

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 08 October 2024.

AGENDA

FC/081024/1 Apologies

FC/081024/2 Declarations of any interests known to Councillors

FC/081024/3 Approval of Minutes of the meeting held on 24 September 2024

FC/081024/4.1 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/081024/4.2 Guest Speaker Ellis Selway Peatland Restoration Project Manager

FC/081024/5 County and District Reports

FC/081024/6.1 Planning Applications to be considered

24/00160/ESF Site at Anchor Lane Farm Newnham Drove
Battery energy storage facility and associated works

24/00366/FUL 12 Swaffham Road

Demolition of single garage, construction of two semi-detached bungalows and associated works. An amended plan/additional information has been received for this application on 18th September 2024.

24/00781/FUL Burwell (E) Eastern Electricity Sub-Station

Existing 3no. Dipole Array at 13m to be relocated on proposed 3m tower extension on existing 28.5m tower – For noting only: application withdrawn

FC/081024/6.2 Planning Decisions from District Council

24/00537/FUL 31 Abbey Close Burwell

Proposed rear extension: approved

FC/081024/6.4 Trees/Environment

Notification of tree works to be approved by East Cambridgeshire District Council:

24/00982/TRE Land To North West Of 7B Hythe Lane

T1 Sycamore (multi-stemmed from base) - Reduce height by 5-6m and spread by 3-4m, creating a framework pollard to allow more light to property in the afternoon and evening.

Notification of tree works approved by East Cambridgeshire District Council:

None to be considered

FC/081024/7 Finance

1. Consideration of the external audit return
2. Consideration of payment of the following:

Payee	Description	Amount inc Vat	Power
All Staff	Salaries Tax Ni Superannuation	£9,738.87	Local Gvt Act 1972 s.112
Debbie Cawley	Mileage	£20.25	Local Gvt Act 1972 s.111
George Rowland	Mileage and expenses	£146.70	Local Gvt Act 1972 s.111
Martyn Wright	Mileage	£55.35	Local Gvt Act 1972 s.111
Westcotec	Repairs MVAS	£1,578.00	
Unity Trust	Bank Charges	£1.50	LGA1972 s.111
E C Bramer-Doy	Return of Deposit GMH	£50.00	LGA1972 s.111
E C Bramer-Doy	Return of Deposit MH	£50.00	LGA1972 s.111
Syston Doors	Shutter Service GMH	£306.00	LGA 1972 s.133
SLCC	Clerks Membership	£303.00	LGA1972 s.111
ESPO	Cleaning Materials	£23.40	LGA1972 s.111
	Cleaning Materials (Black Sacks)	£179.40	LGA1972 s.111
Prestige	MH Fire Alarm Maintenance	£90.00	LGA 1972 s.133
WAVE	JRR Water Charges	£61.45	LGA 1972 s.133
WAVE	GMH Water Charges	£81.16	LGA 1972 s.133
	Total	£12,685.08	

FC/081024/8 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/081024/9 Group Reports

1. Consideration of the draft minutes of the Finance and General Purposes meeting held on 24th September

The Finance and General Purposes Group recommends to Full Council the following:

- a) The draft budget should be drawn up by the RFO and Chair of F&GP on and around the 16th October 2024.
The draft budget to then be considered, amendments made, and a recommendation for Full Council at a meeting of the F&GP Group on 22nd October (7.30 pm at the Jubilee Reading Room).
Draft budget to be considered by Full Council on 12th November 2024.
Precept to be considered by F&GP on 26th November 2024.
Precept to be considered by Full Council on 10th December 2024.
- b) the new model Financial Regulations with amendments relating to Burwell should be adopted
- c) Moore's should be appointed as Internal Auditor for the financial year 2024/2025 with the same scope as previously
- d) for the next three months the Clerk and RFO, based on a detailed timesheet, should be paid for any additional hours worked.
- e) That Katherine Hyett's leave entitlement for the current year will be based on the NALC Model Document and all other staff members leave entitlement will be brought in line with this from the 1st April 2025. All leave entitlement is pro rata.
- f) Yvonne Rix is paid for previous overtime hours (40 hours) in the Clerk's position following receipt of details of the hours worked.
- g) Four heaters are bought for the Pavilion roof at a cost of around £42.00 plus vat per heater.

2. Consideration of the draft minutes of the Community, Leisure, Health and Sports meeting held on 17th September

FC/081024/10 Parish Reports

FC/081024/11 Other County & District Matters

FC/081024/12 Other Reports

FC/081024/13 Correspondence

FC/081024/14 Other Matters

- 20 mph project



Katherine Hyett Parish Clerk

Dated: 1 October 2024