

# BURROUGH GREEN PARISH COUNCIL

Chair: David Swanney, Tel 01638 508353

Clerk: Janet Martin, 4 Saxon Street Road, Cheveley, Newmarket, Suffolk CB8 9RB  
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## MINUTES OF THE EXTRA ORDINARY MEETING OF BURROUGH GREEN PARISH COUNCIL HELD IN THE READING ROOM ON 8<sup>th</sup> AUGUST 2011 at 7.45p.m.

**Present:** Janet Wiseman, Ken Simpson, David Swanney (chair), Greg Way, Mark Penhaligan, Robert Stevens (district councillor) Janet Martin (clerk), one member of the public

- 1 **APOLOGIES FOR ABSENCE** - Angela Harris, Jo Batting (received after meeting)
- 2 **MINUTES OF MEETING DATED 4<sup>th</sup> July 2011** signed and approved
- 3 **MATTERS ARISING FROM THE PREVIOUS MINUTES (for information only)**

Apologies - It was reported that apologies for the meeting on 4<sup>th</sup> July were received after meeting from District Councillor Kevin Ellis

Declaration, Expenses forms, Register of Interest Forms – the Clerk had returned all forms to ECDC but those for GW & JB had been returned for additional information. This had now been completed and would be returned together with the completed Register of Interest form for MP.

### Assets

- Bus shelter, School –Re-pointing still required. AH to arrange

**Action AH**

Litter Bin, Gypsy Hall Lane – it was reported that this was now in position

Grass Cutting Public Rights of Way – The County Council had been notified re problem with FP5 and JB had confirmed with them that it was overgrown. CCC has replied that FP5 is not on the county list for cutting this year but it will be added for next. The Permissive section is not a county responsibility. It was suggested that the parish council may like to persuade the landowner to undertake a cut this year. It was also noted that the parish council could undertake maintenance if it so wished under S43 of the Highways Act 1980. It was felt this could set a precedent and GW volunteered to undertake some strimming if this was possible.

**Action GW**

Local Speed Policy – The clerk has e-mailed John Richards at the county council but no response has yet been received

Review of Policies – The clerk has amended the Risk Management Policy and Finance Regs as agreed

Planning – The clerk had contacted the County Council & a response received indicating that access has been given permission at 4 Walnut Tree Cottages and this

is on-going. Planning permission is not required as this is an extension of an existing access. The ditch & headwall have also been inspected and as there are no obvious connections from the highway it has been left to resident to deal with but CCC suggested installing a pipe to prevent future problems.

Questionnaires concerning future growth – a link was put on the web and notices & questionnaires put up on notice boards and in the pub

Complaint re school external finish – the clerk had reported this to the county council & response received confirming the finishes were in accordance with the approved drawings. The complainant has been informed.

#### **4 MEMBER'S DECLARATION OF INTEREST**

- a) JW declared a prejudicial interest in agenda item 7c as owner and applicant. GW & DS declared personal interests in the same agenda item as neighbouring occupants.

#### **5 PUBLIC FORUM**

JW addressed the parish council reporting that the plans had been amended to accommodate concerns by English Heritage regarding views from the church and its surrounds and as far as she was aware both the church and the planners were happy with the proposals.

#### **6 THE GREEN**

- a) GW and JW reported that they had carried out inspections and that there were no obvious burrows around the pond or on the green. It was agreed that unless the warren could be located it was not feasible or desirable to do anything. The clerk should notify the complainant to see if they could identify where burrows might be and if known any appropriate action by the parish council would be considered.

*Action Clerk*

- b) It was reported that ECDC Tree Officer had confirmed that the trees by the pavilion were not subject to a Tree Preservation Order but that the whole site is in a Conservation Area which means that any works would require a tree works application. It was advised that the parish council should engage a professional tree surgeon to inspect the trees and obtain a written report and recommendations before any works are undertaken. It was agreed that before proceeding the ownership of the land surrounding the pavilion should be confirmed. The clerk was asked to contact the Cricket Club to see if they could confirm the extent of their land and to contact Ansa Khan re her offer to investigate ownership.

*Action Clerk*

#### **7 PLANNING**

The following matters were discussed and considered:-

- a) 11/00609/FUL for Extension to form gym with roof conversion of existing garage to form living accommodation of living room and bedroom at Oaklea House, Church Lane – it was agreed that a response should be made stating “The parish council does have concerns about this proposal which can be addressed through conditions attached to any permission. The parish council would like to see conditions attached to cover the proposal only being used as ancillary accommodation by Oaklea House and to prevent it being sold in the future as a separate entity/dwelling.”

b) 11/00602/LBC for works to Listed Building at The Folly, London Road – no objections

The Chair with agreement of councillors changed the order of the agenda.

11/00452/LBC Replacement windows at the Reading Room – it was noted that this application had been approved

ECDC Proposed Draft Revisions to Supplementary Planning Document – Developer Contributions and Planning Obligations – it was agreed that no response was required

CCC Preparation for the coming winter season 2011/12 – the liability statement was noted and it was agreed that the offer of training to treat the footway network would not be taken up. The clerk should respond with locations of grit bins.

**Action Clerk**

JW left the meeting

c) 11/00581/FUL for new dwelling at Long House, Church lane – following discussion it was agreed there were no objections

**8 NOTICES & MATTERS FOR THE NEXT AGENDA – none raised**

**9 DATE OF NEXT MEETING**

**Confirmed as Monday 5<sup>th</sup> September at 7.45p.m.**

The meeting closed at 8.30p.m.

Signed.....

Date .....