

**Burwell Parish Council**  
**Land, Buildings & Facilities Group**  
**Meeting of 28.10.25, 7.30 pm at Mandeville Hall**

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

**Agenda**

- A&E/281025/01**      **Apologies for absences and declarations of interests.**  
**A&E/281025/02**      **Approval of the minutes of the meeting held on 24 August 2025.**  
**A&E/281025/03**      **Property items for discussion:**

Issue/Update	Actions
<b>1) Gardiner Memorial Hall</b>	
a) Consideration of quotation for fire shutter service maintenance	
b) Heating	
<b>2) Mandeville Hall</b>	
a) Consideration of quotation for fire shutter service maintenance	
<b>3) Jubilee Reading Room</b>	
<b>4) Pavillion/Recreation Ground and Tennis Courts</b>	
a) Consideration of quotation for repair to walker (gym equipment)	
<b>5) Cemetery and chapel</b>	
<b>5) Allotments</b>	
<b>6) Margaret Field</b>	
<b>7) Westhorpe Play area</b>	
<b>8) Jubilee Green Play area</b>	
<b>9) Priory Orchard and Spring Close</b>	
<b>10) The Lock up – Newnham Lane</b>	

- A&E/281025/05**      **Tree Report update**  
**A&E/281025/06**      **Inclusive Play Reports**  
**A&E/281025/07**      **Civic.ly – presentation from the Clerk.**  
**A&E/281025/08**      **Grass Cutting**  
**A&E/281025/09**      **Any other urgent matters**  
**A&E/281025/10**      **Date of the next meeting**