

Burrough Green Annual Village Meeting
Minutes of the Annual Parish Meeting held on Monday 21st May 2018
At 7.00pm in the Reading Rooms, Bradley Road, Burrough Green

Councillors present:

Cllr. Jo Batting (JB), Cllr. Ken Simpson (KS), Cllr. Angela Harris (AH), Cllr. Mark Penhaligan (MP), Cllr. Vee Mustoe (VM) & Cllr. Ansa Khan (AK).

Also Present:

Vicky Bright - Clerk, Cllr. Alan Sharp – ECDC, Carla Nicholson – Reading Rooms & Speed Watch, Paul Anson – Playgroup, Mark Batting – Cricket Club & Julie Bampton – Ellesmere Centre. 6 members of the public.

1 The Chairman, Councillor Jo Batting, welcomed everyone.

Apologies:

Cllr. G. Way – BGPC & Cllr. Mathew Shuter – SCC.

2 **Resolved APM18/05/2.01**

The minutes of the last Village Meeting held on Monday 22nd May 2017 were proposed as a true record and the Minutes were duly signed by the Chair, Cllr. Jo Batting.

3 **Annual reports follow:**

EAST CAMBS DISTRICT COUNCIL

Cllr. Alan Sharp made the following report to the meeting;

- The ECDC Waste contract is now back in house after the Veolia contract expired in April. If residents wish to have a 2nd Green Bin this can be purchased at a £48 per annum cost. Second Blue bins can also be purchased with a one off £25 payment.
- Last year 57% recycled waste was achieved; the target is 60% (£85 per tonne into landfill charge)
- The Budget has been agreed with Council Tax frozen for the 6th year running.
- Community Land Trusts are being set up, with a £6.5 million combined authority loan to develop the scheme. This will not incur any cost to the tax payer and will result in profit for ECDC.
- The new Leisure Centre opened on 11th May, the Council is dedicated to increasing leisure facilities in the South, and is currently trying to secure funding.
- The Local Plan will go to the Local Inspector in June/July with a decision expected in October/November.
- The travellers have been reported and are due to be served eviction by the Enforcement Officer.

4 **CAMBS COUNTY COUNCIL**

Cllr. Matthew Shuter sent his apologies.

5 **PARISH COUNCIL CHAIRMAN'S REPORT FROM**

Cllr. Jo Batting, Chair made the following report to the meeting;

There have been 6 meetings this year, discussing regular council matters such as road safety, planning applications, budget considerations, district council reports, footpaths and local assets.

There have been several major planning applications which have caused concern to the village. All were discussed and comments sent into ECDC outlining the Councils concerns with each proposal. Housebuilding has started on top road, causing considerable inconvenience to the adjacent properties. Building has yet to start in 2 other proposed developments.

This year, the council was asked to help clarify the situation regarding the lease and trust for the Reading Room. This has not been easy, with conflicting advice given, so I will let Carla Nicholson, Chair of the Reading Room committee, bring you up to date.

The village defibrillator is now in situ on the external wall by the entrance to the school, and ready for use. Following 2 missed sessions, training was finally held in the Reading Room on 28th April, which was well attended. The Council will talk to the school about the possibility of getting a set of paediatric pads, as only adult pads are supplied. The defibrillator will be checked at least monthly, but preferably weekly.

The play area continues to be a major asset to the village, run by its own committee, with annual fundraising for upkeep costs and improvements as required. It is inspected annually by ROSPA, as well as having monthly risk assessments, as required by health and safety legislation. Cllrs Way and Khan are ensuring the Land Registry is updated. The tree was also trimmed and the canopy raised as part of regular maintenance.

The door of the phone box was damaged in windy weather, and has now been repaired. Now the weather has improved, the final coat of paint can be applied.

The village pub, still listed as a community asset, now has new tenants in Katrina and Rob, who have settled in well and are keen to be involved in the village and community.

Last year we had problems in Green Lane with both flooding and the Travellers visiting the byway. I am pleased to say that

with the help of the Byways enforcement officer, the ditch has now been cleared and we are hopeful that it will now be properly maintained and there will be no further flooding. With regards to the possibility of erecting accessible barriers, one of the landowners was not happy to give permission for accessible gates to be fitted, so there are still no barriers in place. We are very lucky to have such a beautiful village and green, and we continue to have Les Field cutting the grass and keeping it looking so good. The trees and shrub area around the pond was kindly cut down and cleared by some volunteers, and the resulting cuttings have now been cleared away. The tree by the cricket pavilion was also cut back. The annual litter pick took place in April, carried out by members of the Parish council, and with some help from some of the villagers. My thanks once again go to all my fellow councillors, for continuing to give their time and experience to support the council and to help in taking decisions that effectively deal with and resolve matters arising within the village community, and also thanks to our Clerk.

Thanks were offered to Cllr. Batting (Chair) on her hard work for the year.

6

CAMBS POLICE – SNT

No report and no apologies sent.

7

READING ROOMS COMMITTEE REPORT

Carla Nicholson gave the following report to the meeting;

This year has seen no great change in the circumstances of the Reading Room, with hall hire and fundraising similar to previous years. The balance for 2017/2018 was £2985.95. We received a generous donation from a parishioner and The Bull are now making a regular donation with proceeds from a lottery game. In June last year we hosted the Open Gardens teas and have had other afternoon teas, which prove to be fairly popular. In April a Bridge evening was hosted by a villager which raised a large amount of money, our current bank balance is £4,200.00

As Chair, following last year's AGM, I approached the Parish Council to see what assistance and support they could offer the Reading Room going forward, to ensure the hall's future as an asset to the village. The Governing Documents and lease were examined by the Parish Council at my request and at the time this raised questions about the roles and responsibilities of all parties involved with the Reading Room. I have also been to a governance meeting with Lisa Chambers from Cambridgeshire ACRE and she was most helpful in making sense of a very complicated arrangement. She commented that she had never seen such an arrangement before! In summary, the hall and the land it sits on is owned by the Ely Diocese, they lease the building to the Parish Council as Holding Trustees, the Management Committee are responsible for the day to day running of the hall and all subsequent costs associated with repairs and maintenance.

Also at this time, the Management Trustees decided to survey the village for their thoughts around the Reading Room; what events they would attend, what improvements they would like to see and reasons why they do/don't use the facility. The survey was met with a certain amount of apathy from the village, with only 20 replies received. Reasons for not using the hall mainly centered around the uncomfortable seating, lack of cooking facility, how cold it is and general decoration.

We now embark on the next phase of bringing the village a facility that they will use with events they want to attend. This is a long process, which begins with a building survey, so we may ascertain possible costs of running and maintaining the building for the foreseeable future. We already have a quote of over £400 to treat the damp patches and that is before any upgrade of facilities can take place. We are in no doubt that considerable grants and fundraising will be required and therefore a fully costed business plan is needed. We will also need a strong and capable group of Management Trustees to make the plan work. These plans will be discussed at our AGM on the 4th June 2018.

8

BURROUGH GREEN PLAYGROUP

Paul Anson gave the following report to the meeting;

There are 23 children attending the playgroup, numbers are increasing and we have a waiting list for September. We now have a full compliment of 5 Trustees. We are always looking to increase and bring in new blood. We are in the process of transferring to a Charitable Incorporated Organisation, as we are currently an Unincorporated Charity which restricts us on fundraising. Our OFSTED Registration is now in process. We have introduced a Hardship Policy, and we are hoping to increase funding for this. We are in liaison with the School / PTA for fundraising and to ensure children are well prepared for school.

9

VILLAGE VOICE NEWSLETTER

The Clerk read out a report on behalf of Trish Bull;

With new houses being built in Westley and Burrough Green the distribution is growing. 450 copies are now printed and distributed monthly. I receive regular articles from various organisations, as well as our local villages 'What's On' features on the front page, which, hopefully those who read the newsletter find useful. The print costs for the year 2017 were £1567.71. Print Out in Histon give us a very good deal at .025p for an A4 side and don't charge VAT on newsletters, which is a big saving over other companies. No other expenses are claimed for the publishing and distribution. The advertising raised £1094. The

Parish Councils contributions amounted to £345. The small shortfall being covered by money carried forward from 2016. The accounts are available to be inspected. Thank you for your continued support.

CRICKET CLUB

10 Mark Batting gave the following report to the meeting;

After a 2017 season that never got going the Committee has made the difficult decision to wind up the cricket club. On the positive side Adiel Khan last year was able to run approximately 8 Junior Allstars cricket which were very well attended (Up to 30, 5-8 year olds at the peak)
The plan remains to do the same for 2018 and the committee has agreed to keep the club formed whilst these are taking place
However, at an extraordinary meeting held in March we agreed a date of June 30th when we would formally wind up the cricket club.
There has been much debate over who owns the pavilion but it is believed that this is owned by the Way family and as such it will revert to the family from 30th June.
The building will be made secure and the electricity and water will be turned off.

BURROUGH GREEN PRIMARY SCHOOL

11 No report sent and no apologies.

SPEED WATCH GROUP

12 Carla Nicholson gave the following report;

No roadside Speed Watch has been completed since the last Parish Meeting. This is mainly due to a lack of volunteers, equipment sharing and long spells of poor weather. I also feel that short random spells of speed watching were only effective while we were sitting at the side of the road. It had no general impact on speed at other times.
Burrough Green now has the VAS speed sign which I am in charge of moving around three locations in the village on a two-week rota. Villagers have commented that the VAS does have a positive impact on speed reduction. Data taken from the VAS is a powerful indication of the speed issues that our village experiences, the peaks and troughs in volume of traffic and the times of day when speeding is most prevalent.

Summary of Data taken for the 6 months between November 2017 & May 2018;

- During this time there were 248,269 traffic movements past the VAS. This is an average of 40,00 per month. As the VAS only monitors traffic from one direction, it is a fair assumption to estimate a million movements per annum through the village.
- Of the 248,269 vehicles monitored, 85% are travelling at an average speed of 38mph.
- More vehicles (69,051) were travelling between 35 and 39mph than 30 to 34mph.
- Just under 9,000 (3%) were clocked at over 50mph.
- 52 movements recorded over 70mph. With 3 vehicles travelling at 85mph.
- Peak time for speeding through the village is between 5am and 8am.

ELLESMERE CENTRE

13 The Clerk read out a report on behalf of the Ellesmere Centre;

The last year has been another successful year, not least due to the ever increasing use of the facilities and services that the centre offers. That success inevitably leads to increased costs, both in terms of staffing and also cleaning and routine maintenance commitments. Accordingly, there has an increase in working hours and recent addition of another part-time employee. These changes have meant an increase in office opening hours, so users have immediate help and information. The availability, commitment and dedication of front-of-house managers and all the staff play a major role in the success of the Centre. The centre operates as a charitable trust and revenues are derived from renting facilities, fund raising effort, grant applications and donations, which are an important contribution, so we are always grateful to those parish Councils who see fit to assign donation to the Centre in their precept budgets. This year there has been focus on smaller, sometimes behind-the-scenes projects, while we continue our fund raising efforts for major works, which will contribute to improving our environmental footprint.

Centre Improvements

1. Improved and enlarged storage facility for the Sports Hall to facilitate easier, safer movement and storage of major

equipment items.

2. Creation of a new secure cleaning cupboard for safe storage of equipment and cleaning chemicals.
3. Major revamp of the office area, combining the office and former computer room to make a more efficient and acceptable working environment.
4. Complete redecoration of the Small Hall, which is an essential area for a really diverse range of classes and activities.

New classes/activities

Part of our mission is to provide for local communities and especially to encourage fitness and well-being. We are delighted to have planned for and to be introducing the following new classes: -

- Judo, which started in August 2017 and is now really well attended and looking to expand.
- New Tag Rugby, starting after half-term
- New Yoga classes, starting in Summer 2018.
- Healthy Walks, part of the government's national, "Let's Get Moving", scheme. These will be supervised by staff and trustees.
- Tai Chi, starting next week as part of the same scheme.

Environmental interests

In conjunction with Stetchworth Parish Council there have been 10 bird box installations around the Queen Elizabeth Millenium field and on the centre buildings. Already at least 4 are inhabited creating tremendous interest, a good following on facebook and drawing more visitors to the centre, who can now enjoy direct CCTV images of our resident Blue Tit who has 8 eggs and has just begun incubating them.

Activity list

- Boot Camp
- Open Mic nights
- Post Office
- Grocery shop
- Beauty Parlour
- Dog Grooming
- Garden Club
- Cricket coaching
- Tennis coaching
- Tennis
- Badminton
- Squash
- Children's classes in football, rugby & tennis
- Adult Classes in Pilates, Zumba, Fitsteps, Yoga, Art
- Pre-School-Mother & Toddler, music, football Special Needs Group
- Five-a-side football
- Netball
- Indoor carpet Bowls
- Choir
- Annual Pantomime
- Ellesmere Arts annual production

Finances

We are delighted that increased patronage and introduction of new facilities has improved revenues, such that we can plan for staffing changes and prioritise maintenance and efficiency improvements. Our accounting practices are continuing to improve so that we can use financial data to improve our planning.

FUTURE PLANS

The list of potential projects is little changed from last year, all of which require very substantial funding.

Re-roofing and Roof insulation

Grant and Fundraising efforts mean that we are close to implementing this major improvement.

Rainwater drainage

It is planned that this long-term problem will take priority after installation of new roofing, guttering and downpipes.

Storage

As activities and usage increase, storage space is at a premium. Additional building work is prohibitive, therefore we will compromise with exterior container storage, which will be purchased and installed this year.

Bar area improvements

The bar and alcohol license are valuable fundraising assets, so we have a continued plan to improve secure storage and revise the bar area to make its use more efficient.

Porch installation

Our plans include a front door porch area, though now of lesser priority after the new front doors were installed.

Sinking fund/Multi-Use-Games-Area (MUGA) maintenance

The MUGA area is one of our most valued assets, used for many different activities. Investment in twice yearly professional maintenance has been a positive move. We are grateful that Stetchworth Parish Council managed and supported the re-fitting of internal boarding, using recycled rubber, which is much more weather resilient and safer for users. We have improved security of some of the fencing, which in future will need replacing.

BURROUGH GREEN VILLAGE WEBSITE

The Clerk reported the following on behalf of Rachel Lewis;

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If anyone wants to create a Parish Council Website, I am happy to put a link to it. Otherwise I am ok to continue adding essential info as requested.

DEFIBRILLATOR UPDATE

The Defibrillator Public Awareness/Training Session was held on 28th April 2018, and was attended by a few residents. The Defibrillator is now registered with the Ambulance Service and is in use. The code for the Defibrillator cabinet is available by dialling 999 in an emergency. The Clerk is also able to get Fridge Magnets or Key fobs with the Code on them for residents, should they want it. There is also funding available for a Village Emergency Telephone System (VETS), which will be discussed and the July Parish Council Meeting.

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Public Forum:

- Hartfield Road / Top Road – Concerns were raised regarding the speed limit on this road which is 60mph (advisory only 40mph). The Parish Council have previously been advised that a speed reduction would not be granted due to lack of accident/speeding data. However, as Speed watch is not permitted on this area due to being unsafe, it is impossible to get the Data. A request for a traffic mirror to assist with the poor visibility on the Hartfield Road junctions was also refused. It was agreed that the Parish Council should approach Highways SCC and the County Councillor and the Police Team to appeal for speed reduction again, to an obligatory 40mph from the Westley Waterless turning to past the houses on the opposite side of the road, based on the following reasons and also the new housing development, which gives a concrete change to increased traffic movements;
 - School Buses and minors crossing the road
 - 2 blind bends
 - New housing development
 - Hartfield Rd and Westley Waterless junctions – poor visibility to blind bends.

The Clerk was also asked to report to Highways the incorrect surface connection from Hartfield Road to the main Road which causes vehicles to bump.

- Hartfield Toad Development – 17/01083/RM – The Clerk explained the confusion with the Parish Council objections being submitted but not being included in the determination or on the portal. The Parish Council is concerned and disappointed that our objections to the development, submitted to Ruth Gunton on 17th August, were not included within the application or on the online portal. The objections were submitted by email on 17th August, following 3 earlier requests for further information on 25th July, 10th & 16th August, which were not answered. These requests were also cc'd to the PLServices email address. Ruth Gunton left the Council's employ, and the Planning Manager has stated that they were therefore unaware of our objections and that our objections are in her Email Inbox and they are unable to gain access to them. We as statutory consultees should have been notified, and contacted by the replacement Planning Officer.
- Since approval of the application and the development starting several concerned and upset residents, have bought

to our attention the following issues;

- At a previous informal site meeting with the Agent in March 2017, concerns were raised over privacy, and the agent/applicant agreed to fencing and landscaping schemes to be included within the development along the boundary, they also agreed to a small play area for use by all properties in the area. Neither of these promises have materialised since the new developer taking over.
- There are concerns that the houses being built are larger than the original plans, with large detached properties, not terraced or semi-detached cottage style properties as shown on the plans available to the residents. It appears that letters of notification advising of revised plans/application have not been sent to neighbouring residents. These houses are now not in-keeping with the surrounding property or character of the area and have a negative impact on the street scene and environment.
- Plot 8 appears to be higher and larger than planned and now has windows overlooking the neighbours' property. The property is very close to the boundary hedge. There also appears to be living accommodation above the garage, with a window looking towards the Laurels, which looks straight into the windows and garden on No. 15 Brinkley Road, this was not in the original plans.
- Plot 1 appears to have been built in the wrong position, and is now involved in a Civil Matter regarding the neighbours' boundary, due to loss of privacy.
- The parking for the development is insufficient parking for the number and size of the properties proposed and further off street parking is needed.
- Residents have raised concerns that the builders are not adhering to the conditions of the approved application, in terms of working hours. Builders have been on site working before 8am on weekdays, and on Sundays, causing loud noise and being obtrusive. When confronted the builders have been rude and offensive.
- The builders and contractors are also causing obstruction, with their vehicles blocking in resident's cars and the entrance to the estate and also parking in private driveways/spaces.

It was agreed that the Clerk would write to the Planning Department/Manager expressing our concerns and disappointment and also offering our support to the concerns of the residents regarding the issues raised and discussed tonight.

The meeting closed at 8:16pm

Signed: *Jo Batting*

Date: 14th may 2019

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