

**BURWELL PARISH COUNCIL**  
***The Jubilee Reading Room***  
**99, The Causeway, Burwell Cambridge. CB25 0DU**  
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Minutes of the meeting of Burwell Parish Council held at Mandeville Hall, Tan House Lane (Off Reach Road), Burwell CB25 0AR at 7:30pm on Tuesday 25<sup>th</sup> February.

**Present:** Liz Swift (Chair), Lea Dodds, Michael Geary, Gus Jones, Richard Jenkins, Linda Kitching, Clive Leach, Ken McCarthy, Jim Perry, Julia Rogers, Mike Swift, Geraldine Tate, Paul Webb, Brenda Wilson and Ian Woodroffe.

**FC/250225/01 Apologies**

Apologies were received from Charlie Milner

**FC/250225/02 Declarations of any interests known to Councillors**

Paul Webb declared an interest in FC/250225/08 item 3

**FC/250225/03 Approval of Minutes of the meeting of 11 February 2025**

The minutes of the meeting held on 11 February 2025 were approved and signed as a true and accurate record. Proposed by Lea Dodds, seconded by Brenda Wilson, and all voted in favour

**FC/250225/04 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.**

No matters were raised in the Public Forum.

**FC/250225/05 Planning Applications**

None to be considered

**FC/250225/06 Planning decisions from District Council**

None to be considered

**FC/250225/07 Notifications from ECDC of approved work to trees**

The following was noted:

**25/00006/TRE Ramsey Manor 37 High Street – APPROVED**

T1 Holly x2 - Fell

**FC/250225/08 Urgent Matters for Consideration**

1. Approval of Gardiner Memorial Hall Air Source Heat Pump Service.  
Huttie Group: £318 + VAT  
Shelford Heating: £224 + VAT + additional labour charges if service exceeds 1.5hrs  
Eco Installer and Service Ltd: £300 + VAT  
Recommendation is to use Eco Installer as they have a specialist for Mitsubishi Air source Heat pumps and Shelford Heating have no availability for a couple of months.  
**Lea Dodds proposed and Paul Webb seconded that we book Eco Installer to service the Air Source Heat Pump and it was approved by all.**
2. Approval of system service investigation of CCTV, & Intruder Alarm and Emergency Lighting at the Pavillion at the Recreation Ground by Atom Technologies Ltd £899 + VAT  
**This payment was proposed by Paul Webb and seconded by Lea Dodds and approved by all.**
3. Approval of the following payments:  
There was some discussion about energy costs and issues with Air Source Heat Pumps at GMH. Clerk confirmed that we will ask for a report and recommendations.  
**Mike Swift proposed we go ahead with the payments, Clive Leach seconded this. A vote was taken: 12 in favour, 2 abstained and 1 against.**

Payee	Description	Amount inc Vat	Power
Collier Turf Care Ltd	Professional Sprayer Retrospective	£1,174.00	Open Spaces Act 1906, ss 9-10
Lloyds Bank	Training £291.60	£631.39	LGA 1972 s.111
	Maintenance Supplies £336.79		LGA 1972 s.111
	Fee £6.00		LGA 1972 s.111
Sharp	Photocopier Contract	£56.24	LGA 1972 s.111
Varsity	GMH Retention	£1,128.00	LGA 1972 s.133
Vision ICT	SSL Certificate	£150.00	LGA 1972 s.142
Landmark Toilet Solution	Margeret Field Toilet	£100.00	LGA(Misc Provisions)Act 1976 s.19
Paul Webb	Mileage Parish Conference	£16.20	LGA 1972 s.111
CRC Pest Control	Recreation Ground Mole Care	£270.00	Open Spaces Act 1906, ss 9-10
S R Landscapes	Tree Hatley Drive	£180.00	Open Spaces Act 1906, ss 9-10
G Rowland	Insurance update (Towbar)	£25.00	LGA 1972 s.111
Burwell Day Centre	Donation	£500.00	Section 137
Burwell Sports Centre	Donation	£400.00	Section 137
Burwell Twinning	Donation	£300.00	Section 137
Corona	Electricity Mandeville Hall	£165.94	LGA 1972 s.133
Huws Gray	Maintenance Supplies	£171.76	LGA 1972 s.133
Engie	MH Gas	£767.99	LGA 1972 s.133
Engie	JRR Gas	£537.77	LGA 1972 s.133
Engie	GMH Electric	£1,901.23	LGA 1972 s.133
Engie	Allotments Elec	£43.36	Small Holding and Allotments Act 1908 ss23,25
Engie	Public Toilet JRR Elec	£29.99	Public Health Act 1936 s.87
Engie	Cemetery Elec	£17.47	LGA 1972 s.214(6)
Engie	Recreation Ground Elec	£720.29	LG(Misc Prov.)Act 1976 s19
Engie	Jubilee RR Elec	£131.78	LGA 1972 s.133
	<b>Total</b>	<b>£9,418.41</b>	

**FC/250225/09 Other Reports for noting**

The following reports were noted:

1. Climate Change Meeting minutes 7 January 2025

**FC/250225/10 Other matters from Cambridgeshire County Council and East Cambridgeshire District Council**

The following TTRo was noted

- I. TTRo 25-463 Newnham Lane and Laburnum Lane

**Meeting closed 19:43**

Signed

Dated

DRAFT