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 24th November 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, 17 November 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/241126/01 Apologies
To receive and approve apologies for absence

FC/241126/02 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/241126/03 Approval of Minutes of the meeting of 10th November 2026
To consider and approve the minutes of the Full Council meeting held on 10th November 2026 and authorise the Chair to sign them as a correct record.

FC/241126/04 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/241126/05 Planning Applications

1) **Proposal:** T35 Horse Chestnut - Sever and remove as much Ivy as possible (no consent required), T36 Horse Chestnut - Sever and remove as much Ivy as possible (no consent required) T39 Beech - Fell and remove, T40 Beech - Remove
   Location: Burwell House 46 North Street Burwell Cambridge CB25 0BB
   Reference: 26/01153/TPO

2) **Proposal:** Development of a solar farm with associated battery storage, landscaping and ancillary development, on land east of Ness Road, Burwell
   Location: Land East Of Breach Farm Ness Road Burwell
   Reference: 26/01151/FUM

FC/241126/06 Finance Matters for Consideration

1) **Grant Application – Pop-Up Pantry Christmas Food Parcels:** to consider the application and determine whether to award a grant of £350 from Swish and Repair café funds.
2) **Payments**: To consider and approve the schedule of payments and to authorise payments.

Name	Description	Net Amount	Vat	Total Amount
ECDC	License Fee Mandeville Hall	£180.00	£0.00	£180.00
Lloyds Bank	Fees £9.00 Maintenance Supplies £145.89 Wreath £21.00	£151.58	£24.31	£175.89
Ormiston Families	Donation	£140.00	£0.00	£140.00
ATL Alarms	Intruder Alarm	£120.00	£24.00	£144.00
PHS Group	Waste GMH	£197.47	£39.49	£236.96
PHS Group	Waste MH	£202.15	£40.43	£242.58

Amazon	Parcel Box	£24.16	£4.83	£28.99
Amazon	Dishwasher Cleaner	£16.24	£3.25	£19.49
Amazon	Battery	£61.64	£12.33	£73.97
N-CIS	Microsoft	£102.81	£20.56	£123.37
HuwsGray	Maintenance Supplies	£240.00	£48.00	£288.00
SLCC	Legionella Training	£57.75	£11.55	£69.30
Sharp	Photocopier Contract	£25.00	£5.00	£30.00
CAPALC	Councillor Training	£75.00	£0.00	£75.00
Mr Groundsman	Margaret Field Fertiliser, seed, goalmouths	£2,430.00	£486.00	£2,916.00
Mr Groundsman	Grass Cutting Margaret Field	£610.00	£122.00	£732.00
Mr Groundsman	Grass Cutting Recreation	£912.50	£182.50	£1,095.00
Ellgia	Waste Collection	£208.38	£41.66	£250.04
H Busby	Hall Hire Full Return	£133.32	£16.66	£149.98
The Antique Collective	Return of Deposit	£50.00	£0.00	£50.00
E Collier	Return of Deposit	£50.00	£0.00	£50.00
Octopus Energy	Allotments	£19.30	£0.00	£19.30
Octopus Energy	Pavilion	£180.70	£0.00	£180.70
Octopus Energy	Jubilee Reading Room	£64.67	£0.00	£64.67
Octopus Energy	Public Toilets	£21.15	£0.00	£21.15
Octopus Energy	Cemetery Chapel	£22.91	£0.00	£22.91
Octopus Energy	Mandeville Hall	£108.71	£0.00	£108.71
Burwell Parochial Church Council	Donation to Pop up Pantry	£350.00	£0.00	£350.00
TOTALS		**£6,755.44**	**£1,082.57**	**£7,838.01**
N.B. Octopus Energy	**Gardiner Memorial Hall - Charge of £199.46 deducted from credit balance. Current balance now stands at £319.34** Charge £238.85 Export £39.39 £199.46			

FC/241126/07 Other Reports for noting
None to consider.

FC/241126/08 Other matters from Principal Authorities
1) Emergency Risk Planning Workshop 2nd December in Huntingdon 10am – 3pm: To consider and approve the nomination of representatives to attend.

FC/241126/09 Update on Councillor recruitment
To receive an update regarding the current councillor vacancy and the co-option process.

FC/241126/10 Exclusion of Press and Public
To resolve that, under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following item(s) on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, namely staffing and contractual matters.

FC/241126/11 Confidential contractual matter
To consider and approve a temporary change to the terms and conditions for a hirer.