District Council Report

October 2026

Full Council met on 15th October.
Council debated 2 motions, with a motion calling for Government to consider alternatives to structural re-organisation for Local Government Re-organisation, and a motion opposing the Vattenfall propsals for windfarms at Mepal and Shippea Hill both being accepted by majority vote. A further motion regarding use of pesticides was withdrawn without debate.
Council approved the Local Council Tax Reduction Scheme for 2026/27 and approved the Audit Committee Annual Report for 2025/26.
Council also agreed a report regarding the implementation of the new National Scheme of Delegation for Planning Applications. This implements a new system brought in by Government. Amongst the new, national, rules Local Councillors will no longer have the right to call-in planning applications to the Planning Committee.
Council approved the transfer of responsibility for Ely markets and the parks and open spaces service from East Cambs Trading Company to East Cambs Street Scene.

I attended a meeting of the Audit Committee. Committee approved the Annual Government Statement. Committee received a report from EY, the external auditors, regarding progress with the audit for 2025/26. Committee approved the Internal Audit Plan Development for 2027/28; the Internal Audit Progress Report; and the Information Governance Report.
I also attended a training session regarding the Global Standards for Internal Audit.

David Brown

BURWELL PARISH COUNCIL

FINANCIAL REPORT

1ST JULY 2026 TO 30TH SEPTEMBER 2026

Burwell Parish Council	**Bank Reconciliation at 30th September 2026.**				
Bank Balance at					
30.06.2026					
Unity Trust Bank Current	**£324,922.02**				
Unity Trust Bank Deposit	**£200,000.00**				
CCLA Account	**£169,772.70**				
	£694,694.72				
Plus income	**£187,774.48**				
Less Expendiure	**£96,370.47**				
	£786,098.73				
Balance at 30.09.2026					
Unity Trust Bank Current	**£264,763.12**				
Plus income in transit	**£0.00**				
Less unbanked payments	**£0.00**				
Unity Trust Bank Deposit	**£200,000.00**				
CCLA Account	**£321,335.61**				
Total	**£786,098.73**				
Earmarked Reserves at 30.9.2026					
20/21 Capital Trees			£1,000.00		
Pauline's Swamp			£12,154.43		
Recreation Ground/Pavilion Sinking Fund			£32,559.38		
Gardiner Memorial Hall Entrance			£20,000.00		
25/26 LHI Flash. Speed Signs Bunting Path and Causeway			£8,404.49		
CIL Funding			£8,959.91		
Newmarket Road Sports Hub CIL Funding			£245,000.00		
Climate Change			£2,422.00		
Community Garden			£1,921.31		
Spring Close Signs			£264.00		
Spring Close Chalk Stream Project			£2,000.00		
Repair/Swish Café			£2,199.38		
Westhorpe Play Area			£596.27		
Solar/Storage Donations			£10,000.00		
Replacement of Defibrilator Consumables		Agreed 09/06/26	£1,000.00		
Jubilee Green Play Area inclusive Play and general improvem			£10,000.00		
Building Maintenance Fund			£20,000.00		
26/27 LHI Pound Hill Zebra Crossing			£5,000.00		
Office and Maintenance Equipment			£7,500.00		
CIL Funding Bins/Benches 3/026			£332.00		
Balance of Earmarked Reserves			**£391,313.17**		
Summary					
Total Funds			**£786,098.73**		
Earmarked Reserves			**£391,313.17**		
Balance of Funds Available			**£394,785.56**		

CIL FUNDING					
CIL Receipts		**Use by**	**History of Earmarked CIL Funding**		
2016/2017	£7,894.64	2020/2021	GMH Seed Funding		£35,000.00
2017/2018	£32,649.94	2021/2022	GMH Stockdale Costs		£2,100.00
2018/2019	£75,650.08	2022/2023	LHII School Signs		£5,000.00
2019/2020	£41,791.17	2023/2024	GMH		£115,000.00
2019/2020	£28,309.67	2024/2025	Recreation Ground Car Park		£35,000.00
2020/2021	£1,983.96	2024/2025	Westhorpe		£46,302.00
2021/2022	£4,771.87	2024/2025	Westhorpe		£1,677.31
2021/2022	£15,658.63	2025/2026	Sports Hub		£200,000.00
2022/2023	£9,080.43	2025/2026	Sports Hub 04/26		£45,000.00
2022/2023	£16,461.77	2026/2027	Bins/Benches 03/26		£2,500.00
2023/2024 April	£4,150.00	2026/2027	Unallocated		£8,959.91
2023/2024 Oct	£1,677.15	2027/2028			
2024/2025 April	£764.35	2029/2030			
2024/2025	£54,563.67	2029/2030			
2025/2026 April	£117,956.04	2030/2031			
2025/2026 Oct	£77,798.42	2030/2031			
2026/2027 April	£5,377.43	2031/2032			
	£496,539.22				**£496,539.22**

Skip to transactions

Mrs Yvonne Rix
Burwell Parish Council
The Jubilee Reading Room
99 The Causeway
Burwell Cambridge
CB25 0DU

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Call **0345 140 1000***
Email **us@unity.co.uk**
Visit **www.unity.co.uk**

Account Statement

01 September 2026 to 30 September 2026

Account Name: Burwell Parish Council
Sort Code: 608301
Account Number: 20284136
Swift Code (BIC): NWBKGB2L
IBAN: GB93NWBK60023571418024

Summary**

Start balance	Paid out	Paid in	End balance
£285,949.55	£181,779.13	£160,592.70	£264,763.12

Your arranged overdraft limit is £0.00

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**Please note it is your responsibility to check all statement entries and period end dates when reconciling your accounts for your own official accounting purposes.

Transactions for Current T2 account 20284136

Date	Type	Details	Paid Out £	Paid In £	Balance £
31/08/2026		Balance brought forward	£0.00	£0.00	£285,949.55
01/09/2026	Direct Debit	Direct Debit (GOCARDLESS)	£160.80	£0.00	£285,788.75
01/09/2026	Direct Debit	Direct Debit (EAST CAMBS)	£270.00	£0.00	£285,518.75
01/09/2026	Direct Debit	Direct Debit (EAST CAMBS)	£214.00	£0.00	£285,304.75
01/09/2026	Direct Debit	Direct Debit (EAST CAMBS)	£53.00	£0.00	£285,251.75
01/09/2026	Direct Debit	Direct Debit (EAST CAMBS)	£627.00	£0.00	£284,624.75
02/09/2026	Faster Payment Debit	B/P to: CCLA	£100,000.00	£0.00	£184,624.75
03/09/2026	Direct Debit	Direct Debit (VODAFONE LTD)	£41.60	£0.00	£184,583.15
03/09/2026	Credit	Cambridgeshire Lig	£0.00	£50.00	£184,633.15
03/09/2026	Credit	WHITESIDE SJ	£0.00	£12.50	£184,645.65
04/09/2026	Credit	BOOTH N	£0.00	£156.00	£184,801.65
04/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£25.44	£184,827.09
04/09/2026	Credit	J Allwood	£0.00	£50.00	£184,877.09
07/09/2026	Credit	G Anderson	£0.00	£111.98	£184,989.07
07/09/2026	Credit	Singsational	£0.00	£50.00	£185,039.07
07/09/2026	Credit	WEBB P	£0.00	£50.00	£185,089.07
07/09/2026	Credit	SumUp Payments Account	£0.00	£54.08	£185,143.15
08/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£16.96	£185,160.11
09/09/2026	Faster Payment Debit	B/P to: CCLA	£50,000.00	£0.00	£135,160.11
09/09/2026	Faster Payment Debit	B/P to: EDF Energy	£26.19	£0.00	£135,133.92
09/09/2026	Faster Payment Debit	B/P to: R J MCGRAPH	£50.00	£0.00	£135,083.92
09/09/2026	Faster Payment Debit	B/P to: Mrs J Leggett	£50.00	£0.00	£135,033.92
09/09/2026	Faster Payment Debit	B/P to: M Liddiard	£50.00	£0.00	£134,983.92
09/09/2026	Faster Payment Debit	B/P to: Newmarket Swim Clu	£50.00	£0.00	£134,933.92
09/09/2026	Faster Payment Debit	B/P to: East of EnglandNHS	£50.00	£0.00	£134,883.92
09/09/2026	Faster Payment Debit	B/P to: A L Winrow	£50.00	£0.00	£134,833.92
09/09/2026	Faster Payment Debit	B/P to: Harrisons Burwell	£88.80	£0.00	£134,745.12

Transactions for Current T2 account 20284136

Date	Type	Details	Paid Out £	Paid In £	Balance £
09/09/2026	Faster Payment Debit	B/P to: No Butts Bin Co Lt	£842.40	£0.00	£133,902.72
09/09/2026	Faster Payment Debit	B/P to: Soham Pest Control	£108.00	£0.00	£133,794.72
09/09/2026	Faster Payment Debit	B/P to: Landmark Toilet	£110.00	£0.00	£133,684.72
09/09/2026	Faster Payment Debit	B/P to: Swaffhams Decor	£2,304.84	£0.00	£131,379.88
09/09/2026	Faster Payment Debit	B/P to: Burwell Print Cent	£796.65	£0.00	£130,583.23
09/09/2026	Faster Payment Debit	B/P to: Amazon Business	£21.45	£0.00	£130,561.78
09/09/2026	Faster Payment Debit	B/P to: Amazon Business	£6.76	£0.00	£130,555.02
09/09/2026	Faster Payment Debit	B/P to: ESPO	£1,162.80	£0.00	£129,392.22
09/09/2026	Faster Payment Debit	B/P to: Katherine Hyett	£12.50	£0.00	£129,379.72
09/09/2026	Faster Payment Debit	B/P to: M Wright	£87.11	£0.00	£129,292.61
09/09/2026	Faster Payment Debit	B/P to: George Rowland New	£164.26	£0.00	£129,128.35
09/09/2026	Faster Payment Debit	B/P to: D Cawley Mileage	£56.65	£0.00	£129,071.70
09/09/2026	Credit	BARNES S	£0.00	£27.00	£129,098.70
10/09/2026	Direct Debit	Direct Debit (OCTOPUS ENERGY)	£20.59	£0.00	£129,078.11
10/09/2026	Direct Debit	Direct Debit (OCTOPUS ENERGY)	£107.30	£0.00	£128,970.81
10/09/2026	Direct Debit	Direct Debit (OCTOPUS ENERGY)	£20.08	£0.00	£128,950.73
10/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£8.48	£128,959.21
10/09/2026	Credit	GIRL ON A R T/AS	£0.00	£141.79	£129,101.00
10/09/2026	Credit	COOKE AJQ	£0.00	£323.95	£129,424.95
11/09/2026	Direct Debit	Direct Debit (NCIS)	£121.34	£0.00	£129,303.61
11/09/2026	Credit	MORRIS G+CA DRS	£0.00	£385.26	£129,688.87
14/09/2026	Credit	Liam Self Georgia Stelling	£0.00	£149.98	£129,838.85
14/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£8.48	£129,847.33
14/09/2026	Credit	C Iacob	£0.00	£197.00	£130,044.33
15/09/2026	Direct Debit	Direct Debit (OCTOPUS ENERGY)	£21.78	£0.00	£130,022.55
15/09/2026	Direct Debit	Direct Debit (OCTOPUS ENERGY)	£99.88	£0.00	£129,922.67
15/09/2026	Direct Debit	Direct Debit (OCTOPUS ENERGY)	£81.42	£0.00	£129,841.25

Transactions for Current T2 account 20284136

Date	Type	Details	Paid Out £	Paid In £	Balance £
15/09/2026	Standing Order	S/O to: NCIS	£180.00	£0.00	£129,661.25
15/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£8.48	£129,669.73
15/09/2026	Credit	Ellie Bramer	£0.00	£149.98	£129,819.71
15/09/2026	Credit	TheUnityGroup	£0.00	£155.27	£129,974.98
15/09/2026	Credit	STONE PC	£0.00	£200.02	£130,175.00
16/09/2026	Direct Debit	Direct Debit (LLOYDS BANK PLC)	£97.43	£0.00	£130,077.57
16/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£8.48	£130,086.05
16/09/2026	Credit	SMITH RBRRTRB	£0.00	£80.50	£130,166.55
16/09/2026	Credit	EVANS A	£0.00	£83.99	£130,250.54
17/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£8.48	£130,259.02
17/09/2026	Credit	Daisy Alecock	£0.00	£161.98	£130,421.00
18/09/2026	Credit	GRAY SL	£0.00	£472.50	£130,893.50
18/09/2026	Credit	Tonis Ices Limite	£0.00	£25.00	£130,918.50
21/09/2026	Direct Debit	Direct Debit (BT GROUP PLC)	£719.50	£0.00	£130,199.00
21/09/2026	Credit	S Martin	£0.00	£91.55	£130,290.55
21/09/2026	Credit	C Carter	£0.00	£267.77	£130,558.32
21/09/2026	Credit	B Redman	£0.00	£76.25	£130,634.57
21/09/2026	Credit	BUR HIS SOCI SW	£0.00	£31.99	£130,666.56
22/09/2026	Direct Debit	Direct Debit (BRIGHT HR LIMITED)	£175.75	£0.00	£130,490.81
22/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£8.48	£130,499.29
23/09/2026	Direct Debit	Direct Debit (ANGLIAN WATER BUSI)	£25.04	£0.00	£130,474.25
23/09/2026	Direct Debit	Direct Debit (ANGLIAN WATER BUSI)	£408.56	£0.00	£130,065.69
23/09/2026	Direct Debit	Direct Debit (ANGLIAN WATER BUSI)	£70.16	£0.00	£129,995.53
23/09/2026	Faster Payment Debit	B/P to: Yvonne Rix	£818.30	£0.00	£129,177.23
23/09/2026	Faster Payment Debit	B/P to: Harvey Rowland	£840.00	£0.00	£128,337.23
23/09/2026	Faster Payment Debit	B/P to: HMRC	£3,983.11	£0.00	£124,354.12
23/09/2026	Faster Payment Debit	B/P to: M Wright	£766.72	£0.00	£123,587.40

Transactions for Current T2 account 20284136

Date	Type	Details	Paid Out £	Paid In £	Balance £
23/09/2026	Faster Payment Debit	B/P to: Sarah Ashby	£1,489.69	£0.00	£122,097.71
23/09/2026	Faster Payment Debit	B/P to: Katherine Hyett	£3,364.91	£0.00	£118,732.80
23/09/2026	Faster Payment Debit	B/P to: Mrs D Cawley	£1,844.71	£0.00	£116,888.09
23/09/2026	Faster Payment Debit	B/P to: George Rowland New	£2,506.49	£0.00	£114,381.60
23/09/2026	Credit	P Prasannalal	£0.00	£170.02	£114,551.62
24/09/2026	Credit	SARAH OAKLEY LACTATION LTD	£0.00	£130.02	£114,681.64
24/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£42.40	£114,724.04
24/09/2026	Credit	GIRL ON A R T/AS	£0.00	£141.79	£114,865.83
24/09/2026	Credit	JOANNA SIMCOCKSIM	£0.00	£300.06	£115,165.89
24/09/2026	Credit	JOANNA SIMCOCKSIM	£0.00	£141.77	£115,307.66
25/09/2026	Direct Debit	Direct Debit (NEST)	£1,060.65	£0.00	£114,247.01
25/09/2026	Credit	Burwell and Distri	£0.00	£55.99	£114,303.00
25/09/2026	Credit	THE FOOTBALL FOUND	£0.00	£8,266.00	£122,569.00
25/09/2026	Credit	Credit 000698	£0.00	£114.34	£122,683.34
25/09/2026	Credit	VL GARD	£0.00	£50.00	£122,733.34
28/09/2026	Direct Debit	Direct Debit (ANGLIAN WATER BUSI)	£59.84	£0.00	£122,673.50
28/09/2026	Credit	DR MYA GAMAL FEKRY	£0.00	£196.99	£122,870.49
28/09/2026	Credit	ARNOLD CJ	£0.00	£133.99	£123,004.48
28/09/2026	Credit	Parris White	£0.00	£200.00	£123,204.48
28/09/2026	Credit	PARKER I	£0.00	£10.00	£123,214.48
28/09/2026	Credit	DANIEL ROBINSON	£0.00	£1,410.00	£124,624.48
28/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£8.48	£124,632.96
29/09/2026	Direct Debit	Direct Debit (ANGLIAN WATER BUSI)	£101.58	£0.00	£124,531.38
29/09/2026	Credit	HOOPER CE	£0.00	£105.00	£124,636.38
29/09/2026	Credit	EAST CAMB DC GA	£0.00	£145,000.00	£269,636.38
29/09/2026	Credit	Credit 000699	£0.00	£280.00	£269,916.38
29/09/2026	Credit	Loving Living Well	£0.00	£73.51	£269,989.89

Transactions for Current T2 account 20284136

Date	Type	Details	Paid Out £	Paid In £	Balance £
29/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£8.48	£269,998.37
29/09/2026	Credit	GOLDSON NL	£0.00	£50.00	£270,048.37
30/09/2026	Faster Payment Debit	B/P to: S Whiteside	£50.00	£0.00	£269,998.37
30/09/2026	Faster Payment Debit	B/P to: Q and A J Cooke	£50.00	£0.00	£269,948.37
30/09/2026	Faster Payment Debit	B/P to: K Watson	£50.00	£0.00	£269,898.37
30/09/2026	Faster Payment Debit	B/P to: Abby Evans	£50.00	£0.00	£269,848.37
30/09/2026	Faster Payment Debit	B/P to: C Morris	£50.00	£0.00	£269,798.37
30/09/2026	Faster Payment Debit	B/P to: Ellie BramerDoy	£100.00	£0.00	£269,698.37
30/09/2026	Faster Payment Debit	B/P to: Mrs B R Smith	£50.00	£0.00	£269,648.37
30/09/2026	Faster Payment Debit	B/P to: Health Assured Ltd	£570.00	£0.00	£269,078.37
30/09/2026	Faster Payment Debit	B/P to: Syston Doors	£372.00	£0.00	£268,706.37
30/09/2026	Faster Payment Debit	B/P to: Copier IT (New)	£41.82	£0.00	£268,664.55
30/09/2026	Faster Payment Debit	B/P to: TH Tree Surgery	£1,128.00	£0.00	£267,536.55
30/09/2026	Faster Payment Debit	B/P to: Zion Landscapes	£1,782.00	£0.00	£265,754.55
30/09/2026	Faster Payment Debit	B/P to: ESPO	£451.20	£0.00	£265,303.35
30/09/2026	Faster Payment Debit	B/P to: Cambridge Carbon	£50.00	£0.00	£265,253.35
30/09/2026	Faster Payment Debit	B/P to: Huws Gray Ridgeons	£303.02	£0.00	£264,950.33
30/09/2026	Faster Payment Debit	B/P to: Ellgia Limited	£218.45	£0.00	£264,731.88
30/09/2026	Fee	Manual Credit Handling Charge	£1.60	£0.00	£264,730.28
30/09/2026	Credit	ORM FAM SD IPS	£0.00	£45.76	£264,776.04
30/09/2026	Credit	Stripe Payments UK Ltd	£0.00	£8.48	£264,784.52
30/09/2026	Fee	Service Charge	£21.40	£0.00	£264,763.12

Financial Services Compensation Scheme

For eligible organisations, your deposits held with Unity Trust Bank are protected up to £120,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **www.unity.co.uk/fscs**

Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000*** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0800 652 3839**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000***. We aim to resolve any issues as soon as possible.

Additional Information

A copy of our interest rates can be found on our website **www.unity.co.uk/interest-rates**

A copy of our fees and charges can be found on our website **www.unity.co.uk/terms-and-conditions**

This information is also available by calling **0345 140 1000***. To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124.

*Our call centre opening hours are 9:00am to 5:00pm, Monday to Friday, excluding bank and public holidays in England and Wales. Calls are charged at local rate. Calls are recorded and may be monitored for security, training and quality purposes.
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unity trust bank

www.unity.co.uk

Skip to charges

Mrs Yvonne Rix
Burwell Parish Council
The Jubilee Reading Room
99 The Causeway
Burwell, Cambridge
United Kingdom
CB25 0DU

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Call **0345 140 1000***
Email **us@unity.co.uk**
Visit **www.unity.co.uk**

Pre-notification statement

01 September 2026 to 30 September 2026

Account Name: Burwell Parish Council
Sort Code: 608301
Account Number: 20284136

Dear Mrs Yvonne Rix,

This letter outlines charges relating to the transactions and debit interest on your account between 01/09/2026 and 30/09/2026.

You can find full details of our fees and charges within the Standard Service Tariff on our website **www.unity.co.uk/terms-and-conditions**

The charges for this billing period are:**

Total charges	£26.05
Total debit interest	£0.00
To be debited from your account on	31/10/2026

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Pre-notification of account charges

Type	Count	Charge
Automated Payments	79	£11.85
Faster Payments	46	£6.90
Manual	2	£0.30
Account Fee	—	£7.00

Additional information

The combined account charge includes the following transaction types:

Automated Payments	Bacs Credit (in)	Direct Debit (out)	Faster Payment Credit (in)
Faster Payments	Standing Orders (out)	Bill Payments (out)	
Manual	Cheques	Credits	
Account Fee	This is the standard charge for maintaining your account regardless of any transactions.		
Total charge	These charges do not include cash or cheques paid in through the Post Office, Bank Counter or via our Freepost service.		

Interest and Charges

Our General Terms & Conditions state when we may apply charges or interest. Further information about debit interest and other fees or charges can be found in our Standard Service Tariff.
Credit interest – AER stands for Annual Equivalent Rate and describes what the interest rate would be if interest was paid and compounded annually.
Debit interest – ABR stands for Above Base Rate and describes the rate charged annually above the Bank of England Base Rate.

Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000*** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0800 652 3839**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000***.
We aim to resolve any issues as soon as possible.

Additional Information

A copy of our interest rates can be found on our website **www.unity.co.uk/interest-rates**

A copy of our fees and charges can be found on our website **www.unity.co.uk/terms-and-conditions**

This information is also available by calling **0345 140 1000***. To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124.

*Our call centre opening hours are 9:00am to 5:00pm, Monday to Friday, excluding bank and public holidays in England and Wales. Calls are charged at local rate. Calls are recorded and may be monitored for security, training and quality purposes.
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unity trust bank

www.unity.co.uk

CCLA
GOOD INVESTMENT

Statement of Account

Mrs Yvonne D Rix
Burwell Parish Council
The Jubilee Reading Room
99 The Causeway
Burwell
CAMBRIDGE
CB25 0DU

5 October 2026

Account name: **BURWELL PARISH COUNCIL-Burwell Parish Council**
Account number: **PS3078629-001**
Statement period: **31/08/2026 to 30/09/2026**

Account summary

Total valuation as at 30 September 2026	**£321,335.61**
Total valuation as at last statement at 31 August 2026	**£170,777.38**

Holdings as at 30 September 2026

Fund name	Unit/share holdings	Price per unit/share	Value
Public Sector Deposit Fund SC4 - Public Sector GB00B3LDFH01	321,335.6100	£1.00	£321,335.61

Total value
£321,335.61

Transactions for the period from 31 August 2026 to 30 September 2026

Public Sector Deposit Fund SC4 - Public Sector

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
02/09/2026	Income Reinvestment	558.2300	£1.0000	£558.23
02/09/2026	Deposit	100,000.0000	£1.0000	£100,000.00
09/09/2026	Deposit	50,000.0000	£1.0000	£50,000.00

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088), part of the Jupiter Group, is authorised and regulated by the Financial Conduct Authority. Registered address: The Zig Zag Building, 70 Victoria Street, London, SW1E 6SQ.

The average Fund yield for this period was 3.86% p.a.

Income for the period is as follows:

Month	Date paid	Fund name	Method	Amount (£)	Destination
Sep 2026	02/10/2026	Public Sector Deposit Fund SC4 - Public Sector	Reinvestment	£966.34	PS3078629-001

All CCLA forms are available on our website: **www.ccla.co.uk/resources/client-documentation**. Please ensure that you download and use the latest available form to make any transaction or amendment. Using an old form will result in the instruction being rejected.

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on **www.ccla.co.uk/glossary**. If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at **clientservices@ccla.co.uk**.

EXPENDITURE/PAYMENTS	**Budget**	**50% of Budget**	**Total Spend 30th September 2026**	**Balance Remaining**	**Notes**
Administration	£44,400.00	£22,200.00	£31,076.78	£13,323.22	
Allotments	£2,500.00	£1,250.00	£777.45	£1,722.55	
Cemetery	£3,500.00	£1,750.00	£1,785.75	£1,714.25	
Donations	£2,500.00	£1,250.00	£200.00	£2,300.00	
CIL Funding	£0.00	£0.00	£376.00		
Earmarked Reserves Funding	£0.00	£0.00	£1,671.00		
Gardiner Memorial Hall	£14,000.00	£7,000.00	£9,797.93	£4,202.07	
Jubilee Green	£150.00	£75.00	£0.00	£150.00	
Jubilee Reading Room	£5,475.00	£2,737.50	£2,229.44	£3,245.56	
Lock Up	£20.00	£10.00	£0.00	£20.00	
Maintenance Officers Vehicle	£16,750.00	£8,375.00	£0.00	£16,750.00	
Mandeville Hall	£17,700.00	£8,850.00	£10,590.71	£7,109.29	
Margaret Field	£6,500.00	£3,250.00	£1,162.37	£5,337.63	
Other	£3,600.00	£1,800.00	£1,687.48	£1,912.52	MH Solar Panels/ Lights, General Waste Collection
Play Equipment	£4,500.00	£2,250.00	£2,127.86	£2,372.14	
Priory Meaddow and Orchard	£100.00	£50.00	£0.00	£100.00	
Public Areas	£25,650.00	£12,825.00	£13,810.00	£11,840.00	Includes Agency Grass Cutting (Verges)
Spring Close	£6,000.00	£3,000.00	£365.00	£5,635.00	
Staff	£163,800.00	£81,900.00	£85,500.44	£78,299.56	
Street Lighting	£1,340.00	£670.00	£171.14	£1,168.86	
The Pavilion	£11,000.00	£5,500.00	£2,424.04	£8,575.96	
The Recreation Ground	£35,500.00	£17,750.00	£17,277.88	£18,222.12	
Public Toilets	£1,500.00	£750.00	£124.95	£1,375.05	
Projects	£38,300.00	£19,150.00	£5,654.84	£32,645.16	Newmarket Road Sports Hub and new bins
Deposits	£0.00	£0.00	£1,900.00		
Pauline's Swamp	£1,500.00	£750.00	£199.25	£1,300.75	
Repair Café	£0.00	£0.00	£787.17		Donation, Sum Up Machine, Banners
	£406,285.00	**£203,142.50**	**£191,697.48**	**£214,587.52**	
VAT			£13,901.87		
			£205,599.35		

Income/Receipts	Budget	50% of	Total Income	Balance Remaining	Notes
		Budget	30th September 2(	(To meet Budget)	
Revenue					
Administration	£100.00	£50.00	£2,928.93	-£2,828.93	Includes Interest from CCLA Account
Agency Grass Contribution	£1,903.00	£951.50	£1,993.52	-£90.52	
Allotments	£4,950.00	£2,475.00	£69.45	£4,880.55	
Cemetery	£10,000.00	£5,000.00	£9,062.00	£938.00	Fees from Burials/Memorials Exclu. Rights
Gardiner Memorial Hall	£19,200.00	£9,600.00	£12,521.25	£6,678.75	Hiring Fees
Mandeville Hall	£24,000.00	£12,000.00	£9,844.82	£14,155.18	Hiring Fees
Precept	£290,000.00	£145,000.00	£290,000.00	£0.00	
Other	£0.00	£0.00	£1,301.14		Refund Engie (Gas)
Recreation Ground	£8,000.00	£4,000.00	£5,175.30	£2,824.70	Income from Football
Recreation Ground	£2,500.00	£1,250.00	£1,681.39	£818.61	Income from Tennis Courts
Non Revenue					
CIL Funding	£0.00	£0.00	£5,377.43		
Deposits	£0.00	£0.00	£2,750.00		
Pauline's swamp	£0.00	£0.00	£79.08		
GMH Solar Panels	£0.00	£0.00	£38.48		
Repair Café/Swish Café	£0.00	£0.00	£193.15		
Margaret Field	£3,200.00	£1,600.00	£0.00		FA Grant for Pitch Maintenance
Recreation Ground	£8,266.00	£4,133.00	£8,266.00		FA Grant for Pitch Maintenance
Donations	£0.00	£0.00	£0.00		Memorial Benches/WI tables
VAT Refund	£0.00	£0.00	£14,012.16		
	£372,119.00	**£186,059.50**	**£365,294.10**		
			£334,577.80		Revenue
			£30,716.30		Non Revenue
VAT			£4,585.60		
			£369,879.70		

Burwell Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 30/09/2026)

Administration

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
62	Supplies				3,000.00	1,553.85	1,446.15	1,446.15 (48%)
63	Telephone and Internet				2,000.00	1,442.88	557.12	557.12 (27%)
64	Photocopier				1,000.00	474.23	525.77	525.77 (52%)
65	ICT and Software				4,000.00	4,588.45	-588.45	-588.45 (-14%)
66	Fire Precautions (All properties)					260.00	-260.00	-260.00 (N/A)
67	Election Costs							(N/A)
68	Photocopier Income							(N/A)
69	Insurance Premium				12,000.00	9,662.56	2,337.44	2,337.44 (19%)
70	Mileage (Not Handyman)				1,500.00	828.92	671.08	671.08 (44%)
71	Audit Fees				3,000.00	1,561.50	1,438.50	1,438.50 (47%)
72	CAPALC + Other Memberships				1,500.00		1,500.00	1,500.00 (100%)
73	Training Councillors				1,000.00	1,207.17	-207.17	-207.17 (-20%)
74	Lloyd Cards Misc Items				100.00	42.00	58.00	58.00 (58%)
75	Annual Report				800.00	796.65	3.35	3.35 (0%)
76	Other Income	100.00	2,928.93	2,828.93				2,828.93 (2828%)
77	Other and PR				1,000.00	1,994.22	-994.22	-994.22 (-99%)
78	Handyman Capital Expenditure				2,500.00	1,160.84	1,339.16	1,339.16 (53%)
79	Handyman General Expendiure				8,000.00	4,613.51	3,386.49	3,386.49 (42%)
80	Website				1,000.00	145.00	855.00	855.00 (85%)
158	Contractor Hours				1,000.00		1,000.00	1,000.00 (100%)
187	Staff Training				1,000.00	395.00	605.00	605.00 (60%)
198	Councillor Training					350.00	-350.00	-350.00 (N/A)
	SUB TOTAL	**100.00**	**2,928.93**	**2,828.93**	**44,400.00**	**31,076.78**	**13,323.22**	**16,152.15 (36%)**

Agency Grass Cutting

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
86	Agency Grass Cutting - CCC Ver							(N/A)
	SUB TOTAL							**(N/A)**

Allotments

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
24	Rates				1,000.00	636.40	363.60	363.60 (36%)
25	Electricity				500.00	141.05	358.95	358.95 (71%)
26	Maintenance				1,000.00		1,000.00	1,000.00 (100%)
27	Income Lettings	4,950.00	69.45	-4,880.55				-4,880.55 (-98%)
	SUB TOTAL	**4,950.00**	**69.45**	**-4,880.55**	**2,500.00**	**777.45**	**1,722.55**	**-3,158.00 (-42%)**

Capital Budget

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend

Burwell Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 30/09/2026)

128	Westhorpe Play Area						(N/A)
131	Recreation Ground						(N/A)
132	Climate Change						(N/A)
134	Safety Campaign						(N/A)
141	community garden						(N/A)
147	Jubilee Green Play Surface						(N/A)
148	Cemetery Hedge						(N/A)
149	Gardiner Memorial Hall Phase 2						(N/A)
150	Newmarket Road Sports Hub						(N/A)
151	ICT Equipment						(N/A)
	SUB TOTAL						**(N/A)**

Cemetery

		Receipts			Payments			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
19	Electricity and Rates				2,500.00	1,453.25	1,046.75	1,046.75	(41%)
20	General Maintenance				1,000.00	280.00	720.00	720.00	(72%)
22	Cleaning Contract					52.50	-52.50	-52.50	(N/A)
23	Cemetery Fees	10,000.00	9,062.00	-938.00				-938.00	(-9%)
	SUB TOTAL	**10,000.00**	**9,062.00**	**-938.00**	**3,500.00**	**1,785.75**	**1,714.25**	**776.25**	**(5%)**

CIL Funding

		Receipts			Payments			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
92	CIL Income		5,377.43	5,377.43				5,377.43	(N/A)
199	benches					376.00	-376.00	-376.00	(N/A)
	SUB TOTAL		**5,377.43**	**5,377.43**		**376.00**	**-376.00**	**5,001.43**	**(N/A)**

Deposits

		Receipts			Payments			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
112	allotment Deposit		150.00	150.00				150.00	(N/A)
113	Hall Deposit		2,600.00	2,600.00		1,900.00	-1,900.00	700.00	(N/A)
	SUB TOTAL		**2,750.00**	**2,750.00**		**1,900.00**	**-1,900.00**	**850.00**	**(N/A)**

Donations

		Receipts			Payments			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
87	Donations				2,500.00	200.00	2,300.00	2,300.00	(92%)
88	Youth Donations including BAFY								(N/A)
90	Neighbourhood Watch								(N/A)
	SUB TOTAL				**2,500.00**	**200.00**	**2,300.00**	**2,300.00**	**(92%)**

Burwell Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 30/09/2026)

Earmarked Reserves Funding

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
164	Tree Work								(N/A)
165	Pauline's Swamp								(N/A)
166	Recreation Ground Sinking Func								(N/A)
167	Gardiner Memorial Hall								(N/A)
168	Office and Maintenance Equipme								(N/A)
169	CIL Funding								(N/A)
170	Newmarket Road Sports Hub								(N/A)
171	Newmarket Road Sports Hub (C								(N/A)
172	Climate Change								(N/A)
173	Community Garden								(N/A)
174	Spring Close Signs								(N/A)
175	Spring Close Chalk Stream Proje								(N/A)
176	Repair/Swish Cafe								(N/A)
177	Westhorpe Play Area					1,671.00	-1,671.00	-1,671.00	(N/A)
178	Solar/Storage Donations								(N/A)
192	25/26 LHI Speed Signs Causewa								(N/A)
193	26/27 LHI Pound Hill Zebra Cros								(N/A)
194	Building Maintenance Fund								(N/A)
195	Jubilee Green Play Area Inclusiv								(N/A)
	SUB TOTAL					**1,671.00**	**-1,671.00**	**-1,671.00**	**(N/A)**

Gardiner Memorial Hall

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
6	Heat and Light				6,500.00	1,932.95	4,567.05	4,567.05	(70%)
7	Rates				3,500.00	1,830.78	1,669.22	1,669.22	(47%)
8	General Maintenance and Servic				3,000.00	5,483.62	-2,483.62	-2,483.62	(-82%)
9	Licensing including Performing R				750.00	515.58	234.42	234.42	(31%)
10	Fire								(N/A)
11	Misc				250.00		250.00	250.00	(100%)
12	Cleaning Contract					35.00	-35.00	-35.00	(N/A)
13	Income from Hirers	19,000.00	12,494.59	-6,505.41				-6,505.41	(-34%)
99	Refurbishment								(N/A)
153	Income from Solar Panels	200.00	38.48	-161.52				-161.52	(-80%)
	SUB TOTAL	**19,200.00**	**12,533.07**	**-6,666.93**	**14,000.00**	**9,797.93**	**4,202.07**	**-2,464.86**	**(-7%)**

Grant Funding

		Receipts			Payments			Net Position	
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
123	Gardiner Memorial Hall								(N/A)
135	Pauline's Swamp CCTV Fund								(N/A)
137	UK Power Networks								(N/A)
138	Improve Westhorpe								(N/A)
139	Community Garden (Pride of Pla								(N/A)
140	Westhorpe Play Area								(N/A)

Burwell Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 30/09/2026)

152	LGPS CPF Finance							(N/A)
	SUB TOTAL							**(N/A)**

Jubilee Green

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
5	Misc				150.00		150.00	150.00 (100%)
	SUB TOTAL				**150.00**		**150.00**	**150.00 (100%)**

Jubilee Reading Room

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
14	Heat and Light				3,500.00	554.37	2,945.63	2,945.63 (84%)
15	Rates				900.00	430.97	469.03	469.03 (52%)
16	General Maintenance				1,000.00	1,135.10	-135.10	-135.10 (-13%)
17	Cleaning Contract					35.00	-35.00	-35.00 (N/A)
18	Misc				75.00		75.00	75.00 (100%)
	SUB TOTAL				**5,475.00**	**2,155.44**	**3,319.56**	**3,319.56 (60%)**

Lock Up

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
28	Repairs, Renewals				20.00		20.00	20.00 (100%)
	SUB TOTAL				**20.00**		**20.00**	**20.00 (100%)**

Maintenance Officers Vehicle

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
159	Vehicle				12,000.00		12,000.00	12,000.00 (100%)
160	Maintenance, Tax, Insurance				2,000.00		2,000.00	2,000.00 (100%)
161	Towbar							(N/A)
162	Towbar				1,500.00		1,500.00	1,500.00 (100%)
163	Charging Point				1,250.00		1,250.00	1,250.00 (100%)
	SUB TOTAL				**16,750.00**		**16,750.00**	**16,750.00 (100%)**

Mandeville Hall

		Receipts			Payments			Net Position
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend
47	General Maintenance inc. Servic				2,000.00	3,564.45	-1,564.45	-1,564.45 (-78%)
48	Heat and Light				5,500.00	2,552.12	2,947.88	2,947.88 (53%)
49	Licenses inc Performing Rights				1,200.00		1,200.00	1,200.00 (100%)
50	Rates				9,000.00	4,408.98	4,591.02	4,591.02 (51%)

Burwell Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 30/09/2026)

51	Fire Precautions								(N/A)
52	Cleaning Contract					35.00	-35.00	-35.00	(N/A)
108	Income from Hirers	24,000.00	9,781.28	-14,218.72				-14,218.72	(-59%)
144	SWISH Cafe Income								(N/A)
154	Other					104.16	-104.16	-104.16	(N/A)
	SUB TOTAL	**24,000.00**	**9,781.28**	**-14,218.72**	**17,700.00**	**10,664.71**	**7,035.29**	**-7,183.43**	**(-17%)**

Margaret Field

		Receipts			Payments			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
3	Grass Cutting and Pitch Mainten	3,200.00		-3,200.00	6,500.00	1,030.00	5,470.00	2,270.00	(23%)
4	Misc					132.37	-132.37	-132.37	(N/A)
103	Income								(N/A)
	SUB TOTAL	**3,200.00**		**-3,200.00**	**6,500.00**	**1,162.37**	**5,337.63**	**2,137.63**	**(22%)**

Other

		Receipts			Payments			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
155	General Waste Disposal				3,600.00	1,687.48	1,912.52	1,912.52	(53%)
156	MH Lighting								(N/A)
197	Engie Gas Refund		1,301.14	1,301.14				1,301.14	(N/A)
	SUB TOTAL		**1,301.14**	**1,301.14**	**3,600.00**	**1,687.48**	**1,912.52**	**3,213.66**	**(89%)**

Pauline's Swamp

		Receipts			Payments			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
82	Pauline's Swamp		79.08	79.08	1,500.00	199.25	1,300.75	1,379.83	(91%)
136	Pauline's Swamp CCTV Grant								(N/A)
142	Safer Community Fund								(N/A)
	SUB TOTAL		**79.08**	**79.08**	**1,500.00**	**199.25**	**1,300.75**	**1,379.83**	**(91%)**

Play Equipment

		Receipts			Payments			Net Position	
Code	**Title**	**Budgeted**	**Actual**	**Variance**	**Budgeted**	**Actual**	**Variance**	+/- Under/over spend	
55	Bark				500.00		500.00	500.00	(100%)
56	Maintenance				2,000.00	2,127.86	-127.86	-127.86	(-6%)
57	Skate Park				2,000.00		2,000.00	2,000.00	(100%)
	SUB TOTAL				**4,500.00**	**2,127.86**	**2,372.14**	**2,372.14**	**(52%)**

Burwell Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 30/09/2026)

Precept

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
91	Precept	290,000.00	290,000.00					(0%)
	SUB TOTAL	**290,000.00**	**290,000.00**					**(0%)**

Priory Meadow and Orchard

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
53	Misc				100.00		100.00	100.00 (100%)
	SUB TOTAL				**100.00**		**100.00**	**100.00 (100%)**

Projects

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
179	Jubilee Reading Room Insulatior				2,000.00		2,000.00	2,000.00 (100%)
180	Redecoration of MH and JRR				2,700.00	2,304.84	395.16	395.16 (14%)
181	Cemetery Chapel Refurbishmen				3,500.00		3,500.00	3,500.00 (100%)
182	Weed Control Equipment				2,000.00		2,000.00	2,000.00 (100%)
183	Creation of workshop				1,500.00		1,500.00	1,500.00 (100%)
184	Recreation Ground New Bins				600.00	1,040.00	-440.00	-440.00 (-73%)
185	Recreation Ground Replacemer				1,500.00		1,500.00	1,500.00 (100%)
186	Recreation Gnd Replacement F				5,000.00		5,000.00	5,000.00 (100%)
188	Newmarket Rd Sports Hub Preli				10,000.00	2,310.00	7,690.00	7,690.00 (76%)
189	Bus Shelter Improvements				6,000.00		6,000.00	6,000.00 (100%)
190	Computer Equipment				1,500.00		1,500.00	1,500.00 (100%)
191	Lock Up Repairs				2,000.00		2,000.00	2,000.00 (100%)
	SUB TOTAL				**38,300.00**	**5,654.84**	**32,645.16**	**32,645.16 (85%)**

Public Areas

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
42	Bus Shelters				250.00		250.00	250.00 (100%)
43	Street Furniture Maintenance				1,000.00		1,000.00	1,000.00 (100%)
44	Christmas Tree, Lights, Carols a				400.00		400.00	400.00 (100%)
45	Hedge Cutting				4,000.00		4,000.00	4,000.00 (100%)
46	Trees				10,000.00	6,040.00	3,960.00	3,960.00 (39%)
83	Grass Cutting including verges	1,903.00	1,993.52	90.52	10,000.00	7,770.00	2,230.00	2,320.52 (19%)
	SUB TOTAL	**1,903.00**	**1,993.52**	**90.52**	**25,650.00**	**13,810.00**	**11,840.00**	**11,930.52 (43%)**

Burwell Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 30/09/2026)

Public Toilet

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
81	Public Toilet				1,500.00	124.95	1,375.05	1,375.05 (91%)
	SUB TOTAL				**1,500.00**	**124.95**	**1,375.05**	**1,375.05 (91%)**

Repair Cafe

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
124	Repair Cafe Administration					50.00	-50.00	-50.00 (N/A)
125	Repair Cafe Income		193.15	193.15				193.15 (N/A)
126	Repair Cafe Expenditure					737.17	-737.17	-737.17 (N/A)
	SUB TOTAL		**193.15**	**193.15**		**787.17**	**-787.17**	**-594.02 (N/A)**

Spring Close

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Grass/Hay Cutting/Trees/Mainte				6,000.00	365.00	5,635.00	5,635.00 (93%)
2	Void							(N/A)
	SUB TOTAL				**6,000.00**	**365.00**	**5,635.00**	**5,635.00 (93%)**

Staff

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
58	Facilities Supervisors				37,000.00	19,859.01	17,140.99	17,140.99 (46%)
59	Assistant to Clerk				21,100.00	10,545.68	10,554.32	10,554.32 (50%)
60	Maintenance Officer				39,600.00	19,828.51	19,771.49	19,771.49 (49%)
61	Clerk				55,100.00	27,152.11	27,947.89	27,947.89 (50%)
146	Finance Officer				10,000.00	4,875.13	5,124.87	5,124.87 (51%)
157	Bank Hours				1,000.00		1,000.00	1,000.00 (100%)
196	Assistant Maintenance Officer					3,240.00	-3,240.00	-3,240.00 (N/A)
	SUB TOTAL				**163,800.00**	**85,500.44**	**78,299.56**	**78,299.56 (47%)**

Street Lighting

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
39	Electricity				840.00	171.14	668.86	668.86 (79%)
40	Maintenance							(N/A)
41	Church Flood Lights				500.00		500.00	500.00 (100%)
	SUB TOTAL				**1,340.00**	**171.14**	**1,168.86**	**1,168.86 (87%)**

Burwell Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2026 and 30/09/2026)

The Pavilion

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
30	Electricity				6,000.00	1,309.96	4,690.04	4,690.04 (78%)
31	Rates				500.00	144.24	355.76	355.76 (71%)
32	Cleaning Contract							(N/A)
33	General Maintenance and Servic				2,000.00	969.84	1,030.16	1,030.16 (51%)
34	Sinking Fund				2,500.00		2,500.00	2,500.00 (100%)
	SUB TOTAL				**11,000.00**	**2,424.04**	**8,575.96**	**8,575.96 (77%)**

The Recreation Ground

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
35	Grass Cutting				7,500.00	9,162.50	-1,662.50	-1,662.50 (-22%)
36	misc and Maintenance (Non Pitc				500.00	395.40	104.60	104.60 (20%)
37	Pitch Maintenance Contract	8,266.00	11,667.30	3,401.30	25,000.00	7,450.00	17,550.00	20,951.30 (62%)
38	Income from Hirers	8,000.00	1,774.00	-6,226.00				-6,226.00 (-77%)
117	Tennis Court Maintenance				2,500.00	269.98	2,230.02	2,230.02 (89%)
118	Tennis Court Income	2,500.00	1,681.39	-818.61				-818.61 (-32%)
	SUB TOTAL	**18,766.00**	**15,122.69**	**-3,643.31**	**35,500.00**	**17,277.88**	**18,222.12**	**14,578.81 (26%)**

VAT

		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
114	VAT Refund		14,012.16	14,012.16				14,012.16 (N/A)
	SUB TOTAL		**14,012.16**	**14,012.16**				**14,012.16 (N/A)**

Summary

NET TOTAL	**372,119.00**	**365,203.90**	**-6,915.10**	**406,285.00**	**191,697.48**	**214,587.52**	**207,672.42**
V.A.T.		4,567.56			13,901.87		
GROSS TOTAL		**369,771.46**			**205,599.35**		

Burwell Parish Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
297	General Maintenance and Servi	01/07/2026		Unity Trust 2028413(		Maintenance Work	Impact Renewable Energy	S	1,350.10	270.02	1,620.12
303	Grass Cutting	01/07/2026		Unity Trust 2028413(		Grass Cutting/Pitch Maintenanc	Mr Groundsman	S	4,162.50	832.50	4,995.00
303	Grass Cutting	01/07/2026		Unity Trust 2028413(		Grass Cutting/Pitch Maintenanc	Mr Groundsman	S	5,000.00	1,000.00	6,000.00
235	Rates	01/07/2026		Unity Trust 2028413(		Property Rates	ECDC	E	627.00		627.00
303	Grass Cutting and Pitch Mainte	01/07/2026		Unity Trust 2028413(		Grass Cutting/Pitch Maintenanc	Mr Groundsman	S	520.00	104.00	624.00
253	Audit Fees	22/07/2026		Unity Trust 2028413(		Internal Audit	Moore	S	1,561.50	312.30	1,873.80
220	Rates	03/08/2026		Unity Trust 2028413(		Property Rates	ECDC	E	627.00		627.00
284	General Maintenance	12/08/2026		Unity Trust 2028413(		legionella Risk Assessment	Acorn Safety	S	295.00	59.00	354.00
284	General Maintenance and Servi	12/08/2026		Unity Trust 2028413(		legionella Risk Assessment	Acorn Safety	S	295.00	59.00	354.00
212	Lloyd Cards Misc Items	17/08/2026		Unity Trust 2028413(		Supplies	Lloyds Bank	E	9.00		9.00
212	Handyman General Expendiure	17/08/2026		Unity Trust 2028413(		Supplies	Lloyds Bank	S	795.63	159.13	954.76
187	Maintenance	26/08/2026		Unity Trust 2028413(		Play Area Repairs	Creative Play	S	1,635.00	327.00	1,962.00
213	Grass/Hay Cutting/Trees/Maint	26/08/2026		Unity Trust 2028413(		Grass Cutting	Zion Landscapes	S			
213	Grass Cutting including verges	26/08/2026		Unity Trust 2028413(		Grass Cutting	Zion Landscapes	S	2,315.00	463.00	2,778.00
176	Rates	01/09/2026		Unity Trust 2028413(		Property Rates	ECDC	E	627.00		627.00
312	Annual Report	09/09/2026		Unity Trust 2028413(		Annual Report	Burwell Print Centre	E	796.65		796.65
323	Westhorpe Play Area	09/09/2026		Unity Trust 2028413(		benches	No Butts Bins	S	702.00	140.40	842.40
308	Westhorpe Play Area	09/09/2026		Unity Trust 2028413(		benches	ESPO	S	969.00	193.80	1,162.80
324	Redecoration of MH and JRR	09/09/2026		Unity Trust 2028413(		Painting and Decorating	Swaffham Decorators	E	2,304.84		2,304.84
360	Telephone and Internet	22/09/2026		Unity Trust 2028413(		Phone Internet	BT	S	599.58	119.92	719.50
334	Trees	30/09/2026		Unity Trust 2028413(		Tree Work	T H Tree Surgery	S	940.00	188.00	1,128.00
333	Grass Cutting including verges	30/09/2026		Unity Trust 2028413(		Grass Cutting	Zion Landscapes	S	1,485.00	297.00	1,782.00
							Total		**27,616.80**	**4,525.07**	**32,141.87**

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Date: **06/10/2026**

Time: **7:30pm**

Location: **Mandeville**

Membership	
Geraldine Tate (Chair)	Hazel Barber
Liz Swift (Vice Chair)	Pat Cleary
Jim Perry	Yemi Macaulay
Paul Webb	Ryan Noyes
Brenda Wilson	Ben Vinten

Present: Cllr Geraldine Tate (Chair), Cllr Liz Swift (Vice Chair); Cllr Jim Perry; Cllr Brenda Wilson; Cllr Hazel Barber; Cllr Pat Cleary; Cllr Ryan Noyes; Cllr John Damian; Cllr Caroline Hillary; Katherine Hyett (Clerk)

CSHS/061026/1 Apologies

Apologies for absence were received from Cllr Paul Webb and Cllr Yemi Macaulay.

CSHS/061026/2 Approval of Minutes

The minutes of the meeting held on 18 August 2026 were approved as a true and accurate record.

CSHS/061026/3 Affordable Housing for Burwell

The group welcomed Gary Roffey of Cambridgeshire ACRE, who provided an overview of the process for delivering affordable housing in rural communities.
Discussion included:

- The role of the Parish Council in promoting and supporting local affordable housing opportunities.
- The process for identifying potential development sites.
- The importance of undertaking a Housing Needs Survey to establish local demand.
- The subsequent stages that follow completion of a housing needs survey and site identification.

The group thanked Mr Roffey for his presentation which will be circulated afterwards.

CSHS/061026/4 Matters Arising

There were no matters arising that were not covered elsewhere on the agenda.

CSHS/061026/5 Community

a) Community Group Updates
No updates were received.

b) Events

i. Remembrance Sunday
The Group received an update on arrangements for Remembrance Sunday (8th November – 2.30 War Memorial and 3pm Church) and a request for volunteers for road marshalling.

ii. Community Safety
The Community safety meeting is on 4th November and organisation of this is progressing. Katherine Hyett confirmed Bottisham school will attend.

CSHS/061026/6 Safety

a) **Local Highways Initiatives**
Katherine Hyett updated that our application for halo lights at Pound Hill had been successful and we are chasing up the previously approved LHI for flashing signs on the Causeway and Buntings Path. The application date for the next round of LHI's will be later this year and we are awaiting some feedback from the highways team on our ideas.

b) **Quiet Lanes**
Hazel and Katherine have been in touch with the Active travel team and they are creating a scheme for applying for quiet lanes and will consider Weirs Drove. Hazel found some policy that very much supports this in East Cambridgeshire Local plan, BUR 5.

c) **Community Safety Meeting**
This item was cancelled as it was discussed earlier.

d) **Speedwatch and Speeding Data**
The Clerk has added some details to the website about the penalties under the Speedwatch scheme and is working on trying to publicise more data.

CSHS/061026/7 Health and Wellbeing

a) Burwell Little Free Library
The group discussed the proposal for a Little Free Library in Burwell and considered potential locations for its installation. Nothing was decided but the response to the scheme was relatively positive.

CSHS/061026/8 Sport

a) Newmarket Road Sports Hub Update
The group noted that a further update on the Newmarket Road Sports Hub project would be provided at a forthcoming meeting of the Parish Council.

CSHS/061026/9 Donation Requests

a) Donation Request from Ormiston Families
The Group considered a donation request from Ormiston Families. Resolved: To recommend to Full Council that a donation of £140 be awarded to Ormiston Families.

CSHS/061026/10 Any Other Business

- The Clerk informed the group that Stephanie Webb had provided a list of signposted organisations for support with mental health. The Clerk has requested electronically and can add to the website should council wish. She also highlighted that the website should specifically focus on local resources.

- Concerns were raised regarding safety on Silver Street, particularly in relation to between Buntings Path and the Causeway. Opportunities to improve safety would be explored at the Highways meeting.
- The Clerk will send a list of all upcoming events.

CSHS/061026/11 Date of Next Meeting

The next meeting of the Community, Safety, Health & Sport Group will be held on 1 December 2026.

Signed_____

Dated_____

Members:
Lea Dodds (Chair), Richard Jenkins (Vice Chair), John Damian, Linda Kitching, Ryan Noyes, Jim Perry, Liz Swift, Geraldine Tate, Ben Vinten, Paul Webb

Burwell Parish Council
Land, Buildings & Facilities Group
Meeting of 27.10.2026, 7.30 pm at Mandeville Hall

MINUTES

Present: Lea Dodds, Brenda Wilson, Liz Swift, Linda Kitching, Geraldine Tate, Yemi Macaulay, John Damian, Ryan Noyes, Ben Vinten, Jim Perry, and Richard Jenkins
Katherine Hyett – Clerk.

LBF/271026/01 Apologies for absences and declarations of interests.
Apologies were received from Paul Webb

LBF/271026/02 Approval of the minutes of the meeting held on 25.08.2026.
The minutes for the meeting on 25th August 2026 have been approved.

LBF/271026/03 Property items for discussion:

1. Gardiner Memorial Hall
a) ASHP Servicing
The Clerk reported that attempts had been made to obtain servicing quotations on 19 October and will continue to be followed up. Rede Court has been identified as a potential supplier: https://www.redecourt.com/.
Action: Clerk to continue pursuing quotations.
b) Floor
Issues have been experienced with the hall floor becoming sticky and sustaining damage. A quotation of £1,295 plus VAT has been received for sealing the floor. Members agreed that further advice and additional quotations should be sought before any decision is made.
Action: Clerk to seek further advice and quotations.
c) Exit Planning Application
The Clerk advised that pre-application information needs to be submitted to the Highways Authority – she is trying to see if we need to pay for this. Ben Lucas is currently finalising the application for submission to East Cambridgeshire District Council.

Members also raised the handrail on the right-hand side of the stage. The Clerk believed this had already been repaired but agreed to confirm this.
Action: Clerk to check the status of the handrail repair.

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2. Mandeville Hall
a) Speakers and Microphone
The Clerk suggested purchasing speakers and a microphone to support hall bookings, with the possibility of modular staging also being considered. Ben Vinten agreed to investigate suitable options.
Action: Ben Vinten to explore options and report back.
b) Decorating
The decorating works had been scheduled; however, it was noted after the meeting that these works have now been postponed until the Christmas period.
c) Broadband
The Clerk reported ongoing issues with the broadband service at Mandeville Hall and confirmed that these are being pursued with BT.
Action: Clerk to continue liaising with BT.
d) Meter Update
The Council is currently unable to apply for the business equivalent of Intelligent Flux (Shape Shifters) because the electricity meter is still not communicating. An engineer is scheduled to attend on 9 November.
Action: Await engineer visit and update.

3. Jubilee Reading Room
Jim Perry reported that the gas meter door is broken.
Action: Clerk to arrange repairs.

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4. Pavilion, Recreation Ground and Tennis Courts
a) Skatepark
One quotation has been received regarding remedial works to the banks. Members agreed that additional quotations should be sought on a like-for-like basis and should also include the zipwire surfacing.
Action: Clerk to seek further quotations.
b) Path from Gate to Pavilion/Car Park
One quotation has been received for path improvements. Members agreed that further quotations should be obtained on the same basis, and the outstanding car park quotation should be chased.
Action: Clerk to seek further quotations and chase the car park quote.
c) Electrical Works
Members considered the proposal submitted by Richard Jenkins and, following discussion, agreed to **recommend Option C to Full Council.**
d) Barrier
Members considered a quotation from Brian Marsh and agreed to **recommend acceptance of the £2,100 quotation to Full Council.**
e) Replacement Picket Fencing on Large Climber
Members agreed that further quotations should be sought for replacing the existing picket fencing with High-Density Polyethylene (HDPE).
Action: Clerk to obtain additional quotations.

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5. Cemetery and Chapel
a) Repainting the Chapel Ceiling
Members agreed that repainting the chapel ceiling constituted routine maintenance and should proceed, subject to approval by the Clerk and Chair within their delegated financial limits.
Action: Clerk to arrange works.

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6. Allotments
a) Gate
Members agreed to recommend the proposed new metal gate to Full Council.

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7. Margaret Field
No matters were raised for discussion.

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8. Westhorpe Play Area
No matters were raised for discussion.

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9. Jubilee Green Play Area
a) Wet Pour Surfacing
Three quotations had been received; however, the specifications varied significantly. Members agreed that further work was required to develop a standard specification before approaching additional suppliers.
Action: Lea Dodds and Katherine Hyett to review requirements and develop a specification.

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10. Priory Orchard and Spring Close
No matters were raised for discussion.

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11. The Lock-Up, Newnham Lane
a) Roof
The Clerk reported that no action had yet been taken regarding the roof and that additional quotations are required before the matter can progress.
Action: Clerk to obtain further quotations.

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12. Pauline's Swamp Nature Reserve

a) Gate

The Clerk advised that the footings of the kissing gate at Pauline's Swamp had gone rotten. The Maintenance Officer suggested a couple of concrete posts to support the gate as a very cheap solution. Longer term she advised that they might want to consider an accessible gate. It was agreed to go ahead with this solution and that the Pauline's Swamp committee will discuss longer term access issues. Jim Perry mentioned issues with the gate posts as well and vegetation along love lane. The Clerk advised she will speak to the Maintenance Officer.

Action: Maintenance Officer to install concrete fixings and check gate and access lane.

LBF/271026/04 Fire Reports

The fire reports, circulated separately, were received and noted.

LBF/271026/05 Recycling – New Regulations

The new recycling regulations were noted. The Clerk advised that she had contacted the Council's commercial waste contractor to seek guidance on the implications of the changes and any actions required.

LBF/271026/06 Bench Location

Members considered the location of the final sloper bench purchased through Community Infrastructure Levy (CIL) funding. It was proposed that the bench be installed outside the Ex-Servicemen's Club. Following discussion, **it was agreed to recommend this location to Full Council for approval.**

LBF/271026/07 Bus Shelter Seating

The Committee reviewed the options set out in the additional report and **agreed to recommend to Full Council the purchase of the bench priced at £285.60 for installation at the North Street bus shelter.**

LBF/271026/08 Grass Cutting Contracts

It was agreed to delegate the initial review of the grass cutting contract submissions to Cllrs Liz Swift, Lea Dodds and Ryan Noyes, together with the Clerk. Any recommendation arising from the review will be presented to Full Council for consideration and decision.

LBF/271026/09 Any Other Urgent Matters

The Clerk advised that gravel was being kicked onto the tennis courts and requested approval to purchase kickboards to help mitigate the issue. Members agreed to the purchase, at a cost of less than £50.

Meeting closed 20:51

Signed

Dated

Details for most items are contained in the attached additional information

LBF Report 27/10/26

Recreation Ground

Skatepark

General maintenance:

Clark & Kent (installers) "Our experienced team is equipped to address any wear and tear, conduct further inspections, and implement necessary upgrades to keep the park in top condition. Regular maintenance not only enhances the lifespan of the Parks but also ensures a safe and enjoyable experience for all users. Typically our packages start from basic maintenance right up to complete Park rebuilds. We find that every situation and site condition is different so the suggested package would be bespoke to you. This would include such things as visual inspection, chemical clean, sweep and blow the surface, clear drains, topping up markings if required, mowing and re-seeding landscaping repairs, any surface repairs or preventative works to the Park where necessary (cracks are normally treated with saw cuts and sealant holes or damage are filled using a specialist repair compound) . We can even arrange for a re-inspection by ROSPA to ensure new piece of mind at a small additional cost. We would suggest one visit to take care of these repairs £1250:00 + VAT and then should you required further yearly inspections we charge £500.00 + VAT per inspection.

Safety/maintenance issue of skate park corners and zip wire surfacing:

The contractor is proposing to replace and extend the safety surfacing around the skate park mounds and resurfacing beneath the zipwire using resin-bound rubber mulch, at a total cost of **£22,321.20 including VAT**.

1. Skate Park Mounds Safety Surfacing

- Remove existing turf/vegetation.
- Dispose of waste.
- Install lean-mix concrete base.
- Install 50mm black resin-bound rubber mulch (Fibrefall) around 4 corner mounds and 1 central mound.
- **Subtotal: £6,784.00**

2. Skate Park Surround Surfacing

- Create a 1-metre-wide surround of rubber mulch linking the mounds.
- Remove turf/vegetation and dispose of waste.
- Install 50mm black resin-bound rubber mulch.
- **Subtotal: £6,572.00**

3. Zipwire Resurfacing

- Remove existing Safagrass safety surface.
- Install 50mm forest green resin-bound rubber mulch safety surface.
- **Subtotal: £4,425.00**

4. Site Setup and Preliminaries

- Site establishment and setup.
- Risk assessments and method statements.
- Temporary security fencing.
- **Subtotal: £820.00**

Total Cost

Item	Cost
Total (excluding VAT)	**£18,601.00**
VAT	**£3,720.20**
Total (including VAT)	**£22,321.20**

Entrance path

Issue: not suitable for vehicles crossing, frequent replacement of slabs, increased risk to pedestrians.

Solution	Quote 1	Quote 2	Quote 3
Slabbed Footpath. (80no slabs) Take up existing slabs and either c/a or set aside for re-use . Excavate base as required and c/a spoil. Lay and consolidate 150mm thickness of hardcore. Lay 600x600x50mm thick concrete paving slabs on sand/cement bed. Make good to sides with topsoil ready for seeding by others.	£6290 + VAT (MM)	Requested (TD)	Requested(WW)

Electrical works

The following Electrical works are proposed by Richard Jenkins (with no-cost labour), including parts required:

Pavilion Building:

- Replace the existing 8nr Electric Heater Switched Spurs with Unswitched versions to avoid unwanted isolation of the electronic controls.
    - 8nr MK K337WHI Unswitched Fused Spurs with Flex Outlet (White Plastic)
        - £7.80 each from TLC
    - **Total £62.40 inc. VAT**

Tennis Court Lighting Controls:

Issue: the lights no longer have a working timer control which means they can be turned on overnight and we are more likely to have outages if we have a powercut impacting football and tennis.

- Option A - Replace the existing faulty Curfew Timeclock to allow the return of partial control but keeping the current failure and reprogramming issues following power outages. **nb. This option is just kicking the can down the road for the future in regards to the Main Controls module which is non-maintainable**:
    - 1nr Europa ET167D2C 7 Day 2 Channel Timeclock
        - £62.60 plus £5.10 P&P from Electrical Counter
    - **Total £67.71 inc. VAT**
- Option B – Replace the existing faulty Curfew Timeclock and the non-maintainable Main Controls module. **nb. If the Memory Device listed below works, we can download the settings from the existing Controller and upload them into the new Controller, if not, full reprogramming will be required**:
    - 1nr Europa ET167D2C 7 Day 2 Channel Timeclock
        - £62.60 plus £5.10 P&P from Electrical Counter
    - 1nr Crouzet Millenium 3 XD26 Controller 88974163
        - £406.49 from Enrgtech
    - 1nr Crouzet Memory
        - £36.59 from Enrgtech
    - 1nr Crouzet Millenium 3 PLC Cable 536-9174 88970109
        - £157.44 from Enrgtech
    - **Total £668.23 inc. VAT**

- Option C - Replace the existing faulty Curfew Timeclock and the non-maintainable Main Controls module with basic components to allow simple control without the current failure and reprogramming issues following power outages. **nb. The existing Red 10min warning light and the 10min egress overrun lights would not work with this option**:
    - 1nr Sangamo 72201 Astro Suntracker 7 Day 2 Channel Timeclock
        - £123.43 from Electrical2Go
    - 2nr Europa ECMFT Delay Timer Modules
        - £34.55 each from CPC
    - 1nr Meanwell HDR-15-12 12Vdc Transformer
        - £22.46 from CPC
    - 30nr Weidmuller CN12750 WDU 2.5 Series 4mm Beige Dinrail Connectors
        - £0.88 each from CPC
    - 2nr Weidmuller CN12778 WDU 2.5 Series 4mm Earth Dinrail Connectors
        - £3.50 each from CPC
    - 2nr Weidmuller CN17074 Beige End Cover
        - £0.44 each from CPC
    - 2nr Weidmuller WQV2.5/10 10way Jumper Bar
        - £4.51 each from CPC
    - 4nr Weidmuller CN12784 End Brackets
        - £0.95 each from CPC
    - **Total £258.65 inc. VAT**

Barrier

Quote of £2100 from N&G Marsh. Comparisons on line have previously been sought and the quote from N&G Marsh is good value for money. There may be a small additional charge if they come across any problems when digging holes for posts.

Climber

Replacement of picket fencing on large climber with HDPE (High-Density Polyethylene). One quote received £2340.88. The wood is splintering and going rotten but remains currently as a low-medium risk on our annual play inspection.

Cemetery Chapel

Repainting the ceiling – circa £350-£400 (+ 3-4 days work – George and Harvey)

Allotments

Gate requires replacement as the wood has rotted. This gate is used heavily each day. The Maintenance officer recommends a metal gate:

Quote from Clarkes of Walsham: £277.28 exc VAT

Item Code	Qty	Description	Notes	Unit Price £	Disc. %	List Price £	Line Total £
GTSMTWGAL 180	1.00	IAE 3660MM BOX END HALF MESHED GALV STEEL GATES C/W SPRING BOLT [INC EYES] F000 2039 12		167.70	20.00	134.16	134.16
GTSMUG020 035	1.00	IAE 6'6" X 4.5" GALV TUBULAR HANGING POST 7/8" PIN & INVERTED TOP HOOK & ANTI TURN PLATE F017 2003 92		128.95	30.00	90.27	90.26
GTSMUG020 050	1.00	IAE 6'6" X 3.5" GALV TUBULAR SLOTTED CLAPPING POST C/W A/TURN FOR C/Y-1/2 MESH-ASHBOURNE F017 2002 29		75.50	30.00	52.85	52.85

Jubilee Green Play Area

Wetpour quotes:

Quote	Company 1 (AB)	Company 2 (BB)	Company 3 (OLP)
Total net amount	£19,047.26	£15,000.00	£34,556.12

This needs more work – a further quote and an explanation of differences, Company 2 ruled out on lack of detail and professionalism. Will seek a further quote.

Recycling

From 1 April 2027, Simpler Recycling requirements will apply to all workplaces in England, including businesses with fewer than 10 full-time equivalent employees.
Under the new requirements, businesses must separate recyclable materials from their general waste, including:

- Glass bottles and jars
- Metal cans and food tins
- Plastic bottles and food containers
- Paper and cardboard
- Food waste
- Garden waste, where produced

Bench

Proposal to install public bench on The Causeway outside the Social Club

This location is probably the busiest for pedestrians in the entire village, being close to the Social Club, Post Office, main public car park and local mobile traders. It is also on the main walking route from the Co-op end of the village to the St Mary's Church end. The existing public bench, just along The Causeway, is already often in use, confirming the need for additional seating in the area.

Other considerations

- Depending on the precise location, the ground may need to be made up and levelled with a concrete base.
- To avoid bird droppings and mildew it would be best to position the bench in open, between the two tree canopies - roughly as shown in the attached visualisation.



Bus shelter seating

It has been requested that we add seating to the North Street Bus Shelter. Possible options below:

		
£336.53 Incl. VAT	£168.26 Incl. VAT	£269.72 Incl. VAT (1200mm)
		
£285.60 incl. VAT **(1500 mm)**		

We have £332 of CIL funding left that is allocated to benches and bins – this money could be used.

AOB:

Please could we purchase kickboards for use in the tennis courts to stop gravel being kicked in: Cost: £48.39

Parish report – October 2026

October Bookings:

Mandeville Hall: 84 Bookings
Gardiner Memorial Hall: 72 bookings

Civic.ly

We are working with Civic.ly to automate a list of jobs from large documents such as our annual playground inspections.

Operational Activity Review

Burwell Parish Council · Civic.ly asset & service platform

15 September 2025 to 1 November 2026

This report covers Burwell Parish Council's use of Civic.ly over 15 September 2025 to 1 November 2026: the recurring checks now running, the work completed and signed off in the field, the team using the platform day to day, and how much of the council's asset register is covered so far.

4,159	99.7%	121
Tasks completed	Completion rate	Individual assets serviced
18	**1,313**	**9**
Digital checklists in use	Tasks scheduled ahead	Past its due date

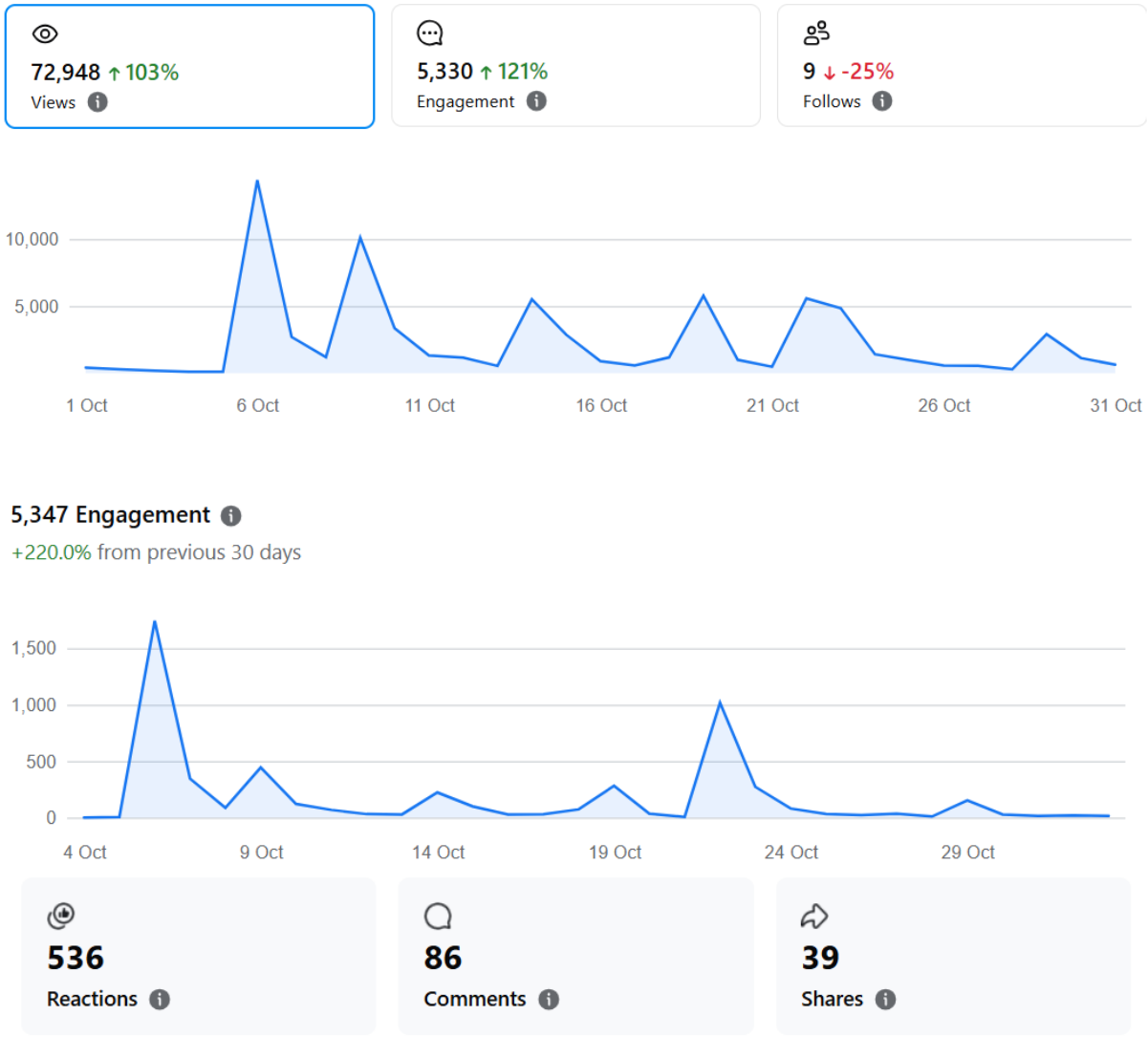
Past its due date counts work still open whose date has already passed, as at 1 Nov 2026. It sits alongside the tasks scheduled ahead rather than inside them: together, the two are everything still open on the account.

The work behind the numbers

Measure	This period
Inspections completed	4,099 of 4,101 due
Inspections passed	4,034
Faults caught by an inspection	65
Jobs completed	44 of 54 due
Issues logged / resolved	17 / 16
Assets worked in this period	121
Days of activity	119
Tasks scheduled ahead	1,313
Past its due date today	9

Communications

October 2026 Social Media Summary



September:

Key Content Themes

Throughout October, Burwell Parish Council used Facebook to keep residents informed about a wide range of local matters affecting the community. Content included important travel and highways updates, emergency road closures, bus service changes, and traffic disruption notices to help residents plan their journeys.

The Council actively promoted community events and initiatives, including the People's Emergency Briefing, the Community Safety Forum, Burwell Beer Festival, Curry Night, clothing swap events, and upcoming Remembrance Sunday commemorations. Posts encouraged resident participation and highlighted opportunities to contribute to community life.

A significant theme during the month was Remembrance, with posts publicising the Remembrance Sunday service and road closures, recruiting volunteer marshals, and

celebrating the community-created poppy wall at the Jubilee Reading Room. These posts generated some of the highest levels of engagement during the month.

The Council also shared information about local support services and funding opportunities, including cost-of-living assistance, the Cambridgeshire Crisis & Resilience Fund, and opportunities for residents to become Parish Councillors through co-option.

In addition, the page provided updates on wider local government matters, including East Cambridgeshire District Council's response to Local Government Reorganisation proposals, helping residents stay informed about potential changes affecting local services.

Parish Council Report for Clunch December 2026/January 2027

Look Back: Autumn Events in Burwell

The Parish Council would like to thank everyone who supported the wide range of community events held throughout October and November.

We began with the Repair Café on 4 October, followed by the Swish Clothes Swap on 18 October. More than 100 people attended Swish, bringing almost 500kg of clothing and accessories. Around three-quarters of these items found new homes, helping to reduce waste and keep good-quality textiles out of landfill. The environmental impact was significant, with estimated carbon savings equivalent to driving around 27,000 miles in a petrol car or charging 850,000 smartphones.

The inaugural Burwell Beer Festival, held on 23 and 24 October, brought a wonderful buzz to the village. It truly was a fantastic community event with something for everyone, filled with great local food, drink, and community spirit

On 28 October, residents gathered for The People's Emergency Briefing, a thought-provoking film and discussion exploring climate change, nature loss, and community resilience. The event sparked meaningful conversations about how we can prepare for future challenges, and we hope to arrange another screening in the coming months.

November began with a Community Safety Briefing, providing residents with the opportunity to hear updates from local partners, receive practical advice, and raise concerns directly with those responsible for community safety.

On Remembrance Sunday, Burwell came together at the War Memorial to honour those who made the ultimate sacrifice in service to our country. Thank you to everyone who took part, particularly the volunteers who assisted with the road closure arrangements.

We are also incredibly proud of the village's new Poppy Wall, displayed at the Parish Council office. Created by local volunteers, the installation features 2,026 handmade poppies sewn onto netting, forming a striking and moving community display. Special thanks go to Councillor Pat Cleary, who coordinated the project and dedicated many hours to bringing it to life.



Looking Ahead: Festive Celebrations

Community Christmas Carols

Friday 18 December, Gardiner Memorial Hall
Doors open: 6.30pm

Join us for an evening of festive music, community spirit, and seasonal cheer. Our Christmas Carol event is a wonderful opportunity to celebrate the festive season with friends, family, and neighbours. Further details will be shared via community noticeboards and the Parish Council's social media channels.

Allotments Available

If you've been thinking about growing your own fruit, vegetables, or flowers, plots are currently available. For further information, please contact: **burwellrfo@burwellparishcouncil.gov.uk**

Reporting Potholes and Highway Issues

With winter approaching, potholes and other highway defects become more common. These are the responsibility of **Cambridgeshire County Council** and can be reported online at:

https://highwaysreporting.cambridgeshire.gov.uk

The reporting system allows residents to pinpoint locations, upload photographs, and report issues such as potholes, damaged signs, blocked drains, and overgrown trees or hedges affecting the highway.

Finally…

As 2026 draws to a close, the Parish Council would like to thank everyone who has contributed to village life throughout the year, whether through volunteering, attending events, supporting local groups, or simply helping neighbours.

We wish all residents a safe, peaceful, and happy Christmas and New Year, and we look forward to seeing many of you at our Christmas Carol event on 18 December.

Events

Repair Café – 4th October
Swish Clothes Swap -18th October
Burwell Beer Festival - 23rd & 24th October
The People's Emergency Briefing - 28th October

Cambridgeshire County Council
Silver Street, Burwell
(Temporary Prohibition Of Through Traffic)
Order 2026-22010

NOTICE is given that Cambridgeshire County Council has made an Order pursuant to the Road Traffic Regulation Act 1984, as amended by the Road Traffic (Temporary Restrictions) Act 1991, the effect of which is to stop any vehicle from proceeding along Silver Street, Burwell as lies between The Causeway and Buntings Path.

Access will be maintained to properties affected by this order.

The alternative route for vehicles is via Silver Street; The Causeway; B1102; Toyse Lane and vice versa.

The Order is made to facilitate stop tap replacement and associated works which are being carried out on or near this highway.

It is anticipated that these works will take place between 2 December and 4 December 2026, when the restriction is expected to be in operation.

The Order will remain in force for a maximum period of 18 months from the date it comes into effect to permit the works and any associated contingencies including delays or phased delivery of the works.

The Order shall not apply to any persons lawfully engaged in connection with any works for which it is made, any member of the Police Force, Fire and Rescue Service, Ambulance Service, a vehicle being used by Special Forces during the execution of their duties or to any person acting with the permission or upon the direction of a Police Officer in uniform.

Graeme Kane, Executive Director, Place and Sustainability, New Shire Hall, Emery Crescent, Enterprise Campus, Alconbury Weald, Huntingdon, PE28 4YE

Dear **[insert name of MP here]**

I am writing from **[insert council name here]** to ask you to support an important matter being raised by Parish and Town Councils in England.

Back in 2019 Weymouth Town Council submitted a challenge to the government under the Sustainable Communities Act 2007 regarding the ability of Parish and Town Councils in England to be able to pay dependents care expenses for Councillors when attending Council meetings.

Currently principal authorities have the right to make payments using this allowance to their Councillors to assist them to part pay for childcare and dependent's care while those Councillors carry out official council business such as council meetings. This same right is not currently given to parish and town councils in England, although it is in Wales.

Earlier this year the government responded to Weymouth Town Council saying that MHCLG had decided not to take forward changes to right this inequality.

Weymouth Town Council will be appealing this decision and will be requesting re-submission of an amended Dependents' Carers' Allowance proposal to the Government in the next few months. The change being asked for is that Parish and Town Councils in England are given the ability to pay carer's expenses, not a duty to, so it will not be compulsory.

[Insert council name here] want you to support the forthcoming appeal for two main reasons:

- To ensure that carers in England are no longer disadvantaged in this way. There is no reason for carers in England to be singled out for this disadvantage and that this omission from the audit regulations represents an inequality under the Equalities Act 2000. While not having their own specific protected characteristic, carers are covered by equalities legislation regarding employment, service provision, and education, prohibiting unfair treatment or "discrimination by association".
- To remove this barrier to civic participation, to ensure a diverse range of candidates are able to stand for election to make sure our most local councils reflect our communities.

Thank you for taking the time to read this letter and I hope you feel able to support our sector in this vital area of work.

Yours….

Our Reference: 1000/FP/201026/BSP

20th October 2026

Milton Hall, Ely Road, Milton
Cambridge CB24 6WZ
T 01223 665374
E info@paulbashamassociates.com
W www.paulbashamassociates.com

Katherine Hyett
Jubilee Reading Room
99 The Causeway
Burwell Cambridge
CB25 0DU

Dear Katherine,

Burwell Sports Pitch, Millstone Park
Transport Planning Fee Proposal

Thanks again for getting in touch regarding this proposal, following a review of the scheme and the information provided we understand that support is required from a transport planning and highways perspective to assess the provision of sports pitches including 3G pitch and future grass pitches at Millstone Park, Burwell.

As you may be aware, we have vast experience of supporting schemes across Cambridgeshire and working with Cambridgeshire County Council (CCC) highway authority, including on a variety of leisure uses. We have also been involved in the development at Millstone Park since 2018 including support on various full and reserved matters planning applications for the spine road and residential parcels as well as the off-site highway works, access and cycleway which were delivered through S278 applications.

We therefore feel particularly well placed to assist with this support from a transport perspective.

Based on the information provided and our experience of working on the wider site.

Stage 1: Transport Note

Upon instruction we would prepare a Transport Note which would assess the development proposals for a transport and highways perspective. Specifically, this note would include the following elements:

- A review of previous planning consents on the site, including original outline application and subsequent reserved matters permissions;
- Consideration of principle of achieving sustainable development through sustainable travel options in line with the revised NPPF (2026) to consider access for pedestrians, cyclists and public transport users;
- Analysis of Personal Injury Collison (PIC) data for the most recent 5-year period utilising CCC database, to identify safety record on the local highway network;
- Summary of the proposed development including details of the sports pitches and intended uses;
- Assessment of likely parking demand in line with East Cambridgeshire District Council (ECDC) standards and assessment of demand against other similar sites;
- Analysis of trip generation using the national TRICS database to assess the likely frequency of vehicular and pedestrian movement to and from the site;
- Review of layout and internal parking area, including vehicle swept path analysis (if required)
- Overall summary of suitability of the infrastructure within the vicinity of the site to support the proposed development including footways, cycleways, spine road and access junction.

Stage 2: Meetings

It is anticipated that meetings may be required throughout the duration of the project with the wider project team. We would happily attend any meetings as required and would recommend setting aside £280 (exc. VAT) per meeting to cover this time.

For the works described and set out above we recommend setting aside the following fees (exclusive of VAT and expenses). Our standard terms and conditions are attached for reference.

Stage 1: Transport Note	£2,550
Stage 2: Meetings	£280 p/m

Cont.

Please note that this fee proposal remains valid for a period of 30 days from the date of the proposal, we reserve the right to amend our fees for any acceptance beyond this timescale.

Paul Basham Associates shall fulfil the designer's duties as defined by the Construction Design & Management (CDM) Regulations 2015. Please be aware that the client is a duty holder under CDM 2015. By default, the client assumes the duties of the principal designer (PD) until such time as a PD is appointed by the client.

Our quote assumes that we are able to implement a continuous design process. If there are significant breaks in the design process that are outside of our control or we are unexpectedly put on hold, then we reserve the right to review whether or not additional fees will be required to cover the management time needed to re-start the work and re-arrange project resources.

As a company we hold the following certificates demonstrating our commitment to quality and safe working:

- Quality Management System ISO 9001:2015
- CQMS Safety Scheme
- Safety Management Advisory (SMAS) accreditation

We also hold £10,000,000 professional indemnity and public liability insurance.

Following successful planning approval, our Engineering team can undertake the S278 design and submission to the local highway authority should you wish us to do so. We understand that securing S278 Technical Approval is more often than not time critical and our Transport team will ensure this element of the process is taken care of, does not lose momentum and that key elements and knowledge of the scheme are shared with our Engineering team. This will ensure a seamless and efficient approach is executed, ultimately benefiting timescales in securing technical approval.

Once we have completed our services on this project, we may wish to send a short survey via Survey Monkey. Feedback from our clients is vital to our business, our staff and the relationships we strive to develop and maintain. Our customer service and the overall customer experience are at the heart of everything we do as a business. Should you however wish to opt out then please advise as part of any potential future instruction.

I hope that you find the contents of this proposal satisfactory, although should you have any questions or queries regarding our approach then please do not hesitate in contacting me. We look forward to hearing from you and thank you for the opportunity to work with you on this project.

Yours sincerely

W.Fayers

Will Fayers
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Transport Planning
Paul Basham Associates
T: 01223 665374
E: william@paulbashamassociates.com

Enc: Business Terms and Conditions