

BURROUGH GREEN PARISH COUNCIL

Clerk: Karen Peck, email: clerk@burroughgreenparishcouncil.org.uk

Chair: Ansa Khan, email: ansa.khan@burroughgreenparishcouncil.org.uk

NOTICE OF MEETING: Burrough Green Parish Council Meeting
TIME: 7pm
DATE: 21st March 2022 at 7pm
VENUE: Reading Room

If you wish to raise any points within Public Participation, we ask that these are sent to the Parish Clerk 48 hours prior to the meeting.

Please do not attend the meeting if you or anyone in your household has coronavirus symptoms. Please respect everyone's space.

All members of the Council are hereby summoned to attend for the purposes of considering and resolving the business to be transacted at the meeting as set out below.

MEMBERS	5
VACANCIES	2
QUORUM	3

MINUTES

210322/1 TO RECORD APOLOGIES FOR ABSENCE

No apologies were received. TA was absent
AS arrived at 19.34
AK arrived at 19.47

210322/2 MEMBERS' DECLARATIONS OF INTEREST

GW 210322/6 (5)

210322/3 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:

The Full Parish Council Meeting minutes from January 2022 were proposed by TR as a true and accurate record of the meeting, seconded by GW. Motion carried and minutes approved.

210322/4 OPEN FORUM FOR PUBLIC PARTICIPATION (15 minutes)

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

There was one member of the public in attendance.

On behalf of the Reading Room:

Weekend Events

Friday 3rd June

Village Picnic on the green

This will essentially be a bring your own event and the Reading Room will arrange an area where we can all congregate.

The main plan we have is to give all children (under16) a celebration mug which will be funded by the Reading Room.

We hope that as many villagers join who want to and we are arranging a banner to promote and will use social media to get the word out.

Saturday 4th June

The Bull has lots of plans for this day but the RR will organise a **village photo at 2pm** and our thoughts are to get 8x10 prints done and offer them at a minimum price for as many as want them. Costs for underwriting this and actioning will be covered by the Reading Room. Again, hopefully as many people as possible can be present so we can have a good memory of this weekend.

Long term commemoration ideas..

We have a number of ideas that we are working on to have as a long term commemoration of the Queens Platinum Jubilee.

1. Replacing / In addition to the sign that is where the walks are with a new sign similar in size that shows the main highlights of the village

This would cover Church, School, Cricket Club, Reading Room, The Bull

The vision is that there would be an outline drawing of each location and then maybe 50-100 words alongside each of the locations

The reading room will create the artwork in conjunction with all parties and it would be nice if as many of the parties who can help towards its cost which at this stage looks like being round £1500

2. Is there anything that Sherrifs court residents would benefit from - maybe a bench - again the Reading Room will support

3. A bench that is located outside the Reading room - cost will be underwritten by the Reading Room

210322/5

DISTRICT AND COUNTY COUNCILLOR REPORT

AS gave a brief overview of the County and District news

210322/6

MATTERS ARISING

1. Monthly Inspection Report of external Areas
TR circulated a full report at the meeting.
Pond- It was agreed the Council would apply to FWAG to help with the pond restoration, Lifebuoy and signage for the pond has now been ordered and TR has logged a report with BT for the cable issue.
Play Area – TR to obtain quotation for rotten posts
Phone box – In the recent storms the box sustained serious damage. Replacement parts will cost in the region of £500-600 plus vat. It was proposed by TR, seconded by GW to approve the repair.
Goal Posts – TR proposed, AD seconded to approve a spend of £200 plus vat for replacement posts.
Map Board – TR to assess posts
It was also agreed the Parish Council would look at producing a Village Questionnaire to gauge the communities' views. AD and TR to proceed with a draft.
GW, on behalf of the Parish Council wished to thank TR for all the hard work he has undertaken for the Council and the Community.
2. Update on playpark lease registration at land registry/ trustee ID
No further update
3. Reading Room Management Agreement – update from Cllr AK
No further update
4. Update on Village Green licence agreement
The licence agreement is now signed.
5. Update on Burrough Green LHI Application Update
TR provide a presentation at the LHI Panel Meeting and we await the outcome expected 26th April 2022
6. Jubilee Celebrations and Commemorations
This was covered within public participation
7. Potential new noticeboard to commemorate the Queens Jubilee
TR proposed, AK seconded to support the Reading Room with a donation of £400
8. Illegal Parking on Brinkley Road, opposite Main St
It was agreed the Parish Council would approach the Village Newsletter to include an article in relation to concerns raised.

9. Phone Box Repairs – In the recent storms the box sustained serious damage. Replacement parts will cost in the region of £500-600 plus vat. It was proposed by TR, seconded by GW to approve the repair.
10. To review and approve all Council Policies and Procedures
AK proposed, TR seconded to conclude the review and approve all Council Policies and Procedures.
11. To appoint internal Auditor
AK proposed, TR seconded to approve SJ Accounting as the Internal Auditor.
Motion carried.

210322/7

PLANNING

TO DISCUSS:

22/00230/FUL Shangri-La, Back Lane, Burrough Green

Two storey side extension, new front porch, new external finishes and new hipped roofs replacing flat roofs to the dormer window

The Council has no concerns.

22/00226/AND Burrough Green C of E Primary School, Bradly Road, Burrough Green

Replace existing school sign (1250mm wide x 910mm high) with updated details. Proposed sign 1200mm wide x 1400mm high

The Council has no concerns.

22/00221/FUL Homefield, Westley Waterless

Construction of single storey rear extension

21/01720/FUL 6 Hartfield Road, Burrough Green

Proposed single storey rear extension and two storey side extension

Amendment received involving the two-storey side extension is now a pitched roof– the Parish Council hope that renewable energy sources will form part of the application.

UPDATES:

21/00021/FUL Cleveland House Stud, Bradley Road Burrough Green

Retention of mobile home for use by site manager of equine business, granted planning permission under ref 14/00923/FUL and 17/02120/FUL, for a further period of three years- APPROVED

21/01720/FUL 6 Hartfield Road, Burrough Green

Proposed single storey rear extension and two storey side extension - APPROVED

210322/8

FINANCE

1. TR proposed, AK seconded to approve payments and Bank Reconciliations up until 28th February 2022. Motion carried.
 - a) Online Payments:

HMRC, Wages and Expenses	£299.16 BACS
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 - b) Direct Debits Made:

	None
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 - c) Income

	None
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210322/9

DIARY DATES –The next meeting will be May 23rd May; Annual Parish Meeting 6.30pm followed by the Annual Meeting of the Parish Council 7pm

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K Peck
Karen Peck
Clerk & Responsible Finance Officer
Burrough Green Parish Council

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A Khan
Ansa Khan
Chair
Burrough Green Parish Council