

BURROUGH GREEN PARISH COUNCIL

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

Chair: Tom Rusk

NOTICE OF MEETING: Burrough Green Parish Council
TIME: 6.30pm
DATE: Monday 21st July 2025
VENUE: Reading Room

MEMBERS 7
VACANCIES 0
QUORUM 3

MINUTES

Present: Councillor Batting (MB) Vice Chair, Monks (AM) and Way (GW). District Councillor Lay (JL) and Sharp (AS) and County Councillor Edge (JE)

- 210725/1 WELCOME**
The Vice Chair welcomed everyone to the meeting and thanked them for attending.
- 210725/2 TO RECORD APOLOGIES FOR ABSENCE**
Councillor Rusk, Khan, McClenaghan and Emms. Apologies accepted.
- 210725/3 MEMBERS' DECLARATIONS OF INTEREST**
GW – Village Green
- 210725/4 TO RECEIVE DISTRICT AND COUNY COUNCIL REPORTS**
A Full County Council report had been circulated to all prior to the meeting. JE outlined the Local Highways Initiative deadline for the coming year and updated that the resurfacing works at the King Head in Dullingham (Brinkley Road). These had been brought forward a year and are on a 13-week order.
The Local Government Reorganisation is ongoing and all Parish Councils and individuals are encouraged to complete the survey. This was reiterated by JL who noted it was imperative for Parish voices to be heard.
JL updated that the recent Defibrillator training session carried out across the Woodditton Ward had seen 76 people in total trained with Burrough Green having the highest turnout. The aim now is to roll out a Cardiac Responder Course in the Parishes. MB thanked JL for an excellent course.
AS added that a fourth option was being put forward for the Local Government Reorganisation. Changes to waste services due to start in April 2026 had been delayed to June 2026 to make sure the bank holiday changes did not impact the rollout.
- 210725/5 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:**
It was unanimously **RESOLVED** to approve the Annual Parish Council Meeting minutes of 19th May 2025 as a true and accurate record of the meeting. Motion carried. **Proposed GW Seconded MB**
- 210725/6 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.
No matters were raised.
- 210725/7 COUNCIL BUSINESS**
a) To review Maintenance Report and footpaths

It was noted that the byway between Westley waterless and Burrough Green was blocked by a tree branch. MB to contact landowner.

A full monthly maintenance report was circulated to all prior to the meeting. It was unanimously APPROVED to purchase an additional bracket for the new MVAS Unit to allow it to record data from both directions.

Proposed GW Seconded MB

- b) To discuss Village Pond Update – Pride of Place
MB updated that the project had now been completed and the addition of the pond bench had been well received. The pond looks very good and just needs some much-needed rain. The Parish Councils thanks go to East Cambs Pride of Place.
- c) Representative trustees for the Ellesmere Centre Charitable Trust
It was agreed to share the request with the community to see if volunteer could be found. MB to action and update the Ellesmere Committee.
- d) Reading Room Lease
There was no further update.
- e) Oak Tree Rise Development
The Parish Council had approached East Cambs District Planning Enforcement in regard to the development and they had responded:
East Cambs District Council are aware that the development at the above location has stalled. At this time, the Council do not consider the land to be untidy land in respect of s215 of Town and Country Planning Act 1990 nor do we believe that it is currently expedient to issue a completion notice or any other type of notice.
However, we continue to monitor the situation.
- f) Kingsway Solar – update if any
It was noted that a public consultation would be the next stage.
- g) Update: Speeding in the Parish – LHI update and 2nd MVAS
New Burrough End MVAS installed. The Parish Council heard back from LHI Officer that we can't shorten the 'Great Bradley side' section of Buffer Zone from 400m to 300m, as highways say the 30 mph signs will be visible at the new 40mph signs, and drivers will ignore the 40mph limit.
- h) Update: Playpark lease registration Land registry/Trustee ID
There was no further update.
- i) Neighbourhood Plan
The PC has been made aware that, as a result of the spending review, the Government cannot proceed with commissioning new neighbourhood planning support services for 2025 onwards. Therefore, this seems to mean that there will be no grant funding programme opening in 2025, so no applications for new grants or technical support can be processed. This is disappointing news, given the PC had recently agreed to proceed with a Burrough Green Neighbourhood Plan in 2025/2026. Alternative funding options may be possible, and will be investigated over the coming months.
- j) Assertion 10 and adoption of IT Policy and Retention Policy
The Parish Council unanimously APPROVED the policies for adoption.

Proposed MB Seconded GW

210725/8

PLANNING

TO DISCUSS:

None

COMMENTS MADE/ AWAITING DECISION

25/00576/VAR Orchard Park Stud, Westley Waterless

Vary condition 1 of previously approved 20/00472/VAR – pending consideration

25/00457/FUL Anville, Bradley Road, Burrough Green

New roof to include raised ridge height. 2 pitched roof dormers on front elevation, flat roofed dormer on rear elevation with solar panels and insulation on existing external walls - Approved

25/00373/FUL The Old stable at The Folly, London Road, Six Mile Bottom

Change of use of redundant stables to residential to form an extension to existing dwelling, including internal and external alterations, associated and infrastructure – pending consideration

25/00368/FUL 5 Brinkley Road, Burrough Green

Proposed extensions and internal alterations including all necessary external works – withdrawn

25/00359/FUL 6 Brinkley Road *Amendment*

Side and rear extensions, porch and internal alterations including all necessary external works – pending consideration

24/00724/FUL Wyck Farm, Bradley Road, Burrough Green

Construction of a pair of farm workers cottages – pending consideration

210725/9

FINANCE

1. To approve payments and Bank Reconciliation up to 30th June 2025
- a) Online Payments:
- | | |
|--|---------|
| HMRC, Wages | £429.52 |
| McGregor Services – grass Cutting | £624.00 |
| Redshoes Accounting – payroll | £50.40 |
| Nark design – website hosting and domain | £253.00 |
| Unity Bank – service charge | £6.00 |
- b) Direct Debits Made: None
- c) Income
- | | |
|-----------------|----------|
| HMRC VAT Refund | £3269.05 |
|-----------------|----------|
- All payments and bank reconciliation were **APPROVED** unanimously.
Proposed MB Seconded GW

210725/10

DIARY DATES – 15th September 2025 6.30pm Burrough Green Reading Room

Meeting closed at 19.11

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K Peck
Karen Peck
Clerk & Responsible Finance Officer
Burrough Green Parish Council
Dated: To be signed in September

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T Rusk
Tom Rusk
Chair
Burrough Green Parish Council