

**BURWELL PARISH COUNCIL**  
***The Jubilee Reading Room***  
**99, The Causeway, Burwell Cambridge. CB25 0DU**  
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Notice is hereby given that a Meeting of the Burwell Parish Council will be held at Gardiner Memorial Hall, High Street, Burwell CB25 0HD at 7.30p.m. on Tuesday 13<sup>th</sup> February 2024.

**AGENDA**

**FC/130224/1 Apologies**

**FC/130224/2 Declarations of any interests known to Councillors**

**FC/130224/3 Approval of Minutes of the meeting held on 30<sup>th</sup> January 2024**

**FC/130224/4.1 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.**

**FC/130224/ 5 County and District Reports**

**FC/130224/6.1 Planning Applications to be considered**

**23/01036/FUL 21D High Street**

Replace four windows to the front of the house

**23/01341/FUL Baron Cove Weirs Drove**

Side, rear and front extensions, internal alterations, removal of one chimney stack, replacement front porch, windows and roof slates, external insulation and render to dwelling, oil tank and screening, landscaping, driveway and gates

**Amendment involving:**

Two Storey garage removed from proposal

Proposal amended to include single storey front extension and oil tank

Description amended accordingly

Consideration of the need for the planning application for Mahjong 27a High Street to continue to be determined by the Planning Committee

Consideration of planning application 23/00357/FUL 58 Swaffham Road revised wall proposal.

**FC/130224/6.2 Planning Decisions from District Council**

**23/00991/VAR 32 Abbey Close – Approved**

To Vary Condition 1 (Approved Plans) and Condition 3 (Materials) of previously approved 19/01663/FUL dated 27 January 2020 for small single storey extension to enlarge bedroom/study.

**FC/130224/6.2 Approved Tree Works**

Notification of tree works approved by East Cambs. District Council - None

**FC/130224/7 Finance**

1. Consideration of payment of the following:

<b>Payee</b>	<b>Description</b>	<b>Amount inc Vat</b>
Sharp	Photocopier Contract	£38.32
Newmarket Garden Mach	Chainsaw repair	£43.80
Burwell Computers	Cloud Back Up Dec & Jan	£110.00

Cartwright Brothers	Electrical Repair - Pavilion	£90.00
Huws Gray	Maintenance Materials	£391.10
Dent Security	Intruder Alarm Contract JRR	£164.40
M Wright	Mileage	£30.15
D Cawley	Mileage	£23.85
G Rowland	Mileage and expenses	£142.65
G Spike	Bird Seed Pauline's Swamp	£18.97
Stannah	GMH Lift Service	£84.00
Elsie Villanueva	Deposit Return and Over payment	£99.90
E Freckingham	Return of Deposit	£50.00
F Mead	Return of Deposit	£50.00
D Monteiro	Return of Deposit	£50.00
K Newman	Return of Deposit	£50.00
Prospects Trust	Return of Deposit	£50.00
J Hamilton	Tennis Court Refund	£6.00
Salaries etc		£9,846.02
		<b>£11,339.16</b>

**FC/130224/8 Action Points Update** - Updates to the following:

No	Action Point	Comments on Progress
1.	Section 106 Money	
2.	Newmarket Road Bridge safety improvements Burwell to Exning Cycle Way	
3.	Newmarket Road proposed Sports Hub including 3G artificial pitch Sports Pavilion/Football Pitches Recreation Ground	
4.	Pauline's Swamp	
5.	Gardiner Memorial Hall Phase 2	
6.	Moveable Vehicle Activated Speed Signs	

**FC/130224/9 Group Reports**

**Consideration of the notes from the Safety Group meeting held on 23<sup>rd</sup> January 2024.**

**Consideration of the notes and recommendations from Finance and General Purposes Group meeting held on 30<sup>th</sup> January 2024:**

- **The Finance and General Purposes Group recommends to Full Council that the Financial Report for the period ending 31<sup>st</sup> December 2024 is accepted,**
- **The Finance and General Purposes Group recommends to Full Council that the draft budget for the year 2024/2025 is accepted including capital expenditure. The budget to be reviewed in September 2024.**
- **The Finance and General Purposes Group recommends the following fee increases. All full cost hall hire charges to be increased by £1.00 per hour (Not for profit organisations pro rata). Allotment Rent to remain at 30p per square**

metre from October 2025. All Cemetery fees to be increased by £10.00 other than those relating to children under the age of twelve which to remain the same. The rent for the Lock Up in Newnham Lane to remain the same at £200.00 per year

- Gardiner Memorial Hall Phase 2 – The Finance and General Purposes Group recommends to Full Council that Mr J Lander (Architect) is asked to carry out a feasibility study at a cost of £2800.00 plus expenses for an extension, smaller than previously planned, to provide a meeting/green room to the rear of the property.

**Consideration of the following proposed charges for the use of the Recreation Ground and Margaret Field from 1.4.2024**

- Burwell Football Club to be charged £7500.00 per year for the use of the Recreation Ground and Margaret Field
- Hire of the Tennis Court per hour - £7.00 without lights and £9.00 with lights
- Boot Camps/Fitness Sessions and use of the Skate Park where charges are made to participants - £10.00 per hour

**Consideration of the notes from the Climate Change Forum 16<sup>th</sup> January 2024**

**FC/130224/10 Parish Reports**

**FC/130224/11 Other County & District Matters: -**

- Cambridgeshire County Council Temporary Traffic Order High Street – Anticipated date 18.2.2024

**FC/130224/12 Other Reports**

- Summary of the Newmarket Road Sports Hub Taskforce Meeting held on 17<sup>th</sup> January 2024
- Spring Close Management Group – Minutes of the meeting held on 13<sup>th</sup> December 2023.

**FC/130224/13 Correspondence**

- Luna Developments Limited – Construction Works at the Rear of 75-91 The Causeway
- Email re Road Safety – Buntings Path

**FC/130224/14 Other Matters**

- 20 Mile Per Hour Speed Restriction  
An opportunity for Parish Council members to share information and discuss the 20 Mile Per Hour Speed Restriction for the village to enable a decision to be made at the Parish Council meeting held on Tuesday 27<sup>th</sup> February on whether to ask Cambridgeshire County Council Highways to move forward to the next stage of the process or not.

*YDRix*

Yvonne Rix Parish Clerk

Dated: 7<sup>th</sup> February 2024