

# BURROUGH GREEN PARISH COUNCIL

Clerk: Karen Peck, email: [clerk@burrooghgreenparishcouncil.org.uk](mailto:clerk@burrooghgreenparishcouncil.org.uk)

Chair: Ansa Khan

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**NOTICE OF MEETING:** Full Parish Council Meeting of Burrough Green  
**TIME:** 6.30pm  
**DATE:** Monday 18<sup>th</sup> July 2022  
**VENUE:** Reading Room

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

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## AGENDA

- 180722/1 TO RECORD APOLOGIES FOR ABSENCE
- 180722/2 MEMBERS' DECLARATIONS OF INTEREST
- 180722/3 TO SIGN AND APPROVE MINUTES OF MEETINGS OF: 23<sup>rd</sup> May 2022
- 180722/4 **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
- 180722/5 **PARISH COUNCIL ITEMS FOR DISCUSSION**
- a) Announcement of Vacation of Office – Section 85 (1) of the Local Government Act 1972
  - b) To provide delegated authority to the proper officer of the council to declare vacancies that occur in relation to [Section 86 of the Local Government Act 1972](#). The requirement for the council to forthwith declare the office to be vacant places an expectation that this will happen without delay. By delegating authority to the proper officer, any such vacancies can be declared in the timely manner anticipated by the legislation
  - c) Declaration of Vacation of Office – Section 86 of the Local Government Act 1972
  - d) Councillor Co-option
  - e) Speeding
  - f) Maintenance Report
  - g) Tree planting update
  - h) Update on Questionnaire
  - i) Update on playpark lease registration at land registry / trustee ID
- 180722/6 **PLANNING**  
**TO DISCUSS:**  
22/00677/FUL 2 Stud Farm, Bradley Road, Burrough Green  
Demolition of garage, new gates and construction of extensions and associated works  
The Parish Council noted a desire that this substantial build takes the opportunity to switch to the use of 'green' energy sources, such as ground or air source heat pumps, solar panels, etc.  
UPDATES: None
- 180722/7 **FINANCE**

1. To approve payments and Bank Reconciliation up to June 2022
  - a) Online Payments:

|                                               |         |
|-----------------------------------------------|---------|
| HMRC, Wages and Expenses                      | £302.42 |
| Red Shoes – Payroll services                  | £45.00  |
| LF field – Grass Cutting                      | £490.00 |
| Daniel Mingay – Fence repair on two occasions | £520.00 |
| Scribe - Annual Subscription Fee              | £172.80 |
  - b) Direct Debits Made: None
  - c) Income None

180722/8      DIARY DATES – 19<sup>th</sup> September 2022 at 6.30pm

*K Peck*

**Karen Peck**

**Clerk & Responsible Finance Officer**

**Burrough Green Parish Council**

**12<sup>th</sup> July 2022**