

BURWELL PARISH COUNCIL

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Minutes of the Meeting of Burwell Parish Council held at 7.30pm on 28th April 2026 at Mandeville Hall, Tan House Lane (off Reach Road), Burwell CB25 0AR.

Present: Cllr Elizabeth Swift (Chair), Cllr Hazel Barber, Cllr Pat Cleary, Cllr John Damian, Cllr Lea Dodds, Cllr Richard Jenkins, Cllr Linda Kitching, Cllr Ben Lucas, Cllr Ryan Noyes, Cllr Jim Perry, Cllr Geraldine Tate, Cllr Ben Vinten

In attendance: Katherine Hyett (Clerk), Yvonne Rix (RFO)

Note: Cllr Yemi Macaulay joined the meeting at 7:34pm (FC/280426/06).

FC/280426/01 Apologies for absence

Apologies were received and accepted from Cllr Paul Webb (personal matters). – **RESOLVED**

Absent: Cllr Michael Geary, Cllr Brenda Wilson

FC/280426/02 Declarations of any interests known to Councillors

Cllr Hazel Barber declared a non-pecuniary interest in agenda item FC/280426/05 (Planning Application item 2)

FC/280426/03 Approval of Minutes of the meeting of 14th April 2026

Members were in receipt of the minutes of the Full Council meeting held on 14th April 2026. **RESOLVED: That the minutes of the above meeting be accepted as a correct record and signed by the Chair.**

FC/280426/04 Public Forum

No matters were raised in the public forum

FC/280426/05 Planning Applications

The following planning applications were discussed and responses resolved:

- 1) Proposal: New outbuilding, boundary treatments and associated works
Location: 1A The Leys Burwell Cambridge CB25 0DZ
Reference: 26/00350/FUL; response due 7th May 2026
Response: RESOLVED: To submit no objection (Unanimous).
- 2) Proposal: Change of use of land to equine use, grazing and hay making. Construction of a Menege and retrospective construction of a barn for equine and agricultural use, and the storage of two vintage tractors
Location: 116 Low Road Burwell Cambridgeshire CB25 0EJ
Reference: 25/00706/FUL; Response due 6th May 2026
Response: RESOLVED: To submit no objection (Unanimous).

FC/280426/06 Urgent Matters for Consideration

- 1) To consider a previously missed recommendation from the Climate Change, Biodiversity and Pollution (CBP) Forum to invite a representative of Burwell Energy Action Team (BEAT) to attend future CBP Forums. **It was RESOLVED that a representative of BEAT should be invited to future CBP forums.** 19:34 Yemi Macaulay arrived.
- 2) To receive, review and consider acceptance of the Quarterly Report for the period of 1st January 2026 – 31st March 2026. Councillors are asked to note the contents of the report and resolve whether to formally accept it. **It was RESOLVED to accept the quarterly report.**
- 3) To approve a payment of £200 to Cambridge Carbon Footprint from the funds raised by the Repair café and Swish by 29th April to enable match funding of a further £200 from philanthropic organisations. **It was RESOLVED to approve a payment of £200 to Cambridge Carbon Footprint to be made from the funds raised by Swish and Repair Cafes' by 29th April .**
- 4) To consider the renewal of the Parish Council's insurance policy. Additional information will be provided to Councillors when available prior to or during the meeting. **It was RESOLVED to defer this to the next meeting**

5) Cllrs reviewed the payments listed below and **RESOLVED** that they be approved.

Name	Description	Net Amount	Vat	Total Amount	Power
Ellgia	General Waste Disposal	£175.26	£35.05	£210.31	LGA 1972 s.133
Lloyds Bank	Maintenance Supplies £122.73 Admin £64.57inc VAT Fee £6.00	£168.36	£24.94	£193.30	LGA 1972 s.111/LGA 1972 s.133/ Open Spaces Act ss9-10
Huws Gray	Maintenance Supplies	£215.19	£43.04	£258.23	LGA 1972 s.133
Burwell Window Cleaning	Various Properties	£70.00	£0.00	£70.00	LGA 1972 s.133
N-CIS	Monthly Maintenance cost March and April	£300.00	£60.00	£360.00	LGA 1972 s.111
ESPO	Stationery	£40.25	£8.05	£48.30	LGA 1972 s.111
Burwell Scaffold	GMH Roof Repairs	£540.00	£108.00	£648.00	LGA 1972 s.133
GMS	Repair to Stihl Blower	£94.25	£18.85	£113.10	LGA 1972 s.111
TH Tree Surgery	Tree Work Kingfisher Drive	£1,400.00	£280.00	£1,680.00	Open Spaces Act ss9-10
Sharp	Photocopier Contract	£25.00	£5.00	£30.00	LGA 1972 s.111
Piccolini Events	2 x Return of Deposit	£100.00	£0.00	£100.00	
K Alecock	Return of Deposit	£50.00	£0.00	£50.00	
Wave	Water Rates	£272.59	£0.00	£272.59	LGA 1972 s.133
Octopus Energy	Mandeville Hall	£96.22	£4.81	£101.03	LGA 1972 s.133
Engie	Allotments	£43.25	£2.16	£45.41	Small Holding and Allotments Act 1908 ss23,25
Engie	Mandeville Hall Gas	£610.12	£30.51	£640.63	LGA 1972 s.133
Engie	Recreation Ground	£530.98	£26.55	£557.53	Open Spaces Act ss9-10
Engie	Public Toilet	£22.56	£1.13	£23.69	Pub Health 1936 s87
Engie	Cemetery	£16.18	£0.81	£16.99	LGA 1972 s.214(6)
Engie	JRR	£120.59	£6.03	£126.62	LGA 1972 s.133
Engie	GMH	£846.49	£169.30	£1,015.79	LGA 1972 s.133
Engie	JRR Gas	£17.67	£0.88	£18.55	LGA 1972 s.133
Engie	JRR Gas	£15.34	£0.77	£16.11	LGA 1972 s.133
Engie	JRR Gas	£15.34	£0.77	£16.11	LGA 1972 s.133
Engie	JRR Gas	£16.19	£0.81	£17.00	LGA 1972 s.133
Engie	JRR Gas	-£435.19	-£21.76	-£456.95	LGA 1972 s.133
Engie	JRR Gas	-£399.69	-£19.98	-£419.67	LGA 1972 s.133
Engie	JRR Gas	-£530.81	-£26.54	-£557.35	LGA 1972 s.133
		£4,436.14	£759.18	£5,195.32	

(Jubilee Reading Room – JRR, Mandeville Hall – MH, Gardiner Memorial Hall -GMH)

FC/280426/09 Other Reports for noting

No reports were noted.

FC/280426/10 Other matters from Cambridgeshire County Council and East Cambridgeshire District Council

No matters were considered.

Meeting Closed: 20.02

Signed:

Dated:

Cllr Elizabeth Swift, Chair

DRAFT