

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Notice is hereby given that a Meeting of the Burwell Parish Council will be held at Gardiner Memorial Hall, High Street, Burwell CB25 0HD at 7.30p.m. on Tuesday 9th April 2024.

AGENDA

FC/090424/1 Apologies

FC/090424/2 Declarations of any interests known to Councillors

FC/090424/3 Approval of Minutes for the meeting held on 26th March 2024

FC/090424/4 Public Forum – An opportunity for members of the public to raise concerns or question Council on matters included in this agenda. There will be no further opportunity for members of the public to speak after this point in the meeting.

FC/090424/ 5 County and District Reports

FC/090424/6.1 Planning Applications to be considered

24/00161/FUM Land South East of The Haven Factory Road

Change of use of land to a dog walking field

24/00281/FUL 4 Hall Lane

Single storey side extension

24/00251/VAR 24 High Street

To vary Condition 1 (Approved Plans) of previously approved 23/00159/FUL for Demolition of existing garage and outbuildings and construction of new single storey side and rear extension.

24/00192/FUL 48 Toyse Lane

Single storey extensions to dwelling and detached garage

24/00324/FUL 6 Mill Close

Demolition of existing garden room and construction of a single storey flat roof extension

FC/090424/6.2 Planning Decisions from District Council

23/00482/FUM Cold Storage Unit, First Drove - Approval

Proposed additional 6 No.pitches for Gypsy/Travellers, with associated paddock, making 12 no. pitches on site in total

FC/090424/6.2 Approved Tree Works

Notification of tree works approved by East Cambs. District Council

24/00242/TRE 7 Anchor Lane

T1 Horse Chestnut in front driveway to be reduced height by up to 1/3 (2-3m) and shape remaining crown accordingly

T2 Weeping Willow in back garden reduction by up to 1/3 to previous points

G1 8x Poplar Trees to be reduced by up to 1/3 to previous points.

24/00200/TRE 23 Silver Street

T1 Ash of the MWA Arboricultural Report

Works: Remove (fell) to near ground level and grub out/grind out stump to inhibit regrowth and allow the construction of a new boundary fence.

H1 – Leyland Cypress with dense creeper, Bramble and Ivy within of the MWA Arboricultural Report

Works: Remove (fell) to near ground level and grub out/grind out stump to inhibit regrowth and allow the construction of a new boundary fence.

Reason: Clay shrinkage subsidence damage at neighbouring property 25 Silver Street

24/00152/TPO The Beeches Tan House Lane

T1 Beech tree - Remove as dead

T2- Beech tree - Reduce crown by 2m, crown raise over Tan House Lane to 4.5m from ground level

T3- Beech tree - Raise crown overhanging Tan House Lane to 4.5m from ground level

T4- Beech tree - Raise crown overhanging Tan House Lane to 4.5m from ground level

T5 Beech tree - Raise crown overhanging Tan House Lane to 4.5m from ground level

T6 Beech tree - Remove dead top and reshape crown to match. Crown raise over Tan House Lane to 4.5m from ground level

T7 Beech tree - Raise crown to 2-2.5m from ground level garden side and 4.5m from ground level over Tan House Lane

T8 Yew tree overhanging from 1 High Street - Raise crown to 4.5m from ground level over drive

T9 Yew tree overhanging from 1 High Street - Raise crown to 4.5m from ground level over drive

T10 Yew tree overhanging from 1 High Street - Raise crown to 4.5m from ground level over Drive

T11 Maple Crown overhanging from 1 High Street - Raise crown to 4.5m from ground level over garden

FC/090424/7 Finance

1. Letter from HMRC – VAT Notice of Error Correction
2. Consideration of renewal of membership for Creative Arts East
3. Consideration of payment of the following:

Payee	Description	Amount inc Vat
George Rowland	Mileage/Expenses	£152.75
Debbie Cawley	Mileage	£47.25
ESPO	Stationery	£42.48
Aztek Services Ltd	Installation of CCTV Monitor MH	£768.00
One Garden	Shed - Community Garden	£254.40
Burwell Computers	Cloud Back Up March	£55.00
Burwell Computers	Blackcat Ransomware Virus Check	£130.00
Mr Groundsman	Grass cutting Recreation Ground Feb and March	£2,250.00
Mrs G Spike	Pauline's Swamp Bird Feeder	£13.98
PPL/PRS	Gardiner Memorial Hall	£368.86
Npower	Streetlight Energy 1.1.24 to 31.3.24	£103.18
WAVE	Burial Ground	£47.56
WAVE	Allotments	-£192.71
WAVE	Burial Ground	-£125.03
A Logan	Cancelled booking GMH	£191.76
J Marriott	Return of Deposit GMH	£50.00
A Green	Return of Deposit GMH	£50.00
L Chambers	Return of Deposit GMH	£50.00
Staff	Salaries, Tax, NI, Superannuation	TBC
		£4,257.48

FC/090424/8 Action Points Update - Updates to the following:

No	Action Point	Comments on Progress
1.	Section 106 Money	
2.	Newmarket Road Bridge safety improvements Burwell to Exning Cycle Way	
3.	Newmarket Road proposed Sports Hub including 3G artificial pitch. Sports Pavilion/Football Pitches Recreation Ground	
4.	Pauline's Swamp	
5.	Gardiner Memorial Hall Phase 2	
6.	Moveable Vehicle Activated Speed Signs	

FC/090424/9 Group Reports

Consideration of the notes and recommendations from the Finance and General Purposes meeting held on 26th March 2024.

- The Group recommends to Full Council that all 5 staff members' are awarded a salary increase of one increment from the 1st April 2024.
- The Group recommends to Full Council that the Parish Council accepts any inflationary pay rises as agreed by the National Joint Council and that they are implemented upon receipt of the decision without the need for further agreement by Council.
- The Group recommends to Full Council that all changes/additions/deletions suggested by the Group to the Council's policies are implemented.
- The Group recommends to Full Council that the quotation from JJ Drake in the sum of £195.000 plus VAT to reprogramme the tennis court lights is accepted.

Consideration of the notes and recommendations from the Safety Group meeting held on 19th March 2024

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

Consideration of the notes and recommendations from the Climate Change Forum held on 5th March 2024.

- **The Climate Change Forum recommends to Full Council that the recently reviewed and amended Burwell Parish Council Climate Emergency Plan is adopted.**

FC/090424/10 Parish Reports

FC/090424/11 Other County & District Matters: - None

FC/090424/12 Other Reports

- Pauline's Swamp Meeting Notes – 27th September 2023 and 8th February 2024

FC/090424/13 Correspondence - None

FC/090424/14 Other Matters

- Consideration of applicants for co-option to the Council

YDRix

Yvonne Rix Parish Clerk

Dated: 3rd April 2024