

BURWELL PARISH COUNCIL

The Jubilee Reading Room 99, The Causeway, Burwell Cambridge. CB25 0DU Telephone 01638 743142
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Notice is hereby given that a Meeting of the Burwell Parish Council will be held at 7.30p.m. on Tuesday 25th June 2024 at the Gardiner Memorial Hall, High Street, Burwell, CB25 0HD, you are summoned to attend for the transaction of the following business.

AGENDA

- FC/25062024/01 Apologies**
- FC/25062024/02 Declarations of any interests known to Councillors**
- FC/25062024/03 Approval of Minutes of the meeting of 11th June 2024.**
- FC/25062024/04 Public Forum An opportunity for members of the public to raise concerns or question Council on matters included in this agenda. There will be no further opportunity for members of the public to speak after this point in the meeting. The Public Forum will last for no longer than 15 minutes.**

FC/25062024/05 Planning Applications

The following planning applications will be considered: -

24/00537/FUL 31 Abbey Close
Proposed rear extension

FC/25062024/06 Planning decisions from District Council

24/00346/FUL 7 Roman Close – Approved
Single storey rear extension to existing dwelling connecting to an existing garage.

24/00376/FUL The Haven, Factory Road – Approved
Installation of a brick render and timber slat front wall and automatic sliding gates. Construction of an enclosed single storey front porch and an 1800mm timber wind break to the rear garden.

24/00413/AGN Hythe Farm, Hythe Lane – Refused
Storage Barn

24/00399/VAR Breach Cottage Ness Road – Refused
To Vary Condition 1 (Approved Plans) of previously approved 22/00925/FUL dated 11 October 2022 for demolition and replacement with two dwellings; change of use of farmland to paddock erection of entrance gate, wall and access works.

FC/25062024/07 Notifications from ECDC of approved work to trees

24/00466/TRE Lode House 107a North Street
T1 Ash – Fell to ground level due to patio damage and lack of options to mitigate damage and further damage. Tree has areas of more than usual deadwood although minor. Root flare has pushed slabs of patio up significantly.

24/00484/TRE Burwell House, 46 North Street
T2 Cotoneaster – Prune crown to provide 5m clearance over highway and 2.5 m over footpath.
T3 Lime – Crown lift 5.5m from ground level over highway due to low branches interfering with the highway.

FC/25062024/08 Urgent Matters for Consideration

1.Approval of Payments to the following:

| Payee | Description | Amount inc Vat |
|---------------------------|----------------------------------|----------------|
| M Wright | Mileage | £22.05 |
| Burwell Environment Group | Donation (1st Year Website Cost) | £122.40 |

| | | |
|----------------------------|--|------------------|
| Newmarket Garden Machinery | Lawnmower repairs | £107.40 |
| | Strimmer Head | £25.00 |
| | Recoil Rope Part and Fitting | £30.00 |
| | Lawnmower Blade | £77.11 |
| Mr Groundsman | Grasscutting Rec. April/May | £1,460.00 |
| | Margaret Field 4 cuts | £624.00 |
| ECDC | Gardiner Memorial Hall Annual Fees Licensing | £180.00 |
| ESPO | Cleaning Materials | £109.92 |
| Sharp | Photocopier Contract | £30.00 |
| Huws Gray | Maintenance Supplies | £137.58 |
| S R Landscapes | Tree Work Spring Close | £130.00 |
| Helen McMenamin-Smith | Community Garden | £12.99 |
| Jim Perry | Pump Pauline's Swamp | £9.99 |
| Jenny Moss | Plants Community Garden | £21.99 |
| Lloyds Bank | Maintenance Supplies | £174.90 |
| L Faulkner | Allotment Deposit | £25.00 |
| J R C Entertainments Ltd | Circus Deposit - Margaret Field | £100.00 |
| Corona Energy | Mandeville Hall -Electricity | £182.28 |
| Engie | Mandeville Hall - Gas | £227.81 |
| Engie | Jubilee Reading Room - Gas | £163.80 |
| Engie | Gardiner Memorial Hall - Electricity | £926.23 |
| Engie | Recreation Ground - Electricity | £479.19 |
| Engie | Public Toilet - Electricity | £25.08 |
| Engie | Cemetery - Electricity | £16.41 |
| Engie | Jubilee Reading Room - Electric | £119.11 |
| Engie | Allotments - Electric | £43.85 |
| BT | Phone Account | £548.08 |
| Wave | Allotments - Water Rates | £88.79 |
| Wave | Cemetery - Water Rates | £18.33 |
| WAVE | Recreation Ground - Water Rates | -£18.59 |
| Spazio - to be confirmed | Replacement dividing door Mandeville Hall | £3,240.00 |
| | | £9,460.70 |

2. Consideration of the Year End Accounts 2023/2024
3. Consideration of the Internal Auditors Report for 2023/2024
4. Notification of Public Rights and Publication of Unaudited Annual Governance and Accountability Return for the year ended 31st March 2024.
5. Consideration of the Annual Governance Statement 2023/24
6. Consideration of the Accounting Statements 2023/2024
7. Update on the Parish Clerk vacancy.

YDRix

Yvonne Rix (Mrs) Parish Clerk

Dated 18.6.2024