

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 15th September 2025
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 7
VACANCIES 0
QUORUM 3

AGENDA

- 150925/1 WELCOME**
- 150925/2 TO RECORD APOLOGIES FOR ABSENCE**
- 150925/3 MEMBERS' DECLARATIONS OF INTEREST**
- 150925/4 TO RECEIVE DISTRICT AND COUNY COUNCIL REPORTS**
- 150925/5 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:**
Annual Meeting minutes of Burrough Green Parish Council on 21st July 2025
- 150925/6 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
- 150925/7 COUNCIL BUSINESS**
- a) To note completion of External Audit Annual Governance and Accountability Return for year ending 31 March 2025
 - b) To note NJC Salary Pay Award agreement reached and implemented accordingly
 - c) To review Maintenance Report and footpaths
 - d) LHI Expression of Interest 26-27
 - e) Village Voice Donation
 - f) Reading Room Lease
 - g) Oak Tree Rise Development
 - h) Kingsway Solar – update if any
 - i) Update: Playpark lease registration Land registry/Trustee ID
- 150925/8 PLANNING**
TO DISCUSS:
None
COMMENTS MADE/ AWAITING DECISION
25/00881/FUL Tasma House, Bradley Road, Burrough Green
First floor extensions, replacement roof including replacing a flat roof, new front porch and small side bay window
25/00576/VAR Orchard Park Stud, Westley Waterless
Vary condition 1 of previously approved 20/00472/VAR – Approved

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

25/00359/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

150925/9

FINANCE

1. To approve payments and Bank Reconciliation up to 31st August 2025

a) Online Payments:

HMRC, Wages & Expenses	£410.55
McGregor Services – grass Cutting	£624.00
Unity Bank – service charge	£6.00
August	
Morelock – Mounting kit	£79.20
PKF Littlejohn – External Audit	£252.00
McGregor Services – Grass Cutting	£312.00
HMRC, Wages and Expenses	£474.99

b) Direct Debits Made:

None

c) Income

None

150925/10

DIARY DATES –17th November 2025 6.30pm Burrough Green Reading Room

K Peck

Karen Peck

Clerk & Responsible Finance Officer

Burrough Green Parish Council

Dated:27.8.2025