

Burton Green Parish Council

MINUTES

of the Ordinary meeting held in Burton Green Village Hall on
Monday 20th June 2022 at 7:30pm

Present: **Parish Councillors:** Councillors Grant, Marshall, Deeley, Gibbs, Hatton and Paine.
County and District Cllrs: Cllr Cooke (WCC), Cllr Hales (WDC) and Cllr Illingworth (WDC)
Clerk: Helen du Bois
Public Attendees: None.

| Min No. | |
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| 1. | Apologies The Clerk had received apologies from Cllrs Taylor and Watkin which were accepted. |
| 2. | Declaration of Interests None. |
| 3. | Minutes of previous meeting: to approve the minutes of the meetings held on 16th May 2022 and 23rd May 2022 The minutes were approved and signed without amendment. |
| 4. | Matters arising Item 10: The Clerk confirmed that the cost of fortnightly emptying of one bin had been included within the accepted 3-year quote provided by Leicestershire Gardens although it was noted that this would only apply to the period April – October. The Clerk has contacted WDC to request a public waste bin at Borrow Hill Park but has not yet received a response. The Clerk had provided details of the options available for a new bin, it was noted that there would be additional costs to install the new bin securely. It was suggested that the un-used bin near the Cromwell Lane bridge could be relocated. <i>Since this meeting Cllr Deeley has informed the Clerk that the bin at Cromwell Lane bridge is in poor condition and not suitable for re-use.</i> Cllr Deeley had provided images of the two benches and sculptures in storage and it was agreed that the two benches would be suitable for Burrow Hill Park. ACTIONS: <ul style="list-style-type: none">• The Clerk to source quotes for installing the two benches at Burrow Hill Park.• The Clerk to chase WDC for a response to the request for a new public waste bin. OUTSTANDING ACTIONS: <ul style="list-style-type: none">• Item 7:2 Cllr Deeley to provide the Council with details of the final quote for the works (petanque pitch at the new village hall)• Item 17: The Clerk to write to the Education Capital, Sufficiency and Admissions Lead Commissioner at WCC IN PROGRESS |
| 5. | Community reports |
| 5.1 | County Councillor – Lapworth and West Kenilworth: Cllr Cooke Cllr Cooke's report was circulated prior to the meeting, see Appendix A. |

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| 5.2 | <p>District Councillors – Kenilworth Abbey and Arden: Cllr Illingworth and Cllr Hales Cllr Hales mentioned that the new 123+ waste bin collections are due to start on 1st August 2022 and WDC have been running public information sessions about the new service. Cllr Hales confirmed that every Burton Green pupil who'd raised an appeal has been offered a place in Year 7 at Kenilworth School for September 2022.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 5.3 | <p>Community Summary Reports Warwick University: Cllr Grant gave an update on the University: <ul style="list-style-type: none"> • Term finishes 3rd July 2022 • Several temporary buildings are being erected ahead of the Birmingham 2022 Commonwealth Games. Fencing will also be installed near Cryfield during which there may be some short-term lane closures on Gibbet Hill Road. Burton Green Primary School: Cllr Deeley had received a query asking why school staff were not using the Burrow Hill car park during the day. Cllr Hatton explained that staff had been asked to use the new car park and advised that the resident raise the query directly with the school.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. | <p>Public participation</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <p>None.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7. | <p>Finance</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7.1 | <p>To receive the Finance Report and approve the invoices for payment</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <p>The Clerk presented the Financial Report (see Appendix B) It was resolved to pay the invoices shown:</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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Regulations 2015 s5 | | | Total | £1200.74 | |
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| 5 | H DU BOIS | May 2022 salary | £482.30 | Local Government Act 1972, s112 (2) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 8 | H DU BOIS | Office costs and expenses May/June 2022 | £74.34 | Local Government Act (Financial Provisions) 1963, s5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | | Total | £1200.74 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <p>It was noted that the £12,000 grant for the stained-glass windows at the new village hall (approved on 25/4/22 item 13.1) would be transferred to the Village Hall Committee as soon as possible.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> • The Clerk to set up approved payments. • Cllr Hatton to confirm the account details for the Village Hall Committee. |
| 7.2 | To receive an update from the Internal Controls Councillor |
| | Cllr Gibbs confirmed that he had checked representative entries from the P&L accounts up to the end of May 2022 and no discrepancies were found. |
| 8. | 2021-22 Annual Governance and Accountability Return (AGAR) |
| 8.1 | To note the report from the Internal Auditor and consider recommendations The report from the Internal Auditor had been circulated prior to the meeting, no further action was required. |
| 8.2 | To consider and sign the Annual Governance Statement The Annual Governance Statement was considered. It was resolved that all responses were in the affirmative with the final trust funds statement marked as not applicable. Cllr Grant and the Clerk signed Section 1 of the AGAR. |
| 8.3 | To approve and sign the Statement of Accounts |
| | It was resolved to approve the statement of accounts. Cllr Grant and the Clerk signed Section 2 of the Annual Return. |
| 8.4 | To consider whether the Council can declare itself exempt from the requirement for a limited assurance review |
| | It was noted that in 2021/22 the Council's gross expenditure was £19,417 and gross income was £20,658. As neither exceeded £25,000, the Council is entitled to certify itself as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015, and it was resolved to do so. Cllr Grant and the Clerk signed the Certificate of Exemption. ACTION: The Clerk to submit the Certificate of Exemption to PKF Littlejohn by 30th June 2022. |
| 8.5 | To note the dates of the period of the Exercise of Public Rights |
| | It was noted that the Period of the Exercise of Public Rights will be from Friday 24 th June 2022 to Friday 5 th August 2022. ACTION: The Clerk to display the notice on the website/noticeboard. |
| 9. | To consider a response to the following planning applications: |
| 9.1 | <u>W/22/0914</u> Proposal: Variation of condition 2 (approved plans) of planning permission W/18/2335 (Erection of 2no. dwellings) to allow the addition of single storey rear extension and revised fenestration to Plot 1 and the addition of single storey rear extension and single storey side/rear extension together with revised fenestration to Plot 2 Location: Lodge Farm House, Westwood Heath Road, Coventry, CV4 8AA It was agreed that the Council had no comments on this application. |
| 9.2 | <u>W/22/0883 LB</u> Proposal: partition to the first floor of the building. The partition will be |

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| | <p>fixed into existing floor and ceiling joists and stair stringer, but will not fix into any exposed timber beams or any other original structure. Location: Cryfield Old Farm House, Scarman Road, Coventry, CV4 7EU It was agreed that the Council had no comments on this application.</p> |
| 9.3 | <p><u>W/22/0791 HS2</u> Proposal: Proposed Ground Mounted Transformer (Substation) and surrounding enclosure in accordance with paragraph 3 of Schedule 17 to the HS2 (London-West Midlands) Act 2017 Location: Land at Cromwell Lane, Burton Green, Kenilworth, Warwickshire It was agreed that the Council had no comments on this application.</p> |
| 9.4 | <p>To agree the Council's statement for the WDC Planning Committee meeting on 21st June 2022</p> |
| | <p>The statement was approved, see Appendix C. As Cllr Taylor is unable to attend the meeting on 21st June 2022 (due to Covid restrictions) it was agreed to submit the Council's statement to WDC by email. ACTION: The Clerk to contact the WDC Planning Officer.</p> |
| 10. | <p>Burrow Hill Park:</p> |
| 10.1 | <p>To consider whether dogs should be permitted on the playing field.</p> |
| | <p>After consideration of the 97 survey responses and additional comments made by residents at the Annual Parish Meeting on 6/6/22, it was resolved that dogs will not be allowed on the field at Burrow Hill Park once it is owned by the Council. ACTION: The Clerk to provide a quote for signage.</p> |
| 10.2 | <p>To consider the response from Cala Homes to the issues raised by the Council following the Notice of Completion</p> |
| | <p>Cala Homes response to the Council's concerns about the condition of the grass on the field was noted. It was agreed that if Cala Homes move the access gate to a more sensible location as promised then the Council would accept the completion of works. ACTION: The Clerk to inform Cala Homes.</p> |
| 11. | <p>To approve the purchase and installation costs for noticeboards at Burrow Hill, Red Lane Playground and Cromwell Lane</p> |
| | <p>The Clerk had provided the Council with details of a range of noticeboards from various suppliers. It was agreed that once the land transfer was finalised then the following noticeboards would be purchased from greenbarnes (www.greenbarnes.co.uk): Cromwell Lane: A-Multi aluminium noticeboard, moss green, 2 door, 12 x A4 with header £1238.40 exc VAT plus delivery Red Lane playground: AF30 aluminium poster case, moss green, 1 door, 8 x A4 no header £529.23 exc VAT plus delivery. The installation costs for moving the existing noticeboard to Burrow Hill and installing the 2 new noticeboards had not yet been received and would be considered at a later date. ACTION: The Clerk to chase for the installation quotes.</p> |
| 12. | <p>CIL/S106: to discuss feedback from the Annual Parish Meeting re: CIL and S106 spending ideas</p> |
| | <p>After considering feedback from the survey and the Annual Parish Meeting, it was agreed to investigate costs for installing a height barrier at the car park at Burrow Hill Park.</p> |

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| | <p>ACTIONS:</p> <ul style="list-style-type: none"> • Cllr Grant to circulate a summary of the feedback received at the Annual Parish Meeting • Cllr Deeley to provide the Clerk with details of the cost of the car park barrier recently installed by Kenilworth Tennis Club. • The Clerk to provide further information about costs and processes for installing a height barrier. <p>The land ownership and rights of way on the top of the green tunnel were discussed. It was agreed to raise the Council's questions about this area with BBV at the next meeting. ACTION: Cllr Paine to draft a list of the Council's questions about this area to send to Sara Louise Lee (BBV) in advance of the meeting on 12/7/22.</p> |
| 13. | <p>To consider purchasing additional defibrillators for the Parish</p> <p>It was agreed to investigate the cost and considerations for installing defibrillators on Cromwell Lane and Red Lane.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> • The Clerk to contact Kenilworth Heartsafe for more information • Cllr Marshall to discuss with the manager at Hickory's on Cromwell Lane. • The Clerk to contact WCC to ask if we can use the post and mains supply for the redundant speed indicator display on Red Lane. |
| 14. | <p>HS2: to discuss matters relating to the HS2 works in the Parish</p> <p>The poor communication and signage about when Cromwell Lane bridge will be shut and for how long was discussed.</p> |
| 15. | <p>Road Transport Matters: to consider correspondence received regarding traffic speeds on Cromwell Lane.</p> <p>The correspondence received from a resident regarding traffic speeds on Cromwell Lane was discussed. There has been no further response from Graham Stanley (WCC) regarding the radar surveys and it was agreed to share the resident's concerns with him. ACTION: The Clerk to contact Graham Stanley (WCC) regarding the correspondence and continue to request an update on when the radar surveys will be carried out.</p> <p>Community Speed Watch: Edward King (Warwickshire Police) had informed the Council that it was not possible for him to provide likely dates for Speed Watch training until the Council notified him that a group of volunteers had been formally organised. ACTION: The Clerk to inform Mr King that 3 residents have volunteered.</p> |
| 16. | <p>To consider the proposal from the WDC Audit & Standards Committee regarding the Community Governance Review request</p> <p>It was agreed to approve the WDC Audit & Standards Committee's recommendation that the ward boundaries are changed so that the Parish Council becomes a single ward of 11 seats. ACTION: The Clerk to inform the WDC Democratic Services Manager of the Council's decision.</p> |
| 17. | <p>Housing and Development:</p> |
| 17.1 | <p>Land to the south of Westwood Heath Road</p> <p>Cllr Paine commented that at the time of the meeting the Variation of Conditions 4 and 26 (W/21/0427) planning application had not yet been approved.</p> |
| 17.2 | <p>Land to the west of Cromwell Lane</p> |

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| | Cllr Marshall gave an update. |
| 17.3 | The Kings Hill development There was no update. |
| 17.4 | South Warwickshire Local Plan Cllr Grant will attend one of the SWLP Growth Directions workshops. ACTION: The Clerk to register. |
| 17.5 | Warwick University's Eco Park The University's Community Engagement Team have not yet provided dates for the zoom meeting. ACTION: The Clerk to contact the Community Engagement Team. |
| 17.6 | Solihull Local Plan Examination There was no update. |
| 17.7 | A46 Link Road Cllr Cooke gave an update. |
| 18. | Communications |
| | The Council had received an invitation from Beausale, Haseley, Honiley and Wroxall Parish Council to attend a meeting with Cllr Rhead (WDC) to discuss 'Addressing the Climate Emergency in Warwick District.' Cllr Deeley expressed an interest in attending. |
| 19. | Councillors' reports and items for future agenda |
| | None. |
| 20. | Date of next meeting |
| | The next meeting will be on Monday 18 th July 2022, 7:30pm in the pavilion at the Westwood Heath Allotments on Westwood Heath Road, CV4 8GN. |
| 19. | Close |
| | The meeting closed at 9:35pm. |

Signed: _____ Date: _____

Cllr Grant, Chairman

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APPENDIX A

REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Warwickshire County Council: CLLR COOKE

Kenilworth residents invited to comment on improvements to footbridge near St John's Church

The footbridge between Clarke's Avenue and Farmer Ward road is to be improved by a jointly funded scheme with WCC in partnership with Kenilworth Town Council. The well-used path across a footbridge between Clarke's Avenue and Farmer Ward road is to be improved by a jointly funded scheme with Warwickshire County Council (WCC) in partnership with Kenilworth Town Council. Local residents of Kenilworth are invited to share their views on the proposed improvements which will include the removal of barriers plus the widening and resurfacing of the path to create a shared use route for walking and cycling.

More detailed information, including a [scheme plan and feedback forms are available online](#) or at Kenilworth Library.

Special Educational Needs Seminar

Parents and carers are invited to a webinar to learn how to have effective early conversations and seek support if they believe their child has a special educational need or disability (SEND). The latest SEND webinar to be hosted by Warwickshire County Council in partnership with Warwickshire Parent Carer Voice will offer guidance for parents and carers to help them have early conversations.

The webinar is taking place on **Thursday 9 June, 1.30pm - 2.30pm** and will be recorded for those unable to attend on the day. Parents and carers can [register to attend the webinar here](#).

Could you see yourself becoming a firefighter?

That's the question Warwickshire Fire & Rescue Service (WFRS) is asking all adults to consider ahead of recruitment set to take place this summer. The service will be hiring 'wholetime' firefighters – full-time firefighters who take on a range of duties aimed at preventing incidents alongside responding to emergency situations. The role requires no previous experience and is open to anyone over 18 with a full UK driving licence.

WFRS will be holding a series of online information sessions and recruitment taster days from 14 June onwards. The online information sessions will provide an overview of what it takes to become a firefighter and how the recruitment process works, with useful hints and tips for getting through each stage.

The taster days begin 2 July and provide a more in-depth look at the firefighter role, with the chance to experience some of the practical elements of the recruitment process.

A full list of dates and the opportunity to book a place can be found here: <https://bit.ly/wfrs-recruitment>

Warwickshire's Greenways under the spotlight on BBC Countryfile

If you were watching BBC's Countryfile programme on Sunday 29 May, you may have seen a segment on the Lias Line Greenway, a new stretch of National Cycle Network Route 41, due for completion in July.

The new path connects to Warwickshire County Council's Offchurch Greenway and links Rugby, Long Itchington and Leamington Spa, with a segment of the route taking visitors along the Grand Union Canal. Passing by villages and wildlife reserves, the greenway not only offers a beautiful path for humans, but also provides much needed routes for connecting wildlife habitats and gives those who travel along it the opportunity to see a wide variety of local species, including rare varieties such as the Great Crested Newt.

The project has been coordinated by Sustrans, a national charity which aims to make it easier for people to walk and cycle. Sustrans are responsible for the National Cycle Network, which has created over 12,000 miles of signed cycle routes throughout the UK.

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You can view the Warwickshire Greenways edition of the [Countryfile programme on BBC iPlayer](#).

Homes for Ukraine Update from WCC

As at 25th May, 408 Ukrainian guests have arrived in Warwickshire (based on their visa status). A further 615 guests have been matched to hosts in Warwickshire, meaning the total number of guests could rise to 1,023. Warwickshire has a total of 396 matched hosts.

Accommodation checks: To date, 297 accommodation checks have been completed. This represents 74% of the 399 properties that have been offered to the scheme.

Disclosure and Barring Service checks: A total of 336 DBS checks have been initiated across the 396 host households involved in the scheme.

We have updated and redesigned the dedicated page for the Homes for Ukraine scheme. The "News" section has been added and updated with scheduled events for sponsors and hosts, news releases and member briefings. <https://www.warwickshire.gov.uk/ukraine>

New £1million round of Small Capital Grants programme is launched

Warwickshire County Council is pleased to launch the 2022/23 round of its enduringly successful [Small Capital Grants \(SCG\) programme](#).

Since 2015, the SCG programme has awarded over £2million to Warwickshire businesses as part of a £14 million package of finance, loans and grants for Warwickshire businesses.

The SCG programme has already created more than 200 jobs around the county.

Applicants must usually have a minimum of 12 months of proven trading history, however start-up businesses with significant growth potential and trading history will be considered. Priority will be given to businesses with the ambition and characteristic to scale-up.

For more information or to register an interest in receiving support, please email business@warwickshire.gov.uk

During Child Safety Week and beyond, take steps to minimise accidents

The County Council is supporting the annual Child Safety Week campaign next week (6 – 12 June), a national awareness campaign from the Child Accident Prevention Trust (CAPT). This year, Child Safety Week has a theme of 'Safety in mind' to make sure busy families have the 'Safety in mind' that really matters, especially when under pressure.

Throughout the week, the Council will be sharing advice and themed posts around some of the actions people can take to keep children safe. For Child Safety Week tips and learning resources follow WCC on Facebook and Twitter or sign up to the Family Information Service Newsletter for a whole host of advice.

For more info go to:- <https://www.capt.org.uk/about-child-safety-week>

<https://www.warwickshire.gov.uk/children-families/parenting-support/7>

Burton Green Parish Council

APPENDIX B

This report was presented by the Clerk to the Council on **20th June 2022**.

Balance of Unity Trust Current Account T1 as of 14/06/22: **£27,758.75**
 Expected balance of Unity Trust Current Account T1 account after payments: **£26,558.01**

Internal transfers since 15/5/22

| | FROM | TO | AMOUNT | PURPOSE |
|---|------------------------------|------------------------------|-----------|------------------------------|
| 1 | Unity Current Account T1 | Lloyds Business Bank Instant | £7,500.00 | CIL funds |
| 2 | Lloyds Business Bank Instant | Unity Current Account T1 | £1250.00 | CIL spending, Greenway bench |
| 3 | Unity Instant Access | Unity Current Account T1 | £4,369.65 | Unspent NDP reserves |

Invoices to be approved on 20/6/22:

| | PAYEE | DESCRIPTION | AMOUN | STATUTORY PROVISION |
|----|--------------------------|---|-----------------|--|
| 1 | Leicestershire Gardens | Grounds Maintenance (April 22) | £120.00 | Local Spaces Act 1906, s14 |
| 2 | Select Payroll Solutions | Payroll (May 22) | £12.00 | Local Government Act 1972, s112 (2) |
| 3 | A TAYLOR | Expenses | £38.95 | Local Government Act (Financial Provisions) 1963, s5 |
| 4 | Leicestershire Gardens | Grounds Maintenance (May 22) | £120.00 | Local Spaces Act 1906, s14 |
| 5 | H DU BOIS | May 2022 salary | £482.30 | Local Government Act 1972, s112 (2) |
| 6 | H DU BOIS | Income Tax refund for HdB May 2022 | £37.80 | Local Government Act 1972, s112 (2) |
| 7 | H DU BOIS | Expenses (Training fees) | £38.93 | Local Government Act (Financial Provisions) 1963, s5 |
| 8 | H DU BOIS | Office costs and expenses May/June 2022 | £74.34 | Local Government Act (Financial Provisions) 1963, s5 |
| 9 | WCC Pension Fund | Employers contribution May 2022 | £116.14 | Local Government Act 1972, s112 (2) |
| 10 | WCC Pension Fund | Employees contribution May 2022 | £30.28 | Local Government Act 1972, s112 (2) |
| 11 | L BEST | 2021-22 AGAR Internal Audit | £130.00 | Accounts and Audit Regulations 2015 s5 |
| | | Total | £1200.74 | |

Burton Green Parish Council

2022/23 Expenditure vs Budget

| | 2022-23 | |
|---------------------------------------|-------------------|-------------------|
| | Budget | Actuals to date |
| £ PAYMENTS | | |
| Advertising | £0.00 | £0.00 |
| Audit expenses | £420.00 | £130.00 |
| Banking charge | £72.00 | £0.00 |
| Capital (equipment purchase) | £0.00 | £0.00 |
| Clerk - office allow and internet | £372.00 | £93.00 |
| Clerk tax deductions to HMRC | £1,152.00 | £253.60 |
| Clerks salary | £6,804.00 | £1,758.85 |
| Office costs | £147.32 | £129.16 |
| Payroll costs | £110.00 | £30.00 |
| Pension costs (employer & employee) | £1,980.00 | £568.66 |
| Postage/Telephone | £30.00 | £0.00 |
| Election fees | £0.00 | £0.00 |
| Grants (s137) | £3,800.00 | £0.00 |
| Grounds Maintenance | £3,000.00 | £300.00 |
| Hire of rooms for meetings | £280.00 | £0.00 |
| HS2 | £0.00 | £0.00 |
| Insurance | £430.00 | £308.37 |
| Legal/professional fees | £0.00 | £0.00 |
| Neighbourhood Plan | £0.00 | £108.66 |
| Publications | £115.00 | £0.00 |
| Red Lane play area inspection/repairs | £1,500.00 | £0.00 |
| Speed Reduction Measures | £0.00 | £0.00 |
| Subscriptions | £694.90 | £429.00 |
| Training | £200.00 | £32.44 |
| Travel expenses (Clerk) | £150.00 | £35.10 |
| Travel expenses (Cllrs) | £0.00 | £0.00 |
| Unforeseen exp/misc. | £200.00 | £43.80 |
| VAT | £1,000.00 | £327.82 |
| CIL spending | £0.00 | £1,250.00 |
| Website | £200.00 | £0.00 |
| TOTAL EXPENDITURE | £22,657.22 | £5,798.46 |
| £ RECEIPTS | | |
| Bank interest | £5.00 | £0.00 |
| Precept | £19,350.00 | £9,675.00 |
| VAT refund | £650.00 | £0.00 |
| Community Infrastructure Levy | £0.00 | £7,500.00 |
| Grants | £10,000.00 | £0.00 |
| CALA transfer | £15.00 | £0.00 |
| Miscellaneous | £0.00 | £0.00 |
| TOTAL INCOME | £30,015.00 | £17,175.00 |

Burton Green Parish Council

APPENDIX C

RESPONSE OF BURTON GREEN PARISH COUNCIL TO W/21/2125 192 CROMWELL LANE.

Councillors and the community are desperate for this development to be completed but not at any price. Originally we did support Mr Ward's bid to complete this work. This followed a lengthy presentation by Mr Ward in the public participation slot. Obviously we were sympathetic to his health problems and at the same time, anxious for 192, Cromwell Lane to be restored to normalcy.

Our concerns reflect the views of the community rather than those of the planning officers. All residents have been appalled by the state of his front garden. At our Parish Meeting, he did agree to sort this out, but nothing has been done. At an earlier date, he was storing ton bags of rubble on the opposite side of Cromwell Lane. Our previous clerk, who works in Environmental Health, visited his property just before he left. He reported that there was a public health issue, the presence of rats. In addition, the back garden is in a desperate state and needs to be cleared.

In the officer report, it refers to the extension as poor quality. Certainly his neighbour, Mrs Gardner, is well aware of its limitations. Her chimney stack was removed without permission and a hole left open to the elements. Her property has sustained considerable damage in the kitchen, the bathroom and a bedroom by water ingress and movement. Worse still, there has been no Party Wall agreement.

Finally there is the issue of the rear dormer structure for which he did not apply. Officers have drawn attention to this development. It "lies wholly contrary to the provisions of the Residential Design Guide," and cannot be supported. At the same time, they seem confident that it will have an "acceptable impact on amenity of all neighbouring residents, in terms of light, outlook and privacy." I am not sure whether officers have visited this property, as I have, but for me, a simple layman, the construction of a door and a Juliet balcony would have a disastrous impact on Mrs Gardner's privacy.

Councillors recognise this is a very difficult issue. Already it has impacted severely on the neighbour, Mrs Gardner, who has previously lived amicably with her neighbours for forty years in two separate houses in Cromwell Lane. We want a solution which meets her approval and hopefully at the same time secures the support of all residents in Burton Green. We all want 192 to be completed but Mr Ward must accept the following constraints. He must clear the rubbish in his front and back garden, say within the next two months. Secondly he must secure a Party Wall Agreement with Mrs Gardner.

Finally if Mr Ward is permitted to complete his dormer roof, the door and Juliet balcony should not feature. If Mr Ward agrees to these three options, we would support him continuing the construction. If not, we would support the officers in rejecting this proposal.

Cllr Archie Taylor
Burton Green Parish Council