

# BURROUGH GREEN PARISH COUNCIL

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

Chair: Tom Rusk

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**NOTICE OF MEETING:** Burrough Green Parish Council  
**TIME:** 6.30pm  
**DATE:** Monday 19<sup>th</sup> January 2026  
**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 6  
VACANCIES 1  
QUORUM 3

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## AGENDA

- 190126/1 WELCOME**
- 190126/2 TO RECORD APOLOGIES FOR ABSENCE**
- 190126/3 MEMBERS' DECLARATIONS OF INTEREST**
- 190126/4 TO RECEIVE DISTRICT AND COUNY COUNCIL REPORTS**
- 190126/5 TO SIGN AND APPROVE MINUTES OF MEETINGS OF:**  
Annual Meeting minutes of Burrough Green Parish Council on 17<sup>th</sup> November 2025
- 190126/6 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
- 190126/7 COUNCIL BUSINESS**
- a) To review Maintenance Report and footpaths
  - b) 2026 LHI application
  - c) Reading Room Lease
  - d) Oak Tree Rise Development
  - e) Kingsway Solar targeted Consultation
  - f) Update: Playpark lease registration Land registry/Trustee ID
  - g) Forest City
- 190126/8 PLANNING**
- TO DISCUSS:**  
None
- COMMENTS MADE/ AWAITING DECISION**
- 25/00373/FUL The Old stable at The Folly, London Road, Six Mile Bottom - APPROVED**  
Change of use of redundant stables to residential to form an extension to existing dwelling, including internal and external alterations, associated and infrastructure
- 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

171125/9

**FINANCE**

1. To approve payments and Bank Reconciliation up to 31<sup>st</sup> December 2025

**a) Online Payments:**

|                        |         |
|------------------------|---------|
| HMRC, Wages & Expenses | £445.28 |
|------------------------|---------|

|                                   |        |
|-----------------------------------|--------|
| McGregor Services – grass Cutting | £72.00 |
|-----------------------------------|--------|

|                    |        |
|--------------------|--------|
| Redshoes – payroll | £50.40 |
|--------------------|--------|

|                              |       |
|------------------------------|-------|
| Unity Trust - service charge | £6.00 |
|------------------------------|-------|

**b) Direct Debits Made:**

|                           |        |
|---------------------------|--------|
| ICO – Data Protection Fee | £47.00 |
|---------------------------|--------|

**c) Income**

|                  |          |
|------------------|----------|
| HMRC VAT Reclaim | £1014.28 |
|------------------|----------|

171125/10

**DIARY DATES** -16<sup>th</sup> March 2026 6.30pm Burrough Green Reading Room

*K Peck*

**Karen Peck**

**Clerk & Responsible Finance Officer**

**Burrough Green Parish Council**

**Dated:13.1.2026**