

Notice is hereby given that the Annual Meeting of the Burwell Parish Council will be held at 7.30p.m. on Tuesday 14th May 2024 at Gardiner Memorial Hall, Burwell, CB25 0HD you are summoned to attend for the transaction of the following business.

AGENDA

FC/140524/1.1 Election of Chair and Chair's declaration of acceptance of office.

FC/140524/1.2 Election of Vice Chair

FC/140524/2.1 Apologies for absence

FC/140524/2.2 Declarations of any interests known to Councillors

FC/140524/3 Approval of Minutes of the meeting held on 30th April 2024

FC/140524/4.1 Public Forum

FC/140524/ 5 County and District Reports

FC/140524/6.1 Planning Applications to be considered

24/00281/FUL 4 Hall Lane – Information only, no response required

Single storey side extension

Amendment – involving reduction in roof height of proposed extension

24/00396/LBC 35 North Street

Proposed internal alterations to form ensuite bathroom

24/00161/FUM Land Southeast of The Haven Factory Road

Change of use of land to dog walking/exercise field and associated works.

Amendment – Statutory metric to supersede that already provided. To be read in conjunction with the Biodiversity Net Gain Assessment dated March 2024.

FC/140524/6.2 Planning Decisions from District Council

16/00641/NMAB Former Factory Site, Reach Road – Amendments accepted

Non-material amendment to previously approved application 16/00641/RMM- Reserved matters for Submission of details of Appearance, Landscaping, Layout and Scale of previously permitted new business units under Condition 2 of Outline Planning Permission 14/00046/OUM

24/00262/FUL 27 North Street – Approval

Installation of a summer house

24/00281/FUL 4 Hall Lane – Approval

Single storey side extension

24/00251/VAR 24 High Street - Approval

To Vary Condition 1 (Approved Plans) of previously approved 23/00159/FUL for demolition of existing garage and outbuildings and construction of new single storey side and rear extension.

FC/140524/6.3 Trees/Environment

Notification from East Cambridgeshire District Council (ECDC) of agreed tree works:

24/00351/TRE 24 North Street

G1 Row of Hornbeam – Cut back all overhanging branches (from 24 North Street) back to fence line.

24/00345/TRE 5 Anchor Lane

T1 Ash – Crown raise eastern aspect over the car park to above the BT line approx. 5.5m from ground level, crown raise for clearance of 1.5m over garage roof.

24/00308/TRE 27 The Causeway

T1 Ash Remove due to proximity to adjacent building

24/00360/TRE 123-125 North Street

T1 Poplar White – Limb weight reduction to eliminate limbs falling as have already had one fail. Up to 3m reduction of the limbs.

T2 & T3 Fell apple tree x 2 as these have died.

FC/140524/7 Finance

1. Consideration of the Quarterly Finance Report to the period 1st January 2024 to 31st March 2024.
2. Acknowledgement of payment of the first installment of Precept in the sum of £116,625.00
3. Acknowledgement of payment of the CIL Meaningful Proportion 1st October 2023 and 31st March 2024 of £764.35
4. Consideration of payment to the following:

Payee	Description	Amount inc Vat
Simpsons Nurseries	Grass seed	£101.99
WAVE	Water Bill Allotments	£17.28
Burwell Window Cleaning	Various Properties	£68.00
Stannah Lifts	GMH Lift Service	£84.00
Landmark Toilets	Margaret Field Toilet	£100.00
Burwell Computers	Cloud Back Up System	£55.00
Creative Arts East	membership	£70.00
Zion Landscapes	Grass Cutting	£1,554.00
Burwell Print Centre	2023 Annual Report	£634.25
Sharp	Photocopier Contract	£41.04
George Rowland	Mileage and Expenses	£160.65
M Wright	Mileage	£27.90
D Cawley	Mileage	£19.35
K Watson	Deposit Return	£50.00
D Orchard	Deposit Return	£50.00
Mark Gibson	Hall booking full refund	£230.00
Sophie Martin	Hall booking full refund	£111.96
All Staff	Salaries, Superannuation, Tax, NI	£10,071.02
		£13,446.44

FC/140524/8 Action Point Update

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	
4.	Pauline's Swamp	
5.	Gardiner Memorial Hall Phase 2	
6.	Moveable Vehicle Activated Speed Signs	

FC/140524/9 Group Reports

Consideration of notes and Recommendations from the Asset and Environment Group meeting held on 30th April 2023

1. The Asset and Environment Group recommends that the Parish Council submit a Pre-Application Advice document to ECDC Planning Department for the Gardiner Memorial Hall Entrance/Exit. There may be a fee for this.
2. The Assets and Environment Group recommends to Full Council that Spazio replaces the dividing door at Mandeville Hall at a cost of £5400.00 plus VAT.

Consideration of notes and recommendations from the Community, Leisure, Health, and Sports meeting held on 16th April 2024

1. The Community, Leisure, Health, and Sports Group recommends to Full Council that the offer from the Shredder Skate School to pay £10.00 per day for the use of the Skate Park and 10% of their earnings when they run holiday sessions is accepted. Money received from the Shredder Skate School for the use of the Skate Park to be earmarked for Skate Park Repairs.
2. The Community, Leisure, Health, and Sports Group recommends to Full Council that the quotation from S R Landscapes in the sum of £130.00 to fell the sycamore tree at Spring Close is accepted.
3. The Community, Leisure, Health, and Sports Group recommends that a donation of £122.40 is made to the Burwell Environmental Group to cover the cost of their website for the first year.

FC/140524/10 Parish Reports

FC/140524/11 Other County & District Matters: -

1. East Cambs District Council - Consultation for the draft Supplementary Planning Document Hedgehog Recovery Design Guidance
2. East Cambridgeshire District Council – Soham and Barway Neighbourhood Plan – Consultation.

FC/140524/12 Other Reports

1. Burwell Sports Hub Taskforce – Summary of the meeting held on 17th April 2024
2. Summary of the Gardiner Memorial Hall Phase 2 meeting held on 19th April 2024
3. Summary of the meeting Burwell to Exning Cycleway held on 19th April 2024

FC/140524/13 Correspondence - None

FC/140524/14 Consideration of the following items

1. Update on Burwell 20 mph
2. Strategy Day 2024 – 6th July 2024



Yvonne Rix
Parish Clerk

Dated: 8th May 2024