

Burrough Green Parish Council Meeting

Minutes of Monday 25th November 2019 held in the Reading Rooms at 7.45pm

Councillors present: Cllr. Ansa Khan (AK), Chair, Cllr. Greg Way (GW), Cllr. Mark Penhaligan (MP), Cllr. Vee Mustoe (VM) & Cllr. Ken Simpson (KS).

In attendance: Vicky Bright, Clerk. 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.	
19/11/1	<u>Local Authority Reports:</u>	
i)	Cambridgeshire County Council. None.	
ii)	East Cambridgeshire District Council. Cllr. Alan Sharp presented the following report to the meeting; <ul style="list-style-type: none">• Newmarket Town Council has agreed to support the Recycling Scheme and Centre project.• ECDC have put together a Working Group to review the existing and new bus services in the constituency. This will go to public consultation in Feb/March 2020.• Cllr. Sharp and Cllr. Amy Starkey are currently looking at cycleway proposals with Council Officers.• A Task Force has been set up in response to the Climate Change Emergency, this will look at Eco Developments, Taxi Licensing and initiatives for electric cars etc.• The Local Plan 2015 is to be reviewed. The Council will get back its 5-year land supply on 1st April 2020. Currently the wait is for the Green Paper on Planning from the Government. Supplementary documents are being approved and released to be included in the Local Plan.	
19/11/2	<u>Accepted Apologies for absence - LGA 1972, Section 85(1) & (2):</u> None. <u>Absent:</u> None.	
19/11/3	<u>Members Declaration of Interest (for items on the agenda) – LGA 2000 Part III:</u> Cllr. G. Way declared an interest in Item 9(i).	
19/11/4	<u>Co-Option for Councillor Vacancy</u> The Clerk advised that an application had been received from Tom Rusk to join the Council as a member. Cllr. Khan proposed co-opting Tom Rusk onto the Council, this was seconded by Cllr. Penhaligan. <u>Resolved 19/11/4.01</u>	

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The vote was unanimous in favour of co-opting Tom Rusk onto the Council. Cllr. Rusk signed his Declaration of Office, this was duly countersigned by the Clerk. The Clerk will email Cllr. Rusk the Code of Conduct and Governing Documents and a Register of Interests for him to complete and return.

19/11/5 **Adoption of the Minutes of the Parish Council meetings - LGA 1972, Schedule 12, para 41(2):**

Resolved 19/11/5.01

To adopt the minutes of the Parish Council meeting held on 30th September 2019 as a true statement and these were signed by the Chairman (AK).

19/11/6 **Matters arising from the minutes**

i) Clerks Report

None.

ii) Councillors Reports

None.

19/11/7 **Correspondence:**

- None.

19/11/8 **Planning Applications (For Consideration):**

i) 19/01359/FUL – Proposed single & two storey rear extension & front porch – Location: - 11 Walnut Tree Cottages, Burrough Green

Resolved 19/11/8.01

Formal Resolution of No Objections submitted on 29th October 2019. Still pending decision.

ii) 19/01420/OUT – Construction of 9 homes, all matters reserved except access – Location: - Wyck Farm, Bradley Road, Burrough Green

Resolved 19/11/8.02

It was agreed to Object to application 19/01420/OUT, and would like to add that the application is very brief in its description of the properties proposed, with very little information, the following comments are to be submitted;

- There is no provision for a public footway to join the development to the village, thus isolating the proposed residences from the rest of the village and community.
- There appears to be over development of the site, with 9 homes proposed, the development is also outside the development envelope.
- With the expected traffic volume increase, it is vital that a Traffic Survey be carried out, with consideration being given to traffic calming solutions. This area is already a 'hotspot' for speeding and accidents.

iii) For Information Only:

19/01305/FUL - Change of use of parcel of land from agricultural to Residential (C3) & change of use of Commercial (B1) land to Residential (C3) – Retrospective – Approved 29th October 2019

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- 19/11/9 **Highways:**
- i) **VAS Data Update**
The Clerk is to chase Mark Batting for the data download and report.
- ii) **Update on LHI Traffic Calming Top Road/Hartfield Road Scheme & Agree further costs of 'Red' Lining on Bend**
The Clerk confirmed that to have the red lining around the bend would cost an extra £2,000.00 at a cost to the Parish Council.
Resolved 19/11/9.01
It was agreed not to proceed with the red lining and to approve the design in its current state.
- iii) **Discuss and Agree Contribution to LHI Scheme Westley Waterless Junction**
The Clerk presented the feasibility report for the LHI works for the Westley Waterless junction, it has been proposed to Increase the size of the directional signs mounted at the junction, cut back the vegetation to increase visibility out of the junction, install vergemaster posts to outline the junction. Also, to install an advanced Give Way sign, yellow backed with supplementary plate (200/300 yards) and to refresh the SLOW markings on the road on both approaches to the junction. The PC contribution is 20% at a cost of £1,325.00.
Resolved 19/11/9.02
It was agreed to give a contribution of half the costs, totalling £662.50.
- iv) **Discuss proposal to plant a hedge on the field adjacent with The Wycks (Bradley Road)**
No update.
- v) **Discuss 'Parking' on grass verges opposite the school**
The Clerk advised that she had been contacted by the school to highlight an issue with parking on the grass verges, opposite the school. It was agreed to put a notice in the Village Voice asking residents and parents to park responsibly. The Clerk will also contact the SNT PCSO to add our support for patrols and action.

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19/11/10

Play area:

- i) **Land Registry Update**
Cllr. Khan and Cllr. Way are still getting Witness' ID verified, no update at present.

19/11/11

Parish Matters:

- i) **Brick Bus Shelter (Bradley Road)**

Resolved 19/11/11.01

It was agreed to proceed with demolishing the bus shelter and the quote from JBL was accepted at £950 + VAT.

The Clerk is to look at options and quotes for the new shelter, for the next agenda. The Clerk is to place a notice in the VV to advise of the demolishing before Christmas.

- ii) **Discuss Eco Initiatives - The Green / Pond**

The Clerk presented the draft proposals and plans from Greener Growth. It was agreed to consult with the residents and the Clerk is to put a piece in the VV. The plans will be available to view from the Clerk and at the January meeting.

- iii) **Discuss Teenage Leisure Initiatives and Youth Group Idea**

There has been no response from the VV consultation. It was agreed to add it to the May Annual Parish Meeting and to put it in the VV again, before the meeting. The 9v9 Goal Posts have been ordered and will be delivered soon to Cllr. Way's address.

19/11/12

Finance

- i) **Parish Council Bank Balances and Reconciliation**

The bank balance was confirmed as £29,367.78 as of 30th October 2019.

Resolved 19/11/12.01

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

- ii) **Cheques for signing and approval**

Resolved 19/11/12.02

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.

SALC	Payroll	000763	£54.00
Samba Sports	9v9 goal posts	000764	£332.99
ICO	Data Protection fee	000765	£40.00
CHT	Rescue Safety Kit	000766	£15.60

Resolved 19/11/12.03

It was agreed to approve the following cheques issued and signed between meetings.

Mrs. V. Bright	Mileage, expenses	000762	£54.71
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iii) **CIL Fund Projects Budget & Proposals**

The Clerk confirmed we are still waiting for receipt of quotes for the Reading Rooms heating, from Mark Batting. It was agreed to defer this to the May agenda, when the teenage initiatives have been consulted upon again at the APM and the Reading Rooms heating quotes have been received and also an update on funding applications submitted by the Committee.

iv) **Lloyds Bank Mandate & Approval to Add Signatories**

Resolved 19/11/12.04

It was approved to remove Angela Harris and Jo Batting as signatories and to add Cllr. Ansa Khan as a signatory. The mandate was signed by two signatories and adopted.

19/11/13 **Items for next Agenda:**

- Play Area Land Registry Update
- Update on Eco Initiatives at the Green & Pond
- Update on Brick Bus Shelter and to Agree Quotes
- Update on LHI 2020/21 Westley Waterless
- LHI Hartfield Rd/Top Road Update
- VAS Data Update
- Discuss proposal to plant a hedge on the field adjacent with The Wycks (Bradley Road)

Next Meeting to be held on Monday 28th January 2020, at 7:45pm, in the Reading Rooms

*It was agreed to keep meetings on the 4th Monday at 7:45pm, in January, March, May, July, September & November for 2020.

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed at 9:38pm

Signed: *Ansa Khan*

Date: 27th January 2020

Chair, Burrough Green PC