

BURWELL PARISH COUNCIL

The Jubilee Reading Room 99, The Causeway, Burwell Cambridge. CB25 0DU Telephone 01638 743142
E Mail burwellpc@burwellparishcouncil.gov.uk

Notice is hereby given that a Meeting of the Burwell Parish Council will be held at 7.30pm on Tuesday 25th November 2025 at Mandeville Hall, Tan House Lane (Off Reach Road), Burwell CB25 0AR, you are summoned to attend for the transaction of the following business.



Katherine Hyett, Parish Clerk, 18/11/2025

AGENDA

FC/251125/01 Apologies

To receive and approve apologies for absence

FC/251125/02 Declarations of any interests known to Councillors

To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any agenda item.

FC/251125/03 Approval of Minutes of the meeting of 11 November 2025

FC/251125/04 Public Forum

Open forum to provide an opportunity for members of the public to raise questions for future agendas or on items that are on the current agenda. To allow any members of the public and Councillors declaring an interest to address the meeting in relation to the business to be transacted at that meeting. At the close of this item, members of the public will no longer be permitted to address the Council unless invited to do so by the Chair. Limited to three minutes per person, fifteen minutes in total.

FC/251125/05 Planning Applications

To consider the following list of planning applications:

25/01199/FUL 16 Reach Road

2No. detached single-storey, two-bedroom dwellings, with associated amenity and parking space

FC/251125/06 Planning decisions from District Council

To note the following decisions:

25/00896/FUL 54 Swaffham Road – APPROVED

Single storey rear extension, loft conversion with rooflights and front dormer window

25/00983/FUL 6 Low Road – APPROVED

Demolition of existing conservatory and construction of two storey rear extension

24/00958/FUL Site East Of 48 The Causeway - APPROVED

3 no outbuildings demolished and construction of a single dwelling, garage, access and associated site preparation works

FC/251125/07 Notifications from ECDC of approved work to trees

To note the following list of approved work to trees:

25/01094/TRE 25B The Causeway - APPROVED

T1- Ash crown reduce 3m to maintain tree in the space available

25/01006/TPO Margaret Field Heath Road - APPROVED

T11 Beech - Remove tree leaving bottom 4m of trunk as habitat pole. Kretzschmaria deusta fungal fruiting bodies (fresh and old) present on base and lower trunk. Major crown dieback.

T12 Beech - Remove tree to ground level. Major dieback in crown. Root plate has failed; tree is hung up in neighbouring Beech (T11)

25/01077/TRE 6A North Street - APPROVED

T1 Conifer hedge - Fell to allow driveway extension

FC/251125/08 Urgent Matters for Consideration

1) To consider approval of the following payments:

Name	Description	Net Amount	Vat	Total Amount	Power
Burwell Museum	Donation from Climate Change budget approved 14.10.25	£2,000.00	£0.00	£2,000.00	
Lloyds Bank	Admin £95.45 Fee £6.00	£101.45	£0.00	£101.45	LGA 1972 s.111
East Cambs District Council	Premises Licence Mandeville Hall	£180.00	£0.00	£180.00	LGA 1972 s.133
ESPO	Cleaning Materials/Stationery	£62.13	£12.43	£74.56	LGA 1972 s.111
Sharp	Photocopier Contract	£39.99	£8.00	£47.99	LGA 1972 s.111
Ellgia	Waste Collections	£209.10	£41.82	£250.92	LGA 1972 s.111
Huws Gray	Maintenance Supplies	£196.40	£39.28	£235.68	LGA 1972 s.111
Engie	MH Gas	£340.38	£17.02	£357.40	LGA 1972 s.133
Engie	JRR Electric	£121.61	£6.08	£127.69	LGA 1972 s.133
Engie	JRR Gas	£239.83	£11.99	£251.82	LGA 1972 s.133
Engie	Cemetery	£15.57	£0.78	£16.35	LGA 1972 s.214(2)
Engie	Public Toilet	£24.79	£1.24	£26.03	Public Health Act 1936 s.87
Engie	Allotment Shed	£48.61	£2.43	£51.04	Small Holding and Allotment Act 1908 ss23,25
Engie	Pavilion	£445.20	£22.26	£467.46	LGA 1972 s.133
Engie	GMH	£691.97	£34.60	£726.57	LGA 1972 s.133
Joshua White	Return of Deposit	£50.00	£0.00	£50.00	
I F Muntoreanu	Return of Deposit	£50.00	£0.00	£50.00	
Lynsey Cirenza	Return of Deposit	£50.00	£0.00	£50.00	
N Naude	Return of Deposit	£50.00	£0.00	£50.00	
O Rubinstein Bayliss	Return of Deposit	£50.00	£0.00	£50.00	
D Nightingale	Return of Deposit	£50.00	£0.00	£50.00	
T Palmer	Return of Deposit	£50.00	£0.00	£50.00	
Spectrum Cambridge	Return of Deposit	£50.00	£0.00	£50.00	
		£5,117.03	£197.93	£5,314.96	

FC/251125/09 Other Reports for noting

None

- 1) To confirm Councillor attendance at the following meeting:
Webinar - Cambridgeshire County Council Budget Briefing with Town and Parish Councils
Thu, 11 Dec 2025 18:30 - 19:30. Registration required on Teams
- 2) **TTRO 25-2089 Laburnum Lane, Burwell**
Anticipated Works Dates/Times: 08:00hrs to 18:00hrs 3 December 2025; to facilitate meter maintenance and associated works which are being carried out on or near this highway.
- 3) To confirm Council feedback on the Greater Cambridge Partnership Newmarket Road Travel Hub Consultation
- 4) To inform Council about the lease of Burwell Day Centre and request authorisation to pay Cambridge County Council the sum of £158.30 for Buildings Insurance.