

**BURWELL PARISH COUNCIL**  
***The Jubilee Reading Room***  
**99, The Causeway, Burwell Cambridge. CB25 0DU**  
**Telephone/Fax 01638 743142**  
**E Mail burwellpc@btconnect.com**

Notice is hereby given that a Meeting of the Burwell Parish Council will be held in the Jubilee Reading Room, 99 The Causeway, Burwell, Cambridge, CB25 0DU at 7.30p.m. on Tuesday 13<sup>th</sup> August 2019 you are summoned to attend for the transaction of the following business

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**AGENDA**

**FC/130819/1 Apologies**

**FC/130819/2 Declarations of any interests known to Councillors**

**FC/130819/3 Approval of Minutes of the meeting of 30<sup>th</sup> July 2019**

**FC/130819/4 Public Forum** a maximum of 15 minutes will be allowed for public comment on any agenda item

**FC/130819/5 County and District Reports**

**FC/130819/6.1 Planning Applications to be considered**

**19/01011/FUL 47 Isaacson Road**

Demolition of existing bungalow and construction of 2-bedroom bungalow with detached garage

**19/00950/OUT 58 Swaffham Road**

Outline planning application (all matters reserved except access) for the erection of five dwellings with a new access and associated works.

**FC/130819/6.2 Planning Decisions from District Council**

**18/01688/NMAA – APPROVED**

Non material amendment to previously approved – Demolish existing garage and single storey extension, form new access, construct two and single storey extensions.

**19/00884/LBC Idina 121 North Street – APPROVED**

Replacement of 7no. existing windows on South and East elevations

**19/00807/FUL 23 Buntings Path – APPROVED**

Extension and renovation work to dwelling house

**19/00318/NMAA 8 Mill Close – REFUSAL**

Non material amendment to previously approved demolition of existing garage, erection of front, side and rear single storey extensions

**FC/130819/6.3 Trees/Environment**

Notification of approved (ECDC) tree works **None**.

**FC/130819/7 Finance**

1. Consideration of Quarterly Report for the period ending 30<sup>th</sup> June 2019
2. Consideration of post installation check -Play and Gym equipment at the Recreation Ground
3. Consideration of payment of withheld invoices for Alan Lamb and Cambridge Courts
4. Consideration of payment to the following:

George Rowland  
Debbie Cawley  
Martyn Wright  
Cambridge Courts  
Burwell Office Cleaning  
Latta Hire Limited  
Wave  
Sharp  
The Voluntary Network  
Mr Groundsman  
Burwell Window Cleaning  
Karen Fullbrook  
Alan Lamb  
Eastern Training Alliance  
(Retrospective)  
CCVS  
Dormakaba  
CRC Pest Control  
Cambridgeshire Cricket Limited  
Moore Stephens  
Zurich  
British Gas  
Atom Technologies  
Civic London  
S Raine  
David Bracey  
Magpas Air Ambulance  
Eon  
Truelink  
Burwell Print Centre  
Lloyds Bank  
ECDC  
Return of Deposits  
Salaries, Superannuation and NI

**FC/130819/8 Action Points Update**

**FC/130819/9 Group Reports**

**Consideration of notes and recommendations from the Community, Leisure and Sports Group Meeting held on 16<sup>th</sup> July 2019**

Recommendations

- 1. The Group recommends to Full Council that 6 additional bins are purchased for the Recreation Ground at a maximum cost of £1500.00**
- 2. The Group recommends to Full Council that grass seed is purchased to enable the handyman and volunteers to carry our work around fitness equipment and perimeter of the Recreation Ground.**
- 3. The Group recommends to Full Council that new, larger signs are purchased for both entrances to the allotments stating that access to the allotments is for allotment holders only, there is not right of way for members of the public and that dogs are not allowed on the allotment site.**

**Consideration of notes and recommendations from the Finance and General Purposes Group Meeting held on 30th July 2019**

Recommendations

- 1. The Group recommends to Full Council that a chainsaw and the necessary safety equipment and clothing is purchased for the handyman at a cost of approximately £700.00**
- 2. The Group recommends to Full Council that Moore Stephens is appointed as Internal Auditor for the financial year 2019/2020 and that the scope of audit should remain the same as previous years**

- but with particular attention being given to income and expenditure relating to the capital work carried out at the Recreation Ground
3. The Group recommends to Full Council that the contract is renewed with Dormakaba for the automatic sliding door at the Jubilee Reading Room at a cost of £348.00 plus VAT

**FC/130819/10 Parish Reports: -  
Property –**

1. Weekly Play Area Inspection Reports and Property Reports

**FC/130819/11 Other County & District Matters: -**

1. Temporary Traffic Order Road Closure Ness Road Burwell to Fordham

**FC/130819/12 Other Reports (in circulating file): -**

1. Burwell Allotment and Garden Society Committee Meeting Minutes  
8.4.19 and 3.6.19

**FC/130819/13 Correspondence – None**

**FC/130819/14 Consideration of the following items - None**



Yvonne Rix (Mrs.)  
Parish Clerk

Dated: 6<sup>th</sup> August 2019