

Burrough Green Parish Council Meeting

Minutes of Monday 24th September 2018 held in the Reading Rooms at 7.45pm

Councillors present: Cllr. Jo Batting (JB) Chair, Cllr. Angela Harris (AH), Cllr. Vee Mustoe (VM) & Cllr. Mark Penhaligan (MP).

In attendance: Vicky Bright, Clerk. Cllr. Alan Sharp – ECDC.

Item		Action
	The Chairman welcomed all to the meeting.	
	<u>Public Forum – LGA 1972, Section 100(1):</u> There were no members of the public present.	
18/09/1	<u>Local Authority Reports:</u>	
i)	Cambridgeshire County Council. None.	
ii)	East Cambridgeshire District Council. Cllr. Alan Sharp gave the following report; <ul style="list-style-type: none">• The Inspector is still reviewing the Local Plan; it is thought it will go before Full Council for approval in January 2019.• A consultation was held on footpaths and dog fouling, which was approved and the conditions include green footpaths. Lode Parish Council is pursuing prosecution of one offender.	
18/09/2	<u>Accepted Apologies for absence - LGA 1972, Section 85(1) & (2):</u> Cllr. G. Way, Cllr. K. Simpson & Cllr. A. Khan. <u>Absent:</u> None.	
18/09/3	<u>Members Declaration of Interest (for items on the agenda) – LGA 2000 Part III:</u> None.	
18/09/4	<u>Minutes of the last meeting - LGA 1972, Schedule 12, para 41(2):</u> <u>Resolved 18/09/4.01</u> To adopt the minutes of the Parish Council meeting held on 23 rd July 2018 as a true statement and these were signed by the Chairman (JB).	
18/09/5	<u>Matters arising from the minutes</u>	
i)	Clerks Report None.	
ii)	Councillors Reports None.	

Burrough Green Parish Council Meeting

Minutes of Monday 24th September 2018 held in the Reading Rooms at 7.45pm

18/09/6

Correspondence:

- The decision has been made to remove bring banks from all but 5 sites, bring banks will be removed w/c 15th October 2018. We are keen to advise you at the earliest opportunity of this, and should you find that there are any negative impacts following the removal of the banks i.e. fly-tipping please do not hesitate to contact us to report this. This includes sites at Brinkley and Stetchworth.

Sites remaining:

- Tesco's Ely
 - Waitrose Ely
 - Fountain Lane, Soham
 - High Street, Cheveley
 - High Street, Chippenham
- Parish Forum meeting on Tuesday 30 October, starting at 7.30pm at the Community Room, which is to the rear of Cheveley Primary School on Park Road, CB8 9DF

18/09/7

i)

Planning Applications for Consideration:

Update on Hartfield Road Development Complaint

Juleen Roman, Head of Planning sent a letter confirming she had visited the site and inspected Plot 8. At that time only the Ground Floor had been constructed, but she confirmed that it is being built in accordance with the approved plans. She has issued a set of approved plans for our information, and if anyone wishes to see these plans they can contact the Clerk, clerk.bgpc@ymail.com.

Cllr. Sharp, ECDC attended a site visit on 4th September 2018 with Head of Planning and Murfett's. The issue of working hours and Sunday/Bank Holiday working was raised and the contractor advised that the Scaffolders had been advised not to work outside of conditioned hours of work. Cllr. Sharp has requested that any further problems or issues be directed to him personally and he will contact Murfett's to address personally. Parking was also raised as an issue with Murfett's and this has been addressed.

With regards to Plots 1&2, a meeting was held with Mr MacFarlane and Wayne Murfett and Ian Chapman on 21st September, to agree the boundary North of his property and south of their boundary line. At this meeting it was agreed that the line was in fact the north side of Mr MacFarlane's ditch together with the outer smaller paddock fence, this line is as shown on deeds dated 1938 and Title Deed Edition date 20.12.2006 and Murfett's Title Deed Edition date 31.07.2017, this line has again been marked out with posts and agreed between both parties

ii)

Joint Minerals & Waste Local Plan Consultation CCC/PCC

Cambridgeshire County Council and Peterborough City Council are in the process of writing a new Joint Minerals and Waste Local Plan. This Plan will seek to ensure an adequate supply of minerals and waste management facilities over the period to 2036, including the relevant policies

Burrough Green Parish Council Meeting

Minutes of Monday 24th September 2018 held in the Reading Rooms at 7.45pm

needed by Officers and/or Councillors for determining planning applications for such development. Over May and June this year, the councils consulted on a very early Preliminary Draft of the new Plan, seeking views on the proposed wording of these policies, and also asking landowners, agents and operators to submit their suggested sites for future mineral and waste management development. We received a number of such suggested sites. As a Parish Council, our views on these suggested sites are very important, due to our particular knowledge of the local area, of the surrounding areas, and of how these sites and their potential after-use, may affect us, should they be allocated in the new Plan.

Comments to be submitted by no later than **Wednesday 31 October 2018**. The Clerk is to forward the link to the Draft Plan Sites and interactive map to all Councillors for their comments.

Clerk

iii) **18/00691/FUL – Demolition of semi-detached cottages, proposed new detached farmhouse and cart lodge. Associated landscaping and services plus highway junction improvement. – 1 Ravenshall Cottages, Bradley Road, Burrough Green.**

Following additional information received relating to the Phase II Ecology Survey, it was agreed to re-submit previous No Objections.

Resolved 18/09/7.01

No Objections re-submitted for application 18/00691/FUL on 22nd August 2018.

For Info Only:

TPO/E/1/85 18/00305/TPO – Approved 12th September 2018.

17/01027/FUM – Approved 16th August 2018.

18/09/8

Highways:

i) **VAS Data Update / Speed Watch Report**

No Speed Watch sessions have been carried out. Cllr. Jo batting and Mark Batting have been compiling the data report and this is to be sent to the Police (SNT).

JB/MB

It was noted that the Parish Council is to cut back the vegetation on the footpath between Church lane/Sheriffs Court.

ii) **Update on Barriers on the Lane between Bradley Road/Brinkley Road (Byway 3)**

The Clerk confirmed the quote with J&G Groundworks. Col. Jonny Kaye has agreed to the gates and also agreed a 1/3 contribution to the costs of installation. A meeting has been arranged for 25th September, between Mr & Mrs Rowley, Cllr. Jo Batting, Peter Gaskin and George Hayes to answer queries raised by Mr & Mrs Rowley regarding the positioning of the gates. The gates will be wide enough to allow machinery for cutting hedges to access and the gates will have a 1.95m gap ditch and path side for pedestrian access, and the posts will be in a removable metal sleeve, landowners will be issued keys.

JB

iii) **Update on Speed Restriction LHI Application Top Road/Hartfield Rd**

Burrough Green Parish Council Meeting

Minutes of Monday 24th September 2018 held in the Reading Rooms at 7.45pm

The LHI application was submitted in July, following a meeting on site with Highways engineers, who were very helpful. The application requests for Speed Survey and improvements to Brinkley Road. A decision is expected November 2018.

18/09/9

Play area:

i) Land Registry Update

Cllr. Khan and Cllr. Way are still getting Witness' ID verified, no update at present.

AK/GW

ii) Fence Painting Update

Due to weather the fence is not yet completed, and further working parties are to be arranged to finish the painting. The gate needs fixing (hinge/coach bolts).

JB/AH

18/09/10

Finance

i) Parish Council Bank Balances and Reconciliation

The bank balance was confirmed as £18,070.58 as of 30th August 2018.

Resolved 18/09/10.01

That the Bank balances and reconciliation of payments & receipts be received and adopted and signed & initialled as such by the Chairman (JB).

ii) Cheques for signing and approval

Resolved 18/09/10.02

It was agreed to approve the payments of the following outstanding invoices and the cheques were approved and signed by Cllr. Jo Batting & Cllr. Angela Harris.

Mrs V Bright	Expenses	000728	£1.16
CHT	Defib Code Magnets/Key fobs	000729	£154.20

iii)

GDPR Update

The Clerk presented a GDPR Scheme run by CAPALC at a cost of £25 per annum.

Resolved 18/09/10.03

It was agreed not to sign up to the CAPALC GDPR Membership Scheme.

Resolved 18/09/10.04

It was agreed to adopt the Email Privacy Policy, and this was duly signed by the Chairman (JB)

Burrough Green Parish Council Meeting

Minutes of Monday 24th September 2018 held in the Reading Rooms at 7.45pm

Resolved 18/09/10.05

It was agreed to adopt the Data Security Incident Response Procedure, and this was duly signed by the Chairman (JB).

Resolved 18/09/10.06

It was agreed to adopt the Data Retention & Disposal Policy, and this was duly signed by the Chairman (JB).

18/09/11

i)

Parish Matters:

Defibrillator & VETS Update

The Clerk advised that she was still waiting on information on funding for the Village Emergency Telephone System Scheme, CHT have approved the scheme and are just putting together the application packs.

The Clerk has ordered a fridge magnet and key fob with the Defibrillator cabinet code, for each household. If residents require extra key fobs they should contact the Clerk.

ii)

Reading Rooms Update

The Committee held a meeting last Monday. The Wadlow funding application decision should be made in November 2018, for the kitchen refurbishment. Repairs are on hold until funding is confirmed. The toilets have now been repaired and are working and the guttering has been cleared. The ceiling is yet to be addressed. A fallen tree in the back outside area has been cut down and cleared and the garden has been cleared up. There are currently ongoing discussion regarding the Treasurer position. The Personal Indemnity/Liability Insurance for the Trustees has now been arranged and taken out.

There is to be a Family Harvest Supper on 10th November 2018 with Bingo, a Quiz and Jackets and Chilli.

The website needs updating and it was agreed to forward this to Carla Nicholson to be added to the next agenda, the Clerk has offered her assistance and help with this. The Parish Council has also requested that the Committee provide them with a set of keys. The next Committee meeting is on 19th November 2018.

18/09/12

Items for next Agenda:

- Play Area Land Registry Update
- Play Area Fence Repairs Update
- Reading Rooms Update
- VETS Scheme Update on Funding
- GDPR Update

Burrough Green Parish Council Meeting

Minutes of Monday 24th September 2018 held in the Reading Rooms at 7.45pm

- Update on Speed Reduction LHI Application for Top Road & Agree Presentation to the LHI Board for 29/11/2018
- Update on Byway 3 Gates
- Speed Watch / VAS Data Update

Next Meeting will be held on Monday 26th November 2018, at 7:45pm, in the Reading Rooms.

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed at 8:55pm

DRAFT