

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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Minutes of the Meeting of Burwell Parish Council held at Gardiner Memorial Hall, High Street, Burwell CB25 0HD at 7.30 p.m. on Tuesday 14 January 2025.

Present: Liz Swift (Chair), Lea Dodds, Michael Geary, Richard Jenkins, Gus Jones, Linda Kitching, Clive Leach, Jim Perry, Michael Swift, Brenda Wilson and Ian Woodroofe.

Also present: 6 members of the public

FC/140125/1 Apologies
Paul Webb, Geraldine Tate and Chris O'Neill

FC/140125/2 Declarations of any interests known to Councillors
Richard Jenkins declared an interest in FC/140125/11 Item 1D

FC/140125/3 Approval of Minutes of the meeting held on 17 December 2024
The minutes of the meeting held on 17th December 2024 were approved and signed as a true record. Proposed by Jim Perry and seconded by Lea Dodds, all in favour.

FC/140125/4 Public Forum – An opportunity for members of the public to raise concerns or question Council on matters included in this agenda. There will be no further opportunity for members of the public to speak after this point in the meeting.

A Consultant representing the applicant for 24/01242/FUL, 12 Swaffham Rd., briefly spoke about the development and reminded the Parish Council that we submitted no objections for the last application. The Chair reminded him that the council objected to the first application and this was changed to no objection at a subsequent meeting with the revised plans and that East Cambridgeshire District Council have the final say.

A resident came to notify the Council that his property would be impacted by the Anchor Lane Solar Farm proposal. His property will be about 30m from the nearest solar panel and the outlook will change significantly. The applicant has agreed with him that a tree bank would be put in place to mitigate the view.

A resident attended to speak about the Kingsway Solar Farm and was also interested in becoming a Parish Councillor. She lives in Burwell and has land in Reach. She stated that she had been in touch with Reach Parish Council, the National Trust and the British Horse Society. She is keen to understand how the development will impact or disrupt rights of way. She is keen for Burwell Parish Council to collaborate with Reach Parish Council and is happy to help with communication to different parties.

FC/140125/5 Speaker: Tim Dobson, Greenworks: Anchor Lane Farm Agrivoltaic and regeneration Project (120 + acres)
Presentation available on request. Tim Dobson gave an overview of the project. Due to time limitations, we requested that another meeting be set up to discuss the project and enable the Parish Council to ask questions.

FC/140125/6 County and District Reports
County Councillor Lorna Dupré had kindly forwarded the Council a copy of her latest County Council Report. The Clerk was asked to thank Councillor Dupré for the report.

Lea Dodds requested that the Clerk contact Cllr Dupré regarding the item about Citizen's advice requesting where East Cambridgeshire citizens should be directed for advice.

FC/140125/7 Planning Applications to be considered

The following planning applications were considered

Application Reference	Summary	Council Response
24/01242/FUL	12 Swaffham Road Erection of a 3 bedroom detached bungalow and associated works (extension time for response requested and received)	No objections to submit. Proposer Clive Leach, seconded Michael Swift, all in favour.
24/01296/FUL	3 Appletree Grove Demolition of existing conservatory and construction of two storey rear extension (extension time for response requested and received)	No objections to submit. Proposer Lea Dodds, seconded Michael Swift, all in favour.
24/00679/FUL	101 Ness Road Single storey rear extension and new window to side elevation	No objections to submit. Proposer Clive Leach, seconded Lea Dodds, all in favour.
EN010165	Consultation on Scoping Opinion for the Planning Inspectorate regarding the information required in the environmental statement for the Kingsway Solar Farm Development	<p>Our concerns are as follows:</p> <ul style="list-style-type: none"> the impact on local wildlife and nature sites such as Spring Close, Priory Meadow and Woods and Pauline's Swamp, as well as our chalk streams and lodes should be incorporated with particular emphasis on how this may impact on wildlife corridors to these sites and biodiversity losses or gains; the lack of clarity on the route of cabling and the environment impact of cabling either underground or overground; the level and impact of noise from the connection disturbing local residents and wildlife, how this will be measured, monitored and enforced; the impact on our local farmers and landowners, their well-being and ability to manage their land effectively. They do not feel they are being consulted and the feedback is that they are bullied into having pylons on their land; the visual impact of the proposed construction of a 440kV overhead pylon and cable (OHL) to connect the proposed PV arrays to the national grid at a new substation, termed Burwell South. We would request that an underground connection option is assessed in exactly the same way as OHL routes for the entirety of Kingsway Solar's chosen route. <p>Parish Clerk to request National Grid to meet with us.</p>

FC/140125/7.1 Planning Decisions from District Council

The following planning decisions were noted:

Application Reference	Summary	Decision
24/01137/FUL	9 Pound Close Single storey extension	Approved
24/00819/FUL	Gravel Pit Lodge Heath Road Proposed access	Withdrawn
24/01165/FUL	Burwell (E) Eastern Elec Sub Station Weirs Drove Existing 3 no. Dipole Array at 13m to be relocated on proposed 3m tower extension on existing 28-5 tower	Approved
23/01149/OUT. APP/V0510/W/24/3346945	Welsumme Farm Weirs Drove New dwelling house comprising 4 plus bedrooms and associated double garage accessed via existing site entrance.	Planning Inspectorate Appeal Decision: Appeal is dismissed

FC/140125/8 Notification of tree works to be considered:

The following tree-work applications were considered

Application Reference	Summary	Council Response
24/01280/TRE	65 North Street T1 Mulberry – Remove (extension time for response requested and received)	Council will follow the advice of the Trees' officer and support his recommended course of action.

FC/140125/8.1 Notification of tree works decisions by East Cambridgeshire District Council:

The following tree-work decisions were noted:

Application Reference	Summary	Decision
TPO/E/07/24	Land North West of 7B Hythe Lane	Tree Preservation Order served
24/01191/TRE	Lowland House 29A The Causeway T1 Prunus - Fell as has outgrown available space beyond reasonable retention suitability	Approved
24/01203/TPO	102 North Street T1 Sycamore - Pole thin by 100% to 30%, preferentially removing the larger, dominant poles	Approved
24/01136/TPO	The Red House Day Nursery 90 High Street T1 Elm - Prune to clear property and roof by 2-2.5m. Only tertiary branches to be removed	Approved

FC/140125/9**Finance**

- 1) Consideration of payment of the following:
The following payments were approved. Proposed by Linda Kitching and seconded by Clive Leach, all were in favour.

Payee	Description	Amount inc Vat	Power
All Staff	Salaries Tax Ni Superannuation inc Clerk and RFO overtime.	£10,600.23	Local Gvt Act 1972 s.112
Debbie Cawley	Mileage	£34.65	Local Gvt Act 1972 s.111
George Rowland	Mileage and expenses	£132.30	Local Gvt Act 1972 s.111
Martyn Wright	Mileage and phone	£58.95	Local Gvt Act 1972 s.111
Newmarket Town Band	Donation Carols	£100.00	Section 137
Cambridgeshire Pension Fund	Additional cost Cessation Report	£360.00	Local Gvt Act 1972 s.112
WAVE	Water Rates JRR	£49.11	LGA 1972 s.133
Eastern Tree Surgery	Tree Work Recreation Ground	£1,170.00	Open Spaces Act 1906 ss.9-10
Newmarket GMS	Lawn Mower Service	£235.39	LGA 1972 s.111
Burwell Window Cleaning	Various Properties	£68.00	LGA 1972 s.133
H McMenamin- Smith	Bulbs Community Garden	£30.99	Open Spaces Act 1906 ss.9-10
BT	Telephone Account	£656.72	LGA 1972 s.111
WAVE	Water Rates Cemetery	£23.17	Open Spaces Act 1906 ss.9-10
WAVE	Water Rates Recreation Ground	-£23.24	Open Spaces Act 1906 ss.9-10
WAVE	Water Rates Allotments	£245.51	Small Holding and Allotments Act 1908 ss23,25
Engie	Mandeville Hall Gas	£549.49	LGA 1972 s.133
Engie	Jubilee Reading Room Gas	£385.41	LGA 1972 s.133
Engie	Cemetery Electric	£15.82	
Engie	Pavilion/Rec Electric	£619.52	LGA 1972 s.133
Engie	Public Toilet Electric	£27.47	Public Health Act 1936 s.87

Engie	Jubilee Reading Room Electric	£137.72	LGA 1972 s.133
Engie	Allotments	£41.90	Small Holding and Allotments Act 1908 ss23,25
Engie	GMH Electric	£1,848.94	LGA 1972 s.133
WAVE	Water Rates GMH	£72.76	LGA 1972 s.133
Unity Trust Bank	Bank Fees	£13.50	LGA 1972 s.111
N Power	Streetlight Energy	101.23	Parish Council Act 1957 s.3
Landmark Toilet	Margaret Fd Toilet Hire	£100.00	LG(Misc Prov.) Act 1976, s.19
Burwell Computers	Cloud Back Up Dec	£55.00	LGA 1972 s.111
Vision ICT	Website Hosting	£210.00	LGA 1972 s.142
Vision ICT	2 yr Domain Name Fee	£78.00	LGA 1972 s.142
Burwell Computers	Microsoft Charges	£1,546.14	LGA 1972 s.111
Westcotec	MVAS Batteries	£613.80	Road Traffic Regulation Act 1984 s72(1)
ICO	Data Protection Fee	£40.00	LGA 1972 s.111
Acre	Annual Membership	£86.40	LGA 1972 s.111
Prospects Trust	Return of Deposit	£50.00	
J Reeves	Return of Deposit	£50.00	
Mrs J M Allwood	Return of Deposit	£50.00	
Lowes Plumbing Heating & Electrical	Boiler Repair Mandeville Hall	£814.80	LGA 1972 s.133
SR Landscapes	Removal of Ash tree Spring Close	£340.00	Open Spaces Act 1906 ss.9-10
	TOTAL	£21,589.68	

FC/140125/10 Action Points Update - Updates to the following:

No	Action Point	Comments on Progress
1.	Section 106 Money	No update.
2.	Newmarket Road Bridge safety improvements Burwell to Exning Cycle Way	Update from Suffolk Highways: “Ongoing land owner negotiations, looking at a drainage pipe at the bridge in the next week or so, its ready to go to Ops and pricing once we have land agreement which I hope won’t be long”
3.	Newmarket Road proposed Sports Hub including 3G artificial pitch, Sports Pavilion/Football Pitches Recreation Ground	Meeting on 20 th December. They would flatten the land but they will not bring in new soil, nor drainage and services., Email from Vistry hoping to start building in spring Craig Mulhern is having meeting with the Football Foundation on 15/01/2025. We have agreed to pay the remaining £6,000 fee already owed at £500 per month for a year. Jim Perry raised concerns about This Land’s financial state. This was raised at the meeting with them but we can’t do anything further.
4.	Pauline’s Swamp	Mike Swift encouraged Councillors to join Pauline’s Swamp Trust as they need more people. There are a couple of issues: The council have refused payment to an electrician as they are not satisfied with the work. The electrician is now working with them to rectify this. Love Land ownership and access rights are being explored. It was believed that this wasn’t normally used for large farm machinery however Michael Geary stated that a large Flail had been through in the past month.
5.	Gardiner Memorial Hall Phase 2	Meeting to be arranged to consider next steps.
6.	Moveable Vehicle Activated Speed Signs	We now have data and are working on turning this into a usable report. Paul Webb has previously promised a plan of locations for MVAS units for 2025 by end of December 2024. The office is awaiting receipt.
7	Funding applications	Net Zero – submitted just before Christmas for Mandeville Hall. LHI submitted for Solar flashing lights by the school. 2 grants submitted for pitch improvements.

FC/140125/11 Group Reports

1. Consideration of the draft minutes of the Assets and Environment meeting held on 17th December

Council noted the minutes and considered the following recommendations proposed by Lea Dodds as Chair of Assets and Environment:

- a. Recommendation to Council that we instruct Mead Construction to go ahead with a new soakaway for Mandeville Hall to resolve gutter flooding issues at a cost of £2980 plus VAT. **Liz Swift seconded the proposal; all were in favour.**
- b. Recommendation to Council that we buy a new shower for the Recreation Ground Pavillion as the current one is damaged and a new door for the Recreation Ground toilet which was vandalized. Cost approximately £330 total. **Brenda Wilson seconded the proposal; all were in favour.**
- c. Recommendation to Council that we purchase a Turfguard professional Sprayer (£958.33) and change our chemicals we use for cleaning to Algoclear Pro 10l (£129.85). **Ian Woodroffe seconded the proposal; all were in favour.**
- d. Recommendation to progress with electrical remedial works at the Recreation Ground through Elite Electricians at a cost of £995.46. **Liz Swift seconded the proposal; all were in favour.**
- e. Recommendation that we renew the grass cutting contract with Zion Landscapes to March 2027. **Jim Perry seconded the proposal; 10 in favour, 1 abstained.** Parish Clerk to send details of grass cutting schedule and contract to Michael Geary.
- f. Recommendation to complete tree work required to a Robinia Tree on Hatley Drive through SR Landscapes at £180. **Brenda Wilson seconded the proposal; all were in favour.**
- g. Recommendation to buy a 5m extending pole with pruning saw for tree work, maximum cost £122. **Clive Leach seconded the proposal; all were in favour.**
- h. Recommendation to approve the cost of servicing the fire shutters at Gardiner Memorial Hall for £260. **Linda Kitching seconded the proposal; all were in favour.**

FC/140125/12 Parish Reports

Nothing to report

FC/140125/13 Other County & District Matters

1. Stakeholder briefing - Capital Maintenance Prioritisation Process (Highways)
The Parish Clerk highlighted that she had attended training about this new process and this was a presentation that provided some details.

FC/140125/14 Other Reports

a) Woodland Trust Priory Wood Management Plan: Response agreed as:

Accessibility

The Plan only uses the word “accessible” in the traditional sense – that of being an area open to the public. It says nothing about access for people with disabilities. The Woodland Trust website says: “Disabled people and disability organizations collaborate with the Woodland Trust to develop accessibility improvements. The Woodland Trust also welcomes comments from visitors to help improve accessibility.” The plan should cover this subject.

We can't find any evidence in the Plan to support the need for kissing gates, and Burwell Parish Council is not convinced that they are essential. If possible, please omit them. This applies to all entrances, but particularly to those from Priory Meadow. If kissing gates are deemed essential, please ensure they are fully accessibility for wheelchair users.

Burwell Parish Council (BPC) sees no need to renew the fence along the boundary with Priory Meadow. BPC owns the meadow and it makes sense to allow easy movement between the two areas (for humans and wildlife alike).

Climate Change

Please update both "Factors Causing Change" sections to include Climate Change. BPC declared a Climate Emergency in 2020 and is working towards being carbon neutral in 2030. We can see from the Woodland Trust website that this is also an important issue for the Trust. For example, it states: “An increase in native trees will help to minimise the pace and level of climate change and adapt to its unavoidable impacts.” This concern should be reflected in the Plan's short term and long term objectives.

Other

The pond, the wood's millennium feature, is dry for much of the year. The work programme should include inspecting and, if necessary, clearing the feeder pipe.

b) New Police and Crime Plan for Cambridgeshire & Peterborough

The council agreed to invite Darryl Preston to speak to us. Ian Woodroffe attended the community webinar and notes will be shared with Council. Lack of presence from the police locally is a concern.

FC/140125/15 Correspondence

None to be considered

FC/140125/16 Other Matters

- a) Parish Councillor vacancy update
We have a vacancy open until 2nd February.

Signed:

Dated: