

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 7.30pm on Tuesday 10th June 2025 at Mandeville Hall, Tan House Lane (Off Reach Road), Burwell CB25 0AR, you are summoned to attend for the transaction of the following business.



Katherine Hyett Parish Clerk

Dated: 05/06/2025

AGENDA

- FC/100625/1 Apologies for absence**
- FC/100625/2 Declarations of any interests known to Councillors**
- FC/100625/3 Approval of Minutes of the meeting held on 3rd June 2025**
- FC/100625/4 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. The Public Forum will last for no longer than 15 minutes.**
- FC/100625/5 County and District Reports**
- FC/100625/6 Planning Applications to be considered**
- 25/00546/FUL White Lodge 2C High Street**
Single storey rear extension and internal alterations
- 25/00535/FUM Meadow View Industrial Estate Reach Road**
Regularisation of the development of 15 starter units (B2), storage park (B8) and surface water attenuation pond retrospective
- FC/100625/6.1 Planning Decisions from District Council**
None to be noted.
- FC/100625/7 Notification of tree works to be considered:**
None to be considered.
- FC/100625/7.1 Notification of tree works approved by East Cambridgeshire District Council:**
None to be noted.
- FC/100625/8 Finance**
- 1) For information: Estimate agreed with Elite Electricians for remedial work at Gardiner Memorial Hall for non-compliant installation of the Feed-in-Tariff Meter £214.40 + VAT. Original installer no longer operating.
 - 2) For information: Contract signed with Ellgia for commercial waste bins for 3 months. 2 bins, £34 per week for three months as East Cambridgeshire District Council will no longer collect our waste. This will be reviewed at the next Assets and Environment meeting.
 - 3) Consideration of payment of the following:

Payee	Description	Net Amount	Vat	Total Amount	Power
All Staff	Salaries Tax Ni Superannuation			£11,317.53	Local Gvt Act 1972 s.112
Debbie Cawley	Mileage	£23.40	£0.00	£23.40	Local Gvt Act 1972 s.111
George Rowland	Mileage and expenses	£154.10	£0.00	£154.10	Local Gvt Act 1972 s.111
Martyn Wright	Mileage and phone	£63.50	£0.00	£63.50	Local Gvt Act 1972 s.111
Burwell Computers	Cloud Back Up April and May	£130.00		£130.00	Local Gvt Act 1972 s.111
Mr Groundsman	Grass Cut Margerget April/May 3 cuts	£390.00	£78.00	£468.00	Open Spaces Act 1906 ss.9-10
Mr Groundsman	Seasonal Maintenance Work Margaret Field (Decompaction/aeration, application of fertiliser (14 bags slow release), over seeding with disc seeder in 2 directions (16 bags)	£3,064.00	£612.80	£3,676.80	Open Spaces Act 1906 ss.9-10
Mr Groundsman	Grass cutting Recreation Ground April and May	£1,200.00	£240.00	£1,440.00	Open Spaces Act 1906 ss.9-10
Mr Groundsman	Scarify and cleaning out the sward on pitches at Burwell Recreation Ground	£900.00	£180.00	£1,080.00	Open Spaces Act 1906 ss.9-10
Landmark Toilet	Toilet Margaret Field	£75.00	£0.00	£75.00	Open Spaces Act 1906 ss.9-10

1st Burwell Brownies	Swish and Repair Café Eco Grant Award 2025	£153.00	£0.00	£153.00	Local Gvt Act 1972 s.111
Library Summer Reading Challenge	Swish and Repair Café Eco Grant Award 2025	£100.00	£0.00	£100.00	Local Gvt Act 1972 s.111
Wild Burwell	Swish and Repair Café Eco Grant Award 2025	£250.00	£0.00	£250.00	Local Gvt Act 1972 s.111
Burwell Community Print	Swish and Repair Café Eco Grant Award 2025	£50.00	£0.00	£50.00	Local Gvt Act 1972 s.111
Prospects Trust Snakehall Farm	Swish and Repair Café Eco Grant Award 2025	£100.00	£0.00	£100.00	Local Gvt Act 1972 s.111
Hayley's Little Explorers	Swish and Repair Café Eco Grant Award 2025	£100.00	£0.00	£100.00	Local Gvt Act 1972 s.111
Burwell Junior Allotment Club	Swish and Repair Café Eco Grant Award 2025	£268.86	£0.00	£268.86	Local Gvt Act 1972 s.111
Burwell Community Garden	Swish and Repair Café Eco Grant Award 2025	£150.00		£150.00	Local Gvt Act 1972 s.111
		£7,171.86	£1,110.80	£8,282.66	

FC/100625/10 Regular Updates

This section contains the previous month's minutes to be updated at the meeting

1.	Burwell to Exning Cycle Way (Suffolk Highways)
	<p><i>May update: "the Road Safety audit was undertaken at the end of April, I am expecting the report, it should be back by Friday, from this any design changes required will be made. I then hope we can finalise design then I can share a plan with you and then the works programming can start, I have had it sent out to commercial for pricing. "</i></p> <p><i>Sent via email by Julia Procter BSc IEng MCIHT</i></p> <p><i>Infrastructure Works Project Manager, Suffolk Highways.</i></p>
2.	Newmarket Road proposed Sports Hub
	<p><i>May Update:</i></p> <p><i>Liz Swift and Katherine Hyett had a recent teams update with Craig Mulhall. He informed us that our football federation contact has been promoted but will keep us informed re. replacement. Craig</i></p>

	<p><i>Mulhall has been asked to produce a report summarizing the project and next steps so that new Parish and County Councillors can be updated.</i></p> <p><i>Khalid Shaban (Head of Land of Development at This Land) organised a meeting with Liz Swift and Katherine Hyett to introduce Tom Kershaw (Senior Land and Development Manager at This Land) who is essentially going to act as the Project Director at Soham and Burwell. He reaffirmed the wish to keep a good relationship with us, apologised for a lack of contact during the time of management and board changes and has committed to monthly meetings, to which we will invite other stakeholders in the process including parish councillors. They gave a brief update on the phases of the development and said there may be a new source of some funding but we should know more in July. Katherine Hyett asked them to write a summary report as well with a visual overview of the phases now. Both Liz and Katherine re-emphasized the concerns about This Land's finances.</i></p> <p><i>Ken McCarthy asked if the meeting was minuted – we responded that notes were taken but no formal decisions or commitments had been made, the purpose of this meeting was introductions. He felt it was important for all meetings to be minuted.</i></p> <p><i>Jim Perry asked about their financial situation. Liz Swift said it was raised, as it has been a number of times before, but our new County Councillor should be the person to pick this up.</i></p> <p><i>Ian Woodroofe said whilst we need to protect village concerns, this was a bridgebuilding exercise to build relationships with This Land and try and get the project progressed. He would recommend minuting formal meetings going ahead.</i></p> <p><i>There was a discussion about managing residents' expectations about the facilities they may get and how these would be provided as expectations were high from a previous public meeting.</i></p> <p>June – Reports provided by Craig Mulhall Leisure Consultancy and This Land included in Additional information</p>
3.	Solar Farms/Renewable Energy projects
4.	Pauline's Swamp
	<p><i>May Update:</i></p> <p><i>There was some discussion about power cables being laid by Andrew Kitley for the development next door. The site manager has been given our solicitors details. Ian Woodroofe and Richard Jenkins felt it would be useful to plan a connection now for future plans at Pauline's Swamp</i></p> <p><i>Mike Swift expressed his thanks to Richard Jenkins who has spent a lot of time sorting out the CCTV for us and also to Jim Perry for his time looking after the site. The CCTV is now working. A Geologist conducted a report on the pond which is in good health. Mike Swift to share this report with the Clerk to circulate. There is a meeting about the open day on 15th May.</i></p> <p>June: Land registration completed for new portion of land adjacent to Pauline's Swamp. Information in additional documents.</p>
4.	ESG update
	<p><i>May Update: The minutes have been circulated. It has been agreed to place energy audits on hold pending the arrival of the free ACRE service. Meeting Adam Kerrison from Soham's about the Air Source heat pumps and heating controls on 14th May.</i></p>
5.	Funding updates and applications inc. Section 106 and CIL
	<p>June:</p>

	<p>LHI application: Correspondance from Highways:</p> <p>Since our last correspondence, all applications received for this year's funding round have been allocated to our Highway Officers, and scoring assessments are well underway. The aim remains for the funding to be awarded in the 14th October 2025 Highways & Transportation Committee.</p> <p>Over the past few months our officers have been busy scoring the "non-complex" applications in preparation for moderation assessment and creating a ranked prioritised list for allocating the funding available across each District</p> <p>The East Cambridgeshire Community Fund will be open to applications between the 23rd May 2025 to 4th July 2025 – circulated to councillors and posted on social media. Community Fund East Cambridgeshire District Council</p>
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FC/100625/11 Group Reports

Consideration of the draft minutes of the ESG Group of the 12th May 2025 and the recommendation to progress with LED Lighting Replacement at Mandeville Hall. 3 quotes received:

- Quote a) £3,180.49
- Quote b) £3,983.80
- Quote c) £5,067.60

ESG have recommended to progress with quote a) and are seeking approval of full council.

FC/100625/12 Parish Report

FC/100625/13 Other County & District Matters

FC/100625/14 Other Reports

FC/100625/15 Correspondence

1. Emails from Simon Chandlar – Kingsway Solar Farm Parish Council alliance.

FC/100625/16 Other Matters

1. New Bus routes
2. Consideration of whether Burwell Parish Council should sign Charlotte Cane's petition for Safety of Battery Storage Sites
<https://www.ecld.org.uk/campaigns/safety-of-battery-storage-sites>