

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

Minutes of the meeting of Burwell Parish Council held at Gardiner Memorial Hall, High Street, Burwell, CB25 0HD at 7:30pm on Tuesday 12th November 2024.

Present: Liz Swift (Chair), Lea Dodds, Michael Geary, Gus Jones, Richard Jenkins, Clive Leach, Charlie Milner, Chris O'Neill, Jim Perry, Mike Swift, Geraldine Tate, Paul Webb and Brenda Wilson.

District Councillor Lavina Edwards and one member of the public.

FC/121124/1 Apologies

Linda Kitching, Ian Woodroffe and David Brown

FC/121124/2 Declarations of any interests known to Councillors

There were no declarations of any known interests

FC/121124/3 Approval of Minutes of the meeting held on 29 October 2024

The minutes of the meeting held on 29 October 2024 were approved and signed as a true and accurate record. Proposed by Jim Perry, seconded by Paul Webb, and all voted in favour.

FC/121124/4 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.

A member of the public attended to raise the issue of Kingsway solar farm which requires a connection to the national grid at Burwell. He highlighted that the document is vague and his concern is about the routing of the 400KV lines which he feels should follow the pylon line to Cherry Hinton. The Chair informed the member of public that we had briefly discussed this at our recent Climate Change Forum where it was decided that we need to have a policy on our approach for renewable energy storage applications. Both Liz Swift and Clive Leach stated that we understand the need for renewable energy but that we don't want it to adversely affect our community and we would be looking at it in detail. Michael Geary said that he had spoken to a resident who is distraught about the impact it will have on their land. The Chair suggested Kingsway should be approached to hold a public consultation.

FC/121124/5 County and District Reports

Written reports were received from Lavinia Edwards and Lorna Dupre. The Chair requested that the Clerk send thanks for Cllr Dupre for her thorough report.

FC/121124/6.1 Planning Applications to be considered

The following application was considered:

24/01137/FUL 9 Pound Close

Single storey extension

It was agreed by all that no objections would be submitted.

FC/121124/6.2 Planning Decisions from District Council

The following decisions were noted:

24/00946/FUL Mill Bungalow Mill Lane - Approved

Retrospective application for emergency repair works comprising replacement of failed zinc flat roof with slate tilted pitched roof.

24/00897/FUL Jafeica 5 Hawthorn Way - Approved

Single story side extension and external alterations.

24/00954/FUL 1 Arbor Close- Approved

Proposed construction of single storey side extension, in ground swimming pool and shed.

FC/121124/6.4 Trees/Environment

Notification of tree works approved by East Cambridgeshire District Council:

The following approved tree works were noted:

24/01044/TRE The Barn 1A High Street

T1 Bay Tree - Remove as outgrown location planted in raised bed and too close to thatched roof

24/00999/TRE Trees on County Council Land along Mill Lane behind 6 Bloomsfield

T2 Prunus - Reduce height and spread on all sides by 2 - 2.5m

T3 Ash - Reduce height by approximately 3m and shape round

T4 Sycamore - Re-pollard down to previous pollard points

Notification of tree works refused by East Cambridgeshire District Council

The following refusals were noted:

24/00921/TPO 25 High Street

T4 Ash - Prune to previous pruning points (removing minor growth only up to 2m in length) also remove any dead wood

T5 Horse Chestnut adjacent to wall with Spring Close - Crown reduce to previous pruning points and remove epicormic growth beneath first union to trunk

24/00982/TRE Land To North West Of 7B Hythe Lane Burwell

T1 Sycamore (multi-stemmed from base) - Reduce height by 5-6m and spread by 3-4m, creating a framework pollard to allow more light to property in the afternoon and evening.

It was resolved to serve a TPO to protect the tree and the work was refused.

FC/121124/7 Finance

1. Acknowledgement of the receipt of CIL Meaningful Proportion of £54,563.67

This was acknowledged.

2. Consideration of the draft budget for the financial year 2025/2026

The budget along with the RFO's notes had been sent to all Councillors. Following approval at this meeting the budget will go to Finance and General Purposes to prepare the precept proposal on 26th November. The precept proposal will then come to Council on 10th December. This is a new process following the recommendations of external auditors. In preparing the budget (prior to the Government's changes to National Insurance) the aim was to keep any budget increase below 10%. The expenditure budget last year was £297,977. The new budget proposed was £325,745. This has now been updated to include an additional £3600 due to the change in National Insurance. The final expenditure budget proposed is £329,345 (increase of 10.8%).

A discussion was had about some of the items on the budget and these were explained. Chris O'Neill requested that figures be shown on a slide at the meeting and this was agreed for future budget approval. Liz Swift invited Councillors to the finance meeting on 26th November when we discuss the precept.

Approval of the budget was proposed by Mike Swift and seconded by Clive Leach. A vote was taken with 11 in favour and 2 abstentions.

3. The following payments were considered:

Payee	Description	Amount inc Vat	Power

All Staff	Salaries Tax Ni Superannuation inc back dated pay award, Clerk and RFO overtime and Y Rix payment of hours in hand at the end of Clerk's role.	£14,823.13	Local Gvt Act 1972 s.112
Debbie Cawley	Mileage	£48.60	Local Gvt Act 1972 s.111
George Rowland	Mileage and expenses	£139.50	Local Gvt Act 1972 s.111
Martyn Wright	Mileage and phone	£33.35	Local Gvt Act 1972 s.111
J J Drake	Work at Pauline's Swamp on hold from 29.11.24	£822.00	Open Spaces Act 1906 ss.9-10
Jeremy Lander	Jeremy Lander GMH Phase 2 second payment for Feasibility Study	£1,400.00	Local Government Act 1972 s133
C Brown Support Services	Pre event signage for Remembrance Sunday	£50.00	Local Gvt Act 1972 s111
Stannah	Stair Lift GMH	£89.88	Local Government Act 1972 s133
Burwell Early Learners	Ret of Dep - Hall	£50.00	
Sue Evans	Ret of Dep - Allotment	£25.00	
Berserk Security	Gmh Service and Upgrades of Fire alarm, Intruder alarm, and CCTV	£2,112.00	Local Government Act 1972 s133
Burwell Computers	Cloud Back up Oct 24	£55.00	Local Gvt Act 1972 s.111
	Total	£19,599.86	

Liz Swift proposed we defer the payment to JJ Drake, Paul Webb seconded and all were in favour.

Chris O'Neill proposed we approve the payments with the exception of JJ Drake, seconded by Paul Webb, all were in favour.

FC/121124/8 Action Points Update - Updates to the following:

No	Action Point	Comments on Progress
1.	Section 106 Money	No change
2.	Newmarket Road Bridge safety improvements Burwell to Exning Cycle Way	Julia Proctor from Suffolk Highways confirmed that it's gone to the commercial team at Milestone for pricing and programming. It was requested that we ask for clarification about access to the south of the bridge.

3.	Newmarket Road proposed Sports Hub including 3G artificial pitch, Sports Pavilion/Football Pitches Recreation Ground	A meeting has been arranged for Friday 20 th December. We have asked This Land to put in writing exactly what they are offering. Jim Perry raised concerns about This Land's financial status, Paul Webb clarified we have the right to the land for £1 irrelevant of what happens to This Land.
4.	Pauline's Swamp	Trustees had a meeting with the company building units next door which was very positive and they endeavour to help us get a water and electricity connection. Jim Perry asked about retaining the fence that would be removed at some point. Michael Geary asked if we need planning permission for the container. The Chair confirmed this would be considered.
5.	Gardiner Memorial Hall Phase 2	Next steps are to engage are Quantity Surveyor and we are considering the exit and entrance still.
6.	Moveable Vehicle Activated Speed Signs	Paul Webb confirmed we received some data from the MVAS signs previously. We should be moving forward with publishing regular data shortly.

FC/121124/9 Group Reports

1. Consideration of the draft minutes of the Assets and Environment meeting held on 29th October 2024

The Assets and Environment Group recommends to Full Council the following:

- a) To engage a quantity surveyor at a cost of £750 to advise on costs of the extension plans for Gardiner Memorial Hall.
Liz Swift proposed we accept this recommendation, Paul Webb seconded, and all were in favour.
- b) To carry out work removing a dead tree in the recreation ground car park at a cost of £395, following 3 quotes being provided. **Charlie Milner proposed we accept this recommendation, Mike Swift seconded, and all were in favour.**
- c) Progress repairing bus shelters, work to be completed by the maintenance officer, cost of materials £1009.00
Charlie Milner proposed we accept this recommendation, Paul Webb seconded and all in favour

FC/121124/10 Parish Reports

Maintenance work completed this period includes repairing holes in the surface and new swings at Jubilee Green, fitting heaters in the pavilion loft, laying new slabs at Mandeville and jet washing tennis courts. Allotment invoicing has been completed; outstanding payments are being chased due by end of November latest. We currently have 5 empty plots, approximately 12 that have not yet paid.

Residents have highlighted the empty pews reserved for Parish Councillors at Remembrance Sunday. All Parish Councillors were sent an email confirming pews were reserved at the front of the Church and it was hoped that as many as possible could attend. The Parish Clerk requested that Councillors try and attend this important village event in future and you should confirm whether you can or can't attend.

FC/121124/11 Other County & District Matters

East Cambridgeshire District Council seeks views on updated Equality, Diversity and Inclusion Policy 2025-2028. The report was discussed as it highlights a number of initiatives that may impact Burwell in future and we highlighted the need to consider inclusion in our activities.

FC/121124/12 Other Reports

The Wicken Fen Community Liaison Forum Meeting Notes 12.09.24 were noted.

FC/121124/13 Correspondence

None to report

FC/121124/14 Other Matters

1. 20mph Vote results and recommendations

We had three options that people could vote for, and the results were as follows:

1. A partial 20 mph scheme – 113 votes received (23.5%)
2. An extensive 20 mph scheme – 117 votes received (24.3%)
3. No 20mph scheme - 251 votes received (52.2%)

481 votes were counted. 19 votes were spoiled, so 500 votes were received in total.

Our voting papers confirmed that if one scheme had more than 50% of the first choice vote the Parish Council safety group would recommend this option to Full Council.

Liz Swift raised a motion to propose to Highways that we will not pursue 20mph, Clive Leach seconded this motion, 12 voted in favour, and one abstained.

Liz Swift passed her thanks to the Councillors who attended the sessions.

2. Parish Council Vacancy – Jennifer Moss resignation

It was confirmed that Jenny Moss had resigned her position as Parish Councillor. She will remain a trustee of Pauline's Swamp. The notice of vacancy has been advertised.

3. Website security certificate

The SSL Certificate is now in place on the Burwell Parish Council Website.

Meeting closed 20:36