

BURWELL PARISH COUNCIL
The Jubilee Reading Room
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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 13th August 2024.

AGENDA

FC/130824/1 Apologies

FC/130824/2 Declarations of any interests known to Councillors

FC/130824/3 Approval of Minutes of the meeting held on 30th July 2024

FC/130824/4 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/130824/ 5 County and District Reports

FC/130824/6.1 Planning Applications to be considered

24/00735/TRE 37 Silver Street

T1 Ash - Reduce overhang by 2-3m and shape into remainder of canopy

T2 Sycamore - Reduce overhang by 3-4m

24/00736/TRE 9 Isaacson Road

T1 Ash- Reduce height by 2-2.5m down to previous pruning points, reduce spread on all sides by 1.5m back to previous pruning points and shape

FC/130824/6.2 Planning Decisions from District Council

24/00210/FUL 116 Low Road – Approved

Replacement windows and external doors, roof works, single storey rear extension and internal alterations

24/00211/LBC 116 Low Road – Approved

Replacement windows and external doors, roof works, single storey rear extension and internal alterations

FC/130824/6.3 Planning Appeals from District Council

23/01149/OUT Welsumme Farm Weirs Drove

New dwelling house comprising 4 plus bedrooms and associated double garage. An appeal APP/V0510/W24/3346945 has been made to the Secretary of State against the decision of East Cambridgeshire District Council to refuse to grant planning permission

FC/130824/6.4 Trees/Environment

Notification of tree works approved by East Cambs. District Council:

24/00638/TPO 42 Swaffham Road Burwell – approved

Woodland management plan to maintain a good balance of mature trees, new trees and a varied undergrowth that provide wide-ranging wild-life habitats.

This will be achieved by carrying out the following works over a 10-year period:

- A. Fell any dangerous, dead, dying or diseased trees when required informing the trees officer prior to commencement.
- B. Ash is present within the woodlands. Ash dieback has been noted in some of the trees. Monitoring the Ash throughout the woodlands is essential. Restructuring, felling and thinning work may be necessary on diseased trees for both safety reasons and to improve structure to let other trees establish. (Figure 1.)
- C. Remove/prune significantly overhanging branches and small trees (under 15cm diameter @ 1.5m from ground level) from boundary which pose a risk to damaging fences or neighbouring properties. (Figure 2, 3 & 4.)
- D. Remove/prune some overhanging branches where woodland meets our garden to let more light into the woodland area, and so we can enjoy vistas into the woodland from our garden. (Figure 5.)
- E. Remove a few small trees (under 20cm diameter @ 1.5m from ground level) and overhanging branches on border with Paulines Swamp Nature Reserve so a new boundary fence (wildlife friendly) can be erected. This is to stop public and dog access into our property and woodland, and to keep our children and visitors safely within the boundaries of the property. This will be done in consultation with Paulines Swamp Nature Reserve. (Figure 6 & 7.)
- F. Introduce a traditional coppicing cycle on some of the applicable trees such as Hazel. These trees will be managed with a view to enhance and maintain the woodland habitat. Resources that are gathered from this management can also be used in the garden or for other woodland activities. (Figure 8.)
- G. Manage vegetation around features of interest such as the pond.

FC/130824/7 Finance

1. Consideration of Quarterly Finance Report 1.4. 2024 to 30.6. 2024
2. Consideration of payment of the following:

Payee	Description	Amount inc Vat
All Staff	Salaries Tax Ni Superannuation	TBC
Mead Construction	Water Leak Jubilee Reading Room	£330.00
George Rowland	Mileage and expenses	£163.80
Stannah	Service Plan Stair Lift GMH	£89.88
Burwell Computers	Cloud Storage July 2024	£55.00
Burwell Print Centre	2024 Annual Report	£634.25
Spazio	Balance of payment for Door MH	TBC
CAPALC	Clerks Knowledge Training	£250.00
Engie	Allotments Energy	-£43.85
Engie	Allotments Energy	£42.03
Engie	GMH Energy	-£926.23

Engie	GMH Energy	£160.86
Engie	GMH Energy	£227.39
Engie	Allotments Energy	£43.36
BAGS	Return of Dep	£50.00
Cambridgeshire Coins	Return of Dep	£50.00
Sammy Hill	Return of Dep	£50.00
Martyn Wright	Mileage and Phone contribution	£38.75
Eillgia (Retrospective)	Skip - Maintenance Officer	£279.60
Zion Landscapes	Grass cutting	TBC
TOTAL		£1,494.84

FC/130824/8 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/130824/9 Group Reports

1. Consideration of the draft minutes of the Finance and General Purposes meeting held on 30th July 2024.

The Finance and General Purposes Group recommends to Full Council the following:

- I. Paul Webb, Elizabeth Swift, Ian Woodroffe, and Linda Kitching be added to the mandate for actioning transactions for the CCLA account and all previous individuals be removed from the mandate.**
- II. The Parish Council pays for the annual membership of the Society of Local Council Clerks for the Parish Clerk. Cost for the current year is £253.00 including a joining fee of £15.**
- III. The Parish Council purchases an up-to-date copy of the Charles Arnold Baker Publication, Parish Council legal bible, at a cost of approx. £150.00.**
- IV. Having reviewed the standing orders the Finance and General Purposes group recommends to Full Council that no changes are required.**

- V. A small subgroup is created to work on the Council's communication and social media policy.
- VI. Burwell Parish Council purchases the necessary license to allow a food trader to operate during football matches at Margaret field at a cost of £192 with the Football Club being charged over the year for the same amount.

2. Consideration of the draft minutes of the Community, Leisure, Health, and Sports meeting held on 16th July 2024

- I. Following a proposal from Liz Swift, seconded by Jenny Moss, and agreed by all, the Community, Leisure, Health and Sports Group recommends to Full Council that a donation of £200.00 is made to Cambridgeshire Libraries to support the Summer Reading Scheme in Burwell.

3. Consideration of the draft minutes of the Safety Group meeting held on 23th July 2024

FC/130824/10 Parish Reports

FC/130824/11 Other County & District Matters

- 1. Active Travel Hierarchy consultation
- 2. Temporary Traffic Order Application (TTRO) – Martin Road 09/10/24-11/10/24
- 3. ECDC review of Gambling Act 2005- Statement of Principles for Licensing

FC/130824/12 Other Reports

- Pauline's Swamp Minutes of the meeting held on 23rd May 2024
- Summary of meeting held on Tuesday 2nd July 2024 regarding the EDF Solar Farm Community Fund
- Climate Change Forum Minutes held on 2nd July 2024
- Summary of the 2024 Strategy Day held on 6th July 2024

FC/130824/13 Correspondence

FC/130824/14 Other Matters

- ICT Security
- Parish Councillor vacancy



Katherine Hyett Parish Clerk

Dated: 31 July 2024