

# 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 27<sup>th</sup> October 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, 20 October 2026

Please note that the proceedings of this meeting in public session may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.

## AGENDA

### **FC/271026/01 Apologies**

To receive and approve apologies for absence

### **FC/271026/02 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/271026/03 Approval of Minutes of the meeting of 13<sup>th</sup> October 2026**

To consider and approve the minutes of the Full Council meeting held on 13<sup>th</sup> October 2026 and authorise the Chair to sign them as a correct record.

### **FC/271026/04 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/271026/05 Planning Applications**

None to consider.

### **FC/271026/06 Finance Matters for Consideration**

1) To consider and approve the schedule of payments and to authorise payments.

| Name              | Description                                                                                      | Net Amount | Vat     | Total Amount |
|-------------------|--------------------------------------------------------------------------------------------------|------------|---------|--------------|
| Lloyds Bank       | Maintenance Supplies £88.02 Admin £27.50inc VAT Pauline's Swamp (Food Open Day) £28.00 Fee £9.00 | £137.85    | £14.67  | £152.52      |
| Huws Gray         | Maintenance Supplies                                                                             | £387.56    | £77.51  | £465.07      |
| Newmarket GMS Ltd | Lawnmower Blade                                                                                  | £55.63     | £11.13  | £66.76       |
| Mr Groundsman     | Rec Grass Cutting May to Sept                                                                    | £2,425.00  | £485.00 | £2,910.00    |
| Sharp             | Photocopier Contract                                                                             | £25.74     | £5.15   | £30.89       |
| Zion Landscapes   | Grass Cut Oct                                                                                    | £1,200.00  | £240.00 | £1,440.00    |
| ATL Alarms        | Mandeville Hall                                                                                  | £98.00     | £19.60  | £117.60      |
| ATL Alarms        | Pavilion                                                                                         | £226.21    | £45.24  | £271.45      |
| S Harrison & Co   | Hedge Cutting                                                                                    | £2,750.00  | £550.00 | £3,300.00    |
| R Dolphine        | Ret of Deposit                                                                                   | £50.00     | £0.00   | £50.00       |
| C Arnold          | Ret of Deposit                                                                                   | £50.00     | £0.00   | £50.00       |
| P Prasannalal     | Ret of Deposit                                                                                   | £50.00     | £0.00   | £50.00       |
| Wave              | Mandeville Hall Water                                                                            | £399.08    | £0.00   | £399.08      |

|                |                       |                  |                  |                  |
|----------------|-----------------------|------------------|------------------|------------------|
| Octopus Energy | Mandeville Hall       | £95.51           | £4.78            | £100.29          |
| Octopus Energy | Public Toilets        | £20.19           | £1.01            | £21.20           |
| Octopus Energy | Cemetery              | £28.59           | £1.43            | £30.02           |
| Octopus Energy | Jubilee Reading Room  | £68.37           | £3.42            | £71.79           |
|                | <b>Total payments</b> | <b>£8,067.73</b> | <b>£1,458.94</b> | <b>£9,526.67</b> |

**FC/271026/07 Other Reports for noting**

None to consider.

**FC/271026/08 Other matters from Principal Authorities**

None to consider.

**FC/271026/09 Adoption of the 5 year plan 2026 – 2031**

To consider and adopt the Burwell Parish Council Five-Year Plan 2026-2031.

**FC/271026/10 Skip hire**

To consider the hire of a skip, at a cost of up to £350, to remove general waste from Parish Council properties.

**FC/271026/11 Newmarket Road Football Hub Project Update**

To receive and consider the Newmarket Road Football Hub Project Update Report and determine any actions arising.

**FC/271026/12 Update on Councillor recruitment**

To receive an update regarding the current councillor vacancy and the co-option process.