

BURLEY PARISH COUNCIL

Draft Minutes to be approved on 14th March 2018

Present Cllr P Daubeney (Chairman), Cllr P Russell, Cllr R Clarke, Cllr N Martin,
In attendance S Gale (The Clerk), Cllr M Steele (NFDC), Cllr K Mans (HCC)
Also present 4 members of the public,
Date Wednesday 14th February 2018
Opened at 6.30pm Closed at 8.45pm
Subject Burley Parish Council Monthly meeting

1 Public Participation A member of the public said that the cattle grid at Warnes Lane is noisy; Cllr Martin said repairs had previously been carried out but he will raise concerns over the cattle grid again with HCC (NM). The elector also said that the trees at the back of Warnes Lane need pruning (near house numbers 30 & 28). It is believed that the trees are owned by NFDC and private residents. Cllr Clarke agreed to visit the site and will contact Cllr Steele (NFDC) if work is required by NFDC (RC). Cllr Russell congratulated the elector on organising the Pancake Races.

The owner of Lester Cottage and a colleague spoke on the current planning application for Lester Cottage (to be considered under Item 16): the current planning application is to demolish the current property as it is in a bad state of repair and replace like-for-like with the addition of a small extension. Cllr Clarke (Chairman of the Planning Committee) said BPC is sympathetic to demolishing the cottage in principle however he has spoken to the planning officer who said costings had not been provided in the case for demolition; the applicant confirmed that the architect had failed to submit previously prepared costings with the application due to an oversight. The planning officer is also looking for a heritage assessment along with other possible revisions.

2 Apologies Cllr J Kendall, Cllr V Johnstone

3 Declarations of Interest None

4 Approval of Minutes of previous Meeting Resolved – that the Minutes of the last full Meeting held on 10th January 2018, together with the Clerk's report for that meeting, having been previously circulated, be signed by the Chairman as a correct record.

5 Matters Arising and Clerk's Report

As shown in the Clerk's report the balance of the current account on 29th January was £10,556.53. The payments detailed in the Clerk's report were approved and the cheques signed. The bank statements were checked and signed by Cllr Clarke. A cheque for Cllr Clarke's expenses was also agreed and signed.

NM reported that he had spoken to NFNPA about additional bins in the Forest; however it is believed that bins encourage more rubbish to be left rather than taken home. He reported on the NFDC New Forest Spring Clean initiative is to take place forest wide on 2nd to 4th March which local communities and businesses are being encouraged to support. NM reported that we will continue with the BPC litter pick initiatives and will work with McDonalds and the Lengthsman to try and keep on top of what is an ongoing social problem.

The Clerk confirmed an email response was received from the Charity Commission following the enquiry about the ownership of the Village Hall; however this did not confirm ownership. Cllr Clarke agreed to write to the Trustees of Village Hall. It was also suggested that Annette Wier, BPC Clerk at the time the FC parking licence was granted, could be contacted for further clarity. (RC)

The Chairman reported that four people had attended the defibrillator refresher course.

It was confirmed that S Simpson is to be paid for Heritage Trust secretarial services at the rate previously agreed.

PD and NM met with a local landowner and will now approach SSE to negotiate an alternative cable route so that the digging up of Ringwood Road can be avoided. (NM)

6 Annual Review of Financial Regulations and Risk Assessment Agreed: Having been previously circulated the financial risk assessment and the model Financial Regulations from HALC, unchanged since last year, were approved and accepted.

7 Legislation, licensing and law The Clerk wrote to the Environmental Health team at NFDC outlining concerns regarding the Fairy Festival. A reply was received stating that BPC concerns of music/noise after the licenced hours of 6pm have been raised with the organisers. No complaints were received by NFDC during last year's Fairy Festival; the same controls are in place this year as there were last year. A complaints line will be

provided by the organiser nearer the time and complaints can also be directed towards NFDC during normal office hours. Following a complaint from a member of the public regarding last year's Fairy Festival posters still being displayed, the Clerk emailed the organiser who agreed to have those outstanding posters removed.

8 Correspondence The Clerk confirmed that NFDC have contacted HCC regarding .gov email addresses for all Councillors in line with GDPR legislation. NFDC are currently unable to implement this; a new project is in progress to manage current email accounts and the creation of new ones, this should be implemented by the end of March.

Burley Primary School contacted the Chairman requesting financial support for the repair/maintenance of the track outside the school; the Chairman spoke to Cllr Mans who agreed to match a small donation to be made by BPC.

Shappen Stores would like to apply for a post box; this should be arranged directly with the Post Office/Royal Mail.

9 Update on Pound Lane Tree Planting Proposals Cllr Clarke confirmed that he is waiting to hear back from Natural England with permission to plant saplings. Two further quotations have been arranged and he is awaiting written responses.

10 Report on Annual Assembly actions 2017; confirm 2018 date and speakers The Clerk confirmed that the Village Hall is booked for the 2018 Annual Assembly on Monday 30th April at 7.30pm. Representatives from: FC, NFNPA, HCC, NFDC and the Verderers will be invited to make a short presentation. (PD/SG);

11 Young People in Burley Report None

12 Roads and Traffic Report inc. Cycling Events Cllr Martin reported that:

- The Sandy Shoot path has been cleared by Lengthsman. There is some subsidence and fencing which requires improvement – HCC have been contacted.
- A request has been made for the 30mph road signage and white lines in Beechwood Lane to be repainted, in order to raise awareness of the speed restrictions in place — this has been passed to HCC for Pound Lane path has been swept by NFDC
- Following a meeting with Hampshire Highways at Coach Hill Lane, an alternative culvert drain under the road will be investigated to replace the current blocked culvert. HH may need to dig up road and will contact the Nursing Home before any major works are carried out. A survey has been done.
- Pound Lane path has been swept by NFDC
- A letter from an elector was received citing drainage and hedging issues at Forest Road. NM will survey
- Pothole repairs are ongoing. Repairs were made within two days of reporting two recent potholes.
- Cycling: UK Cycling events made a presentation to NFALC at their recent meeting. Upcoming events and changes they have made were discussed and questions were taken; this was generally well received. UK Cycling Events now comply with the display of race numbers on the front and rear of competitors. However they do not comply with the Cycling Charter requirement of a maximum number of competitors in each sportive.
- Cllr. Clarke confirmed that he is in touch with the Forestry Commission regarding the state of Honey Lane (flooding & disrepair) and Castle Hill Lane (collapsing culvert).

13 Burley Heritage Report The Chairman said that he had received a plan design of the possible Heritage Centre from NFNPA, this has been circulated; Cllr Russell said this will be discussed by potential Burley Village Heritage Trust (BVHT) Trustees at a meeting on Wednesday 21st February. Councillors will meet with Mr Avery (NFNPA) next week. Cllr Russell has written to the Heritage Lottery as a precursor to a BVHT application. Manuel Hinge is putting together a 15 minute film on this project, at no cost to BPC, to be shown at the New Forest Museum Lyndhurst. Ellis Jones solicitors have been recommended for preparation of a lease for the Heritage Centre, an initial quote of £1000 to £2000 was given; two other quotes need to be obtained (PR). Forms to register the BVHT cannot be submitted to the Charity Commission until there are two BPC Councillors signed as Trustees. (PD to speak to VJ.)

Shappen Stores have been approved by NFNPA as the local information point for this year.

14 Provision of Affordable Housing In initial plans, the NFNPA have shown two affordable houses on a plan for land acquired by NFNPA in the centre of the village. A commercial site thought possible for a further Affordable Housing development is smaller than expected due to access and parking requirements of

surrounding businesses.

15 Lengthsman scheme: monthly update See Clerk's report. £337.50 was spent in January. This month the Lengthsman will fit a new bench seat in Pound Lane as part of his jobs list.

16 Planning Decisions Planning Decisions since BPC Meeting on 10th January 2018:

Application No. & Date	Address	Proposal	BPC Recommendation	NFNPA Decision
17/01026/LBC 30.11.17	Burley Manor Hotel, Ringwood Road	Extension to existing outbuilding (Charcoals) to provide addtl. function area with 3 No. additional staff accommodation rooms over; alterations to parking layout (minor amendment to approved scheme 17/00331 - App. for Listed Building Consent)	R5 – No objection	Granted 24.01.18
17/01025 30.11.17	Burley Manor Hotel, Ringwood Road	-ditto – ((minor amendment to approved scheme 17/00330)	R5 – No objection	Granted 24.01.18
17/01060 08.12.17	Hawthorns, Pound Lane	Re-roof existing conservatory; alterations to existing front porch; alterations to fenestration; flue	R5 – No objection	Granted 31.01.18
17/01016 27.11.17 (Re-submission)	The Dower House, Chapel Lane	Pool house with roof mounted solar panels; swimming pool enclosure; replacement garden	R5 – No objection	Granted 31.01.18

Applications considered at BPC Meeting on 14th February 2018

Application No. & Date	Name of Applicant	Address	Proposal	Deadline for BPC Response	BPC Recommendation
18/00032 19.01.18	Stem Lane Properties Ltd	Lester Cottage, Mill Lane	Replacement Dwelling; re-roof & cladding to existing detached; garage; extension to gravel driveway; demolition of existing dwelling	23.02.18	R1 - Permission
18/00020 25.01.18	Mr & Mrs Fry	Lynes Mead, Tyrells Lane	3No. roof lights to existing garage; alterations to existing window	01.03.18	R5 – No objection
18/00066 26.01.18	New Forest Hotels plc	Burley Manor Hotel, Ringwood Road	Vary condition to PA 16/01051 to allow siting of marquee for further 12 months	02.03.18	R5 – No objection

Cllr Clarke would forward the agreed planning responses to NFNPA by email in the usual way

17 Enforcement Matters Cllr Clarke reported that he has been in contact with the NFNPA enforcement officer regarding ongoing issues with a property in the village centre and these are being pursued.

Cllr Clarke will investigate an issue at another property where it is believed BPC may need to support the planning authority regarding the owners' appeal against an Enforcement Notice for an addition erected without permission; the representation deadline is 16th March. (RC)

18 Reports Cllr Mans reported that it is expected HCC will increase the Council Tax for 2018/19 by 2.99%, which is the maximum possible increase without triggering a referendum; there will be a further 3% increase for social care i.e. an increase of 5.99%. Despite cut backs, no recycling centres will be shut. It is hoped that small contractors will be encouraged to use recycling centres in the future; this may involve a small cost. HCC reserves are being used for direct capital expenditure and project expenditure – it is hoped these projects will reduce future expenditure. The Chairman asked Cllr Mans about the possible expansion of Bransgore Primary School and said that he has not received a response to his email to the governors of Bransgore School; Cllr Steele said the proposed expansion is a response to the future increase in housing in the area. Cllr Mans agreed to check future figures for school places and report back to the Chairman (KM).

Cllr Mans devolved budget is now closed until May 2018.

Cllr Steele (NFDC) said General Data Protection Regulation (GDPR) briefings had been given at NFDC; GDPR comes in to force on 25th May 2018. Cllr Steele reported that he is now Chairman of the Corporate Overview and Scrutiny panel. NFDC have agreed a grant for Citizens Advice NF of £255,000. An electoral review has agreed to reduce the number of NFDC Councillors; this will be carried out in 2023 when the number of Councillors will be reduced to 48.

Cllr Clarke reported that he attended the NFNPA's South West Quadrant Meeting on 13th February; current issues were discussed including: the implications of the forthcoming GDPR and the government's widening of Permitted Development Rights.

In response to questions about the current status of the Burley Club, Cllr Clarke said it is believed that the club holds a lease from the Wathen Bartlett family for 999 years at a nominal rent; the car park has apparently been owned freehold by the Club since 1965. There are 4 trustees and a management committee of 8. Burley Club is said to be run as a charity.

Cllr Clarke confirmed he has responded to notes produced by Chris Hill (director of GeoData at Southampton University) on the meeting "New Forest Freshwater & River Restoration Strategy and Plan: Workshop" (attended by BPC's Chairman). Cllr Clarke's response included notes on BPC's practical involvement with Wetland Restoration during the past 3½ years with Harvestslade Wetland Restoration project, including BPC's Freedom of Information requests and correspondence with the National Audit Office. The FC/HLS are currently pursuing smaller WR projects that do not require planning permission. Six or more of these new projects are being undertaken in the Burley area.

19 Urgent Business The Chairman reported that following a request from an elector, WW1 commemoration discussions will be held during Public Participation on 14th March.

The meeting closed at 8.45pm. Next meeting: Wednesday 14th March at 6.30pm in Myrtle Hall.