

BURWELL PARISH COUNCIL

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Minutes of the Meeting of the Burwell Parish Council held at 7.30pm on Tuesday 24th June 2025 at Mandeville Hall, Tan House Lane (Off Reach Road), Burwell CB25 0AR.

Present: Liz Swift (Chair), Lea Dodds, Richard Jenkins, Linda Kitching, Ken McCarthy, Charlie Milner, Jim Perry, Michael Swift, Geraldine Tate, Ian Woodroofe, Brenda Wilson, Katherine Hyett (Clerk), Yvonne Rix (RFO).

FC/240625/01 Apologies

Apologies for absence have been received from Linda Kitching, Julia Rogers, Clive Leach and Paul Webb

FC/240625/02 Declarations of any interests known to Councillors

None were declared

FC/240625/03 Approval of Minutes of the meeting of 10 June 2025

The minutes of the meeting held on 10th June 2025 were approved and signed as a true and accurate record.
Proposed by Ken McCarthy, seconded by Geraldine Tate and agreed by all.

FC/240625/04 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. The Public Forum will last for no longer than 15 minutes.

No matters were raised in the public forum.

FC/240625/05 Planning Applications

24/01099/FUL 116 Low Road

Outdoor riding arena – application withdrawn. For information only.

25/00595/FUL 10 Toyse Lane

Front porch, installation of dormer windows, rear extensions and associated works.

A councillor commented that they were concerned about over development of the plot and that the current plans don't seem to reflect true nature of building. The council agreed to submit this comment to the planning authority. Proposer Ian Woodroofe, 2nd Brenda Wilson, all in favour.

25/00484/FUL Land Between 120 And 122 North Street

Self-build single dwelling with detached garage and associated external works

No objection, all in favour

25/00393/FUM Anchor Lane Farm Newnham Drove

Agrivoltaic scheme (capacity 49.95MW) plus associated infrastructure, access roads and landscaping.

An amended plan/additional information has been received for this application on 4th June 2025.

Great Crested Newt Survey Report (received 4/06/2025) and a revised red line location plan (received 11/06/2025) to ensure connection to the public highway and connectivity between the parcels.

No further comment to make at this stage. Anchor Lane Farm are presenting to the Public on Wednesday 25th so Council will await that meeting.

FC/240625/06 Planning decisions from District Council

The following planning decisions were noted:

24/00924/RMM Millstone Park Newmarket Road - APPROVED

Reserved matters application of the approval of layout, scale, appearance and landscaping (Phase 3) comprising full details of the 61 dwellings including internal roads, parking, open space, landscaping, sustainable urban drainage and ancillary infrastructure pursuant to 15/01175/OUM to provide up to 350 dwellings (including affordable housing provision) with associated open space, sports provision, access and infrastructure (as varied by 15/01175/NMAA and 15/01175/NMAB)

25/00300/FUL Priory Farm Factory Road- APPROVED

Demolish existing garage and outbuilding and replace with new garage and outbuilding

25/00369/FUL and 25/00370/LBC 121 North Street – REFUSED

Single storey rear extension to form new kitchen and family room

FC/240625/07 Notifications from ECDC of approved work to trees

The following tree work was noted:

25/00458/TRE 22 Kingfisher Drive - APPROVED

T1 Hawthorn - Crown reduction of 50% to previous points including removal of crossing/rubbing branches. Work required to keep height of tree at a maintainable level, reduce the overhang of branches on to driveway/garage of No22., and No 18 driveway, removal of crossing/rubbing branches to improve the health of the tree. Regular tree maintenance works carried out every 2-3years as seen in previous applications

FC/240625/08 Urgent Matters for Consideration

1. Consideration of the Internal Auditors Report for the 2024/2025 Financial Year
Lea Dodds proposed that the Internal Auditors report should be accepted, Michael Swift seconded this motion and all voted in favour.
2. Consideration, completion and signing of the Annual Governance Statement 2024/25
The Annual Governance Statement 2024/25 was considered, completed and signed following a proposal by Lea Dodds seconded by Geraldine Tate and all voting in favour.
3. Consideration and signing of the Accounting Statements for 2024/25
The Accounting Statements for 2024/25 were considered and signed following a proposal by Geraldine Tate and seconded by Lea Dodds, all voting in favour.
4. Approval of the following payments:
Richard Jenkins declared an interest in the payments and abstained from the vote.
Mike Swift proposed that the following payments should be accepted, Ian Woodroffe seconded this motion and all remaining councillors voted in favour.

Name	Description	Net Amount	Vat	Total Amount	Power
Richard Jenkins	Items for Pauline's Swamp	£69.23	£0.00	£69.23	Open Spaces Act 1906, ss 9-10
Lloyds Bank	Maintenance Supplies £240.55. Admin £116.64 Paulines Swamp £32.98 Fee £6.00	£350.57	£45.60	£396.17	LGA 1972 s.111/LGA 1972 s.133/ Open Spaces Act ss9-10
Sharp	Photocopier Contract	£30.85	£6.17	£37.02	LGA 1972 s.111
East Cambs Trading Co.Ltd	Tree Work Pauline's Swamp	£281.16	£56.23	£337.39	Open Spaces Act 1906, ss 9-10
GMS	Lawnmower (£729.00 less previous overpayment of £235.39 = £493.61	£411.34	£82.27	£493.61	LGA 1972 s.111
ECDC	License Fee GMH	£180.00	£0.00	£180.00	LGA 1972 s.133
Katherine Hyett	Mileage Training	£55.00	£0.00	£55.00	LGA 1972 s.111
BT	Phone Account	£573.53	£114.71	£688.24	LGA 1972 s.133
Wave	Water Fee Allotments	£108.53	£0.00	£108.53	Small Holding and Allotment Act 1908 ss23,25
WAVE	Water Fee Rec	£42.02	£0.00	£42.02	LGA 1972 s.133
Wave	Water Fee Cemetery	£18.26	£0.00	£18.26	LGA 1972 s.214(2)

Huws Gray	Maintenance Supplies	£219.74	£43.95	£263.69	LGA 1972 s.133
Engie	Pavilion/Rec Electric	£423.03	£21.15	£444.18	LGA 1972 s.133
Engie	JRR Electric	£97.36	£4.87	£102.23	LGA 1972 s.133
Engie	JRR Gas	£147.30	£7.36	£154.66	LGA 1972 s.133
Engie	MH Gas	£206.21	£10.31	£216.52	LGA 1972 s.133
Engie	GMH Electric	£509.25	£25.46	£534.71	LGA 1972 s.133
Engie	Cemetery	£15.63	£0.78	£16.41	LGA 1972 s.214(2)
Engie	Public Toilet	£23.15	£1.16	£24.31	Public Health Act 1936 s.87
Engie	Allotment Shed	£41.63	£2.08	£43.71	Small Holding and Allotment Act 1908 ss23,25
L Harvey	Return of Deposit	£50.00	£0.00	£50.00	
Q Cooke	Return of Deposit	£50.00	£0.00	£50.00	
Antiques Collective	Return of Deposit	£50.00	£0.00	£50.00	
Daisy Alecock	Return of Deposit	£50.00	£0.00	£50.00	
David Orchard	Return of Deposit	£50.00	£0.00	£50.00	
		£4,053.79	£422.10	£4,475.89	

FC/240625/09 Other Reports for noting

None to be considered

FC/240625/10 Other matters from Cambridgeshire County Council and East Cambridgeshire District Council

The following report was noted:

1. District Report from Cllr. Lavinia Edwards – 10/06/25

Licensing Sub Committee - The Licensing Sub Committee met to consider an application for a new Premises Licence in respect of Bottisham Budgens, Units 2-6 High Street, Bottisham, Cambs.

Despite hearing objections from local residents the Sub Committee granted the application with subject to conditions.

Planning Committee - There was only the one application on June's Planning meeting.

It was an application for 61 dwellings, internal roads, open spaces and landscaping at Millstone Park, Newmarket Road, Burwell, Cambs from the applicants This Land.

The 61 dwellings will all be 100% affordable housing and ranged from one bedroom to 4 bedroom properties. Planning officer's recommended the application for approval and Members supported the recommendation.

The 61 dwellings now brings the outline approved Newmarket Road Development to the 350.

There was 108 planning applications in April a decrease of 22% on the number received in April, 2024. and a decrease of 45% on the number received in March, 2025.

2. STNN/25/15 - Addition of 1 property name - 26 High Street, Burwell: Hurrells

The name addition was noted

Meeting closed:20:00

Signed:

Dated