

BURWELL PARISH COUNCIL

The Jubilee Reading Room 99, The Causeway, Burwell Cambridge. CB25 0DU Telephone 01638 743142
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Notice is hereby given that a Meeting of the Burwell Parish Council will be held at 7.30pm on Tuesday 28th July 2026 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, 21st July 2026

AGENDA

FC/280726/01 Apologies

To receive and approve apologies for absence

FC/280726/02 Declarations of any interests known to Councillors

To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any agenda item.

FC/280726/03 Approval of Minutes of the meeting of 21st July 2026

To consider and approve the minutes of the Full Council meeting held on 21st July 2026 and authorise the Chair to sign them as a correct record.

FC/280726/04 Public Forum

An opportunity for members of the public to raise matters relevant to the work of the Council, either for future consideration or in relation to items on this agenda. Members of the public and any Councillor who has declared an interest may speak during this item. At the close of the public forum, members of the public will not ordinarily be permitted to speak during the remainder of the meeting unless invited by the Chair. Public participation is limited to three minutes per person and fifteen minutes in total.

FC/280726/05 Planning Applications

To consider the following list of planning applications:

- 1) Proposal: Gazebo in the back garden
Location: The Paddock 108 North Street Burwell Cambridgeshire CB25 0BB
Reference: 26/00386/FUL
- 2) Proposal: Installation of external Air Source Heat Pump unit to northern elevation
Location: Tollgate Cottage 8 Hythe Lane Burwell Cambridgeshire CB25 0EH
Reference: 26/00750/LBC and 26/00749/FUL
- 3) Proposal: Replacement of white timber double-glazed windows with uPVC double-glazed windows and replace all timber doors with composite doors to all elevations
Location: 16 Hawthorn Way Burwell Cambridgeshire CB25 0DQ
Reference: 26/00729/FUL
- 4) Proposal: Replacement of existing white double-glazed timber windows with new white double-glazed uPVC windows. To replace timber doors with composite doors on all elevations
Location: 18 Hawthorn Way Burwell Cambridgeshire CB25 0DQ
Reference: 26/00730/FUL

FC/280726/06 Finance Matters for Consideration.

1) To approve the following payments

Name	Description	Net Amount	Vat	Total Amount	Power
Lloyds Bank	Maintenance Supplies £147.71 Admin £186.70 inc VAT Fee £6.00	£315.79	£24.62	£340.41	LGA 1972 s.111/LGA 1972 s.133/ Open Spaces Act ss9-10
Amazon Business	HS Workwear	£22.47	£4.49	£26.96	LGA 1972 s.111
Amazon Business	Radar Keys	£8.24	£1.65	£9.89	LGA 1972 s.111
Amazon Business	Litter Pickers	£21.24	£4.25	£25.49	LGA 1972 s.111
Engie	GMH	£334.29	£16.71	£351.00	LGA 1972 s.133
Octopus	Allotments	£19.35	£0.97	£20.32	Small Holding and Allotments Act 1908 ss23,25
Hastoe Housing	Ret of Dep	£50.00	£0.00	£50.00	
Simon Margarjans	Ret of Dep	£50.00	£0.00	£50.00	
Burwell and District Horticultural Society	Ret of Dep	£50.00	£0.00	£50.00	
Total		£871.38	£52.69	£924.07	

FC/280726/07 Other Reports for noting

None

FC/280726/09 Other matters from Principal Authorities

- 1) To receive and note the draft 'Intends Notice' for the proposed Temporary Traffic Regulation Order (TTRO) 26-20930, relating to the temporary closure of North Street, Burwell, required to enable Anglian Water to undertake works safely. Members to consider any comments on the proposal for submission prior to the consultation deadline of 31 July 2026.

FC/280726/10 Illegal encampments

For Council to consider the following motion:

That, in the event of an unauthorised encampment on Council land, the Clerk, Chair, or Vice-Chair be delegated authority to take any necessary legal action and instruct bailiffs to commence enforcement proceedings without further reference to or approval from the Council. Wherever practicable, the Chair, Vice-Chair and Clerk shall endeavour to make such decisions collectively. This delegation is subject to sufficient funds being available within the Council's budget to meet the associated costs.