



BURWELL PARISH COUNCIL

Annual Report 2015/2016

Welcome to this year`s Annual Report on the activities of your Parish Council.

Following the elections in May 2015 seven different members joined the Council some of whom had never served as a Parish Councillor and several that brought experience from other parts of the Country or had been on our own Council in the past.

The planned improvements and expansion of the Car Park area of the Recreation Ground has not been completed as fast as we wished mainly due to the unusually mild and wet winter. It is hoped that it will be completed as soon as practically possible.

Although your Councillors tried hard to retain all of the remaining area of the D S Smith site on Reach Road as light industrial/workplace units it is good to see that the site is at last being cleared. The Developers will soon begin to build the 70 houses agreed by the Planners with the remaining area given over to industrial use.

It is expected that East Cambridgeshire District Council will confirm that they will be closing the Public Toilets behind the Jubilee Reading Rooms at the end of June 2016. The Parish Council is aware of how important this facility is to the Village and if this happens has agreed to provide a replacement service as soon as possible.

Joan Lonsdale
Chairman.

Full Council meetings (which include consideration of planning applications) are held as follows:

The second and last Tuesday of every month except in December when only one meeting is held on the second Tuesday

Agendas can be viewed in the Council office, the village library and on the web site.

Members of the public are welcome to attend these meetings and have the opportunity to address the Council on any village issues during the Public Forum (3 minutes per issue with a maximum of 15 minutes allowed for the Public Forum).

You are able to visit the Council office for help and advice from the Clerk on local matters or to make a request to view council records. Copies of all current planning applications for Burwell can also be viewed at the office.

Office Address :	Jubilee Reading Room, 99 The Causeway Burwell, Cambridge, CB25 0DU
Telephone:	01638 743142
Email :	burwellpc@btconnect.com
Web Site :	www.burwellparishcouncil.gov.uk
Office hours :	Monday – Friday 9.00am – 1.00pm (except public holidays)

Your Parish Councillors

The Parish Council consists of 17 elected members who serve for a term of 4 years. The next Parish Council elections will take place in May 2019. Councillor details are as follows:

Mr Robin Dyos	32 Swaffham Road	743428
Mrs Jane Hall	31a The Causeway	742435
Mrs Sylvia Greenaway	21 The Avenue	742711
Mr Don Harrison	85 Low Road	610247
Mr Gus Jones	1 The Avenue	610490
Mrs Joan Lonsdale (Chair)	'Cobwebs' 23 North Street	743135
Mr Joe Parker	9 The Avenue	610665
Mr James Perry	25 Orchard Way	612121
Mr Derek Reader	'Coquet House' Heath Road	742588
Mr Gordon Roach	3 Hatley Drive	745554
Mr Michael Smith	22 Reach Road	601974
Mrs Elizabeth Swift	25 The Causeway	743694
Mr Mike Swift	25 The Causeway	743694
Mr Tim Wallis	61 Silver Street	07812176908
Mr Paul Webb	'Lode House' 107a North Street	742938
Mrs Hazel Williams	66 Mill Lane	743897
Mrs Brenda Wilson(Vice Chair)	The Old School House, 30 High Street	743937

County Councillor

Mr David Brown 11 Bewicks Mead 743283
Mr. Brown will remain the County Councillor until his term ends in May 2017.

District Councillors

3 elected District Councillors serving for a term of 4 years represent Burwell on East Cambridgeshire District Council. The next District Council elections will take place in May 2019. Councillor details are as follows:

Mr David Brown	11 Bewicks Mead	743283
Mrs Lavinia Edwards	103 North Street	610696
Mr Michael Allan	24 Bloomsfield	744050

The Council employs 5 part time members of staff:-

Yvonne Rix	Parish Clerk
Jayne Weaver	Assistant Clerk
Debbie Cawley	Key holder/Caretaker
Alan Eaton	Key Holder/Caretaker
George Rowland	Handyman



Back Row – Richard Maddox, Joe Parker, Michael Swift, Jim Perry, Don Harrison,
Paul Webb, Mike Smith
Middle Row - Gus Jones, Robin Dyos, Gordon Roach, Derek Reader
Front Row - Liz Swift, Sylvia Greenaway, Jayne Weaver (Asst. Clerk), Yvonne Rix (Clerk),
Joan Lonsdale (Chairman), Brenda Wilson (Vice-Chairman), Hazel Williams, Jane Hall
Tim Wallis (no photo) was co-opted to the Council following the resignation of
Richard Maddox in June 2015.

What does the Parish Council Do?

The Council's main activities are as follows:

1. The management and maintenance of the following:

- The Gardiner Memorial Hall
- Green Lane Allotments
- Jubilee Green and the play area
- Jubilee Reading Room and surrounds
- Margaret Field and the play area
- Ness Road Cemetery and Chapel
- Pauline's Swamp
- Priory Meadow
- The Recreation Ground, skate park, pavilion and play area
- Spring Close
- Village Lock up
- Westhorpe play area and surrounds
- Mandeville Hall and Mingay Park

2. Grass cutting at Pound Hill, Mill Close, Poplars Close, Tunbridge Close, Hatley Drive and Kingfisher Drive. Other grassed areas in the village are maintained by East Cambridgeshire District Council.

3. The Parish Council also undertakes grass cutting on behalf of the County Council; in general this is the verges throughout the village and The Causeway. Due to budget restraints the County Council will only pay for 3 cuts per year to these areas with a real possibility that in the more rural areas only visibility splays will be cut. The additional cuts necessary to keep the grass in check are funded by the parish and last year this cost was £1204.00.

4. Street furniture – village seats, bus shelters and notice boards etc.

5. Council also debates local planning applications and passes their comments to East Cambridgeshire District Council to aid their decision making process.

6. Liaise with both the County and District Councils to maintain and improve their standards of service.

Main Activities during 2015/16

Planning:

- The Council made recommendations on 77 planning applications, of which 55 were approved by East Cambs. District Council. There were 9 applications for new dwellings.
- The Council has continued to be in consultation with the County and District Council with the proposed development of 350 new dwellings off Newmarket Road and Former D S Smith Site of Reach Road Development for up to 70 dwellings and some business units.

Other Matters :

- The Parish Council continues to fund the illumination lighting at St. Mary's Church.
- We were once again pleased to be able to sponsor the very popular Summer Reading Scheme in conjunction with the Library, this is a wonderful way to encourage children to read a variety of books and hopefully continue reading throughout their lives.
- No further funding has been made available for the maintenance and cutting of parish footpaths. This means that we will concentrate on the cutting of the most used footpaths i.e. those closest to the village and will inevitably mean that the total cost will now be borne by the parish.
- The demand for allotment plots has now been almost entirely met and there is currently only a small waiting list for plots.
- The Gardiner Memorial Hall, now 100 years old, has undergone exterior maintenance work including repainting and other necessary repairs. Mandeville Hall has continued to attract hirers and has become a popular venue for parties, wedding receptions and training sessions. The hall also has the benefit of WiFi.
- The Parish Council's website www.burwellparishcouncil.gov.uk continues to provide easy access to council information.

- Provision of a Defibrillator for the Community at the Jubilee Reading Rooms
- Provided a multi-use games area and games walls at the Recreation Ground, along with adult outdoor fitness equipment and a basket swing.
- Replaced an item of play equipment at Jubilee Green with an 'inclusive nattertube' which was chosen following consultation with young people of the village.

Monthly Trips to Ely

Burwell Parish Council has continued to support the monthly trips to Ely from the village. The service is now provided by the Newmarket Volunteer Service running on the 1st Thursday of the month. This service is open to everyone, but you will need to register your details with Newmarket Volunteer Service. This can be done and trips can be pre- booked by telephoning Newmarket Volunteer Service on 01638 608049.

Plans for 2016/2017

- To consider internal improvement work and an extension for Gardiner Memorial Hall
- To look at possible ways to improve the Recreation Ground along with the provision of a new pavilion
- To continue to consult with District and County Council with regards to the development of Newmarket Road
- To carry out work to the Causeway verge to prevent damage caused by parked vehicles
- To look at road safety issues throughout the village
- To organise an Open Day at Pauline's Swamp
- Improvements to the footpath around the Ashes Plot in the Cemetery
- To reinstate a Volunteer Speedwatch Group within the village

Where your money was spent in 2015/2016

Please note 2015/2016 figures are subject to approval/audit and are based on Income and Expenditure. 2014/2015 figures are based on actual Payments and Receipts

<u>Income</u>			<u>Expenditure</u>	
2014/2015	2015/2016		2014/2015	2015/2016
£110,980.00	£109,032.00	Precept & Additional ECDC Funding	£0.00	£0.00
£13,075.00	£8,930.00	Burial Grounds	£5,641.77	£5,298.28
£2,023.16	£1,922.41	Allotments	£1,589.93	£4,366.02
£150.00	£450.00	Playing Fields	£12,120.00	£17,100.84
£1,903.03	£1,903.03	Agency Grass Cutting	£2,850.00	£2,907.00
£576.48	£556.66	Interest	£0.00	£0.00
£10,735.45	£24,408.17	VAT	£17,052.82	£19,670.45
£239.58	£211.37	Photocopies	£0.00	£0.00
£2,928.42	£33,644.56	Other inc. grant funding received	£0.00	£5325.19
£37,536.21	£42,070.13	Halls	£64,114.54	£35,479.96
£1,950.00	£3,925.00	Deposits	£2,230.00	£3,557.00
£0.00	£7,894.64	CIL	£0.00	£0.00
£265.00	£2,988.00	Insurance inc. claims received	£4,676.57	£5,095.29
£0.00	£0.00	Petty Cash/Alto (To Petty Cash Account)	£1,192.52	£1,501.90
£0.00	£0.00	Playground Maintenance & Equipment	£4,711.47	£45,216.21
£0.00	£0.00	Handyman Supplies	£2,314.12	£1,850.81
£0.00	£0.00	Staff	£45,852.24	£48,758.97
£0.00	£0.00	Members	£0.00	£0.00
£0.00	£0.00	Administration	£7,847.07	£7,435.10
£0.00	£0.00	Donatons	£862.50	£1,740.00
£0.00	£0.00	Lighting	£476.48	£1,559.09
£0.00	£0.00	Street Furniture	£227.00	£544.94
£0.00	£0.00	Bus Shelters	£128.80	£2,987.90

£0.00	£0.00	Transfers	£0.00	£0.00
£0.00	£0.00	Trees	£960.50	£2,890.00
£0.00	£0.00	Pauline's Swamp	£850.19	£1,243.30
£0.00	£0.00	Dial a Ride Burwell/Ely	£560.00	£300.00
£182,362.33	£237,935.97	Total	£176,258.52	£214,828.25
£1,332.92	£1,501.90	Petty Cash Account	£1,389.13	£1,053.07
£183,695.25	£239,437.87		£177,647.65	£215,881.32

Income for the year ended 31st March 2016	£239,437.87
Expenditure for the year ended 31st March 2016	<u>£215,881.32</u>
Income over Expenditure	£23,556.55
Retained Reserves at 1st April 2015	<u>£216,650.48</u>
Retained Reserves at 1st April 2016	£240,207.03

<u>Investments</u>	<u>2014/2015</u>	<u>2015/2016</u>
Cash/Bank	£212,479.41	£243,218.81
Debtors	£428.50	£537.00
VAT	£9,097.25	£701.25
Prepayments	<u>£1,392.07</u>	<u>£1,276.80</u>
	£223,397.23	£245,733.86
Less		
Creditors	£4,305.09	£3,066.06
Receipts in advance	<u>£2,441.66</u>	<u>£2,460.77</u>
	£216,650.48	£240,207.03

Balance Sheet

<u>Current Assets</u> as at 31.3.2015		<u>Current Assets</u> as at 31.3.2016
£1,392.07	Prepayments	£1,276.80
£9,525.75	Sundry Debtors	£1,238.25
<u>£212,479.41</u>	Cash in Hand	<u>£243,218.81</u>
£223,397.23		£245,733.86
Less		
<u>Less Current Liabilities</u> as at 31.3.2015		<u>Current Liabilities</u> as at 31.3.2016
£2,441.66	Receipts in Advance	£2,460.77
<u>£4,305.09</u>	Creditors	<u>£3,066.06</u>
£216,650.48		£240,207.03
	Nett Assets	
£216,650.48	Fund Balance	£240,207.03

PTO for
details of the
earmarked
reserves at
31st March
2016

Earmarked Reserves as at 31st March 2016

Community Infrastructure Levy	£ 7,894.64
Pauline's Swamp	£ 3,151.81
Sports Provision	£ 45,147.00
Recreation Ground Improvements	£ 33,500.00
The Causeway Verges	£ 17,000.00
Cemetery Chapel New Organ	£ 500.00
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	£107,193.45



**Community Defibrillator
now situated at
The Jubilee Reading Room
99 The Causeway
Burwell
CB25 0DU
CALL 999 to Access**