

Cllr Lorna Dupré

MONTHLY REPORT APRIL 2024

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3. To oppose any new 'locally imposed forms of taxation', cost up lots of 'ambitious transformational strategic infrastructure interventions', and discuss with the Government how to pay for it (**DEFEATED**)
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The Government's spring budget included £10.2M for the Cambridge Biomedical Campus and transport to it (the Cambridge South East Transport or CSET project).

A major obstacle to growth in and around Cambridge is water scarcity, to which the Government's answer is to pilot a new system of 'water credits' where 'developers can offset their development through the purchase and sale of water credits to ensure they have a neutral impact on water scarcity within Cambridge'. To describe my view on this idea as sceptical would be an understatement.

Last year, the Government appointed head of Homes England Peter Freeman to lead a new Development Corporation called the Cambridge Delivery Group to deliver the Government's vision for Cambridge. This will add yet another layer of local government to our already toppling structures, and a new and unaccountable body deciding the future of the city. Some locally elected representatives will be on an advisory board, but it appears that decisions will be taken elsewhere.

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The committee has also approved a Commercial, Commissioning & Procurement Framework and made arrangements to reprocure water and waste water services when its current contract comes to an end in October.

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Gigabit-capable broadband coverage in Cambridgeshire & Peterborough has hit 85 per cent a year early, meaning we are above the national average and ahead of Government targets. Work is ongoing to bring future-proof connectivity to homes and businesses in harder to reach areas.

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HIGHWAYS & TRANSPORT

Local Highways Officer

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The vacancy has had noticeable effects on how a number of local repair needs have been addressed, and I have had to become involved with some poorly carried out or severely delayed repairs including in Little Downham and at Witcham Toll.

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District Council Report

March 2024

I chaired a meeting of the Audit Committee on 19th March. The meeting agreed the Committee's first annual review of activity should be recommended for approval by Full Council. The Committee also approved the Internal Audit Charter and Internal Audit Plan for 2024/25 and received an update report from Internal Audit for the 2023/24 year.

Planning Committee approved an application for 39 affordable dwellings in Little Downham, and approved a Reserved Matters application for 41 dwellings in Sutton.

David Brown

Yvonne Rix

From: laviniaedwards@aol.com
Sent: 07 April 2024 14:37
To: Yvonne Rix
Subject: District Report 9th April, 2024 - Lavinia Edwards

Planning Committee - There was three applications on the agenda for April's meeting.

1. An application at Arthurs Way, Fordham for change of use from agricultural land to garden land was approved as per

Officer's recommendation.

2. An application at Ashley Road, Newmarket for the demolition of one semi-detached bungalow and the erection of

replacement 1 1/2 storey dwelling. This application was recommended for refusal by Officers due to the height, roof alignment and overall size which would be detrimental to the semi-detached building it would be attached to.

Members unanimously supported the Officer's recommendation.

3. Outline planning application for the erection of up to 83 affordable home on land at Cambridge Road, Streatham was

recommended for approval by Officers.

On visiting the site Member's agreed to reject the recommendation and defer the application for further information from a traffic assessment.

The Planning Department received 143 applications in February which is a 5% increase to the number received in January.

Yvonne Rix

From: Creative Arts East <info@creativeartseast.co.uk>
Sent: 02 April 2024 12:03
To: Yvonne Rix
Subject: Renew your CAE membership today! 📅

[View this email in your browser](#)



Hello Yvonne

Membership renewals are here, plus a heads up about an upcoming 'go and see' offer and a big thanks to you!

It's time to renew your Creative Arts East Membership!

Please complete the form below to renew your membership with us.

Please note: Your website account will automatically be locked from 31st March until you renew your membership. We'll aim to process your renewal as soon as possible so that you can create new bookings and we'll send over your invoice at the same time.

[Click here to renew your membership now](#)

Benefits of renewing your membership:

- **Sensational Shows & Fabulous Films**
Choose from a diverse menu of specially selected live performances, feature films, event cinema titles and more!
- **Dedicated Support**
Access to 5 days a week support from our experienced and devoted team, alongside financial and marketing support, advice and training.
- **Incredible Offers**
Benefit from showcase and networking days, and special offers to attend festivals, shows, industry screening days and other go and see opportunities!
- **Online Network**
Website membership provides easy online booking, access to digital resources and promotion through our websites what's on listings.
- **Professional Equipment**
Screen and Joint members can hire out fully maintained, up-to-date digital cinema equipment and access our in-depth training video and support from our technical partners.
- **And much more!**

Coming soon - Norfolk & Norwich Festival Offers!



We'll be offering promoters some 'go and see' opportunities to a selection of events at this year's Norfolk & Norwich Festival.

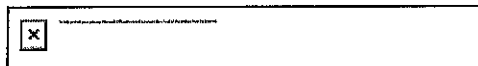
Tickets will be offered on a first-come, first-served basis, so keep your eyes peeled for more details in the coming weeks.

Thank You For Your Support!

We'd like to thank everyone who supported our recent Big Give 'Arts For Impact' campaign.

Whether you or your group donated directly or if you shared our cause with your networks, your support helped us exceed our target, and we're pleased to share that we raised a **grand total of £6,062**, which will support 14 future creative activities to take place.

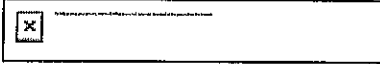
If you'd like to find out more about our Creative Health work, please take a look at our social media pages or visit the [Arts For Health page](#) on our website.



Don't forget to take a look at our latest brochure...

Grab a cup of tea, get comfy, and download the February brochure edit below. Browse our offers and start thinking about what exciting and entertaining film screenings and live performances you might want to host in your venue!

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Join our Promoters Facebook Page!

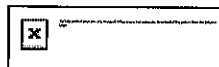
Stay in touch with other volunteer promoting groups in our network via our private facebook group. Ask one another questions, offer advice or hear about the latest CAE updates too!

[Click here to join our Promoters Facebook group!](#)

Contact Us

Here's a recap on who we are:

- **Screen enquiries**
Alice Morelli - alice@creativeartseast.co.uk
Charlie Plumb - charlie@creativeartseast.co.uk
- **Live enquiries**
Zoe Fletcher - zoe@creativeartseast.co.uk
Lauren Turner - lauren@creativeartseast.co.uk
- **Marketing support**
Sophie Clouston - sophie@creativeartseast.co.uk
Aston Howe - aston@creativeartseast.co.uk



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Burwell Parish Council

Minutes of the Finance and General Purposes meeting held on

26.3.2024

Present: Paul Webb (Chair), Ian Woodroofe, Gus Jones, Brenda Wilson, Linda Kitching, Liz Swift, Michael Swift, and Yvonne Rix (Clerk/RFO).

F&GP/26032024/01 Apologies for absences and declarations of interests

Apologies for absence had been received from Charlie Milner and Chris O'Neil. There were no declarations of interests.

F&GP/26032024/02 Approval of the minutes of the meeting held on 30.1.24

The minutes of the meeting held on 30th January 2024 were approved and signed as a true and correct record. Proposed by Liz Swift and seconded by Brenda Wilson.

F&GP/26032024/03 Consideration of the Action Sheet

The following updates were noted:

PROJECT	INFORMATION AND UPDATES
Local Council Risk System	Still to do: Manual Handling Use of electronic devices Code of Conduct Working at Height Further Assessments required: Community Garden – Volunteers Community Orchard Social Media No further updates
CCLA Investment	Funds at 28.2.2024 £107,886.47

F&GP/26032024/04 Staff Appraisals and Salaries 2024/2025

Paul Webb reported that this year's staff appraisals have been carried out satisfactorily. A review is due to be carried out with the hiring agreements for the halls in relation to keyholder job descriptions and expectations of all parties involved. The keyholders will be involved in discussions. Having the keyholders carrying out the cleaning of the properties is working well.

The Group consider salary rises in relation to the appraisals. Michael Swift questioned if due to increasing costs that the Council is facing if increases should be awarded. However, it was agreed following a proposal from Ian Woodroofe which was seconded by Linda Kitching, with all in favour that the following recommendation is made to Full Council.

That all 5 staff members' salaries are awarded a salary increase of one increment from the 1st April 2024.

Liz Swift then proposed, seconded by Linda Kitching with all in favour that the following proposal is recommended to Full Council:

That the Parish Council accepts any inflationary rises as agreed by the National Joint Council and that they are implemented upon receipt of the decision without any further agreement from Council.

F&GP/26032024/05 Recording of Minutes

The Group considered the option of doing an audio recording of the meeting. Rob Proctor who has been involved with recording some of the church services may be useful to talk to. It was agreed that the recordings could be of benefit when writing up the minutes. Any recordings would be deleted following

approval of the minutes, this way there would be no breach of data protection. Initially the phone used for the Pauline's Swamp CCTV could be utilised.

F&GP/26032024/06 Policies

The group has reviewed the following policies, with any amendments being recommended to Full Council for approval. Proposed by Liz Swift and seconded by Ian Woodroffe and agreed by all.

Policy	Recommendations
Complaints Procedure	No changes recommended
Code of Conduct Complaints Policy	No changes recommended
Data Protection and Information Security Policy	No changes recommended
Disciplinary and Grievance Procedure	No changes recommended
Health and Safety Policy	Add after 1974....(c37) (abbreviated to "HSWA 1974", "HASWA" or "HASAWA2) is an Act of the Parliament of the United Kingdom that as of 2011 defines the fundamental structure and authority for the encouragement, regulation and enforcement of workplace health , safety and welfare within the United Kingdom.
Freedom of Information Publication Scheme	'Website' needs to be added throughout the document as information is now available on the website.
Statement on Equal Opportunities	No changes recommended
Statement of Intent as to Community Engagement	Remove statement about Councillor details being on Jubilee Reading Room Noticeboard. Ask Councillors for address details, sharing information etc.
Training Statement of Intent	No changes recommended
Children, Young People and Vulnerable Adults Protection Policy	No changes recommended

Tree Policy	Add Professional Tree Audit carried out roughly every 3 years
MVAS Policy	No changes recommended
Donation Policy	Remove 'draft' from document and change General Power of Competence date to 2023.
CCTV Policy	No changes recommended
Social Media Policy	To be reviewed in full
Lone Workers Policy	Add notify somebody where you are and at what time and when you leave.

F&GP/26032024/07 Charges for use of the Recreation Ground for business purposes – update

Yvonne Rix reported to the group that Liz Swift, Paul Webb, and herself had met with Max Jamieson (Shredder Skate School) to talk about charging for his use of the Skate Park for the sessions that he runs and makes a financial gain from. Max Jamieson had seen in the Council Minutes that the Council were considering a charge of around £10 per hour. He currently uses the Skate Park for around 40 hours per month. This would equate to a monthly cost of £400.00 which he said that he could not afford. He would be willing to run some fundraising sessions to help towards the costs of maintaining the park but felt that this was not a sustainable way forward. He had stated that he would have to consider whether it would be viable to continue running the sessions or if he would need to run less sessions with more young people attending each session. He suggested that a payment of between £10-£20 per week may be possible. The meeting had ended with Max Jamieson saying that he would come back with his comments by the middle of April.

The Group do not wish for the sessions to end, particularly as some of the sessions are one to one with pupils with special needs. The sessions do not generally prevent others from using the skate park. Copies of DBS certificates and Public Liability Insurance Cover also need to be seen by the Council. Any funds received from Max Jamieson should be earmarked for the skate park/recreation ground sinking fund. Charges can be reviewed after 9 months. Fees should work towards an amount that would be charged by a commercial organisation.

Paul Webb told the group about Parish Online, an online mapping system that the Council could utilise for mapping its assets etc. It would normally cost around £380.00 annually but there is a free 30 day trial that could be tried first. The Clerk to forward to the group the video and more details about the system. It was suggested that a small taskforce could possibly help with entering data etc. on to the system, to prevent the amount of work becoming too much for the office.

The lighting for the Tennis Courts needs to be reset. JJ Drakes will charge £195.00 plus VAT to carry this out. This is considerably cheaper than asking the original installers to do.

It was agreed that a recommendation should be made to Council to accept the quotation to have the lights reprogrammed at a cost of £195.00 plus VAT by J J Drake.

The Clerk reported to the group that both contractors who had provided a quotation to replace the dividing doors at Mandeville Hall had said that as prices had risen since the date of the quotations, that they were unable to offer any further reduction. They both said that despite the price increases they were willing to stand by the original price stated. The Clerk to check if the specification was the same for both if the replacement doors.

A letter had been received from the Chair of the Burwell Environment Group. The letter to be discussed at the next meeting of the Community, Leisure, Health, and Sports Group.

Paul Webb reminded all that the office will be busy over the next couple of months due to the work related to year end. This would need to take precedence over any other work requested.

Ian Woodrooffe explained that he had a looked at the diagnostic report carried out on the electrics by JJ Drake and that there are a couple of questions that he would like to raise prior to the invoice being paid.

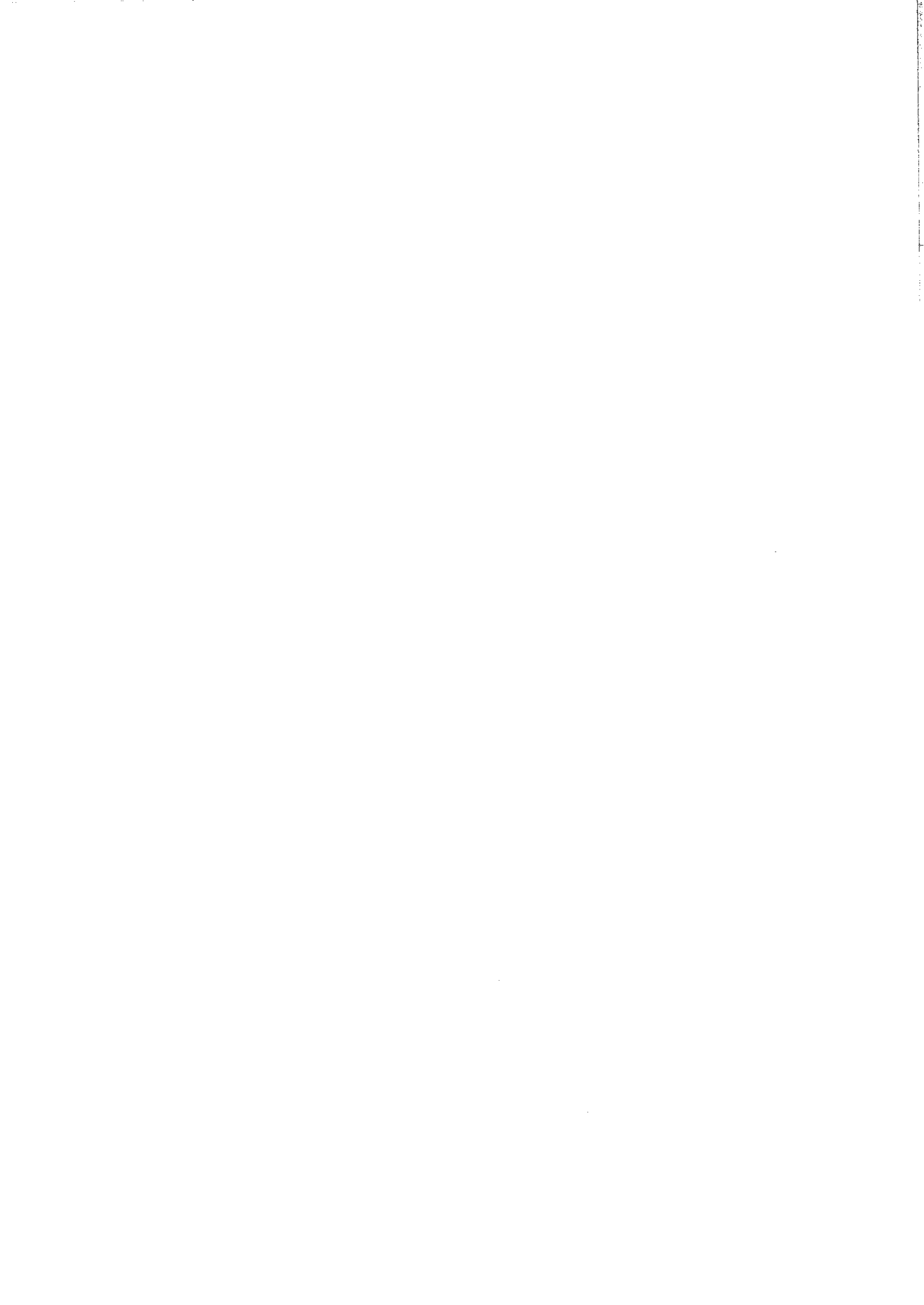
F&GP/26032024/08 Date of the next meeting

The next meeting will be held on Tuesday 28th May 2023.

The meeting closed at 9.07 pm

Signed

Dated



Burwell Parish Council

Safety Group Meeting – 19.3.2024 7.30 pm at the Jubilee Reading Room

Minutes

Present: Paul Webb (Chair), Jim Perry, Brenda Wilson, Ian Woodroofe, Lea Dodds, Liz Swift.

1. Apologies

Apologies for absence had been received from Geraldine Tate.

2. Approval of draft minutes of the meeting held on 23.1.24

The minutes of the meeting held on 23.1.24 were approved. Proposed by Jim Perry and seconded by Liz Swift.

3. 20 mile per hour village restriction

The group noted a summary sent out by Paul Webb in view of recent statements made by the Government. Following the recent Council meeting when it was agreed that the delivery of the scheme should be moved to the next stage, the Clerk has asked written to Highways and asked for a face-to-face meeting with them. It is intended to hold a public exhibition at Mandeville Hall during the statutory consultation period providing details of the scheme and if confirmed, as acceptable by Highways, a means for the public to make comments on the proposal as part of the 21-day statutory consultation. Having stands outside of either the Co-op or the Jubilee Reading Room was also suggested, along with having drop boxes for comments. It was felt that there is no need to go overboard with the consultation. Ian Woodroofe said that he would like to see Highways leading the project in essence and working with the Parish Council. The date for the meeting with Highways will be shared once known and all members of the Safety Group are welcome to attend. Anyone unable to attend the meeting should forward questions that they wish to be raised to the Clerk.

It was agreed that, if possible, an ideal time for the restriction to be implemented is at the start of the new school year. Having something on Burwell Radio is also an option. The Clerk to put an update on the decision by Council on the Burwell Community Facebook page over the next couple of days. Jim Perry informed Council that Lucy Fraser may get questions from the community about the restriction when she attends her surgery at the weekend and should a couple of members from the Safety Group be there to help her answer the questions. It was agreed that this would not be necessary.

4. Parking on the Causeway

An email has been received from the resident about people who are parking their vehicles on the pavement along the Causeway. Lea Dodds reminded the Group that when the Police and Crime Commissioner previously attended a Council meeting, he had said that if there are issues that he could help with to contact him. There appears to be no law about parking on a pavement, but it is against the law to drive on a pavement. The Police have to have seen the crime actually taking place if they wish to act. In some areas photographic evidence from members of the public has been used to prosecute. Digital photos often have the date and time on them to clarify when the crime has taken place. It was agreed that the following action would be taken:

- A letter delivered to all residents asking that they do not park on the pavement along the Causeway.
- A letter sent to the Police and Crime Commissioner (Lea Dodds to draft)
- A request to be included in the next edition of Clunch.
- Photos of parked cars on the Causeway path to be sent to the Clerk.
- Letters on windscreens



Liz swift informed the group that she has invited the Jo Andow (Community Safety Partnership) and the Police and Crime Commissioner to attend the Annual Parish Meeting on 7th May 2024.

5. Buntings Path – Speeding

The Safety Group considered the email sent in by Mirka Bures regarding traffic on Buntings Path and the dangers that it causes. MVAS data in the past has not shown any great issues with the speed of the traffic on Buntings Path. Having the 20-mph restriction in place will help slow the traffic down and generally making it safer which will be beneficial around the entrances to the school. The Safety Group are optimistic about the impact the lower speed restriction will have. The Clerk was asked to write back to Ms Bures thanking her for her views and about the possible implementation of the 20-mph speed limit.

6. A to B1102 Revised Bus Routes

Liz Swift explained that she represents the Council on the A to B1102 Group and that the group has been campaigning for a better bus service. Meetings have taken place with the mayor of the Combined Authority, who hold the budget for public transport. The group is also campaigning for buses directly to the Post 16 establishments in Cambridge. The group carried out a survey on public transport in the area and has analysed the results. The results have been presented to the mayor. The group has come up with an initial proposal for a bus service for the area. The proposal is in its infancy and would now like the support from the parishes involved. Much more information is required regarding frequency and times.

The Safety Group recommends to Full Council that they support the A to B1102 Bus Routes Proposal.

The A to B1102 Group has also suggested that parishes consider using CIL funding to provide improved bus shelters and to contribute towards bus hubs.

Ian Woodrooffe told the Safety Group about an app that gives real time data for buses.

7. MVAS Signs Update

The MVAS units are now back with Westcotec for checking. One of the signs is fine and needs no work carried out. There will be a small inspection fee of £45.00 for this.

The other two machines both need to have work done to them. This includes replacing the poly case at a cost of £410.00 plus VAT per sign. The software on the machines will also be updated. The repair is likely to take between 2 and 3 weeks to carry out. It appears that the Nitric Oxide sensor has not been working at all. The Council could pay for a sim card to allow the data to be collected and analysed. This would cost £660.00 for the year. The Group agreed not to purchase the sim card as they could gain little from the results.

Westcotec is willing to provide training for the signs in Burwell. This will cost £495.00. The group that felt that this would be a better option. Especially as it will be easier for Debbie Cawley and George Rowland to attend. The training should last between 2 and 3 hours and the Council's equipment can be used. The repairs and training can be covered by the balance of the Safety Campaign budget.

The Group recommends to Full Council that the MVAS signs are repaired at a cost of £865.00 plus VAT and that training is carried out in Burwell at a cost of £495.00.

Paul Webb to clarify the warranty period and if the machines automatically calibrate from Westcotec. The machines can be adjusted easily to reflect the new 20 mph speed restriction. A question can be raised at the training about maintenance requirements for the signs.

8. Zebra Crossing Newmarket Road Junction

Two emails had been received regarding safety issues with the zebra crossing opposite the post office near the Newmarket Road junction. The markings have faded. The Clerk was asked to report to Highways and also send a copy of the emails from the residents, along with requesting some remedial action. Lea Dodds reported that it is difficult to realise that there is a crossing and suggested that we should be asked for the existing lights to be changed to the LED Halo lights. Some



downlighters pointing over the crossing could make the crossing more visible. A raised crossing signs on the approaches to the crossing could also help. The lower speed restriction will also help.

9. Signage – Burwell Village College

A letter has been received from the school Governors regarding signage for the school along the Causeway. There is a school crossing sign, but this is dirty, has a patrol sign underneath which is no longer relevant and also is fixed to a post at a height that is often blocked from view by parked vehicles. The Clerk to write to Highways about this and also respond to the letter from the Governors detailing the action to be taken and also to let them know the Liz Swift, Parish Council Chair agrees with the action to be taken.

Paul Webb asked group members to consider projects for the 2025/2026 Local Highway Improvement Scheme. He asked those involved with the Parish Council Emergency Plan what needs to happen to move the plan forward as it is due to be an agenda item at the next meeting.

Liz Swift informed the group that concern has been raised about the movement of parked vehicles on the area outside the chemist and estate agents. Apparently, the Minister of the Methodist Church is willing to allow cars going to the chemist and estate agents to park in their car park. It was agreed that the Clerk should make contact with the Methodist Minister for confirmation and if he agrees to cars using the car park, then ways to publicise this can be explored.

10. Date of next meeting

The next meeting will be held on 21st May 2024.

The meeting closed at 8.34 pm.

Signed

Dated

Yvonne Rix

From: Paul Webb
Sent: 20 March 2024 16:07
To: Sales Support
Subject: Re: CORRECTION on Training £ - Update Data/ 6847-01r2, 6847-02r3, 6003r -

Hi Joanna,

Further to my email yesterday, I confirm that the repair work will be required to be authorised by Council at the next meeting early April. Until then, we are not able to provide any authorisation for any work to be carried out – trust you understand.

However, we will be seeking authorisation as follows, as per your email (ex VAT):-

SN 9779 Examination fee £45
SN 10750 Repair £410 (removal Airly Sensor)
SN 10760 Repair £410

Total Repairs Ex VAT £865

Training £495 - 2/3 hours Burwell (AV equipment / Hall will be provided – Gardiner Memorial Hall, High Street, Burwell) 4/6 people.

Total Training Burwell Ex VAT £495

Once we have Council authorisation, we will immediately confirm this to you and request that you complete the repairs and provide training (please see above), at the earliest opportunity.

We have been asked the following questions:-

1. Repairs – what is the guarantee period
2. Houston Radar sensor – is it self calibrating or is calibration / certification required on a regular basis.
3. Could you please provide possible training dates – at least 4 alternatives please so that we can check hall availability (please see 5 below)
4. Are you able to return units to us on the arranged Training Date
5. After we provided authorisation following Full Council meeting early April, how long will repairs take to complete.

Kind Regards,
Paul

CC office & Chair

Cllr Paul Webb
Vice Chair Burwell Parish Council
07717010822
paul.webb@burwellparishcouncil.gov.uk



Climate Change Forum

Minutes of Meeting held on 5th March 2024, 7.30 pm at Gardiner Memorial Hall, Burwell

Present: Clive Leach (Chair), Lea Dodds, Alima Adams, Liz Swift, Geraldine Tate, Jim Perry, Martin O'Leary, and Nicola Hallows.

1. Apologies for absence

Apologies for absence had been received from Ian Woodroofe, Helen McMenemy-Smith, Paul Webb, and Michael Swift.

2. Approval of the minutes of 16th January 2024

Clive Leach informed the group that he has not yet done the article for Clunch. He continued to inform Council that he is due to make a request to the Parish Council for some initial funding to get the Burwell Environment Group (BEG) website up and running.

Lea Dodds informed the group that he was present the previous meeting and Martin O'Leary explained that the Solar Farm discussed is between High Drove and Newnham Drove and not the one of Factory Road. The minutes were amended accordingly and following a proposal from Liz Swift, which was seconded by Lea Dodds, were approved, and signed by the Chair.

3. Consideration of the Climate Change Plan

Clive Leach thanked Lea Dodds for the work that he had carried out in order to revise the Climate Change Plan. He also thanked Paul Webb for his contribution. Lea Dodds explained that he had received some very useful comments from the forum when he had shared earlier versions of the document and that he agreed with many of the comments. He felt that it was important to keep the length of the document fairly short, and having had a discussion with some of the members of the forum it was agreed that the length of the document should not be increased. It could be decided on having a further, more detailed document for biodiversity and pollution in the future. Clive Leach reminded the group that a small group of BEG members with an interest in the village waterways is starting to form and water pollution could be moved forward by BEG. A Burwell Parish Council Biodiversity and Pollution Plan was suggested. Nicola Hallows expressed that she felt that biodiversity and pollution plan should be on the same basis as the Climate Change Plan and of equal importance. It was agreed that this should be an agenda item for the next meeting.

Clive Leach raised concern about the section relating to what we know about Burwell's carbon footprint, which shows flights and cars as being the top contributors to the carbon footprint and how this would come over to those who do not fly or on a car. However, in general the Forum believed that due to the statement that many residents never travel by air, this was not an issue. Martin O'Leary spoke about his concern over the number of flights taken unnecessarily. Geraldine Tate added that ideally individuals will give the necessity of flying some thought about flights that they take and be aware of the contribution to the carbon footprint that the flight makes.

Jim Perry questioned the sections relating to the Gardiner Memorial Hall when there is concern about the cost of energy for the hall. The Clerk explained that the amount of energy used is far lower than prior to the refurbishment, but the cost per KWH for the energy had risen sharply creating significantly higher bills. Jim Perry also raised concern about the saving of 13 tones of carbon emissions and where this figure had come from. Lea Dodds responded that it came from information from the National Grid, but he would check this out and include a reference in the document. It was

suggested that a sentence should be added saying that the Gardiner Memorial Hall is now heated by an air source heat pump.

Martin O'Leary explained that he felt that the Parish Council needs to work out on what it intends to do and then share this with the village. The Parish Council can not tell the village what to do but can make sure that information is available when it is needed. Martin O'Leary further asked how can progress be measured. Lea Dodds stated that the Climate Change Forum has is responsible and should set aside a meeting where plans can be discussed and prioritising actions. Clive Leach added that he already considers that the Parish Council has made a start by having sustainable heating installed at the Gardiner Memorial Hall, lobbying MP's. BEG can help develop.

Martin O'Leary asked how what is being done involving other people? Clive Leach responded by saying that we can only involve the people who already have some interest and that BEG is now trying to involve others, by opening up conversations and pulling like minded people together and providing information to hand to those looking for it.

A vote of thanks was given to Lea Dodds for his work and following a proposal from Liz Swift, seconded by Lea Dodds, a unanimous vote it was agreed that the document should be recommended to Full Council for adoption by the Parish Council.

4. Any Other Business

Nicola Hallows explained to the Forum that the Climate and Ecology Bill was first introduced to Parliament 2 years ago, initially as the Climate and Ecology Emergency Bill and that an organisation called Zero Hour is trying to gather support in order to lobby MPs to further the bills journey through Parliament. She believes that the Bill has had one reading so far. Support can be given to signing up on the Zero Hour website and then sending an open letter to the local member, Lucy Frazer. The County Council has already signed, along with Histon Parish Council and a number of others. She asked if Burwell Parish Council would consider giving their support.

The Forum agreed that the Parish Council should be asked to consider giving their support.

Lea Dodds informed the Forum that the first stage of any action plan for the Climate Change Plan would be establishing a baseline carbon footprint for the Parish Council and that he was willing to start working on this.

Liz Swift informed the Forum that the first 'SWISH' event is due to take place on 23rd March 2024. Ecological groups wishing to have a stand at the event are welcome to do so. Both Wild Burwell and BEG said that they were interested to do so.

5. Date of the next meeting

It was agreed that the next meeting will be held on Tuesday 23rd April 7.30 pm at the Gardiner Memorial Hall.

The meeting closed at 8.15 pm.

Signed

Dated

Burwell Parish Council Climate Emergency Plan

Proposed purpose, structure and length	
Purpose	<p>The document describes and explains Burwell PC's position on the climate emergency, including biodiversity and environmental protection, outlining our action plan up to 2030. The target audience is parishioners, but also anyone interested in our aspirations and our background thinking.</p> <p>Being an overview document that sets long term objectives, the document does not attempt to specify goals year by year. Rather, it can serve as a reference document for the Council to use when making its annual and five year plans.</p> <p>If required, we can produce separate plans covering specific areas such as biodiversity and pollution in greater detail.</p>
Length	<p>The aim is to create a document that can be read while having a 10 minute cup of coffee.</p> <p>Although many adults read at 350 – 400 words per minute, others read at lower speeds, particularly as they get older. A reasonable figure to use is 250 wpm. That indicates a target length of 2500 words. This current draft is around 2430 words.</p>
Review period	Review the document annually?



BURWELL PARISH COUNCIL

CLIMATE EMERGENCY

ACTION PLAN

1. INTRODUCTION

From both personal experience and from news coverage, we are all aware of the disturbing changes in recent weather. That perception is confirmed by the meteorological data: the five warmest years in the UK since 1884 include 2022, 2023, and 2020, and the ten warmest years have all occurred since 2003.

The international situation is equally worrying. In 2023, two unwelcome records were set: it was the planet's warmest year on record, and Antarctic sea ice coverage dropped to its lowest ever level. *

*"After seeing the 2023 climate analysis, I have to pause and say that the findings are astounding," said NOAA Chief Scientist Dr. Sarah Kapnick. "Not only was 2023 the warmest year in NOAA's 174-year climate record — it was the warmest by far. A warming planet means we need to be prepared for the impacts of climate change that are happening here and now, like extreme weather events that become both more frequent and severe".***



Burwell Parish Council (Burwell PC) recognises the existence of a global climate emergency and acknowledges that we must act now to reduce our carbon footprint. Burwell PC first agreed a climate action plan in February 2020, and this revised version builds on that foundation.

The 2008 Climate Change Act committed the UK government, by law, to reducing greenhouse gas emissions by at least 100% of 1990 levels (net zero) by 2050. That commitment has resulted in legislation and other initiatives that will transform the entire British economy, particularly manufacturing, construction, travel and power generation. Burwell PC is committed to playing its part in that transformation and has set itself the goal of becoming a carbon neutral parish council by 2030.

The purpose of this document is to explain the Council's position on the climate emergency and to outline its action plan up to 2030. It will be used by the Parish Council as a reference document when making its annual and five year plans.

* <https://www.metoffice.gov.uk/about-us/press-office/news/weather-and-climate/2023/2023-was-second-warmest-year-on-record-for-uk#:~:text=The%20five%20warmest%20years%20in,of%202014's%209.88%C2%B0C>

** <https://www.noaa.gov/news/2023-was-worlds-warmest-year-on-record-by-far#:~:text=Earth's%20average%20land%20and%20ocean,0.15%20of%20a%20degree%20C>

2. HOW WILL WE BECOME A CARBON NEUTRAL COUNCIL?

What does Carbon Neutral mean?

Burwell Parish Council is committed to being carbon neutral by 2030, which means.....

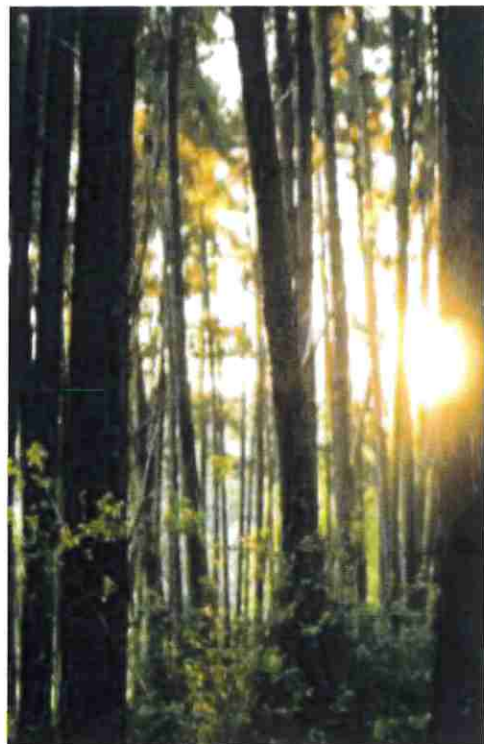
..... carbon emissions arising directly from Parish Council activities will be reduced as much as possible and any remaining emissions will be offset locally. The target does not include the village as a whole.

Examples of offsetting could include the planting of trees and hedges.

What have we achieved so far?

Burwell Parish Council has:

- Acknowledged the climate emergency and created an action plan
- Established a Climate Change Forum that brings together Parish Councillors and representatives from Burwell Environment Group, Wild Burwell, Spring Close Management Group and Pauline's Swamp Trust
- Worked with the local groups above to plant trees to manage the environment for increased biodiversity and climate change resilience
- Converted the Gardiner Memorial Hall's heating to an air source heat pump, installed solar panels on the roof, and upgraded the insulation
- Set up regular Repair Cafes in the village, run by volunteers, reducing the need for landfill, and remanufacturing



In addition, Burwell PC has applied pressure to influence other organisations to act with climate change in mind. For example, we lobbied our MP to support onshore wind farms, requested house builders to favour air source heat pumps over gas boilers, and started negotiations to secure public charging points for electric vehicles. We also supported the campaign to persuade Cambridge County Council to no longer invest its pension funds into fossil fuel companies.

What sources of carbon emissions is the Council responsible for?

Burwell PC can reduce its carbon footprint by:

- Reducing energy usage in its premises: the Gardiner Memorial Hall, Mandeville Hall and Jubilee Reading Room
- Choosing a low-carbon energy provider
- Reducing emissions from vehicles and other equipment used for Council business

Subcontractors working for the Council are not under its control, but there is scope to support them in reducing their own carbon footprint.

Action Plan for Burwell Parish Council to become carbon neutral by 2030

1. Establish the Council's carbon footprint as of February 2020 to establish a carbon emissions baseline against which progress can be monitored
2. Identify and quantify potential carbon reduction measures
3. Select the most effective measures and create a roadmap
4. Implement the roadmap
5. Monitor the Council's carbon footprint and report on progress annually
6. Investigate offsetting and implement as appropriate

3. CLIMATE EMERGENCY CONTINGENCY PLANNING

In 2023, Burwell PC began work on a Community Emergency Plan. When completed, it will cover the local response to a wide range of emergencies, such as another pandemic, an extreme climate event or a serious pollution incident. It will complement the emergency plans already in place at higher levels of government (district, county and national).

The plan will include flooding, storms and drought, which we know are becoming more frequent due to climate change. There is also scope for improving the village's ability to cope with other aspects of climate change such as hotter summers. Burwell PC will liaise with other organisations on initiatives to improve, for example, the insulation and natural shading of houses.



4. REDUCING BURWELL'S CARBON FOOTPRINT

The role of the Parish Council

The first part of this plan established a carbon target for the Parish Council's own operations, but the aim of reducing the carbon footprint of the village itself is a completely different matter.

It is important to make clear that the Parish Council doesn't have the authority or funds to make Burwell a carbon neutral village; neither does it have the resources to monitor the village's carbon footprint. The transition will be mainly driven by government policy in the areas of energy, agriculture, biodiversity and green infrastructure (e.g. for electric vehicles). Product innovation will also be important, making heat pumps and other low carbon technologies more affordable. *Nevertheless, there is a great deal that the Parish Council can influence at a local level through education, communication and leadership.*

What do we know about Burwell's carbon footprint?

No specific data is available to quantify the carbon footprint of individual towns and villages. To fill this gap, online statistical models* are available to help anyone interested in the main drivers of carbon emissions for a specific location. The table below provides the picture for Burwell.

Estimated average carbon footprint of Burwell residents per person per year

Rank	Category	kg CO ₂ per person	% of total
1	Flights	2180	20%
2	Cars (13%), vans (3%)	1745	16%
3	Fuel: gas (10%), elec (5%), other (1%)	1699	16%
4	Food and drink	1677	16%
5	Recreation	1419	13%
6	Consumption of goods	1328	12%
7	Consumption of services	764	7%
	Total	10812	100%

It is important to note that these figures are estimates and averages, so there will be wide variations from person to person. This can be clearly seen in the figure for flying, since we know that many residents never travel by air. Burwell is not unusual – the top four categories in the table above would be the same for many communities in the UK.

Individual carbon footprints can be a sensitive subject because a person's ability to generate emissions is linked to their income level and how they choose to spend their money. Less affluent people have fewer choices because so much of their income is spent on the basics of life.

It would be inappropriate for the Parish Council to try to lecture residents on their travel plans or other activities, but having declared a climate emergency, it makes sense to publicise any information that helps parishioners make informed choices.

* <https://www.carbon.place> Morgan, Malcolm, Anable, Jillian, & Lucas, Karen. (2021). A place-based carbon calculator for England. Presented at the 29th Annual GIS Research UK Conference (GISRUK), Cardiff, Wales, UK (Online): Zenodo. <http://doi.org/10.5281/zenodo.4665852>

Flights

Emissions from aircraft have a greater impact in terms of greenhouse gases per passenger mile than any other form of transport*, which is why, despite many people never, or rarely, flying, it is the largest single contributor to the carbon footprint of the village. For those of us who do fly, choosing to fly a little less would substantially reduce our personal carbon footprint.

Local transport

Burwell PC recognises the urgent need to improve public transport and to provide safe cycle routes and pavements. In addition to reducing carbon emissions, those changes will bring improved physical and mental health and better safety on the roads.

The Council will work with local environmental groups, the District and County Councils and other bodies to develop a transport strategy that delivers:

- Good local bus services with connections for onward travel
- Quicker transition to electric vehicles - by installing charging points in Burwell (using government grants and commercial partners where possible)
- Car sharing schemes
- Cycle paths and inter-connected cycle routes that enable residents to cycle safely
- Improved footpaths that are safe and accessible for pedestrians and users of wheelchairs and mobility scooters

Energy

Rapid progress is being made in this area, with wind and solar providing more than 40% of UK electricity generation in 2023**. To help residents and local businesses lower their energy usage, Burwell PC will:

- Look into partnerships with energy providers and government to co-develop local renewable energy generation such as onshore wind and solar power (reducing energy costs for the community)
- Encourage all new-builds and conversions to exceed current energy performance standards
- Inform residents about government grants and other initiatives to replace gas boilers with heat pumps and other low carbon heating systems
- Lobby for the acceleration of the national transition to renewable energy
- Support energy efficiency measures such as smart meters and improved home insulation

* <https://ourworldindata.org/travel-carbon-footprint>

** <https://www.nationalgrid.com/stories/energy-explained/how-much-uks-energy-renewable>

Food and agriculture

The impact of food and agriculture on the global environment and climate is a well-studied subject. The quotes below come from The Worldwide Fund for Nature (WWF) publication “What’s in store for the planet: the impact of the UK shopping basket on climate and nature- 2022” *



“The global food system is responsible for more than 30% of total climate change emissions and 60% of biodiversity loss”.

“Currently, the most impactful action we can take to decrease the environmental footprint of our diet is to rebalance our protein consumption toward plant-based sources (such as beans, legumes, nuts) and to eat less animal-sourced foods (meat, dairy and eggs). This is because the current animal agriculture system leads to more direct greenhouse gas emissions and takes up far more land area (in particular for feed production) than plant-based alternatives. Recent research found that if everyone were to adopt a plant-based diet, the amount of land used for agriculture would decrease by 75%: this clearly demonstrates the potential of such a change.”

The challenges can seem overwhelming, but it is possible to make a connection between global problems and local solutions. In the UK, supermarket and

convenience stores dominate the £222 billion grocery market; (in fact other retailers account for only 4% of sales)**. A positive sign is that five leading UK supermarkets***, who together account for more than half of UK grocery sales, have pledged to work closely with the WWF to achieve a 50% reduction in the environmental impact of UK shopping baskets by 2030. In practical terms this means, for example, achieving a 50/50 split between plant and animal protein sales by 2030.

It is the shopping habits of Burwell residents that offer the most potential for change. By choosing to buy healthy and sustainable food, Burwell residents can encourage major retailers to do more to protect the environment.

The 4% of food supplied by independent retailers is also important, amounting to £8 billion annually. Residents can save food miles and consume food of known provenance by supporting the Farmers’ Market and other local growers. There is also the option to grow your own food, either at home or by taking on an allotment (see Burwell Parish Council website for further information).

* <https://www.wwf.org.uk/sites/default/files/2022-11/WWF-Whats-in-Store-for-our-Planet-the-Impact-of-UK%20Shopping-Baskets-on-Climate-and-Nature-2022-v1.pdf>

** <https://www.kantar.com/uki/inspiration/fmcg/2022-wp-big-four-line-up-changes-as-grocery-price-inflation-accelerates-again>

*** Signatories are: Co-op, Marks and Spencer, Sainsbury’s, Tesco, and Waitrose.



Local business

Local business can play an important part in climate change adaptation and mitigation by:

- Changing to heating systems that use renewable energy and improving the insulation of their premises
- Encouraging employees to travel to work by walking, cycling, or public transport to reduce air pollution, congestion and carbon emissions
- Installing water-saving devices and promoting water conservation
- Offering incentives or discounts for customers who bring their own reusable bags or containers to reduce plastic waste
- Donating a portion of profits to local environmental causes or providing grants to support green projects in the community.
- Engaging in partnerships with environmental organisations to collaborate on climate change initiatives

Environmental protection and biodiversity

Climate change directly impacts the environment globally and locally. Burwell's Climate Change Forum brings together representatives from the Parish Council, Burwell Environment Group, Wild Burwell, Spring Close Management Group and Pauline's Swamp Trust. The Forum's shared aims include:

- Planting diverse native tree species and protecting mature trees to increase carbon sequestration and enhance biodiversity
- Creating wildflower meadows and other areas to support bees, butterflies and other pollinators
- Campaigning to reduce pollution in local rivers
- Managing meadows, amenity land, grass verges, hedgerows, marshland and wooded areas for the benefit of biodiversity and wildlife habitat
- Developing links with local farmers to support the transition to sustainable agriculture
- Looking for land and funding to create more local woods



*Burwell Community Tree Nursery
Priory Meadow*

Waste and resources

The waste we all generate contributes to climate change and environmental degradation through increased greenhouse gas emissions, resource depletion, pollution, and habitat destruction. Fortunately, much can be done to reduce waste and its consequences:

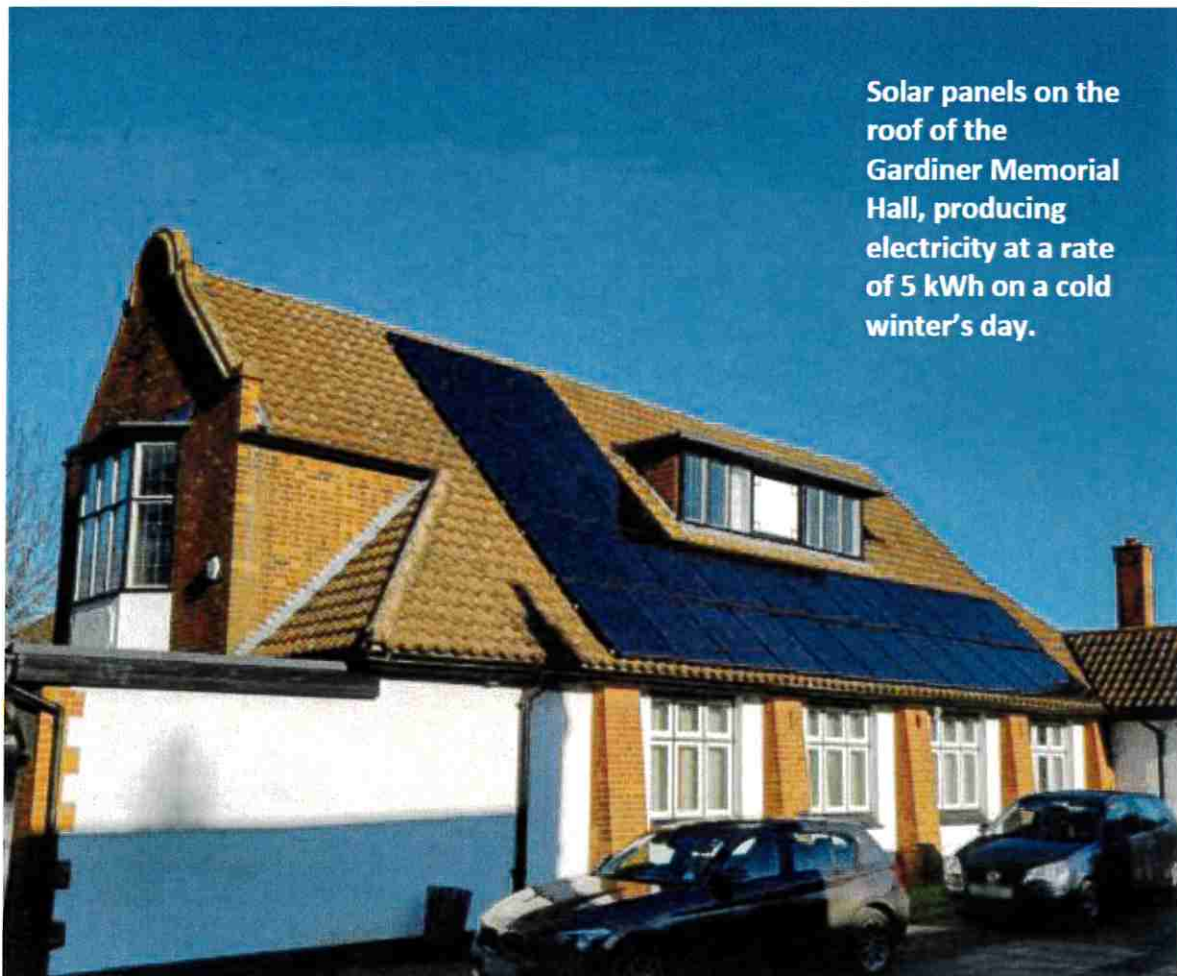
- Continue to support Burwell Repair Cafe [Repair Cafes match people who need items repaired with people who like fixing things]
- Urge individuals and businesses to recycle as much as possible using roadside collections and at recycling centres

- Lobby for additional recycling services for Burwell, particularly for electrical goods
- Educate the community about the importance of recycling
- Encourage the use of reusable products and discourage single-use items to minimise the generation of waste.
- Develop environmental consciousness by supporting local initiatives such as litter picking and clothes swapping events

A success story

Burwell Parish Council undertook the refurbishment of the Gardiner Memorial Hall as an important part of its Climate Change action plan. Completed in 2022, the project was a double win: it slashed the building's carbon emissions and also provided the village with a fully modernised community hall.

The reduction in electricity usage was remarkable, falling from 72650 kWh per year before the refurbishment to 14670 kWh per year after completion. In 2023, the 80% reduction in electricity consumption saved 13 tonnes of carbon emissions *.



* <https://www.itpenergised.com/new-uk-grid-emissions-factors-2023/>

Pauline's Swamp Minutes of the Meeting of 27th September 2023 7.30pm at 25 The Causeway

Present: Mike Swift (Chair), Jenny Moss (Secretary), Liz Swift, Paul Webb, Paul Hawes, Sara Phipps.

It was noted that Sara Phipps had been present at the meeting of 5th July but not minuted at the time.

1. Apologies.

James Moss, Geraldine Tate, Jim Perry, Helen McMenamin-Smith.

2. Approval of the minutes of 5th July 2023.

The minutes were proposed by Liz and seconded by Paul W.

3. Action Sheet Updates.

1. Hopkins Homes.

Jenny has emailed Simon Ellis about the planning enforcement of the buffer zone. There has been no reply as yet. Jenny has also emailed Lucy Frazer with Liz's timeline of the saga to date, as Lucy has offered help, also letting Lucy know that HH had offered to pay all legal fees. Paul W suggests that if we do get hit with a large solicitor's bill we go to small claims.

2. Purchase of feeder pond land.

The sale of the land at 42 Swaffham Road which incorporates the feeder pond has apparently fallen through due to the tree preservation order preventing development, that ECDC had put on it at our request. There may be further repercussions.

3. Visitors Centre.

No update.

4. Work Days.

Upcoming work needed includes tree planting on the western boundary, clearance of the north side ditch (by Love Lane), clearing the bulrushes out from the pond (Paul W will ask Carl Turner if this is something he could do). The sheep fencing on the east side is now down.

James has said that he would tend to do the sedge cut in Spring rather than autumn.

We have some trees leaning against one another, and all the tree bar codes and posters need redoing.

We booked a work day for 10 am on Saturday 4th November – Jenny to ask the volunteers for help.

5. Alan Nash 58 Swaffham Road.

No update.

6. Vision Plan.

No update. Jenny to send Paul W copy of latest revision.

7. Water Containers.

This has still not been filled – Sara will ask Bob Rawlinson to chase Marcus on this. Sara has still not received a quote from Neil Kennedy. Sara will contact Neil to ask for two separate quotes for the guttering and the roof painting, to try and speed things up, while Liz will try and find an alternative guttering person. Paul H questioned whether or not we actually need guttering all the way round.

8. CCTV

J & J Drake need further gadgetry to mount the cameras – frames at £12 each. Although we have obtained a grant for the cameras, the work needs to be completed within twelve weeks. We have been delayed both by the summer holidays and the missing piece of mounting equipment.

Paul is sorting out the phone and SIM on the 16th October. Yvonne is now chasing J & J Drake as the work to be done is now urgent, as we received the grant in the second week of June

4. Summary of Open Day 2023.

Mike reported that although numbers had been down, we had made £300. Paul said that he had a further £70 from the bird boxes.

Jenny voiced disappointment that the majority of craft stalls hadn't turned up, due to miscommunication, or illness. We must follow this up more closely next year.

Sara read out a message from Helen, in which she said that we need to attract more stalls and raise more money. An icecream van was suggested (but this seems incongruous in a nature reserve), also a raffle was suggested. Sara also felt that we should be aiming to raise money.

Sara said that her impression of the food had been very poor – low quality, bread rolls with openly visible reduced stickers on the packaging. Perhaps next year we can approach Aldi, find a local butcher (Isleham or Spinney Abbey). Paul W to make enquiries of Isleham, Jenny to ask Johnny at Spinney.

It was generally felt among the other Trustees that the purpose of the Open Day was to educate, involve children, and to let people know about its existence, over making money.

Jenny mentioned that her daughter has breakfast mornings at her cafe at Kingfishers Bridge Wetlands Project at which a local singer plays gentle guitar music and sings – all very low key and peaceful.

The dog show brought people in. Jenny suggested asking South Angle Farm animal sanctuary in Soham if they would like a stand next year. The owl pellets dissection stall was very busy this year.

We decided on the provisional date of Sunday 1st September for 2024 Open Day.

5 Any Other Business.

Disabled Access: a childminder (“oustanding”) has asked for the code to the padlock on the inner gate, as a wheel/pushchair can't fit through the kissing gate. We wondered if she knows there is access via Love Lane. A notice on that gate with an arrow indicating disabled access would be a good idea. Jenny is to contact her to let her know about Love Lane, and to offer to meet her on site.

Via Pauline's Swamp Facebook page, we have received a message from Tara Livermore, who wants to know if she can run nature friendly classes on site – wildlife talks, workshops, nature connection practices. We need to know if she charges, if so then we charge her. Also need to let her know we have 4/5 work days a year on Saturdays. If we agree, it will be a 6 month trial.

Compost Toilet. Something to look into. Add to Action Sheet

Date of Next Meeting.

The date of the next meeting was set for Wednesday 29th November 7.30 pm, at 25 The Causeway.

The meeting closed at 20.52 p.m.

Pauline's Swamp Minutes of the Meeting of 8th February 2024 7.30pm at 25 The Causeway

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

1. Apologies.

James Moss, Paul Webb, Sara Phipps, Helen McMenamin-Smith.

2. Approval of the minutes of 27th September 2023.

The minutes were proposed by Liz and seconded by Paul H.

3. Action Sheet Updates.

1. Hopkins Homes.

Juleen Roman from ECDC Planning has acknowledged that Hopkins Homes did not honour the planning agreement of replanting the buffer zone. Amy Robinson from ECDC, senior ecologist, has said that trees are not suitable for planting in the buffer zone: Kevin Drane recommends wood planting mix rather than open meadow planting. Kevin has recommended that we mark the boundary with concrete posts – this will protect the Swamp area from further encroachment whilst allowing wildlife easy access. Jenny suggested we ask James Moss if he can mark out the boundary, Mike thought that Paul H should also help with this. It is still unclear who actually owns the buffer zone land.

There has been some clearance work done on the area for units – Jenny thought that they had bulldozed the land we are supposed to be getting, but apparently was mistaken – the land beyond the erected fencing is still as it was.

Liz will ask Yvonne to contact our solicitor to contact HH solicitor yet again. Jenny to pursue Lucy Frazer's offer of help regarding the Promised Land, the fiscal sum offered 7 years ago, and the promise of covering solicitor's fees.

Nothing further can be done about the fencing adjacent to 58 Swaffham Road.

2. Purchase of feeder pond land.

The land at 42 Swaffham Road within which the feeder pond lies has now been sold. Liz, Mike, Paul W, and Jenny met with the couple who have bought the land, and although they expressed an interest in the Swamp and the nature reserve, they don't want to sell the land, and hope to have the boundary fencing reinforced.

3. Visitors Centre.

No update.

4. Work Days.

The work day on Saturday 4th November was cancelled due to inclement weather. Carl Turner has offered to help with the removal of the bullrushes in the pond, Jim P has also offered to help. Paul H has bought a pair of waders and has donated them to the Swamp committee.

Jenny made a call at this point to James Moss to ask when the sedge cut should be done – James said he would pop down the following day to assess. Possible work days are Saturday 16th March, or Sunday 10th March depending on the outcome of this. We also need to re-stuff the insect hotel.

Alima from Burwell Environmental Group has offered her help as a volunteer – Jenny will contact her.

5. *Alan Nash 58 Swaffham Road.*

No further action can be taken on this, but we will keep it on the action sheet to remind us to stay alert as to any goings on.

6. *Vision Plan.*

No update. Jenny to send Paul W copy of latest revision.

7. *Water Containers.*

J&J Drake placed the guttering on the front of the barn rather than the back despite Liz and Paul W showing them where it was to be placed. They have now modified it to include a series of pipes to guide rain water to the tank, free of charge as they acknowledged their mistake. Jim expressed concerns that the modifications may not work, and Paul H that the youngsters might swing on the pipes.

8. *CCTV*

The cameras have now been installed, but we still need an activated SIM card for the phone. As Paul W has been too poorly to sort this out, Jenny will offer any help required. We're unsure whether or not we have a SIM card as yet. Any data collected should be held at the Parish office.

9. *Composting Toilet.*

Our application to The East Cambridgeshire Growth and Infrastructure Fund was refused, unfortunately. Liz had then contacted Richard Kay from ECDC about a possible application for a Pride of Place grant, and Richard suggested she get in touch with Emma Davidson (ECDC) about this, and she leads the Pride of Place team. Liz will forward the email from Richard with her contact details on to Jenny, to make enquiries.

4. Any Other Business.

Sara Phipps has resigned from the Parish Council. A motion was raised to keep Sara as a non-Councillor Trustee. Jenny proposed, Liz seconded this motion.

1. Our next Open Day will be on Sunday 1st September. This will be added to the action sheet for the next meeting.

2. Jenny read out the conversation thread with Tara Livermore from the Swamp Facebook messenger page. Tara had said that she is insured and is happy to pay a commission Mike suggested 5%. Jenny will make arrangements for Liz and herself to meet on site. Mike suggested that having Tara run classes on site could help with our application for the Compost Toilet grant.

3. Sheep fencing. Paul suggested that we get rid of the last of this (there is some behind the barn, and some still in the hedge). This will need Carl and his van to take to the Recycling Centre. Jim offered to help with this.

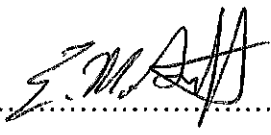
4. The fallen tree across the buffer zone needs to be cut off at the fence and left for insects. George may be able to mend the broken fence.

5. Jenny mentioned that the bird feeders had been empty earlier that week. Liz said that Gwen had been to Scotsdales that week to buy seed. Geraldine will mention to Gwen that it would be better purchased through the Office.

Date of Next Meeting.

The date of the next meeting was set for Thursday 14th March 7.30 pm, at 25 The Causeway.

The meeting closed at 20.39 p.m.

Signed .. 

Date

