

Burrough Green Parish Council Meeting
Minutes of Monday 28th January 2019 held in the Reading Rooms at 7.45pm

Councillors present: Cllr. Greg Way (GW), Cllr. Ken Simpson (KS), Cllr. Vee Mustoe (VM) & Cllr. Ansa Khan (AK) (arr. 7:51pm).

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.	
19/01/1	<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"> • Parking is still an issue with access at Hartfield Road development. This is being addressed by the Planning Officer. It was suggested the Clerk write to Juleen Romain, Planning to express the resident’s concerns regarding the parking issues. The oil tanks do conform to requirements of being 760mm away from a no fire rated boundary fence. • The Affordable Housing plan at the old MOD site in Ely is going ahead, the Combined Authority (CA) has agreed to lend the District to purchase the site. This will provide 92 houses, some of which will be affordable housing. It will not cost the tax payer anything, as the sale of the private houses will pay back the loan from the CA. • The Sheriffs Court appeal is still pending. 	Clerk
19/01/2	<u>Accepted Apologies for absence - LGA 1972, Section 85(1) & (2):</u> Cllr. A. Harris, Cllr. M. Penhaligan & Cllr. J. Batting. <u>Absent:</u> None.	
19/01/3	<u>Members Declaration of Interest (for items on the agenda) – LGA 2000 Part III:</u> None.	
19/01/4	<u>Minutes of the last meeting - LGA 1972, Schedule 12, para 41(2):</u> <u>Resolved 19/01/4.01</u> To adopt the minutes of the Parish Council meeting held on 26 th November 2018 as a true statement and these were signed by the Vice Chairman (GW), in the absence of the Chair.	

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| 19/011/5 | <u>Matters arising from the minutes</u> |
| i) | Clerks Report
None. |
| ii) | Councillors Reports
None. |
| 19/01/6 | <u>Correspondence:</u>
None. |
| 18/11/7 | <u>Planning Applications for Consideration:</u> |
| i) | None. |
| | <u>For Information only:</u> |
| ii) | 18/00547/TRE – Approved 29 th November 2018. |
| iii) | There is to be a Public Enquiry into an application by White Hart farm to de-register part of the Green. The date is to be confirmed. |
| 19/01/8 | <u>Highways:</u> |
| i) | VAS Data Update / Speed Watch Report
No update. |
| ii) | Update on Barriers on the Lane between Bradley Road/Brinkley Road (Byway 3)
J&G Groundworks have now completed works to install the gates. The Parish Council and both landowners are to have keys. |
| iii) | Update on Speed Restriction LHI Application Top Road/Hartfield Rd
The LHI panel decision is due March 2019. |

JB/MP

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19/01/9

Play area:

i) Land Registry Update

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

GW/AK

ii) Fence Painting Update

There are 6 panels left to do and the gate on Elizabeth Way/Church Lane, this will be carried out when weather permits. The Green side gate needs repairing, Cllr. Way is to ask Martin to look at this and to fix one broken slat on the Green side of the fence.

**JB
GW**

19/01/10

Finance

i) Parish Council Bank Balances and Reconciliation

The bank balance was confirmed as £25,796.19 as of 28th December 2018.

Resolved 19/011/10.01

That the Bank balances and reconciliation of payments & receipts be received and adopted and signed & initialled as such by the Vice Chairman (GW), in the absence of the Chair.

ii) Cheques for signing and approval

Resolved 19/01/10.02

It was agreed to approve the payments of the following outstanding invoices and the cheques were approved and signed by Cllr. Greg Way & Cllr. Ken Simpson.

ICO	Data Protection fee	000733	£40.00
CAPALC	Councillor training	000734	£75.00
SALC	Payroll	000735	£54.00
Mrs V Bright	Mileage & expenses	000736	£34.95

iii) CIL Fund Projects to be Considered

The Clerk confirmed that the CIL total is £8,805.00, with £4,400 of this reserved for the contribution to the LHI application for Brinkley Road. Several projects were discussed; Pond, Reading Rooms, Pedestrian Crossing & Street Lighting. It was agreed to defer any decision to the next agenda. The Clerk is to put a notice in the Village Voice asking residents to submit ideas.

Clerk

iv) Asset Risk & Maintenance Assessment Report

The Clerk reported that the inspection had identified that the notice board needs cleaning, Cllr. Simpson volunteered to do this. The Goal Posts have a broken corner post; the Clerk is to liaise with Cllr. Harris regarding repairs or replacement quotes. The bench in the corner of the play area has a broken and missing leg, Cllr. Way is to speak with Martin and ask him to take a look, or remove it.

**KS
Clerk/AH**

GW

The Clerk raised the issue of the Phone Box on Brinkley Road, which now has no telephony unit, and is falling into disrepair. It was agreed to adopt the phone box from BT for £1, and ideas for its use are to be discussed at the next meeting. The Clerk is to put a notice in the Village Voice asking residents to submit ideas.

Clerk

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	<p><u>Resolved 19/01/10.03</u></p> <p>It was agreed to adopt the phone box on Brinkley Road for £1 from BT.</p>	
v)	<p>Elections – May 2019 Information and Update</p> <p>The Clerk advised the Councillors that they would all have to submit nomination papers if they wished to stand for election in May 2019. Elections will be held on 2nd May 2019. Nomination packs were given to all Councillor's present (the Clerk will forward packs to Cllr's Batting, Penhaligan & Harris). A notice of Elections will be published on 26th March and the Clerk will put information on how candidates can stand and submit nomination papers, in the Village Voice, website and on the notice board.</p>	Clerk
19/01/11	<p><u>Parish Matters:</u></p>	
i)	<p>Reading Rooms Update</p> <p>The kitchen refurbishment is now complete. New stocks (china etc.) are to be ordered. There is to be an Opening Breakfast on 3rd March 2019. Discussions are underway regarding the heating. The next Committee meeting date is to be confirmed.</p>	
ii)	<p>Distribution of Defibrillator Cabinet Key Code (Key fobs/ magnets)</p> <p>The Clerk is to find out if the Post Man is able to deliver them on his round, or whether the Village Voice can deliver them with the next newsletter. The Clerk will put a notice in the Village Voice explaining their purpose, and giving a reminder about the Defibrillator to residents, to coincide with the delivery.</p>	Clerk
iii)	<p>Litter Pick / Village Clean Up</p> <p>The Village Litter Pick was agreed to be held on Sunday 24th March 2019 at 11am. The Clerk will organise a Village Voice notice and posters for the village.</p>	Clerk
iv)	<p>Village Summer Party – 29th June 2019</p> <p>The Church has agreed to a Village party, for residents only (invite only). The Parish Council will consider funding a band for the event, Cllr. Mustoe is to liaise with Lucy Talbot (PCC) regarding this. The event will be organised by a Committee made up of PCC/PC/School members etc.</p>	VM
19/01/12	<p><u>Items for next Agenda:</u></p> <ul style="list-style-type: none">• CIL Fund – Projects to be considered• BT Phone Box - Ideas to be considered• Play Area Land Registry Update• Play Area Fence Repairs / Bench / Goal Posts Update• Reading Rooms Update• Update on Speed Reduction LHI Application Decision• Speed Watch / VAS Data Update• Village Summer Party Update	

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- De-Registration of Green – Public Enquiry

Next Meeting will be held on Monday 25th March 2019, 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 8:39pm

Signed: *Joanna Batting*

Date: 25th March 2019

Chair, Burrough Green Parish Council