

Burwell Parish Council
Asset and Environment Group
Meeting of 26.08.25, 7.30 pm at Mandeville Hall

Members:
 Lea Dodds (Chair)
 Richard Jenkins (Vice Chair)
 Chris O'Neill
 Linda Kitching
 Gus Jones
 Jim Perry
 Liz Swift
 Michael Swift
 Geraldine Tate
 Paul Webb
 Ian Woodroofe
 Ken McCarthy

Agenda

- A&E/260825/01** **Apologies for absences and declarations of interests.**
- A&E/260825/02** **Approval of the minutes of the meeting held on 24 June 2025.**
- A&E/260825/03** **Proposal to change the name of this working group to Land, Buildings and Facilities.**

A&E/260825/04 **Property items for discussion:**

Issue/Update	Actions
1) Gardiner Memorial Hall	
a. Air source heat pump and fan heaters	
2) Mandeville Hall	
a. Energy Audit outcomes to be discussed	
b. Phase 2 lighting	
c. Redecoration of Mandeville – consideration of estimates	
d. Parking issues	
3) Jubilee Reading Room	
4) Pavillion/Recreation Ground and Tennis Courts	
5) Cemetery	
5) Allotments	
1) Consideration of reviewed allotment regulations	
2) Management of empty plots	
6) Margaret Field	
7) Westhorpe Play area	
8) Jubilee Green Play area	
1) Roundabout	
9) Priory Orchard and Spring Close	

- A&E/260825/05** **Tree Report – consideration of quotations for High and Important work**
- A&E/260825/06** **Play area annual safety inspection report for information**
- A&E/260825/07** **Update on building Fire Risk Assessments and recommendations**
- A&E/260825/09** **Any other urgent matters**
- A&E/260825/10** **Date of the next meeting:**