monumental Inscriptions

For the right to erect or place on a grave:

- | | |
|---|------------------------------------|
| a) A Headstone not exceeding three feet in height, including inscriptions | £245 to increase to £265.00 |
| b) A flower vase (in lieu of headstone), including inscriptions | £140 to increase to £160.00 |
| c) A plaque 10" x 4" on a wall in the garden of rest | £150 to increase to £170.00 |
| d) A double plaque 10" x 8" on a wall in the garden of rest | £245 to increase to £265.00 |

(These fees are inclusive of any future additional inscriptions)

Use of Cemetery Chapel for a service prior to burial

£220 to increase to £240.00

(Chapel fee is not doubled for non residents)

F&GP/25012022/08 Staff Appraisals (Salaries to be discussed 29.3.2022)

It was agreed that Yvonne Rix, Liz Swift, and Paul Webb would carry out the annual staff Appraisals the week after the February school half term.

F&GP/25012022/09 Any other matters and matters for discussion at the next Meeting:

Gardiner Memorial Hall Launch Funding:

Liz Swift reported that through the Creative Arts East membership we are entitled to one free film screening. We will need to have an official opening of the hall where funders and local businesses who have donated etc. can be invited. This could be followed for an Open Afternoon for members of the public. This can be discussed further at the next meeting.

A new Premises License needs to be applied for.

Yvonne Rix informed the group of the need to consider the disposal of arising from areas where grass is to be managed to support wilding, which had been highlighted by the Grass Cutting Contractor. She explained that she would look at options available including cost implications and come back to Council once finished.

Hazel Williams reported that the role of the Day Centre within the community is changing, and that the Day Centre is due to carry out a strategic review of its role. It is likely that the Centre may ask the Parish Council to be more proactively involved with the organisation in the future.

F&GP/25012022/10 Date of the next meeting

The next meeting to be held on 29th March 2022.

The meeting closed at 9.12 pm.

Signed

Dated

Burwell Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
Administration	150.00	251.65	101.65 (67%)	26,050.00	68,668.49	-42,618.49 (-163%)	-42,516.84
Agency Grass Cutting	1,900.00	1,903.03	3.03 (0%)	3,000.00	2,367.00	633.00 (21%)	636.03
Allotments	1,900.00	3,144.04	1,244.04 (65%)	1,450.00	224.06	1,225.94 (84%)	2,469.98
Capital Budget			0.00 (N/A)	9,000.00		9,000.00 (100%)	9,000.00
Cemetery	10,500.00	17,285.00	6,785.00 (64%)	2,900.00	2,851.95	48.05 (1%)	6,833.05
CIL Funding		24,739.06	24,739.06 (247390)			0.00 (N/A)	24,739.06
Deposits		1,484.17	1,484.17 (148417)		725.00	-725.00 (-72500)	759.17
Donations		6,389.00	6,389.00 (638900)	1,550.00	1,175.00	375.00 (24%)	6,764.00
Gardiner Memorial Hall		48,014.13	48,014.13 (480141)	9,450.00	105,038.04	-95,588.04 (-1011%)	-47,573.91
Jubilee Green			0.00 (N/A)	150.00		150.00 (100%)	150.00
Jubilee Reading Room			0.00 (N/A)	3,645.00	3,741.31	-96.31 (-2%)	-96.31
Lock Up	200.00	200.00	0.00 (N/A)	20.00		20.00 (100%)	20.00
Mandeville Hall	14,000.00	11,677.35	-2,322.65 (-16%)	17,550.00	12,230.39	5,319.61 (30%)	2,996.96
Margaret Field		16.88	16.88 (1688%)	1,050.00	426.00	624.00 (59%)	640.88
Pauline's Swamp			0.00 (N/A)	1,500.00	389.47	1,110.53 (74%)	1,110.53
Play Equipment			0.00 (N/A)	2,000.00	1,158.53	841.47 (42%)	841.47
Precept	162,357.00	162,357.00	0.00 (N/A)			0.00 (N/A)	0.00
Priory Meadow and Orchard			0.00 (N/A)	100.00		100.00 (100%)	100.00
Public Areas			0.00 (N/A)	9,100.00	4,663.00	4,437.00 (48%)	4,437.00
Spring Close			0.00 (N/A)	3,500.00	3,976.50	-476.50 (-13%)	-476.50
Staff			0.00 (N/A)	84,000.00	68,049.41	15,950.59 (18%)	15,950.59
Street Lighting			0.00 (N/A)	650.00	157.29	492.71 (75%)	492.71
The Pavillion			0.00 (N/A)	5,500.00	1,391.74	4,108.26 (74%)	4,108.26
The Recreation Ground	2,500.00	3,795.08	1,295.08 (51%)	19,200.00	15,648.71	3,551.29 (18%)	4,846.37
VAT		29,732.49	29,732.49 (297324)			0.00 (N/A)	29,732.49
NET TOTAL	193,507.00	310,988.88	117,481.88 (60%)	201,365.00	292,881.89	-91,516.89 (-45%)	25

Total for ALL Cost Centres	310,988.88	292,881.89
V.A.T.	3,569.00	39,409.96
GROSS TOTAL	314,557.88	332,291.85

Burwell Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

7 February 2022 (2021/2022)

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
62	Supplies				1,500.00	1,395.57	104.43	104.43 (6%)
63	Telephone and Internet				2,000.00	993.92	1,006.08	1,006.08 (50%)
64	Photocopier				1,250.00	1,296.56	-46.56	-46.56 (-3%)
65	Microsoft 365				1,500.00		1,500.00	1,500.00 (100%)
66	Fire Precautions (All properties)				250.00		250.00	250.00 (100%)
67	Election Costs							(N/A)
68	Photocopier Income	50.00	13.75	-36.25		116.20	-116.20	-152.45 (-304%)
69	Insurance Premium				5,800.00	5,425.41	374.59	374.59 (6%)
70	Mileage (Not Handyman)				500.00	607.05	-107.05	-107.05 (-21%)
71	Audit Fees				2,500.00	1,475.00	1,025.00	1,025.00 (41%)
72	CAPALC + Other Memberships				1,300.00	107.50	1,192.50	1,192.50 (91%)
73	Conferences and Training				500.00	280.00	220.00	220.00 (44%)
74	Petty Cash/Lloyds Cards				1,500.00	1,009.97	490.03	490.03 (32%)
75	Annual Report				700.00	656.25	43.75	43.75 (6%)
76	Other Income	100.00	2.90	-97.10				-97.10 (-97%)
77	Other and PR				1,000.00	50,860.85	-49,860.85	-49,860.85 (-4986%)
78	Handyman Capital Expenditure				500.00	204.17	295.83	295.83 (59%)
79	Handyman General Expenditure i		235.00	235.00	2,000.00	3,023.54	-1,023.54	-788.54 (-39%)
80	Website				250.00	1,125.00	-875.00	-875.00 (-350%)
81	Public Toilet				3,000.00	91.50	2,908.50	2,908.50 (96%)
SUB TOTAL		150.00	251.65	101.65	26,050.00	68,668.49	-42,618.49	-42,516.84 (-162%)

Agency Grass Cutting

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
86	Agency Grass Cutting - CCC Ver	1,900.00	1,903.03	3.03	3,000.00	2,367.00	633.00	636.03 (12%)
SUB TOTAL		1,900.00	1,903.03	3.03	3,000.00	2,367.00	633.00	636.03 (12%)

Allotments

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
24	Rates				800.00	116.24	683.76	683.76 (85%)
25	Electricity				200.00	102.20	97.80	97.80 (48%)
26	Maintenance				450.00	5.62	444.38	444.38 (98%)
27	Income Lettings	1,900.00	3,144.04	1,244.04				1,244.04 (65%)
SUB TOTAL		1,900.00	3,144.04	1,244.04	1,450.00	224.06	1,225.94	2,469.98 (73%)

Capital Budget

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
119	New Trees				1,000.00		1,000.00	1,000.00 (100%)
120	Safety Campaign				3,000.00		3,000.00	3,000.00 (100%)

Burwell Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

7 February 2022 (2021/2022)

121 LHII		5,000.00	5,000.00	5,000.00 (100%)
SUB TOTAL		9,000.00	9,000.00	9,000.00 (100%)

Cemetery

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
19 Electricity and Rates				1,600.00	1,863.08	-263.08	-263.08 (-16%)
20 Repairs, Renewals				600.00	296.00	304.00	304.00 (50%)
21 Maintenance				400.00	443.83	-43.83	-43.83 (-10%)
22 Cleaning Contract				300.00	249.04	50.96	50.96 (16%)
23 Cemetery Fees	10,500.00	17,285.00	6,785.00				6,785.00 (64%)
SUB TOTAL	10,500.00	17,285.00	6,785.00	2,900.00	2,851.95	48.05	6,833.05 (50%)

CIL Funding

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
92 CIL Income		24,739.06	24,739.06				24,739.06 (N/A)
SUB TOTAL		24,739.06	24,739.06				24,739.06 (N/A)

Deposits

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
112 allotment Deposit		350.00	350.00		75.00	-75.00	275.00 (N/A)
113 Hall Deposit		1,134.17	1,134.17		650.00	-650.00	484.17 (N/A)
SUB TOTAL		1,484.17	1,484.17		725.00	-725.00	759.17 (N/A)

Donations

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
87 General Donations		6,389.00	6,389.00	700.00	475.00	225.00	6,614.00 (944%)
88 Youth Donations				700.00	700.00		(0%)
90 Neighbourhood Watch				150.00		150.00	150.00 (100%)
SUB TOTAL		6,389.00	6,389.00	1,550.00	1,175.00	375.00	6,764.00 (436%)

Gardiner Memorial Hall

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
6 Heat and Light				4,000.00	759.68	3,240.32	3,240.32 (81%)
7 Rates				2,500.00	2,022.30	477.70	477.70 (19%)
8 Repairs, Renewals, Sanitary con				500.00	106.90	393.10	393.10 (78%)
9 Performing Rights				750.00	149.47	600.53	600.53 (80%)
10 Fire				100.00	22.52	77.48	77.48 (77%)

Burwell Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

7 February 2022 (2021/2022)

45 Hedge Cutting	2,000.00	1,349.50	650.50	650.50 (32%)
46 Trees	4,000.00	400.00	3,600.00	3,600.00 (90%)
83 Grass Cutting	2,700.00	2,670.00	30.00	30.00 (1%)
SUB TOTAL	9,100.00	4,663.00	4,437.00	4,437.00 (48%)

Spring Close

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1 Grass and Hay Cutting				2,500.00	3,976.50	-1,476.50	-1,476.50 (-59%)
2 Maintenance				1,000.00		1,000.00	1,000.00 (100%)
SUB TOTAL				3,500.00	3,976.50	-476.50	-476.50 (-13%)

Staff

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
58 Key Holder				12,000.00	12,629.44	-629.44	-629.44 (-5%)
59 Assistant to Clerk				12,000.00	9,116.91	2,883.09	2,883.09 (24%)
60 Handyman				25,000.00	18,591.93	6,408.07	6,408.07 (25%)
61 Clerk				35,000.00	27,711.13	7,288.87	7,288.87 (20%)
SUB TOTAL				84,000.00	68,049.41	15,950.59	15,950.59 (18%)

Street Lighting

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
39 Electricity				150.00	157.29	-7.29	-7.29 (-4%)
40 Maintenance							(N/A)
41 Church Flood Lights				500.00		500.00	500.00 (100%)
SUB TOTAL				650.00	157.29	492.71	492.71 (75%)

The Pavilion

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
30 Electricity				1,500.00	728.56	771.44	771.44 (51%)
31 Rates				1,000.00	42.95	957.05	957.05 (95%)
32 Cleaning Contract				2,000.00	430.23	1,569.77	1,569.77 (78%)
33 Repairs, Renewals				1,000.00	190.00	810.00	810.00 (81%)
34 Sinking Fund							(N/A)
SUB TOTAL				5,500.00	1,391.74	4,108.26	4,108.26 (74%)

Burwell Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

7 February 2022 (2021/2022)

The Recreation Ground

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
35	Grass Cutting				6,500.00	4,666.66	1,833.34	1,833.34 (28%)
36	misc and Maintenance (Non Pltc				500.00	385.05	114.95	114.95 (22%)
37	Pitch Maintenance Contract				11,000.00	10,597.00	403.00	403.00 (3%)
38	Income from Hirers	2,500.00	1,316.67	-1,183.33				-1,183.33 (-47%)
117	Tennis Court Maintenance				1,200.00		1,200.00	1,200.00 (100%)
118	Tennis Court Income		2,478.41	2,478.41				2,478.41 (N/A)
SUB TOTAL		2,500.00	3,795.08	1,295.08	19,200.00	15,648.71	3,551.29	4,846.37 (22%)

VAT

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
114	VAT Refund		29,732.49	29,732.49				29,732.49 (N/A)
SUB TOTAL			29,732.49	29,732.49				29,732.49 (N/A)

Summary

NET TOTAL	193,507.00	310,988.88	117,481.88	201,365.00	292,881.89	-91,516.89	25,964.99 (6%)
V.A.T.		3,569.00			39,409.96		
GROSS TOTAL		314,557.88			332,291.85		

Burwell Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

7 February 2022 (2021/2022)

Margaret Field

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3	Grass Cutting				1,000.00	426.00	574.00	574.00 (57%)
4	Misc				50.00		50.00	50.00 (100%)
103	Income		16.88	16.88				16.88 (N/A)
SUB TOTAL			16.88	16.88	1,050.00	426.00	624.00	640.88 (61%)

Pauline's Swamp

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
82	Pauline's Swamp				1,500.00	389.47	1,110.53	1,110.53 (74%)
SUB TOTAL					1,500.00	389.47	1,110.53	1,110.53 (74%)

Play Equipment

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
55	Bark				500.00	625.00	-125.00	-125.00 (-25%)
56	Maintenance				1,000.00	533.53	466.47	466.47 (46%)
57	Skate Park				500.00		500.00	500.00 (100%)
SUB TOTAL					2,000.00	1,158.53	841.47	841.47 (42%)

Precept

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
91	Precept	162,357.00	162,357.00					(0%)
SUB TOTAL		162,357.00	162,357.00					(0%)

Priory Meadow and Orchard

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
53	Misc				100.00		100.00	100.00 (100%)
SUB TOTAL					100.00		100.00	100.00 (100%)

Public Areas

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
42	Bus Shelters				300.00		300.00	300.00 (100%)
43	Street Furniture Maintenance					43.50	-43.50	-43.50 (N/A)
44	Christmas Tree and Lights				100.00	200.00	-100.00	-100.00 (-100%)

Burwell Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

7 February 2022 (2021/2022)

11 Misc	47,840.00	47,840.00	100.00	70.00	30.00	47,870.00 (47870%)
12 Cleaning Contract			1,500.00	97.50	1,402.50	1,402.50 (93%)
13 Income from Hirers	174.13	174.13				174.13 (N/A)
99 Refurbishment				101,809.67	-101,809.67	-101,809.67 (N/A)
SUB TOTAL	48,014.13	48,014.13	9,450.00	105,038.04	-95,588.04	-47,573.91 (-503%)

Jubilee Green

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
5	Misc				150.00		150.00	150.00 (100%)
SUB TOTAL					150.00		150.00	150.00 (100%)

Jubilee Reading Room

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14	Heat and Light				1,020.00	735.99	284.01	284.01 (27%)
15	Rates				700.00	534.29	165.71	165.71 (23%)
16	Repairs, Renewals				1,000.00	656.00	344.00	344.00 (34%)
17	Cleaning Contract				850.00	1,555.81	-705.81	-705.81 (-83%)
18	Misc				75.00	259.22	-184.22	-184.22 (-245%)
SUB TOTAL					3,645.00	3,741.31	-96.31	-96.31 (-2%)

Lock Up

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
28	Repairs, Renewals				20.00		20.00	20.00 (100%)
29	Income Lettings	200.00	200.00					(0%)
SUB TOTAL		200.00	200.00		20.00		20.00	20.00 (9%)

Mandeville Hall

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
47	Repairs, Renewals, Sanitary con		90.00	90.00	1,000.00	1,217.06	-217.06	-127.06 (-12%)
48	Heat and Light				3,250.00	474.78	2,775.22	2,775.22 (85%)
49	Performing Rights				1,200.00		1,200.00	1,200.00 (100%)
50	Rates				6,000.00	7,204.39	-1,204.39	-1,204.39 (-20%)
51	Fire Precautions				100.00	335.00	-235.00	-235.00 (-235%)
52	Cleaning Contract				6,000.00	2,911.66	3,088.34	3,088.34 (51%)
108	Income from Hirers	14,000.00	11,587.35	-2,412.65		87.50	-87.50	-2,500.15 (-17%)
SUB TOTAL		14,000.00	11,677.35	-2,322.65	17,550.00	12,230.39	5,319.61	2,996.96 (9%)

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

Yvonne Rix

From: Emma Graves-Brown <Emma.Graves-Brown@eastcambs.gov.uk>
Sent: 20 January 2022 15:14
To: Parish Councils (All)
Subject: Eyes & Ears Training
Attachments: Umbrella poster 2.0.jpg

Good afternoon ,

I am currently updating and refreshing the Community Safety Partnership Eyes & Ears programme. I am offering all Parish Councils a 45minute-1 hour Teams training session on the Eyes & Ears topics and correct methods of referring/reporting. Once trained you will receive a certificate, be able to feel comfortable when dealing with difficult topics/issues that are raised within the community, a family member or friend. We would also ask that you spread the word about Eyes & Ears within your community, you would become a community champion.

You can get a feel for Eyes & Ears by going to :-

[Community Eyes and Ears | East Cambridgeshire District Council \(eastcambs.gov.uk\)](#) (This is not the refreshed version)

I am also offering Parish Councils information/training on becoming a Third Party Hate Crime Reporting Centre.

I aim to offer the Eyes & Ears training March/April time. I would be grateful if you would respond to this e-mail address with any names and e-mail addresses of those that wish to participate in the Eyes & Ears training and information on becoming a Third Party Hate Crime Reporting Centre.

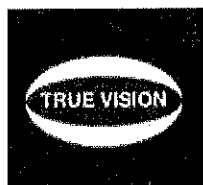
Kind Regards,

Emma Graves-Brown
Neighbourhood and Community Safety Officer
(Pronouns – she/her)



01353 665555.

[Stop Homophobic, Transphobic, Racial, Religious & Disability Hate Crime - True Vision \(report-it.org.uk\)](#)
[ACT Early | Prevent radicalisation Report \(cambs.police.uk\)](#) **Pay, report, apply online 24 hours a day**



BEING
proud of diversity

We are committed to reducing single-use plastics #bringyourownbottle

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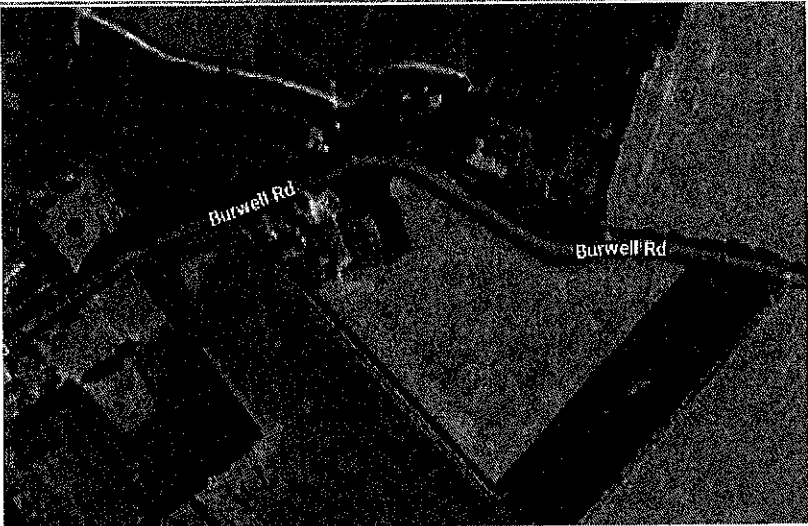
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Yvonne Rix

From: Highway Events <Highway.Events@cambridgeshire.gov.uk>
Sent: 13 January 2022 16:36
To: joshua.schumann@hotmail.co.uk; Yvonne Rix; clerk@reachparishcouncil.org; passenger.transport@cambridgeshirepeterborough-ca.gov.uk
Cc: Bob Rossiter; Calvin Eke
Subject: Proposed highway event - EVENTS/2022/16 - Reach Fair - Monday 2nd May
Attachments: 16 - Reach Fair.docx

Good afternoon,

Please find details below and attached a draft Temporary Traffic Regulation Order (TTRO) in relation to a proposed highway event that will take place in your area or is likely to have an impact on your area. If you would like more information or have any comments to make on this event please contact us on the details below within 14 days of the date this e-mail was sent.

Location	Fair Green, Reach
Est	1201
Organiser	Reach Fair committee (sub of Reach PC) Claire Halpin
Date	First May Bank Holiday Monday 2nd May 2022
Timings	10:00 - 17:30
Attendance	5,000
TM	ROAD CLOSURE - REACH Burwell Rd, Fair Green (C219), Fair Green, Swaffham Rd, SWAFFHAM PRIOR Swaffham Rd (C219) REACH Great Ln, Barston Drove, Little Fen Drove, SWAFFHAM PRIOR Little Fen Drove STOP/GO - Reach Road/Burwell Road
Parking arrangements	 STOP/GO operation to allow access/egress to parking area
Route	
Description	Annual Fair at centre of the village (population 350)
Notes	<ul style="list-style-type: none">• Arrangements the same as 2020.

Regards

Martin Ellwood

Event Liaison Officer

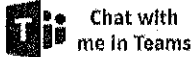
Working pattern (week 1 Mon – Thurs) (week 2 Mon – Fri)

Cambridgeshire County Council

IHMC and Events Team, Vantage House, Vantage Park, Washingley Rd, Huntingdon PE29 6SR

Tel: 01223 729070

Mobile: 07585881890



Notify us of your event and apply online for your special events TTRO.

<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/roads-and-pathways/highway-events/>

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CAMBRIDGESHIRE COUNTY COUNCIL

Weirs Drove, Burwell

(TEMPORARY PROHIBITION OF THROUGH TRAFFIC)

ORDER 2022/047

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 Weirs Drove, Burwell as lies between Newnham Dove and Hightown Dove.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via Weirs Drove - Reach Road - High Street - B1102 - The Causeway (C221) - Hythe 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 24 January 2022 and continue until these works have finished or on the 23 July 2023 whichever is the earlier.

It is anticipated that these works will be carried out between 24 January and 4 February 2022.

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, New Shire Hall, Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE

Thursday 23 December 2021



**East Cambridgeshire
District Council**

The Grange, Nutholt Lane
Ely, Cambs, CB7 4EE

Tel: (01353) 665555

**Street Naming
and Numbering**

ECDC Reference:
STNN/21/186

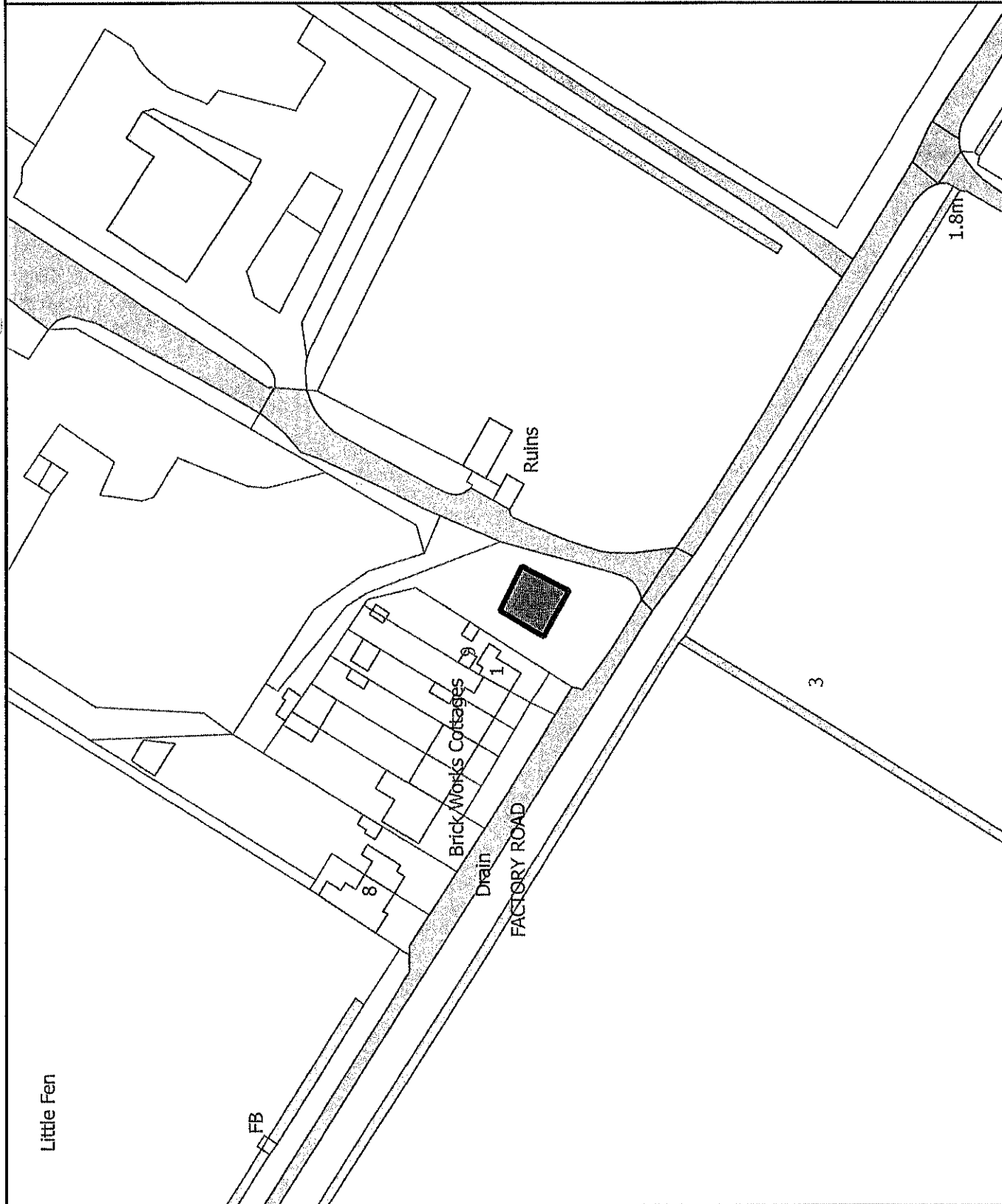
Addressing 1 new dwelling

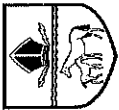
The Haven
Factory Road
Burwell

Please read in association with schedule
of Certification of Street Naming and
Numbering

**This plan is for identification
purposes only and does not
represent legal boundaries.**

Date: 18 Jan 2022
Scale: 1:1,250
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EAST CAMBRIDGESHIRE DISTRICT COUNCIL
STREET NAMING AND NUMBERING SERVICE
SCHEDULE OF CERTIFICATION OF STREET NUMBERING

Settlement: **Burwell**

IMPLEMENTATION DATE: **01st February 2022**

ADOPTED STREET NAME: **Factory Road**

SCHEME REF: **STNN/21/186**

DIRECTION: **From Dyson Drove**

Official Street No	Property Formerly Known As			
	No/Plot	Development Name	Developer	Planning Reference
				Building Control Reference
				STNN Reference No
				Date

Ashbridge Farm		Confirmation Only				23/10/2018
1 Priory Farm Cottages		Confirmation Only				23/10/2018
2 Priory Farm Cottages		Confirmation Only				23/10/2018
McGowan, Rutherford		Previously D S Smith Ltd			STNN/18/68	23/10/2018
The Haven		The Owner		20/013-14/FUL	21/00289/A1	STNN/21/186
						01/02/22

Last Entry Date: **18th January 2022**

PAULINE'S SWAMP TRUST

Amendments to Original Trust Document

9. Appointment of Trustees

(1) There must be at least five Trustees. A Trustee must be appointed for a term of five years by a resolution of Trustees passed at a special meeting called under clause 15 of this deed.

(v) A Trustee will relinquish all rights of tenure on ending their term of office within the Trust. Each year (May) a current list of Trustees will be published and held with the Original Trust Document at the Parish Council Office.

11. Termination of Trusteeship

(v) Has completed five years' Tenure at The Trust.

12. Vacancies

Notice should be given to all serving Parish Councillors of a vacancy and invitation given for them to apply to join The Trust. Any eligible Trustee may be re-appointed. So long as there are fewer than three Trustees, none of the powers of discretions conferred by this Deed or by Law on the Trustees shall be exercisable by the remaining Trustees except the power to appoint new Trustees.

Minutes of the Burwell Environmental Group Meeting 8th December 2021

5.30 pm (Zoom Meeting)

[CCC = Cambridgeshire County Council ECDC = East Cambridgeshire County Councils BEG = Burwell Environmental Group
BPC = Burwell Parish Council]

Present: Linda Hart (Chair), Jenny Moss (Secretary), Paul Webb, Helen McMenamin-Smith, John Smith, Peter Lancaster, Simon Hart

1. Apologies:

None

2. Approval of the Minutes from 22nd November 2021

Proposed by Linda, seconded by Helen.

3. Action Sheet Updates

1. Knowledge Database

A similar group to ours in Witchford have their own website, which shares links and knowledge in a way that we would like to. A lot of the shared information is universal. A website would be great if kept updated, but dismal if not. The Parish Clerk manages the Council website and could do without further work, but Linda thought a website should be separate anyway. Pete is to check with Matt, who hosts and runs websites locally. Jenny is to find out how much Weebly costs.

2. EV charging points

Jenny offered to take over drafting the letter to local businesses about EV charging points. Simon and Linda attended an ECDC Climate Action Network meeting, and reported that there had been a lot of discussion on EV charging.

BPC have applied for grants for EV charging at Mandeville and Gardiner Memorial Halls (£9,500 for this and the Survey), perhaps BEG could help them apply for further grants as suggested by Emily Bolton. The amounts given depend on the area, e.g. accessibility of vehicular access to a property. The Working Men's Club would be a good candidate, as many houses on The Causeway would not be able to charge their cars from home. Paul said he would contact Richard Kay of ECDC about this grant.

Now is a good time to apply to BPC for funds as they are setting the budget for the coming year. Jenny to draft letter for Linda to send, explaining how the grant scheme works.

Linda has asked Duncan Grindley if he can join us on Zoom to talk about his on-street charging meeting.

3. Housing / Cycle path

Linda has emailed This Land, who have sold part of the development to Bovis Homes due to financial problems. The archaeological dig is supposed to be completed by the end of this year. There doesn't appear to be an active planning application at the moment, but it looks as though drainage is being put in despite this. We will add a question about these works to our letter about the EV charging points.

Many neighbouring villages have Neighbourhood Plans, which have more weight than a Local Plan, and can dictate which areas of the village must not be built on, how many houses can be built, and how housing should be built. The cost of this would be around £3-4,000 to the Parish Council, and would need consensus in the village. Linda is going to email the Parish Council and the Chair of the Climate Forum asking for it to be discussed at the next Climate Forum meeting.

5. Green Energy Projects

Simon has contacted S.E England Energy Hub, who are willing to have a Zoom conference with us to discuss opportunities, ideas, grants to see where we can go with this. Helen and John are going to take the lead in this, as Simon works full time. Linda or Simon will arrange the meeting, any of us can attend.

John has arranged a meeting with John Flaherty for 10.30 am Saturday January 15th 2022, hopefully at Mandeville Hall, and will hand out appropriate invites. We can advertise it as an event on our Facebook group, but numbers will need to be restricted if in Mandeville. Paul will confirm the room booking, and check the room capacity.

6. Insulation/home heating

Simon and Linda have had a free EPC survey done by Phil McCrory to find out their home efficiency. Phil has been in the industry for over thirty years, and is a licenced retro-fitter of insulation. He can also fit air source heat pumps, and knows the best local tradesmen to use for insulation etc. Simon will ask if the free survey was a one-off, and to ask if he be willing to chat to us on zoom about cavity wall fills and loft insulation.

(Paul left the meeting at 18.17 and Linda became Host)

3. Housing / Cycle path (Part Two)

Helen is to liaise with Jean and Andy Whittaker to see if they would like to get involved in a sub-group to campaign for cycle paths. She will ask them to get in touch with Linda. Linda will contact Rich and Fern from and Burwell Cycling Club.

(Helen and John left the meeting at 18.32)

8. Survey

BEG have offered to help BPC Climate Forum with the questions for a further survey in the village on environmental issues. Paul suggested making this an agenda item. It would be helpful for BEG to know how many pages there would be, if the survey is to be electronic or on paper or both – we will have to wait to see if any funding comes in to BPC for the survey.

4. Any Other Business

Linda is to email Burwell Parish Council thanking for the use of the room at MH for our AGM. Jenny to amend the Constitution so that we elect officers annually at our AGMs – the public would not be allowed to vote on this – then send round for approval. It will be put on the agenda for our next meeting.

5. Date of Next Meeting

The date for the next meeting has been set for January 13th 2022 6 pm on Zoom.

Jeanie M Moss

Minutes of the Burwell Environmental Group Meeting 20th October 2021

3 pm (Zoom Meeting)

[CCC = Cambridgeshire County Council ECDC = East Cambridgeshire County Councils BEG = Burwell Environmental Group
BPC = Burwell Parish Council]

Present: Linda Hart (Chair), Jenny Moss (Secretary), Helen McMenamin-Smith, John Smith, Peter Lancaster

1. Apologies:

Simon Hart, Paul Webb

2. Approval of the Minutes from 6th October 2021

Proposed by Helen, seconded by John.

3. Action Sheet Updates

We didn't go through the Action Sheet, as this meeting was set up primarily to organise our AGM, however we did discuss the new housing estate, and the cycle path, later in the meeting.

4. AGM

A room has been booked at Mandeville for our AGM. We'll be too late for getting an announcement in Clunch, but we can still post on our Facebook page, and put notices around the village in shops or possibly at Mandeville.

We will display Helen's posters of Burwell under water, and have our leaflets available (Pete offered to print more if needed). Jenny will bring a copy of our Constitution.

Linda will give a summary of our year to date. Helen would have given a financial statement, except no transactions have taken place!! Pete told us that the donation from Carnival is to be discussed at their next meeting on 1st November.

5. Housing/Cycle path

Linda has been trawling through the reams of documents associated with the development on Newmarket Road to try and find out what the housing requirements are. Jenny suggested that Linda contact the Parish Clerk, who will know what the current application consists of and who the current developer is.

We had a response from Cllr Lavinia Edwards (ECDC) regarding our request that all new builds should have zero carbon as obligatory, suggesting that ECDC also have their hands tied. Jenny is to compose a letter to Lucy Frazer MP, asking that government tighten up building restrictions from the top of the chain of command.

Linda is going to set up a meeting with Cllr Charlotte Kane (CCC), who has responded to our email about the funding for the cycle path, maybe see if John Rollin would like to be involved.

Jenny suggested that the housing estate and the cycle path could be discussed at the next BPC Climate Forum meeting.

6. Date of New Meeting

The date for the next meeting has been set for Thursday 11th November 3 p.m. on Zoom.



Yvonne Rix

From: Jennifer Moss
Sent: 19 January 2022 11:50
To: Yvonne Rix
Subject: Re: Parish Council Meeting 25.1.22
Attachments: Minutes081221.docx; Minutes201021.docx; PAULINE1.docx

Yvonne - ta. Attached, I'll bring the signed copies next meeting.

Jen

On 19/01/2022 11:01, Yvonne Rix wrote:

> Pauline's Swamp - Yes you have given me the minutes for the 25th
> August, they went to Full Council on 14.12.21
>
> BEG - You have not given either the minutes for 20th October or 8th December to me.
>
> Hopes this helps.
>
> Yvonne
>
> Yvonne Rix (Mrs)
> Parish Clerk
>
> Burwell Parish Council Jubilee Reading Room 99 The Causeway
> BURWELL Cambridge CB25 0DU Tel/Fax: 01638 743 142
>
> *****
> ***** This email and any files transmitted with it are
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> All reasonable precautions have been taken to ensure no viruses are present in this email however; the Council
cannot accept responsibility for any loss or damage arising from the use of this email or attachments.
>
> -----Original Message-----
> From: Jennifer Moss <jennifer.moss@burwellparishcouncil.gov.uk>
> Sent: 18 January 2022 11:16
> To: Yvonne Rix <burwellpc@burwellparishcouncil.gov.uk>
> Subject: Re: Parish Council Meeting 25.1.22
>
> Hi Yvonne,
>
> I'm getting a bit muddled with minutes. Please can you confirm that I've given you the signed copy of the last
Swamp minutes 25th August.
>
> And I appear to have 2 sets of BEG minutes here, 20th October (signed by Linda), and 8th December (signed by
me).
>

> I also have a minuted/approved addendum sheet to the Swamp Trustees document.

>

> Would you like electronic copies of all these?

>

> Jenny

>

>

> On 18/01/2022 09:40, Yvonne Rix wrote:

>> Dear All

>>

>> Please find attached the Agenda for the Parish Council meeting to be held on 25th January 2022, to which you are summoned to attend.

>>

>> The draft Minutes of the meeting held on 11th January 2022 are also attached. There is no further meeting information.

>>

>> There are two attachments to this email.

>>

>> Kind regards

>>

>> Yvonne Rix (Mrs)

>> Parish Clerk

>>

>> Burwell Parish Council Jubilee Reading Room 99 The Causeway

>> BURWELL Cambridge CB25 0DU Tel/Fax: 01638 743 142

>>

>> *****

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Climate Change Forum

1st February 2022 7.30 pm on Zoom

Minutes

Present Jenny Moss (Chair), Lea Dodds, Gill Miller, Jim Perry, Liz Swift, Michael Swift, Geraldine Tate, Brenda Wilson, John Smith (BEG), Nicola Hallows, Martin O'Leary and Yvonne Rix (Clerk).

1. Apologies for absence
Paul Webb, Linda Hart, and Helen McMenamin-Smith
2. Approval of the minutes of 4th January 2022
The minutes of the meeting held on 4th January 2022 were approved. Proposed by Liz Swift and seconded by Brenda Wilson.
3. Climate Change Action Sheet – Consideration of items and updates to the Climate Change Action Sheet included in the minutes of the meeting held on 4th January 2022.

Item	Action Required	Person/Status
Climate Action Policy		
Energy usage and sources	Assess BPC Carbon Footprint Encourage use of https://footprint.wwf.org.uk/ Share on our website and BEG FB page Letter to Clunch	Jenny Moss asked if Phil McCrory could conduct a survey of Mandeville Hall? It is thought he is willing to conduct surveys on parish properties at a cost of £75 per building. He has a sound understanding of the work he conducts but more details of the scope of work he carries out should be sought prior to a recommendation being made to Full Council. Jenny Moss reported that she had sent a letter for publication in Clunch, but this had missed the deadline, but should be included in the April/May edition.
Transport and travel	EV Charging Points Cycle paths Public Transport	The outcome of the application to English Heritage for funding towards the EV points and survey costs has not yet been received. BEG to push for improvements and additional cycleways in the area. Jenny Moss to add Public Transport to the Action Plan. Liz Swift explained that she is a representative for the Parish Council on the B1102 Group which consists of representatives from the parishes along the B1102 route between Stow-Cum-Quay and Burwell. The group has recently been meeting with the Greater Cambridge Partnership. The leader of the group Jonathan Cook is willing to come and speak to the forum. Liz Swift to invite him to the next meeting. An improved public transport service is needed with the increasing size of the village. BEG may be able to lobby for improvements. It was confirmed that Councillors, as individuals had responded to the recent Public Transport Consultation.
Agriculture and food	Promote local produce Liaise with BAGs over allotments Work with local farmers	Brenda Wilson confirmed that a list of possible farmers has now been drawn up, but she wished to check those listed with Parish

[illegible]

	Environment Agency	<p>notices with QR links to the Parish Council website. A meeting to look at the Community Garden at the Recreation Ground is due to be held on Friday. Jenny Moss reported that she has started drafting an article for Clunch.</p> <p>Jenny Moss reported that she has started drafting an email to Lucy Frazer regarding the ability to remove a quantity of trees without permission unless there is a TPO in place or in a conservation area.</p> <p>Liz Swift gave apologies that she and Paul Webb had not yet had the opportunity to investigate the planning conditions covering ground management at the Solar Farm in Factory Road.</p>
Village Survey		<p>Outcome of grant application for funding has not yet been received. BEG members are in the process of drafting questions for the survey. Nicola Hallows asked if Wild Burwell could also submit some questions.</p>
Green Open Day		<p>Jenny Moss reported that the Pauline's Swamp Trustees had met and agreed that they wished for their Open Day to continue this year as it had in previous years. The Trustees are happy for groups such as BEG, Wild Burwell, Spring Close Group and Burwell Belles to have a stall at the event which is to be held on 23rd April 2022. Nicola Hallows has a gazebo if needed. The aim is for the stalls to be in the Dutch barn. Jenny Moss to send out formal invites to the groups which will include a request for a formal reply. Martin O'Leary raised concern about manning the stalls due to individuals being members of more than one group. It was suggested that the Green Open Day could be held on Spring Close during the summer holidays after the hay cut has taken place. The phone box on Pound Hill is due to be turned in to an Information point where leaflets can be available.</p>

4. Update from the Sunnica Meeting of 19th January 2022

Gill Miller gave a report from the meeting which had included a presentation from a Landscape Consultant, Michelle Bulger. It was noted at the meeting that whilst the four sites had been independently surveyed for the impact on the landscape, the overall impact of the four sites together had not. Consideration needs to be given on how the landscape will look once the sites have reach the end of their life. The sites will need to incorporate many paths and tracks but there are no maps showing these. Consideration also needs to be given to site fencing, with the option of wire fencing with decent sized trees and hedging being preferred. There is little information on the sizing and layout of panels and no indication of the location or size of storage sheds which will be required and could be of a large size. Those wishing to be involved with the planning inspection need to register an interest with the Planning Inspectorate. The Group agreed that they should register an interest with Lea Dodds compiling a report for the inspector. There is some thought that energy from the solar farm will be coming into the battery storage units. Gill Miller to circulate a map she had received as part of the presentation.

5. Any Other Business

John Smith reported that BEG had recently organised a presentation by SMS the company responsible for the battery storage site in Weirs Drove. Just over 30 people had attended.

During the presentation it was explained why the battery storage units were needed and how they fit in with the power network. The site is not connected to Sunnica. The business works by buying cheap electricity when supply is more than demand, storing the electricity, and selling back when demand is higher than supply at a more expensive price. The representative from the company is willing to answer any question via BEG. SMS is concerned about the concrete ground surface of the site and is looking at ways that this can be changed to encourage biodiversity within the site, but whatever is choosing must be self-maintaining.

Jenny Moss asked the forum to consider if there is anything else they consider should go on the Action Sheet.

Nicola Hallows asked if there had been any update on encouraging a younger person(s) to join the forum. Members of the group that had produced the bags could be approached. Liz Swift reported that she had raised BAFY members being asked at a recent Burwell Action for Youth trustee meeting. Guiding and Scouting Groups could be contacted. It was suggested that it may be better for separate meetings or workshops to be held as youth members may feel less comfortable working with the main forum. Safeguarding requirements will need to be addressed.

6. Date of the next meeting

The next meeting to be held on 1st March 2022 at 7.30 pm. Martin O'Leary suggested that the meetings should be held bi-monthly instead of monthly. Following a vote, with eight members in favour, it was agreed that the meetings should continue monthly.

The meeting closed at 20.47 pm.

Signed

Dated