

## **District Council Report**

**May 2022**

The Annual Meeting of Council took place on 19<sup>th</sup> May. At the meeting Cllr Alan Sharp (Woodditton Ward) was elected Chairman of ECDC for the coming year, with Cllr Dan Schumann (Soham South Ward) elected as Vice-Chairman. Cllr Anna Bailey (Downham Ward) remains Leader of ECDC, with Cllr Josh Schumann (Fordham and Isleham Ward) remaining as Deputy Leader. Council agreed the membership of Committees etc. I was appointed to Finance and Assets Committee and to Planning Committee, and also as the District Council representative on the Cambridgeshire and Peterborough Combined Authority Audit and Governance Committee.

At the close of the Annual Meeting a short meeting of Finance and Assets Committee was held, where I had the honour of being re-elected as Chairman.

I attended a meeting of the Planning Committee. Committee: approved an application for an agricultural worker's dwelling at Mepal; and approved an application for a two-storey extension in Sutton.

I had a meeting with City of Ely Council to discuss their future plans for the Maltings Cottage in Ely, which they lease from ECDC.

I also attended a meeting of the Swaffhams Internal Drainage Board. Amongst issues discussed the meeting agreed the annual maintenance programme for 2022/23, which includes dredging work on Burwell Main Drain, and Burwell Fen/Anchor Spur.

**David Brown**



**Yvonne Rix**

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**From:** laviniaedwards@aol.com  
**Sent:** 08 June 2022 13:52  
**To:** Yvonne Rix  
**Subject:** Parish Council Meeting

Dear Yvonne

Please can you give my apologies for next weeks meeting?  
I have no report to give.

Regards  
Lavinia



## Safety Notes – 11<sup>th</sup> May 2022

Present: Paul Webb (Chair), Gill Miller, Liz Swift, Geraldine Tate, Lea Dodds, Jim Perry, Brenda Wilson.

### Burwell at Large

Went well, but not many youth members turned up. 70 people signed the pledge sheet. Comments were made that people felt there was no need for 20's plenty in Burwell as there have been very few accidents in the village. It would be useful to get official data, however this is likely to only include fatalities.

Items relating to the next phase of the campaign will be discussed at a meeting on Monday 6<sup>th</sup> June starting at 1.15 pm. It was noted that for Parking, the Council has no powers to address.

### Endorsements

Paul Webb reported that we have the endorsement of the East Cambs Safety Partnership who so far have provided funding of over £2500.00. A progress update will be needed at the end of six months.

We also have endorsement from the Mayor of the Combined Authority, Lucy Frazer MP, District and County Councillors, Inspector Shane Fasey, Cambridge Constabulary, and the Federation of Local Businesses. Paul Webb and Gill Miller to meet with the Federation of Local Businesses at the end of the next month.

Paul Webb continued to report that a meeting is due to take place with Emma Graves-Brown, East Cambridgeshire Safety Partnership at the end of the week and the inclusion of their Eyes and Ears, and Junior Eyes and Ears Scheme in the Safety Campaign.

### Speed

One MVAS unit is currently situated in Ness Road, the other two have been returned to Westotec for an upgrade. Debbie and George removed data prior to the unit being installed on Ness Road. Paul Webb to check the data over the next week. One of the units being upgraded will have the nitrate monitor fitted to the rear. Westotec will be covering the costs involved in recording the data. This will be shared on the Westotec website and a link to the live data can be added on to our website. The battery will need to be changed more often on this unit. Paul Webb will update the location schedule to reflect that this unit will need to remain in the same place for the year.

Paul Webb and Lea Dodds to collect the units from Westotec on 30<sup>th</sup> May, when they will also receive more training on the analysis of data.

Robin Dyos is continuing to do Speedwatch with one group of volunteers. Jim Perry to establish one or two further groups once the units have been received back from Westotec.

It is important that we now proceed with getting information out in the community. Steve from the Co-op is happy for a table to be set up outside the North Street Co-op one Saturday. He is also happy to put up a poster on the window and have leaflets available. Yvonne Rix to order some card leaflet holders. Possible dates for the table are the 11<sup>th</sup> June 2022 and 18<sup>th</sup> June 2022, both between 10 and 1 pm.

### School

Gill Miller reported that she is engaging with the school in various ways. There is the intention to hold some drama sessions utilising the stage at the Gardiner Memorial Hall in September. It was agreed that the school would be offered to use the hall free of charge for three sessions in the afternoons if possible. This will probably fit in well with the Junior Eyes and Ears Campaign.

The Poster Competition for the top 4 years was launched a couple of weeks ago. £100 worth of vouchers given by City Cycle Centre Ely, will be split in to 4 and presented to the best poster in each year group. The overall winner will receive a skateboard donated by Moons Toyshop as well. Prizes to be presented at the Carnival. Townsends Light Blue Cycle have donated a bicycle lock, this can be used as a prize for something later on in the campaign. They also donated some water bottles which can be used for 2<sup>nd</sup> prizes for the runners up.

The school is intending to have a Road Safety Assembly with the County Council Road Safety Officer.

Judges for the Poster Competition Gill Miller, Liz Swift and possibly Shane Fasey from Cambridgeshire Constabulary.

The younger year groups will be able to take part in a design a badge competition, again with hopefully one winner per class and an overall winner, whose design will be made into a badge.

Yvonne Rix has started to put together some activity packs for the various Guiding Units in the village. Bafy to be encouraged to take part in the campaign.

### Business and Community Groups

The previous list of community groups was redistributed, along with a list of businesses collated by Yvonne Rix. Group members to let Yvonne Rix know of any other businesses/groups which need to be added by the 20<sup>th</sup> May 2022. Letters to businesses to be delivered by hand or post. Email is not suitable. Yvonne and Sarah to put packs together. Gill Miller offered to help if needed.

Neighbourhood Watch has offered to help. Community groups to be contacted after the Bank Holiday.

Neighbouring parishes to be made aware of the Campaign.

Revised costs for bin stickers to be obtained.

### Isaacson Road

A resident has raised concern regarding the footpaths around the junction of Isaacson Road and the High Street. The paths are all very narrow and are made worse by overhanging hedges. The Clerk has agreed to write to the proprietors with overhanging hedges. An email supporting the residents concerns to be sent to Joshua Schuman.

Burwell Parish Council  
Finance and General Purposes  
31<sup>st</sup> May 2022  
At Mandeville Hall  
Minutes

Present: Hazel Williams (Chair), Joan Lonsdale, Liz Swift, Michael Swift, Brenda Wilson, Linda Kitching, Ian Woodroffe, and Yvonne Rix.

**F&GP/31052022/01 Apologies for absences and declarations of interests**

Apologies for absence had been received from Paul Webb. There were no declarations of interests.

**F&GP/31052022/02 Approval of the minutes of the meeting of 29<sup>th</sup> March 2022**

The minutes of the meeting held on 29<sup>th</sup> March 2022 were approved. Proposed by Liz Swift and seconded by Michael Swift.

**F&GP/31052022/03 Consideration of the Action Sheet**

The following updates were noted:

PROJECT	INFORMATION AND UPDATES
Local Council Risk System	Work in progress
CCLA Investment	Funds at 30.04.22 £101,316.87

**F&GP/31052022/04 End of Year Accounts for 2021/2022 to be presented to Full Council on 14<sup>th</sup> June 2022**

Yvonne Rix gave the following report for the financial year 2021/2022

Audit

Internal – Paperwork currently with Moores

External – Auditor PKF Littlejohn. Paperwork needs to be with them by 1<sup>st</sup> July 2022

Exercise of Public Rights – Monday 13<sup>th</sup> June until Friday 22<sup>nd</sup> July 2022. Advertised on the Website from 30.5.22 and to go on Noticeboard 1.6.22.

Year Accounts to go to Full Council 28<sup>th</sup> June 2022 to allow for Internal Audit Report and Exercise of Public Rights to have started.

**2021/2022 Receipts and Payments Report**

Please see report below noting the following:

- Administration – Overspend of £48,844.92. The Recreation Ground Car Park has been included under Administration (Other) totalling £49932.60. Taking this into account means that there is an underspend of £1087.68
- Allotments and Cemetery have both seen an increase in income for the year.
- Donations (Income)

Covid Grant Funding	ECDC	E	2,096.00	2,096.00
Covid Grant Funding	ECDC	E	3,143.00	3,143.00
Donation for GMH	Arbus Limited	E	250.00	250.00
Donation	Paul Red Sports	E	50.00	50.00
Donation for GMH	Manchells Body Workshop	E	300.00	300.00
Donation for GMH	Manchells Ltd	E	300.00	300.00
Donation for GMH	Hastoe Housing	E	250.00	250.00
Safety Campaign	Cambridgeshire County Council	E	1,000.00	1,000.00
<b>Subtotal for Code: General Donations</b>			<b>£7,389.00</b>	<b>£7,389.00</b>
<b>Subtotal for Cost Centre: Donations</b>			<b>7,389.00</b>	<b>7,389.00</b>

# Donations (Payments)

Supplier	Vat Type	Net	Vat	Total
Burwell Visiting	E	175.00		175.00
Burwell Community Radio	E	100.00		100.00
Frank Taylor	E	50.00		50.00
ROWAN	E	50.00		50.00
Newmarket Town BAnd	E	100.00		100.00
grantanbrycg	E	50.00		50.00
Royal British Legion	E	150.00		150.00
<b>Total for Code: General Donations</b>		<b>£675.00</b>		<b>£675.00</b>

Supplier	Vat Type	Net	Vat	Total
Cambridgeshire County Council	E	200.00		200.00
BAFY	E	500.00		500.00
<b>Total for Code: Youth Donations</b>		<b>£700.00</b>		<b>£700.00</b>
<b>Cost Centre: Donations</b>		<b>1,375.00</b>		<b>1,375.00</b>

- Mandeville Hall – Includes fees by GMH hirers using Mandeville during the GMH refurbishment. In comparison with pre covid years income from the hall is still down due to partial fees (Covid) being paid by hirers up until 1<sup>st</sup> January 2022.
- Spring Close – Cost of grass cutting higher than budgeted for.
- Staff – Overspend of £7627.63 due to increase in salary for Keyholders and Covid Cleaning Payment of £4.50 per booking.



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

Cost Centre	Receipts			Payments			Net Position +/- Under/over spend
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
Administration	150.00	003.19	453.19 (302%)	26,050.00	74,894.92	-48,844.92 (-187%)	-48,391.73
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	3,297.24	1,397.24 (73%)	1,450.00	363.14	1,086.86 (74%)	2,484.10
Capital Budget			0.00 (N/A)	9,000.00		9,000.00 (100%)	9,000.00
Cemetery	10,500.00	19,330.00	8,830.00 (84%)	2,900.00	3,120.53	-220.53 (-7%)	8,609.47
CIL Funding		24,739.06	24,739.06 (247390C			0.00 (N/A)	24,739.06
Deposits		1,900.00	1,900.00 (190000C		1,075.00	-1,075.00 (-10750C	825.00
Donations		7,389.00	7,389.00 (738900C	1,550.00	1,375.00	175.00 (11%)	7,564.00
Gardiner Memorial Hall		127,351.49	127,351.49 (127351	9,450.00	201,114.98	191,664.98 (-20289	-64,313.49
Jubilee Green			0.00 (N/A)	150.00		150.00 (100%)	150.00
Jubilee Reading Room			0.00 (N/A)	3,645.00	4,811.06	-1,166.06 (-31%)	-1,166.06
Lock Up	200.00	200.00	0.00 (N/A)	20.00		20.00 (100%)	20.00
Mandeville Hall	14,000.00	18,173.22	4,173.22 (29%)	17,550.00	15,727.03	1,822.97 (10%)	5,996.19
Margaret Field		16.88	16.88 (16880%	1,050.00	656.00	394.00 (37%)	410.88
Pauline's Swamp			0.00 (N/A)	1,500.00	489.47	1,010.53 (67%)	1,010.53
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	91,627.63	-7,627.63 (-9%)	-7,627.63
Street Lighting			0.00 (N/A)	650.00	632.30	17.70 (2%)	17.70
The Pavilion			0.00 (N/A)	5,500.00	2,184.68	3,315.32 (60%)	3,315.32
The Recreation Ground	2,500.00	4,421.75	1,921.75 (76%)	19,200.00	17,593.71	1,606.29 (8%)	3,528.04
VAT		29,732.49	29,732.49 (297324			0.00 (N/A)	29,732.49
<b>NET TOTAL</b>	<b>193,507.00</b>	<b>401,414.35</b>	<b>207,907.35 (107%)</b>	<b>201,365.00</b>	<b>427,830.48</b>	<b>-226,465.48 (-112%)</b>	<b>-18,558.13</b>
<hr/>							
Total for ALL Cost Centres		401,414.35			427,830.48		
V.A.T.		4,966.66			59,976.78		
<b>GROSS TOTAL</b>		<b>406,381.01</b>			<b>487,807.26</b>		

Bank Reconciliation at 31<sup>st</sup> March 2022

**Burwell Parish Council**  
**Bank Reconciliation as at 31<sup>st</sup> March 2022**

Bank Balance at 31<sup>st</sup> March 2022

	£
Unity Trust No 20284136	197,415.51
CCLA	101,276.19
	-----
	298,691.70
Less Unpresented Cheques	00.00
Plus Income in Transit	00.00
	-----
	298,691.70

		=====
Balance at Bank and in hand at 31 <sup>st</sup> March 2021		380,117.95
Add Income	Cash Book	406,381.01
		-----
		786,498.96
Less Expenditure	Cash Book	487,807.26
		-----
		298,691.70
		=====

Balance Sheet for the year ending 31<sup>st</sup> March 2022

Please note that this is based on Income and Expenditure not Receipts and Payments.

<u>INCOME</u>	<u>2021/2022</u>	<u>EXPENDITURE</u>	<u>2021/2022</u>
Allotments	£3,249.13	Gardiner Memorial Hall inc. Refurb	£201,155.73
		Jubilee Reading	
The Recreation Ground	£4,425.08	Room	£4,953.28
Pauline's Swamp	£0.00	Mandeville Hall	£16,393.67
Administration	£606.09	Cemetery	£3,136.44
Agency Grass Cutting	£1,903.03	The Pavilion	£2,336.40
Precept	£162,357.00	Spring Close	£4,123.00
CIL Funding	£24,739.06	Margaret Field	£777.00
Covid			
Grants	£5,239.00	Allotments	£362.97
Deposits	£1,450.00	The Recreation Ground	£18,660.37
VAT Sales	£4,966.66	Pauline's Swamp	£489.47
Cemetery	£18,240.00	Street Lighting	£700.98
Gardiner Memorial Hall	£174.13	Public Areas	£4,923.00
Mandeville Hall	£18,939.01	Administration	£22,716.07
VAT Refund	£55,010.12	Staff	£91,926.92
		Agency Grass	
Gardiner Refurbishment	£128,277.36	Cutting	£2,630.00
Safety Campaign	£1,000.00	Donations	£1,375.00
Community Garden	£50.00	Recreation Ground Car Park	£49,932.60
Margaret Field	£16.88	Deposits	£1,075.00
Lock Up	£200.00	Buntings Path PHI	£500.00
		Play Equipment	£1,158.53
		Safety Campaign	£960.00
		VAT	£59,976.78
<b>Total</b>	<b>£430,842.55</b>	<b>Total</b>	<b>£490,263.21</b>

Income for the year ended 31st March 2022	£430,842.55
Expenditure for the year ended 31st March 2022	£490,263.21
Income over Expenditure	-£59,420.66
Retained Reserves at 1st April 2021	£382,461.00
Retained Reserves at 1st April 2022	£323,040.34

<u>Investments</u>	<u>2020/2021</u>	<u>2021/2022</u>
Cash/Bank	£380,117.95	£298,691.70
Debtors	£1,216.45	£805.79
VAT	£4,231.28	£29,508.91
Prepayments	£883.71	£1,931.73
	£386,449.39	£330,938.13
Less		
Creditors	£868.82	£4,372.79
Receipts in advance	£3,119.57	£3,525.00
	£382,461.00	£323,040.34

### Balance Sheet

#### Current Assets as at 31.3.2021

£883.71  
£5,447.73  
£380,117.95  
£386,449.39

#### Current Liabilities as at 31.3.2021

£3,119.57  
£868.82  
£382,461.00

£382,461.00

#### Current Assets as at 31.3.2022

Prepayments £1,931.73  
Sundry Debtors £30,314.70  
Cash in Hand £298,691.70  
£330,938.13

#### Current Liabilities as at 31.3.2022

Receipts in Advance £3,525.00  
Creditors £4,372.79  
£323,040.34

Nett Assets  
Fund Balance £323,040.34

#### Earmarked Reserves as at 31<sup>st</sup> March 2022

20/21 Capital Trees	£1,000.00	
Capital Safety Campaign	£4,000.00	
21/22 Cap. LHII Buffer Zones	£5,000.00	
Pauline's Swamp	£9,571.75	
Recreation Ground/Pavilion Sinking Fund	£17,500.00	
Gardiner Memorial Hall	£11,064.40	
Gardiner Memorial Hall	£116,069.30	CIL
Buntings Path PHI	£5,000.00	CIL
CIL Funding Not earmarked	£25,690.39	CIL

**£194,895.84**

Factory Road Donation £20,000.00

**£214,895.84**

Fund Balance	£323,040.34
Less Earmarked Reserves	£214,895.84
General Reserves	<b>£108,144.50</b>

\* Council's General Reserves stands at £108,144.50 at 31.3.2022. At the end of the 2020/2021 Financial Year General Reserves were around £145,000. It should be noted that for 2021/2022 the Gardiner Memorial Hall capital project, payments and grant reimbursement makes it difficult to give a full true picture of the Council's finances.

It was noted that the £20,000 donation from the Factory Road Solar Farm has yet to be earmarked. It could be used for the renewal of play equipment at Westhorpe or for Phase 2 of Gardiner Memorial Hall. The Group thanked Yvonne Rix for her work in compiling the report.

#### **F&GP/31052022/05 GMH Official Opening – Budget**

Budget to cover food

Likely to be just under 50 people invited including all staff, councillors, funders, project team etc.

Date – 8<sup>th</sup> July 2022 12 noon to 2 pm

It was agreed that a budget of £300 should be set to cover the cost of refreshments for the Official Opening. It was suggested that the Clerk should look at the service offered by Waitrose or M&S if no local caterer could be found.

#### **F&GP/31052022/06 Review of the Council's Standing Orders**

The Council's Standing Orders should be reviewed regularly and are now due for review again. The only item that we need to consider is whether 18 Financial controls and procurement (f) should have the EU procurement rules removed? However, this could be left as it does state 'if relevant'.

The members of the Group having reviewed the Council's Standing Orders consider that item 18 Financial controls and procurement (F) does not require amending and that a recommendation is made to Full Council as follows:

***The Group recommends to Full Council that having reviewed the Council's Standing Orders that no changes are required to be made to the document.***

#### **F&GP/31052022/07 Amended CCTV Policy**

Council's CCTV Policy to be approved by Full Council following the addition of cameras at Pauline's Swamp

The Clerk asked for this item to be withdrawn as a further amendment will be required once the new CCTV cameras at the Gardiner Memorial Hall are operational. The withdrawal of the item was agreed.

#### **F&GP/31052022/08 Request for a donation for the Summer Reading Scheme from Cambridgeshire Libraries**

A request for a donation from Cambridgeshire Libraries towards the Summer Reading Scheme. Last year Council donated £200 (as in previous years) towards the scheme. Liz Swift proposed, seconded by Michael Swift that a £200 donation is made again this year.

***The Group recommends to Full Council that a donation of £200 is made to Cambridgeshire Libraries towards the cost of the 2022 Summer Reading Scheme in Burwell.***

**F&GP/31052022/09 Any other matters and matters for discussion at the next Meeting:**

**1. Strategy Meeting (7<sup>th</sup> June 2022) and Strategy Day (6<sup>th</sup> July 2022)**

A Strategy Group meeting has been arranged for 7<sup>th</sup> June 2022 at 7.30 pm to discuss the content for the Strategy Day to be held on 6<sup>th</sup> July 2022 at Gardiner Memorial Hall.

**2. Fire Safety Provision at Gardiner Memorial Hall.**

Yvonne Rix suggested to the Group that a review of the Fire Safety Provision should be carried out at the Gardiner Memorial Hall once the refurbishment work has been carried out. It was agreed that this should be done, and Prestige Fire Safety should be asked to carry out the work.

**3. Gardiner Memorial Hall Premises Licence**

The Premises Licence for the Gardiner Memorial Hall is very out of date and the Licencing Officer has suggested that a new up to date application is submitted. The Office is in the process of sorting this out. There may be some costs involved.

**4. Skips – Allotments**

The Maintenance Officer has accumulated a large amount of rubbish at the allotments, and this now needs to be disposed of properly. It was agreed that up to two skips should be hired to clear all of the rubbish.

**5. Cricket Club Parking**

Members of the Cricket Club are regularly using the Mandeville Hall front car park blocking spaces for the hall's hirer to use. Complaints are being received from our hirers. The Chair of the Cricket Club has been asked to remind their members that the Cricket Club should only be using the 11 spaces to the side of the hall but to no avail. Further discussion needs to be had with the Cricket Club regarding opening of the space behind the Cricket Club pavilion to create additional parking spaces for their use.

**6. Bank Holiday Keyholders**

Debbie Cawley will be working on the Saturday and Sunday of the weekend opening and closing for the Tea Party and the Picnic. Liz Swift proposed, seconded by Michael Swift that an extra gratia payment of £50.00 should be made Debbie Cawley for working on these two days.

***The Group recommends to Full Council that an extra gratia payment of £50.00 is made to Debbie Cawley for her work on Saturday 4<sup>th</sup> and Sunday 5<sup>th</sup> June to open and close venues for the Tea Party and the Family Picnic.***

Martyn Wright to receive an additional day's holiday for working on the bank holiday Thursday 2<sup>nd</sup> June 2022.

**7. Events Committee**

A suggestion has been made that the Council should have an Events Committee to organise events to increase the use of the Gardiner Memorial Hall. Whilst understanding that the revised hall will need promoting to increase bookings, the Group unanimously agreed that the Council was not in a position to organise and run profit making events at either of the halls.

**F&GP/31052022/10 Date of the next meeting – 26<sup>th</sup> July 2022**

The next meeting will be held on 26<sup>th</sup> July 2022. Hazel Williams gave her apologies for absence for the meeting.

The meeting closed at 9 pm.

Signed

Dated



## Yvonne Rix

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**From:** Sally Bonnett <Sally.Bonnett@eastcambs.gov.uk>  
**Sent:** 01 June 2022 20:38  
**Subject:** Sustrans Member Seminar - Wednesday 22nd June from 6pm via Zoom

Dear Chairperson,

I am emailing you on behalf of the Council's Bus, Cycle, Walk Working Party to provide an update on the work they have been doing with regarding Walking and Cycling and to invite you to a Member Seminar later this month (please see details below).

As you may be aware, the East Cambridgeshire Bus, Cycle, Walk Working Party was set up to oversee the East Cambridgeshire Bus Services Review process and the development of the East Cambridgeshire Cycling and Walking Routes Strategy.

The East Cambridgeshire Cycling and Walking Routes Strategy was adopted in November 2021. The East Cambridgeshire Cycling and Walking Strategy document contains maps that illustrate the consultation responses and the demand for new routes and services.

The Working Party identified priority cycling routes and Finance and Assets Committee approved funding to commission Sustrans to produce route feasibility studies for the following routes:

- Fordham – Burwell
- Haddenham – A142
- Little Downham – Ely
- Littleport – Chettisham – Ely
- Swaffham Prior – Reach – Burwell

and also for Sustrans to update the construction costs for the remaining works to complete the Wicken to Soham cycle path included in the report they produced in 2013.

The Wicken to Soham route costs were updated and this information was used to inform a successful bid by ECDC and Soham Town Council and secure CPCA Market Towns funding towards the delivery of the route.

ECDC is funding the Sustrans work as these studies are an important step forward in making the case for future investment as they will ensure that we have developed proposals to put forward when funding is announced. They also put the Council in a strong position during developer negotiations to ensure that new development is designed to support and deliver active travel measures.

**An ECDC Member Seminar to discuss the route feasibility documents produced by Sustrans will be held on Wednesday 22nd June from 6pm via Zoom.**

**Representatives from Sustrans will attend and present an overview of how this work came about and the policy context, give a high-level explanation of each route and discuss the potential prioritisation of schemes and next steps.**

**It is envisaged that this seminar will be a high level introduction to the route feasibility studies and Sustrans have offered to hold route specific sessions if required.**

**I am extending an invitation to you as Parish/City Council Chair of a village/city to/from which a route has been considered by Sustrans.**

**If you are able to attend please could you inform Joy Hennebry – [joy.hennebry@eastcambs.gov.uk](mailto:joy.hennebry@eastcambs.gov.uk) Zoom log in details will be sent out nearer the time.**

In addition to new routes, the public consultation questionnaire asked where people would like to be able to cycle to/from, but cannot, because the cycle path is in disrepair, where people would like to be able to walk, or use a wheelchair or mobility scooter to/from, but cannot, because the footpath is in disrepair, there is street clutter obstructing the footpaths or there is insufficient street lighting.

On behalf of the Bus, Cycle, Walk Working Party, I contacted all Parish Councils to ask them to update the information relating to their parish and to inform us of any issues they were not aware of that were not raised during the consultation. This information was passed to the County Council Highways team.

The Council continues to work with partners to ensure our active travel infrastructure requirements are included in partner organisations policy documents such as the Cambridgeshire and Peterborough Combined Authority Local Transport and Connectivity Plan, which is currently being refreshed, and the Cambridgeshire County Council Local Cycling and Walking Infrastructure Plan (LCWIP) and Active Travel Strategy for Cambridgeshire. The Bus, Cycle, Walk Working Party has contributed to the Council's consultation responses to relevant consultations.

Kind regards,

Sally

Sally Bonnett

Corporate Unit Manager  
East Cambridgeshire District Council  
The Grange, Nutholt Lane, Ely, Cambridgeshire. CB7 4EE  
Tel (01353) 665555 Fax (01353) 665240

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



**Yvonne Rix**

---

**From:** GODDARD, Nicola 3051 <Nicola.Goddard@Cambs.police.uk>  
**Sent:** 03 May 2022 13:09  
**Subject:** Hold the date! Virtual roundtable for local Councillors

***Hold the date! Virtual roundtable for local Councillors***

Police and Crime Commissioner, Darryl Preston would like to invite you to a virtual roundtable meeting.

The virtual meeting is an opportunity for the Commissioner to update you on the progress of the Police and Crime plan which sets policing and crime priorities for Cambridgeshire and Peterborough. It is also an opportunity for you to share any local community safety concerns on behalf of local residents.

In order to listen to as many representatives (of any level) as possible, the virtual events are being held for 2 district areas on each occasion – full details are provided below:

Monday 13 <sup>th</sup> June 2022	Cambridge City and South Cambs	18:00 – 19:30
Monday 27 <sup>th</sup> June 2022	East Cambs & Fenland	18:00 – 19:30
Monday 11 <sup>th</sup> July 2022	Peterborough City & Huntingdon	18:00 – 19:30

Please RSVP by emailing [nicola.goddard@cambs.police.uk](mailto:nicola.goddard@cambs.police.uk) indicating which roundtable meeting you would like to attend.

A full agenda and joining instructions for Microsoft Teams will be emailed to all those who RSVP.

Looking forward to 'seeing' you there.

Kind regards,

**Nic Goddard**  
**Communities Policy Officer**  
**Office of the Police and Crime Commissioner for Cambridgeshire and Peterborough**



**Email:** [nicola.goddard@cambs.police.uk](mailto:nicola.goddard@cambs.police.uk)  
**Mob:** 07850132284  
**Web:** <http://www.cambridgeshire-pcc.gov.uk/>  
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# **CAMBRIDGESHIRE COUNTY COUNCIL**

**Newnham Lane, Burwell**

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

### **ORDER 2022/551**

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 Newnham Lane, Burwell as lies between Hythe Lane and Laburnum Lane.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via The Causeway (C221).

The Order is made to facilitate new electrical connection works which are being carried out on or near this highway and it will come into operation on 4 July 2022 and continue until these works have finished or on the 3 January 2024 whichever is the earlier.

It is anticipated that these works will be carried out between 4 July and 8 July 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 June 2022



## **CAMBRIDGESHIRE COUNTY COUNCIL**

**Heath Road, Burwell**

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

#### **ORDER 2022/606**

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 Heath Road, Burwell as lies between Warbraham Farm and Springhead Farm.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via Heath Road, Exning - Laceys Lane - Chapel Street - Oxford Street - B1103 - 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 6 July 2022 and continue until these works have finished or on the 5 January 2024 whichever is the earlier.

It is anticipated that these works will be carried out between 6 July and 8 July 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 June 2022



## TEMPORARY TRAFFIC ORDER APPLICATION FORM (TTRO)

Please Send Your Applications to:	Applicants Details:
<p>Cambridgeshire County Council Street Works Team Vantage House Washingley Road Huntingdon Cambridgeshire PE29 6SR</p> <p><b>Tel:</b> 01480 372444 <b>Email:</b> street.works@cambridgeshire.gov.uk</p>	<p><b>Name:</b> Liam Moore <b>Address:</b> TBF Traffic, The Lion Barn, Maitland Road, Needham Market IP6 8NZ</p> <p><b>Tel:</b> 01449490865 <b>Emergency 24-hour Contact No:</b> 07900910453 <b>Email:</b> Liam.Moore@tbfttraffic.com</p>

**The cost of this application is:**  
**£1130.00 for a Full Order or £795.00 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 / PUBLIC RIGHTS of WAY</b> *** Please see Notes for Applications below.	<input type="checkbox"/>	<b>SPEED LIMIT</b>	<input type="checkbox"/>	<b>OTHER (Please specify below)</b>	<input type="checkbox"/>
<b>Additional T/M Requirements</b>	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: _____						
<b>DESCRIPTION OF WORKS:</b>							
Anglian Water – New Connection							
<b>Road Name</b>				Heath Road			
<b>Parish / Town</b>				Burwell			
<b>Road Number (i.e.: A140)</b>							
<b>Location of Works</b>				Approx. O/S "Warbraham Farm" Going North West			

<b>Closure Start Date:</b>	06/07/22	<b>End Date:</b>	08/07/22
<b>Closure Times: 24/7 or Specify Times</b>	24/7		

<b>Working Hours: 24/7 or Specify Times</b>	Team to attend between 0800 - 1900
<b>Diversion Route – List all roads &amp; parishes (with names and numbers if possible)</b> These can be found on <a href="http://Roadworks.org">Roadworks.org</a> with “NSG” selected under Operational Info within the Map Layers Menu.  Please provide a map showing the extent of the closure and diversion route.	Heath road, Burwell > B1102 Swaffham road, Burwell > B1102 High street, Burwell > B1102 Isaacson road, Burwell > B1103 Newmarket road, Burwell > B1103 Burwell road, Exning > B1103 Oxford street, Exning > Chapel street, Exning > Laceys lane, Exning & Vice versa
<b>Will the alternative route include a Trunk Road? (If so, it is the responsibility of the applicant to gain agreement from the National Highways and submit a copy of the approval to Street Works)</b>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>  Details:
<b>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).</b>  Some of these can be found <a href="#">here</a>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>  Details:
<b>Will this Order apply to pedestrians and/or equestrians? (If so, please provide details)</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>  Details: Equestrians Yes, Pedestrians No
<b>Please add any comments that you feel may assist the application</b>	

<b>Payment Details</b> Please specify the details of the company or individual that Cambridgeshire are to collect payment for the TTRO to be processed.	
<b>Company Name:</b> Anglian Water – Tracy Dixon	
<b>Address:</b> Lancaster Way  Ermine Business Park	<b>Tel. No:</b>  <b>Email:</b> tdixon@anglianwater.co.uk



YOUR ORDER NUMBER: 10692595	
10692595	

**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.

\*\*\*

### **Notes for Applications to close Public Rights of Ways (PRoW) / Footpaths**

1. CCC strongly encourages early engagement with PRoW Officers prior to any application being submitted to close a Public Right of Way or footpath (PRoW).
2. Initial applications to close a Public Right of Way or footpath can only be granted for a maximum duration of 6 months.
3. If the applicant is aware that the closure is likely to exceed 6 months, they should indicate this on the initial application but will still need to apply for an extension using the following procedure:

4. The applicant needs to apply to Street Works at least **8 WEEKS** before the expiry date of the initial 6-month TTRO with full justification AND any alternatives that have been considered and reasons for not being able to accommodate any alternatives.
5. The applicant should use reasonable endeavours to minimise any extension duration and further extensions may be refused.
6. Applicants will be required to meet on site with our Senior Street Works Inspector and PRow Officer to discuss the reasons for the extension and justification. The site meeting must be held within 2 weeks of the extension request being submitted to Street Works and applications to the Secretary of State (SoS) will not be progressed until the meeting has been held and alternatives explored. The SoS requires a minimum of 4 weeks to consider an extension request. Any applications that do not comply with item 4. may be automatically refused.
7. All applicants should be prepared to accommodate any reasonable alternatives suggested by the Senior Street Works Inspector and PRow Officer and will be asked to justify in writing any refusal to accommodate reasonable and achievable alternatives. Additional cost to the works promoter will not be considered justification.
8. Applicants should not assume the full duration of the extension request will be granted and a reduced period may be agreed at the site meeting.
9. Applicants should not assume that extensions will be granted by CCC even if the Secretary of State (SoS) approves an extension.
10. The PRow should be reopened as soon as reasonably practicable and in a condition that is safe for all users of the PRow. In any case, it should be reopened in a safe condition, no later than the expiry date of the extension, if granted.
11. Failure to reopen a PRow on or before the expiry date of the TTRO / extension may result in CCC initiating appropriate enforcement action.

**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:** 26/04/22....

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

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

**Notes:**

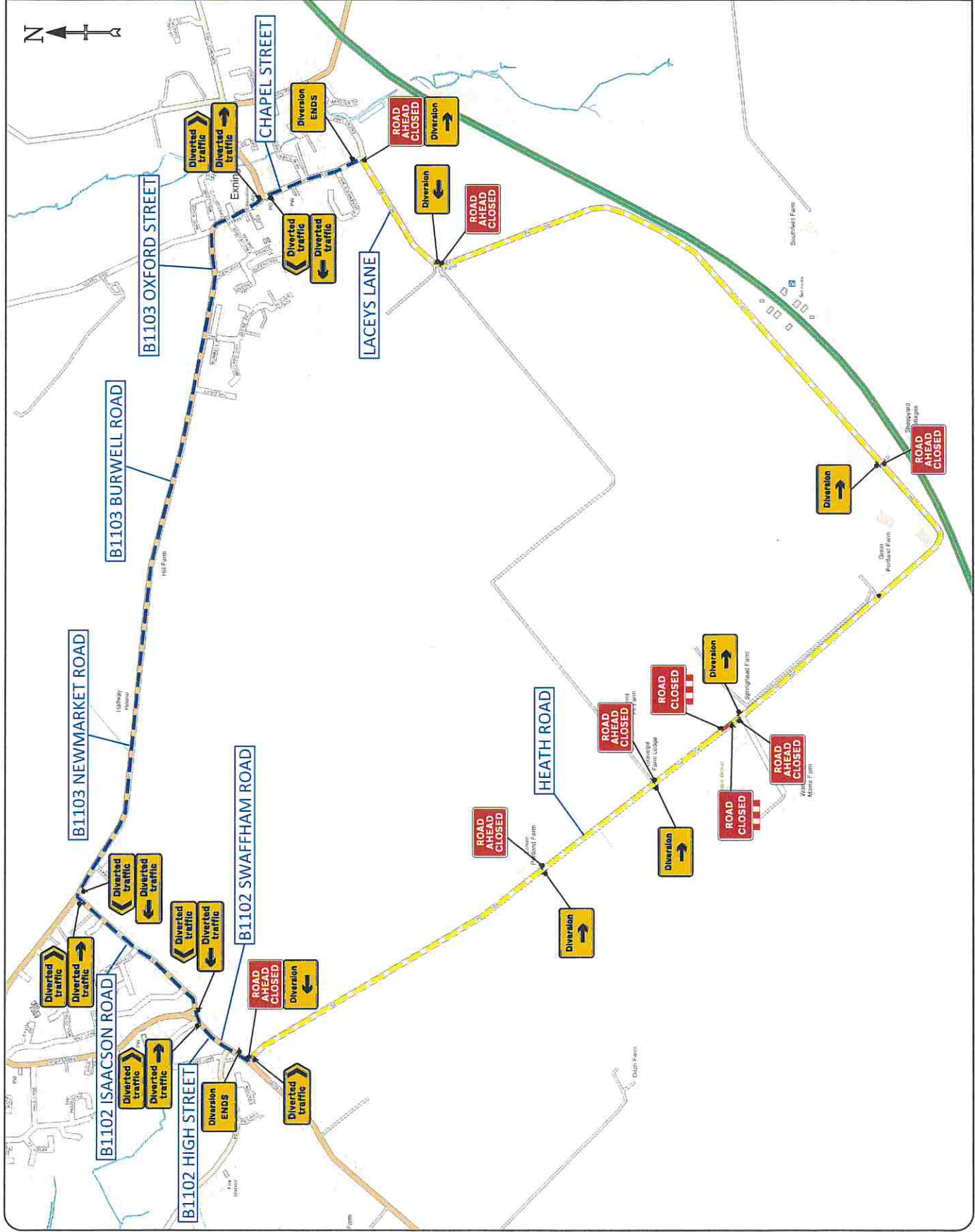
- A - Do not scale from this drawing
- B - All temporary traffic management shall be in accordance with Chapter 8 of the Traffic Signs Regulations and General Directions 2014
- C - All temporary traffic management shall be in accordance with the Traffic Signs Regulations and General Directions 2014
- D - All temporary traffic management shall conform to the Safety at Street Works and Road Works Code of Practice 2013
- E - All temporary traffic management with locations are indicative and are subject to further refinement from engineer

**KEY**

- Sign
- Traffic Cone
- Road Closure
- Access Only
- Diversion Route

**DIVERSION ROUTE**

Heath road, Burwell > B1102 Swaffham road,  
Burwell > B1102 High street, Burwell > B1102  
Isaacson road, Burwell > B1103 Newmarket  
road, Burwell > B1103 Burwell road, Exning >  
B1103 Oxford street, Exning > Chapel street,  
Exning > Lacey's lane, Exning & Vice versa



Initial Issue	LM	23/04/22
Initial Issue	AM	23/04/22
Initial Issue	PM	23/04/22
Initial Issue	DATE	

**FOR APPROVAL**

The Lion Barn  
Maidland Road,  
Needham Market,  
Suffolk  
01449 490865

love every drop  
anglianwater

**SITE**  
Heath Road  
Burwell CB25 0AP

**TITLE**  
Road Closure  
and Diversion

SCALE 1:100	DATE	23/04/22	OWNER	LM	CREATED	AS
TRAFFIC SIGNAGE	ISSUED NO				REVISION	
n/a	TBF30839					



## **Minutes of the Burwell Environmental Group Meeting 17<sup>th</sup> February 2022**

### **6.00 pm (Zoom Meeting)**

**Present:** Linda Hart (Chair), Jenny Moss (Secretary), Peter Lancaster, Simon Hart, Phil McGrory

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

Helen McMenamin-Smith, John Smith, Paul Webb

#### **2. Approval of the Minutes from 13<sup>th</sup> January 2022**

Proposed by Linda, seconded by Simon

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

##### *6. Insulation & home heating*

Phil gave us an overview of his career in the home heating trade, in which he worked from Essex up to York for various companies, holding the role of Managing Director. He moved back to Burwell in 2015 and now works as a retro-fitter, charging £150 to do a survey. He is involved with Warmworks, a Scottish company that work in partnership with the Scottish Government to keep people's houses warm.

Phil told us that there are a lot of grants available that people don't know about, also that there are new standards coming into place next year that will help prevent "cowboy" installations. There is an available grant for loft insulation – get a grant, find an installer – the insulation is nowadays rolled across the joists, with ventilation being vital. Cover ceiling lights with plant pots!

As well as doing a house survey, Phil can recommend workers who can do the required jobs. Phil recommends people having their surveys and works done as a consortium, to bring costs down.

Phil agreed to give a talk about insulation and home heating for us one weekend – maybe an hours talk with slideshow, then a surgery afterwards. Jenny will find out if there is a room available at Mandeville in early April.

(Phil left the meeting at 6.37 pm)

##### *1. Knowledge Database/Website*

Matt "White Wolf" has told Pete he'll be in contact re. Website.

We've received an email from a local who want to subscribe to the group but is not a Facebook user. This is the sort of situation that a website would help with.

##### *2. EV charging points*

Jenny has yet to complete letter to local businesses about EV charging points. Still no reply from Duncan Grindley.

##### *3. Housing / Cycle path*

Linda attended the This Land consultation earlier today. She asked about the cycle path between Exning and Burwell, and was told that nothing would happen until the first house

was occupied. This Land will only be in charge of 50 of the plots, with 18 of them being self-builds, so only 32 houses at this stage are definitely being built with air-source pumps. This Land don't seem to have provided a ventilation system (Mechanical Ventilation & Heat recovery – small box in loft linked to ducting round the house that replaces stale air with fresh while keeping it as warm as possible) in their designs, meaning windows will be opened for fresh air, allowing heat loss.

#### *5. Green Energy Projects*

This weekend Pete will be posting up the notes he took at the Weirs Battery Site talk .

#### **4. Any Other Business**

Burwell at Large / Pauline's Swamp:

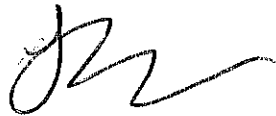
Jenny will review/update the tri-fold leaflets to have on display on various tables at Burwell at Large. We've been invited to have a stall at the Pauline's Swamp Open Day on 23<sup>rd</sup> April, but feel that just a side table on Pete's Burwell Brewery stall will do.

Linda has been attending East Cambs CAN meetings. The group was initiated by EcoEly.

#### **5. Date of Next Meeting**

Set for 28<sup>th</sup> March, time and details to be arranged.

The meeting closed at 7.20 pm

A handwritten signature in black ink, appearing to be 'JZ' followed by a long, sweeping horizontal stroke.

**Pauline's Swamp Extraordinary General Meeting**

30 Newmarket Road CB25 0AE Tuesday 29<sup>th</sup> March 2022 10.55 a.m.

*Present:* Paul Hawes, Paul Webb, Jenny Moss (Secretary)

1. *Apologies*

Helen McMenamin-Smith, James Moss

2. *Election of new Trustees*

The Trustees unanimously voted in favour of electing all four applicants – Mike Swift, Liz Swift, Jim Perry, and Geraldine Tate.

3. *Election of Chair*

The Trustees unanimously voted in favour of electing Mike Swift as Chair, to be proposed at the next meeting.

4. *Date of next meeting*

The next meeting has been moved from Thursday 31<sup>st</sup> March to Wednesday 30<sup>th</sup> March 2022, to be held at 25 The Causeway at 7.30 p.m.

The Secretary is to advise all new Trustees and invite them to the meeting of 30<sup>th</sup> March.

**The meeting ended at 11.10 a.m.**

*Jenny M. Moss*  
30/3/22





## **Pauline's Swamp Minutes of the Meeting 23<sup>rd</sup> February 2022 - 7.30 pm 25 The Causeway**

### ***Present:***

Mike Swift (Chair), Jenny Moss (Secretary), Paul Webb, Paul Hawes, Jim Perry

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

Helen McMenamin-Smith, James Moss

### ***2. Approval of the minutes of 26<sup>th</sup> January 2022***

Proposed by Paul Webb, Seconded by Mike Swift

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

#### ***1. Hopkins Homes***

There has been no further progress with the land or £3,500.

#### ***2. Photographs of the Swamp***

With the absence of Helen, Jim is going to take over photographing a fixed spot in the Swamp throughout the seasons.

#### ***3. Open Day***

Progress on the Open Day has been noted on the separate Open Day Action Sheet.

#### ***4. Cameras***

Paul H suggested putting the cameras higher up, out of Reach. Liz has spoken with the new Police Commissioner regarding vandalism at the Swamp – although the police did previously visit the site, it was during the daytime. Paul W is going to do a CCTV policy for the site.

#### ***5. Feeder Pond***

Paul W has contacted Bob Scott, who said he was busy this month but would be willing to discuss the feeder pond land in a few weeks.

#### ***7. Work days***

The sedge cut and rake has now been completed. We will ask George to mow an area for the dog show, marquees, and paths for the 23<sup>rd</sup> April. We have earmarked April 9<sup>th</sup> and 16<sup>th</sup> for our next work days.

We will arrange a day in the autumn to move the sheep fencing (which could be used in other places on site such as round the bees).

#### ***8. Site surveys***

No updates.

#### ***9. Tree Planting***

Jim has still to submit a list of the trees he has for planting. The Trustees will have a walk around in autumn to assess required tree work. George has cleared the fallen tree by the entrance.

#### ***10. Boundary destruction***

All Trustees are in agreement that the letter drafted by the secretary asking Alan Nash to reinstate the hedging by the end of March should be sent from the Chair of the Trustees. We will also make the point that the newly erected fence is not suitable for a border with a wildlife site, inhibits the restoration of our national heritage railway line, and has been erected directly on the perimeter line not allowing for a buffer zone.

#### **4. Open Day 23<sup>rd</sup> April 2022**

Updates on Open Day Action Sheet .

It was agreed that the Trust would pay for Stephanie Webb to be recertified as a first aider at the cost of £35.

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

The Secretary is to inform the Parish Clerk that there will be two vacancies from 1<sup>st</sup> April, as the tenures of Mike and Jim will come to an end.

Paul Hawes mentioned that some of the bird boxes have blown loose during the recent storms. Paul also expressed concern that Alan Nash of 58 Swaffham Road has laid water pipes in our ditch, presumably to pump off excess water from his land into neighbouring land, either in the event of excess rainfall or if building works are approved.

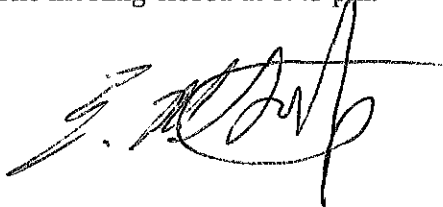
#### **5. Date of Next Meeting**

Two meeting dates were set:

Tuesday 29<sup>th</sup> March 11 am at Paul Hawes house to appoint the two new trustees.

Thursday 31<sup>st</sup> March 7.30 pm Mandeville for regular meeting.

The meeting closed at 8.45 pm.

A handwritten signature in black ink, appearing to be 'J. Webb', written over a horizontal line.

## **Pauline's Swamp Minutes of the Meeting 30<sup>th</sup> March 2022 - 7.30 pm 25 The Causeway**

### ***Present:***

Mike Swift (Chair), Jenny Moss (Secretary), Liz Swift, Paul Webb, Paul Hawes, Jim Perry, Geraldine Tate

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

Helen McMenamin-Smith, James Moss

### ***2. Approval of the minutes of 23<sup>rd</sup> February 2022***

Proposed by Paul Webb, Seconded by Jim Perry

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

#### ***1. Hopkins Homes***

There has been no further progress with the land or £3,500.

#### ***2. Photographs of the Swamp***

Jim is going to ask Helen for the locations she chose for her 'fixed spots' to be photographed throughout the year.

#### ***3. Open Day***

Progress on the Open Day has been noted on the separate Open Day Action Sheet.

#### ***4. Cameras***

James has netted the live camera, we wondered if he could do the same with the dummy cameras. Paul has drafted a CCTV policy.

#### ***7. Work days***

We have earmarked April 9<sup>th</sup> and 16<sup>th</sup> for our next work days.

#### ***8. Site surveys***

Martin O'Leary reports that the feeders are encouraging many birds, including blue tits, and that he expects our nesting boxes to be well used this spring.

#### ***10. Boundary destruction***

Alan Nash has been sent a letter from the Trustees regarding the destruction of our boundary. He has not replied, but replanting does seem to be happening along the destroyed perimeter of his land.

*(Geraldine left the meeting at 8.20 pm)*

### ***4. Open Day 23<sup>rd</sup> April 2022***

Updates on Open Day Action Sheet .

It was also noted that Gwen Spike and Radek Podedworny have expressed an interest in helping at the Open Day.

We think we'll need to be on site by 8.30 am on the day.

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

All voted in favour of updating the Land Registry records for the Swamp, at the cost of £25.

The "Current Trustees" list drawn up by the secretary and to be held at the Office was approved.

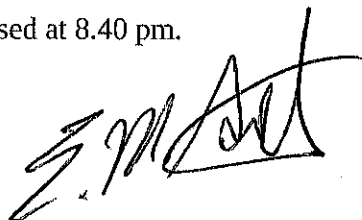
Jenny is to ask Yvonne if George can mow certain areas of the Swamp a few days before the Open Day.

Jenny and Paul W. are to work on a new revision of the Vision Plan after the Open Day.

**5. *Date of Next Meeting***

The date of the next meeting was set for Wednesday 11<sup>th</sup> May 7pm in the Dutch Barn on site.

The meeting closed at 8.40 pm.

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

## **Pauline's Swamp Minutes of the Meeting 11<sup>th</sup> May 2022 - 7.00 pm on site**

### ***Present:***

Mike Swift (Chair), Jenny Moss (Secretary), Liz Swift, Paul Webb, Paul Hawes, Jim Perry, Geraldine Tate

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

None

### ***2. Approval of the minutes of 30<sup>th</sup> March 2022***

Proposed by Liz, Seconded by Jim

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

#### ***1. Hopkins Homes***

There has been no further progress with the land or £3,500. Yvonne has written to MD of the new company. If no further progress after two months we will consider going to small claims court.

#### ***2. Photographs of the Swamp***

Jim has chosen the following locations: one from the gate, one from the footbridge, one from the barn, one from centre bench, and from from behind the pond. To be taken on the 12<sup>th</sup> of each month.

#### ***4. Cameras***

The CCTV policy is now with Yvonne. No word from James on cameras. Police have been again, but not at a useful time. It was noted that a new anti-social officer has started at East Cambs District Council.

#### ***5. Feeder Pond***

Bob Scott is upset that the sheep fence between his land and the Swamp has been removed without his permission. Jenny is to send an email apologising, and to let him know that we will be re-instating it as soon as possible (28<sup>th</sup> May).

Liz or Mike will ask George to give an estimate for a post/rail fence for a possible more permanent future solution.

#### ***7. Work days***

The next work day will be 28<sup>th</sup> May.

#### ***8. Site surveys***

Ongoing

### ***4. Open Day 23<sup>rd</sup> April 2022***

We had an excellent turnout on the day, with 92 children taking part in the bunny hunt. Jenny has not yet claimed the generator fuel costs back. The Wren Cafe has donated £7, and Burwell Brewery have said they will make a donation. Liz thanked Paul's grandchildren for manning the BBQ, and Paul H told us that they have volunteered again for next year. Paul H spent £65 on wood for the bird box kits, and made £40 on the Open Day, however he will use the remaining boxes at Spring Close. Burwell radio attended on the day, and Jenny has written an article for Clunch. Next year we will go back to the usual September Open Day.

## **5. Any Other Business**

Land Registry – Jenny read out an email from Yvonne explaining that the request for an update to the registry document has to be made as a recommendation to Full Council and approved, as the update must be made by a solicitor. The Swamp Trustees are therefore making this recommendation to Full Council:

**That the Swamp Trustees and the Parish Council instruct and share the costs of a solicitor to update the Land Registry document, to state that the land is owned by Burwell Parish Council rather than the personal names of the original Trustees.**

Paul W asked that the following items are added to the Action Sheet – Vision Plan Update and Land Registry.

Paul W suggested that all Trustees must attend a meeting at least every quarter, but the other Trustees disagreed.

Jim told us that John Hughes from Wicken Fen has offered to lend a hand with the Swamp Management. This is a handsome offer but we felt that as long as Kingfishers Bridge were involved, further help with maintenance isn't necessary. We wondered if John could help by arranging a moth survey (e.g.) or doing the hay cut for us.

Helen Fowler from Natural Cambridge has offered to come on site to see if there is any help they can bring.

## **5. Date of Next Meeting**

The date of the next meeting was set for Wednesday 22<sup>nd</sup> June 7pm in the Dutch Barn on site.

The meeting closed at 7.55 pm.

Burwell Parish Council Climate Forum  
Jubilee Reading Room  
99 Causeway  
Burwell  
CB25 0DU

31 May 2022

Dear Jenny

**Parcels 1 and 2a, Millstone Park, Newmarket Road, Burwell**

Thank you for your letter dated 11<sup>th</sup> May 2022 highlighting Burwell Parish Council's clear commitments to addressing climate change and rightly stressing the important role that the design and construction of new homes play in achieving these targets.

Firstly, I can assure you that Vistry Group takes the impact of climate change very seriously. We are actively working with our industry partners, supply chain, employees, and customers to implement our own Climate Change Policy and sustainability targets in light of Government targets. As a member of the [Future Homes Hub UK](#), we are committed to establishing and implementing the Government's Future Homes Standard as part of the roadmap to delivering net zero homes by 2030.

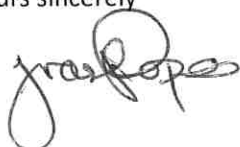
Vistry Group are exploring alternative all-electric and low-carbon technologies as well as renewable non-fossil fuel sources of energy to meet the heating and hot water demands of our homes and customers. However, as you will be aware, moving from gas to electric heating has a significant impact on how we build and use our homes. It also has an implication on the level of capacity needed from the existing electric grid network and the supply chain when implementing at volume.

Turning to Parcels 1 and 2a, Burwell, we are currently working with This Land and GTC (a leading provider of multi-utility networks in the UK) to establish the capacity available in the existing electric grid network and identify the viable number of new homes which can be electrically heated, most likely using Air Source Heat Pumps, in line with our construction programme. Our Planning Team will continue to keep the Parish Council updated on the progress of these discussions.

Notwithstanding this, many of our new homes will be built to the Part L1a Building Regulations 2021 with enhanced floor and loft insulation, mechanical ventilation, solar photovoltaics (PV) and flue and wastewater heat recovery systems. All our new homes will also have electric vehicle (EV) charging capacity. Depending upon the build programme, it is also likely that we will be delivering some new homes built to the Future Homes Standard.

I hope the above helps clarify our approach.

Yours sincerely



**Fraser Hopes**  
Managing Director – Vistry Homes East Midlands







Lucy Frazer QC MP  
HOUSE OF COMMONS  
LONDON SW1A 0AA

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

19 May 2022

Dear Yvonne,

I would like to take this opportunity to say thank you to your Parish Council for all that it has done over the last two years to support our community.

The pandemic presented a myriad of challenges and I have been enormously impressed by the way that local residents came together to help mitigate the effects of Covid and support one another. Parish Councils, like yours, have typified this spirit.

As you may know, tours of the House of Commons have been closed for a significant period of time, so that the authorities could put in place new procedures to ensure the safety of visitors. However, I am pleased to be able to confirm that this process has now been completed, and that MPs are once again able to arrange tours for their local constituents.

I would like to invite your Parish Council to visit Parliament for a tour in the coming weeks and months. I would be very happy to help arrange this for you, and you can e-mail me at [lucy.frazer.mp@parliament.uk](mailto:lucy.frazer.mp@parliament.uk).

I also hope that it will be possible to meet your group in person during your visit, to say thank you on behalf of all South East Cambridgeshire constituents for the work the Parish Council has done to help our community through these difficult times.

I do look forward to hearing from you.

With kind regards,

Lucy Frazer MP

*Member of Parliament for South East Cambridgeshire*



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



2 June 2022

**Sunnica Energy Farm: consultation on proposed changes to a Development Consent Order (DCO) application**

We will shortly begin consulting on our proposals to make a number of changes to the Development Consent Order (DCO) application for Sunnica Energy Farm (Application).

We are writing to you as we have previously contacted you in respect of the Application and we would like to invite you to share your views on the changes as part of the consultation.

Our Application was accepted for examination by the Planning Inspectorate on behalf of the Secretary of State for Business, Energy and Industrial Strategy on 16 December 2021.

Following this, we publicised the acceptance of the Application and the Planning Inspectorate accepted relevant representations. Through this process, we became aware of a relevant representation made by National Grid Electricity Transmission (NGET) which stated that one of our options for facilitating the scheme's connection to the national electricity transmission system was no longer 'technically feasible'. Sunnica was not made aware of this until post acceptance of the Application.

As a result of this we have identified a new option for facilitating the scheme's grid connection which requires a number of changes to be made to the Application. The enclosed consultation booklet provides further information on these changes.

To make these changes, we would need to submit a request to make changes to the application to the Secretary of State's appointed Examining Authority so that it can decide whether to accept the request.

Prior to doing this, we are consulting on the proposed changes between **6 June 2022** and **6 July 2022**. The booklet enclosed with this letter sets out more details about our proposals and explains the different ways you can find out more and respond to the consultation. For further information, please contact us directly on 0808 168 7925 or [info@sunnica.co.uk](mailto:info@sunnica.co.uk).

Yours sincerely,

A handwritten signature in black ink, appearing to read "Luke Murray", with a stylized flourish at the end.

Luke Murray  
Sunnica Ltd

0808 168 7925  
[info@sunnica.co.uk](mailto:info@sunnica.co.uk)  
[www.sunnica.co.uk](http://www.sunnica.co.uk)

