



Burley Parish Council

Notice of Council Meeting

I hereby give notice that the next meeting of Burley Parish Council will be held in the
The Myrtle Hall, Burley on

Wednesday 9th November 2022 at 6.30pm

All members of the Council: Cllr Daubeney (Chairman), Cllr Clarke (Vice-chairman), Cllr Cook, Cllr Egerton, Cllr Hedge and Cllr Bramley are hereby summoned to attend for the purpose of considering and resolving upon the following business.

Tom Brindley, Clerk to the Parish Council

Dated this 2nd day of November 2022

The press and public are invited to attend.

Public Participation The initial part of the meeting will allow time for members of the public having an interest in the affairs of the Parish of Burley to raise points of relevant concern with the council and talk briefly about them.

AGENDA OF BUSINESS TO BE TRANSACTED

1. **Apologies for absence**
2. **Chairman's remarks**
3. **Declarations of interest**
4. **Public participation**
5. **To receive reports from district and county councils**
6. **To receive reports from outside bodies**
7. **Approval of minutes of the meeting of Burley PC held on 12th October 2022**
8. **Matters arising not covered elsewhere**
9. **To receive the clerk's report**
10. **Finance:**
 - a. **To note payments made and due, and to approve discretionary payments**
 - b. **To note the bank reconciliation**
 - c. **To receive input on the 2023/24 budget**
 - d. **To set the date for the Finance Committee meeting**
11. **Website provider**
12. **To confirm arrangements for Remembrance Sunday (13th November)**
13. **LDDN potential re-location from Deer Hall**
14. **'Dixon Land' and affordable social housing project**
15. **Maintenance of village environment including Greening project**
16. **Broadband update**
17. **Correspondence received**
18. **Legal matters and Licensing applications**
19. **Roads and traffic update**
20. **Lengthsman update**
21. **Planning**
 - a. **To note the planning report showing Local Planning Authority decisions**
 - b. **To consider planning applications referred to the council as a statutory consultee §. (See planning report, annexed).**
 - c. **To consider separating planning from the main meeting agenda,**
22. **Urgent Business and matters for future meetings**

§ Concerns or Comments upon any current application may be made by 10:00 on the day of the meeting, or at the start of this meeting under Agenda Item 4. Public Participation:

1. Online to the NFNPA at any time up to the deadline date for BPC Responses;
2. By telephone to Cllr Robert Clarke at Burley PC on tel.no. 01425 403755;
3. By email to BPC: robert.clarke@burleyparishcouncil.gov.uk and clerk@burleyparishcouncil.gov.uk.



Burley Parish Council

Planning Report

Recommendations made on 12th October 2022

NFNPA Application. No. and Address	Proposal	BPC Recommendation
22/00083 Orchard Farm, Honey Lane	Relocated replacement dwelling; use of surrounding land as residential curtilage; (demolition of existing dwelling) AMENDED PLANS	R1 Grant but accept NFNPA officer recommendation.

Decisions communicated by NFNPA since last report

NFNPA Appn. No. and Address	Proposal	NFNPA Decision (BPC Recommendation)
22/00550 Donkey Cottage, Mill Lane	Extension to garage	Granted (R5 Accept NFNPA decision)
22/00543 Foxgloves 10 Garden Road	Outbuilding, demolition of existing building	Granted (R5 Accept NFNPA decision)
22/00642 Bisterne Gate, Bisterne Road	Carport extension to driveway	Granted (R5 Accept NFNPA decision)

Applications to be considered at the meeting (None as of 1st November)

(Note: Applications notified between the publication of the agenda and the meeting may also be considered. Refer to the NFPA web site.)

NFNPA Application. No. and Address	Proposal	Deadline for BPC Response

Full details of individual planning applications can be obtained direct online from NFNPA via their website (quoting the above Application Reference Nos.): -

www.newforestnpa.gov.uk/planning_applications/view-or-comment-on-applications



BURLEY PARISH COUNCIL

FULL COUNCIL MEETING MINUTES 12th OCTOBER 2022

Present: Cllr P Daubeney (Chairman), Cllr R Clarke (Vice-chairman), Cllr J Cook, Cllr P Egerton, Cllr K Hedge

In attendance: Jon Vincent (non-councillor working party member), the clerk, Tom Brindley and three members of the public.

1 Apologies for absence: Apologies from Cllr Lucy Bramley were noted.

2 Chairman's Remarks: None

3 Declarations of interest: None at this time

4 Public participation:

4.1 Planning: A member of the public (the applicant for development at Orchard Farm Ref: 22/00083) addressed the council advising that they had modified the plans following feedback from planning officers.

4.2 A member of the public asked for an update on broadband. Members noted the resident relied on 4G radio for broadband and that the 4G signal from EE, on a mast near Bennetts Lane was not functioning (the Vodafone signal was still working).

5 Members agreed to bring forward Agenda items 15 Broadband and 21 Planning.

6 (Agenda item 21) Planning

6.1 Members considered a planning application 22/00083 and **RESOLVED** to respond: R1 Grant but accept NFNPA officer recommendation.

6.2 The planning report (Annexe 3) was noted.

7 (Agenda item 15) Broadband

7.1 Cllr Cook reported that the rollout in the parish is fragmented with some roads already connected and others delayed. Many roads were on hold waiting on a funding decision in April 2023. Forest Road, while having few properties had been included in adjacent project and so was now connected.

8 (Agenda item 5) Reports from higher authorities: None

9 (Agenda item 6) Reports from outside bodies

9.1 Cllr Clarke commented on the meeting of the NFNPA South West Quadrant liaison group, which he had attended on 11th October and advised that a fuller report would be made once the minutes were released.

10 (Agenda item 7) The minutes of the Burley Parish Council meeting held on 28th September 2022 were approved as a true record and the chairman authorised to sign.

11 (Agenda item 8) Matters arising: None

12 (Agenda item 9) Clerk's report

12.1 The report was noted.

12.2 The clerk agreed to send a list of parish council websites so members could consider a new service provider.

13 (Agenda item 10) Remembrance Ceremony at the War Memorial

13.1 The clerk reported that the road closure order had been made and that notices would be placed at suitable locations around the village centre.

13.2 The clerk was still awaiting a quotation for printing the Order of Service.

13.3 The chairman advised he had been asked to preside over the ceremony and requested a volunteer to lay a wreath on behalf of the council.

13.4 Members noted that framed poems placed on the war memorial without permission were damaging the surface. The clerk was authorised to remove and contact the vendor.

14 (Agenda item 11) Finance

14.1 Members discussed the invoices received from Kimcell (the parent company of e-mango and datacenta which provide web hosting and email services) for email in 2021/22 and antivirus in 2020/21, 2021/22 and 2022/23.



BURLEY PARISH COUNCIL

- 14.2 The clerk advised that the invoices had not been received in his time and that it was unlikely that the previous clerk would have missed them. The clerk further advised he could find no agreement or contract for the anti-virus service and that as the council had alternative anti-virus this service was nugatory.
- 14.3 Members **RESOLVED** not to pay the anti-virus invoices unless Kimcell could produce a valid contract.
- 14.4 Members **RESOLVED** not to proceed with anti-virus from Kimcell.
- 14.5 Payments totalling £2273.02 were noted and approved – see list annexed to minutes.
- 14.6 The clerk tabled the second quarter monitoring report (annexed) and year-end forecast which showed a favourable outturn £1,215 less than the original budget. The chairman thanked the clerk for the report.
- 15 (Agenda item 12) LDDN new building**
- 15.1 Cllr Egerton reported that discussions were ongoing between the LDDN and the county council regarding rent for the new building.
- 15.2 Members **RESOLVED** to set up a working party in preparation for legal agreements between the council as the freeholder, the county as the owner of the building and the LDDN as the tenant.
- 15.3 Cllr Daubeney, Cllr Clarke, Cllr Egerton and the clerk were appointed.
- 16 (Agenda item 13) 'Dixon Land' and affordable social housing project**
- 16.1 The chairman advised council he was in regular contact with NFNPA regarding the project and was assured it was progressing.
- 16.2 Members noted that while the parish council maintained an interest, it was not directly involved with the project.
- 17 (Agenda item 14) Maintenance of Village Environment including Greening project**
- 17.1 Cllr Hedge gave a verbal report and members noted a successful litter pick held on 8th October.
- 18 (Agenda item 16) Correspondence**
- 18.1 Cllr Clarke had written to the Forest England deputy surveyor asking for details of tree felling on the open forest over the past year, but he would only quote in terms of hectares felled.
- 19 (Agenda item 17) Legal Matters and Licensing Application**
- 19.1 Members noted a TENS application for the opening of the Shappen coffee shop.
- 20 (Agenda item 18) Road and Traffic update**
- 20.1 Members noted that the white lining had been repainted.
- 21 (Agenda item 19) Tree planting update : See Item 18.**
- 22 (Agenda item 20) Lengthsman Update**
- 22.1 John Vincent advised council that the lengthsman's costs would exceed the allocated budget. The clerk advised that money received from HCC via Bransgore PC could be released to cover this.
- 22.2 Cllr Clarke offered thanks to the lengthsman for clearing bracken from the 2012 Jubilee tree.
- 23 Urgent Business and Matters for Future Meetings**
- 23.1 Members were asked to consider budget requirements for 2023/24.
- 23.2 Members considered the annual Carol Singing and set a date of December 12th.

The meeting closed at 8.10 pm

Next meetings of Burley PC: Wednesday 9th November at 6.30pm in the Myrtle Hall, Burley.

Wednesday 9th November 2022, 6.30pm in the Myrtle Hall, Burley

Wednesday 7th December 2022, 6.30pm in the Myrtle Hall, Burley

Wednesday 11th January 2023, 6.30pm in the Myrtle Hall, Burley

Signed: _____ Date: _____



BURLEY PARISH COUNCIL

Annexe 1 Payments

The following payments were approved/noted

Date	Payee	Description	Cost Centre	Cost Code	Method	Net	Vat	Gross	Pwr	Approved Contract Delegated	Scribe voucher	Paid
07/10/2022	Zurich	Insurance	Admin	Insurance	BnkL	1196.44	-	1,196.44	4	Contract	75	y
12/10/2022	Burley WI	Hall hire	Admin	Hall hire	BnkL	44.00	-	44.00	4	Contract	73	y
12/10/2022	T Brindley	Expenses	Admin	Clerk x's	BnkL	48.08	0.42	48.50	5	Approved	76	y
13/10/2022	Kimcell	Annual Hosting	Admin	Website	BnkL	60.00	12.00	72.00	4	Contract	77	y
13/10/2022	Kimcell	Email	Admin	Software	BnkL	50.00	10.00	60.00	4	Contract	78	y
13/10/2022	James Bates	Lengthsman	Repairs	Lengthsman	BnkL	220.00	-	220.00	2	Approved	70	y
25/10/2022	Microsoft	MS365	Admin	Software	BnkL	4.50	0.90	5.40	4	Contract	74	
25/10/2022	HMRC	PAYE	Salary	Salaries	BnkL	130.00	-	130.00	5	Contract	71	y
25/10/2022	T Brindley	Salary	Salary	Salaries	BnkL	520.00	-	520.00	5	Contract	72	
Total						2,273.02	23.32	2,296.34				

Payments noted and approved at full council meeting 12th October 2022



BURLEY PARISH COUNCIL

Annexe 2 Q2 Financial Report

BPC Half Year Report and Year End Forecast 2022-23

Agreed Budget 2022/23		Q2		Full Year		Notes
COST CODE	BASE	YTD	YTD Balance	YE F/C	YE Balance	
Net Salaries & Allowances	7094	4,804	2,290	7,990	-896	net off against pension
Pension Contributions	357	0	357	0	357	
Clerk's Expenses	312	589	-277	859	-547	
Administration	1600	162	1,438	312	1,288	Based on historic spend
Chairman's Allowance	0	0	0	0	0	
Repairs & Maintenance	3300	1,140	2,160	2,500	800	Inc War Memorial, Lengthsman, Defib
Insurance Premium (nett)	1129	0	1,129	1,196	-67	Inflationary increase
Grants & Donations*	1000	739	261	1,239	-239	See grants received
Training - Staff & Cllr	540	0	540	120	420	
Hall Hire	320	190	130	330	-10	Winter increase
Audit Fees	200	190	10	190	10	
Subscriptions**	1378	939	439	1,405	-27	
Village development	1200	477	723	750	450	Inc Jubilee & Greening, net against grants
Contingencies	3000	3,324	-324	3,324	-324	Spent on tree planting
Burley Heritage	0	0	0	0	0	
Election expenses	0	0	0	0	0	
TOTAL ex VAT	21430	12554	8876	20215	1215	Favourable outturn
Precept	14814	14814	0	14814	0	1100 Lengthsman, 600 NFDC, 400 HCC
Grants & Donations	0	2122	2122	2122	2122	
Interest	0	10	10	20	20	
Total	14814	16946		16956		
Diff, Receipts - Payments	-6616.2	4392		-3259		Favourable outturn
To Reserves	0	-1100		1100	-1100	£1100 to Lengthsman
from Reserves	6616.2	-3360		6501		

	* Grants and donations			**subscriptions		YTD	Forecast	YE Balance
	budget	Actual	Forecast					
RBL/Wreath	25	0	25	HALC HR	169.6	0	0	-169.6
NF Disability	50	0	50	HALC/NA	470.64	466	466	-4.64
R&B band	75	0	75	GIS	110.24	0	104	-6.24
Victim Support	100	100	100	SLCC	133.56	0	135	1.44
CAB	150	0	150	Data pro	37.1	0	37	-0.1
First responders	100	0	100	NF Assoc	19.08	0	19	-0.08
PSCO Xmas lunch	100	0	100	Norton	95.4	0	0	-95.4
Burley Charities	400	400	400	web host	254.4	110	254	-0.4
Shaffen stores	0	167	167	Microsof	84.8	93.66	120.66	35.86
Away with the fairies	0	72	72	Zoom		0		0
				Scribe	0	228	228	228
				Macafee		41	41	41
TOTAL	1000	739	1239	TOTAL	1378	938.66	1404.66	29.84

Key figures
YE forecast spend £1215 less than budget
Use of reserves less than plan
Forecast lengthsman spend greater than budget



BURLEY PARISH COUNCIL

Annexe 3 Planning report Planning Report

Recommendations made on 28th September 2022

NFNPA Application. No. and Address	Proposal	BPC Recommendation
22/00556 Woodside, Church Lane	<u>Two storey side and rear extensions; new outbuilding; alterations to doors and windows...</u>	R4 Recommend refusal
22/00642 Bisterne Gate, Bisterne Close	<u>Carport; extension to existing gravel driveway</u>	R5 Accept NFNPA decision
22/00475 Long Mead, Pound Lane	<u>Garage conversion and roof alterations to facilitate hobby room/home office</u>	R5 (with comments) Accept NFNPA decision
22/00661 Rycroft, Forest Road	<u>Detached outbuilding; single storey extension; existing outbuilding to be demolished.</u>	R1 Permission (with comments but accept NFNPA decision)
22/00641 Land off Granary Mead, Lyndhurst Road	Application for a Cert. of Lawful Dev.for existing use of Granary Mead Cottage as a residential dwelling and ancillary outbuilding	R5 Accept NFNPA decision

Decisions communicated by NFNPA since last report

NFNPA Appn. No. and Address	Proposal	NFNPA Decision (BPC Recommendation)
22/00240 Oak Cottage South, Lyndhurst Road	Creation of hardstanding	Granted (R5 Accept NFNPA decision)

Applications to be considered at the meeting

(Note: Applications notified between the publication of the agenda and the meeting may also be considered. Refer to the NFPA web site.)

NFNPA Application. No. and Address	Proposal	Deadline for BPC Response
22/00083 Orchard Farm, Honey Lane	<u>Relocated replacement dwelling; use of surrounding land as residential curtilage; (demolition of existing dwelling) AMENDED PLANS</u>	21/10/2022

Full details of individual planning applications can be obtained direct online from NFNPA via their website (quoting the above Application Reference Nos.): -

www.newforestnpa.gov.uk/planning_applications/view-or-comment-on-applications

Clerk's Report for Burley Parish Council Meeting

Wednesday 9th November 2022

Laptop support

Some of the council's laptops were purchased from Rapid PCs of Christchurch (Tel: 01202 478 979 Web:

<https://www.rapidpcs.co.uk/> Address: Unit 11 Silver Business Par, Airfield Way, Christchurch Dorset BH23 3TA).

This company continues to give excellent ad hoc support. I did approach them asking to formalise the arrangement whereby we pay an annual fee for support, but they have advised that they would rather not charge for casual advice. They but will charge if a repair requires new parts. All they ask is that we make public our support. I would ask that if any member has an issue with council equipment, they first contact me. If I cannot solve the problem promptly, I will direct you to Rapid PCs which will contact me to authorise any costs should this prove necessary.

Finance (Agenda Item 10b)

Account Reconciliation

Balance of accounts 31st October 2022 (To be checked by Cllr Egerton) See Annexe 1.

War memorial 31/10/2022	1,366.48
Deposit 31/10/2022	16,359.25
Current 31/10/2022	11,611.89
Total 31/10/2022	29,337.62

Payments list (Agenda Item 10a)

New payments since last meeting, including those pre-approved, paid under contract or to be authorised at the meeting:

Payee	Description	Cost Centre	Cost Code	Method	Net	Vat	Gross	Pwr	Approved Contract Delegated
Minuteman press	Remembrance leaflet	Admin	Admin	DC	143.00	-	143.00	6	Approved
Burley WI	Hall hire	Admin	Hall hire	BnkL	24.00	-	24.00	4	Contract
HMRC	PAYE	Salary	Salaries	BnkL	130.00	-	130.00	5	Contract
Microsoft	MS365	Admin	Software	BnkL	4.50	0.90	5.40	4	Contract
T Brindley	Salary	Salary	Salaries	BnkL	520.00	-	520.00	5	Contract
J Bates	Lengthsman	Repair & Maintenance	Lengthsman	BnkL	210.00	-	210.00	2	TBA
T Brindley	Expenses	Admin	Clerk x's	BnkL	48.08	0.42	48.50	5	TBA
Vistaprint	Business cards	Admin	Admin	DC	16.43	3.29	19.72	4	TBA
Bramble Book Binders	Condolence book	Admin	Admin	BnkL	48.50	-	48.50	6	TBA
Lexis Nexus	Charles Arnold Baker	Admin	Admin	BnkL	138.99	-	138.99		Approved
HALC	Training	Admin	training	BnkL	96.00	19.20	115.20		TBA
Viking	Ink	Admin	Cllr X's	DC	24.57	4.91	29.48		Del
Kimcell	Anti-virus	Admin	Software	BnkL	98.00	19.60	117.60		TBA
WI Myrtle Hall	Hall hire	Admin	Hall hire	BnkL	24.00	0.00	24.00		Contract
Total					1,526.07	48.32	1,574.39		

Method: DC (Debit card) IB (Internet banking) DD (Direct Debit) BnkL (Bankline)

Powers: 1 Grass cutting: Open Spaces Act 1906 s.10, 2 Play area/Glebe land: LG (Misc Provisions) Act 1976 s.19, 3 HALC membership: LGA 1972 s.143, 4 Audit, Insurance, Training: LGA 1972 s.111, 5 Salary/expenses: LGA 1972 s.112(2), 6 Other, Localism Act 2011, 7 S137: LGA 1972 s.137 8 War Memorials (Local Authorities' Powers) Act 1923, s.1; as extended by Local Government Act 1948, s.133.

2023/24 budget (Agenda 10c)

My thoughts for the budget are:

- 10% uplift in most costs
- Set a more realistic budget for lengthsman of £1200
- Allow £1500 contingency for election expenses
- Maintain a budget under £25,000
- Increase grants budget to allow for ad hoc awards
- During the year: Seek tenders on insurance

Finance Committee (Agenda Item 10d)

I suggest the Finance Committee could meet an hour before the council meeting on December, assuming the hall is available from 5.30.

Website Hosting (Agenda Item 11)

Maintaining the website, publishing agendas, minutes policies and information is the responsibility of the clerk. The current CMS, provided by e-mango, is not intuitive and not tuned for parish councils. A site design targeted at parish councils is recommended. Parish Council Websites have a proven track record and offer a high level of support. I have maintained several websites designed and hosted by this company. The underlying platform is WordPress, the most commonly used platform worldwide.

Comparison with current provider:

Element	e-mango	Parish Council websites
Dedicated PC site	NO	YES
Minutes and agenda wizard	NO	YES
Planning wizard	NO	YES
Ease of use	Hard – this is a content management system not a council website	Easy – standard WordPress site.
Underlying engine	Proprietary	WordPress
Set up fee (one off)	£0	£569
Email migration fee (one off)	£0	£50
Web hosting	£240	£228
Email	£50	£0
Anti-virus	£49	£0
.gov domain	£0	£44
Annual total	£349	£272

Recommendation: That Burley PC switches its web hosting to Parish Council Websites.

Remembrance Sunday (Agenda Item 12)

The order of service has been printed as an 8 page A5 booklet.

Legal matters and Licensing applications (Agenda Item 18)

NFDC Ref:	TEN 10188 / LICTE/22/14918 - JH	TEN 10178 / LICTE/22/14838 - SH	TEN 10205 / LICTE/22/15024 - VL	TEN 10209 / LICTE/22/15043 - EH
Date:	27 October 2022	21 October 2022	03 November 2022	04 November 2022
Application Type:	Temporary Events Notice	Temporary Events Notice	Temporary Events Notice	Temporary Events Notice
Date(s) Of Proposed Event:	08/12/2022 10:00:00 to 11/12/2022 18:00:00	05/11/2022 17:00:00 to 05/11/2022 22:00:00	17/11/2022 19:00:00 to 17/11/2022 23:00:00	21/12/2022 19:00:00 to 21/12/2022 22:30:00

Premise Address:	Church Room St John The Baptists Church, Church Lane, Burley, Ringwood, BH24 4AP	Burley Park, Ringwood Road, Burley, BH24 4BS	Shappen Cafe, (next to Shappen Stores), The Cross, Burley, Ringwood, BH24 4AB	White Buck Inn, Bisterne Close, Burley, Ringwood, BH24 4AZ
Applicant Details:	Pamela Ann Mason-Smith	Zoe Louise Burns	Nigel Blow	Thomas Tomlinson
Event Details:	Christmas Tree Festival Refreshments The Sale by Retail of Alcohol 08 December 2022 to 11 December 2022 10:00 Hrs to 18:00 Hrs 40 Persons	Firework Display, Sale of alcohol (on) 5th November 2022, 17:00hrs to 22:00hrs. 50 persons	Evening celebration of Beaujolais Nouveau Day at the Cafe The sale by retail of alcohol The provision of regulated entertainment 17 November 2022 19:00 hrs to 23:00 hrs 50 persons	'A Christmas Concert' The Sale by Retail of Alcohol The Provision of Regulated Entertainment 21st December 2022 19:00hrs to 22:30hrs 250 persons

Planning (Agenda Item 21)

Holding the planning committee within the body of the council meeting somewhat defeats the object of having a planning committee. It also means that members of the public addressing council often have to wait over an hour to hear the application debated. It also means planning matters are chaired by the council chairman and not the planning committee chairman.

There are two methods in common use to provide a better solution:

- 1) Adjourn the council meeting, hold the planning meeting and reconvene the council meeting. This is a somewhat confusing method and in order to make it friendly to the public, the adjournment for planning would need to be an early item the agenda.
- 2) Hold the planning meeting before the main meeting. In this scenario it would have its own agenda and minutes and its own public representation. Planning rarely takes more than 15 minutes so the planning meeting could be held at 6.30 with the council meeting commencing no earlier than 6.45.

Neither scenario prevents a planning meeting being held on a different day/location where appropriate.

Recommendation: Option 2, Planning ahead of full council.

Meeting with Kate Ryan

On Tuesday 8th November, I, along with several other town and parish council officers, attended a briefing with Kate Ryan, CEO New Forest District Council.

Kate and NFDC officers addressed several topics of interest to Burley.

Public Space Protection Orders (PSPO)

NFDC is consulting on two PSPOs: 1) Wildfires and BBQs and 2) Feeding and petting animals.

A PCSO is enforceable with a resulting fixed penalty notice of up to £100 or, on conviction by a magistrate's court, a fine of up to £1000 and a criminal record. Enforcement will not be carried out by NFDC officers, but will be delegated to NFNPA officers, Forestry England rangers and possibly verderers. The consultation will run until spring 2023 after which one both or none of the two possible orders will be made.

2023 Elections

The all out elections will take place using the new boundaries on Thursday 4th May. The last date for nominations to be received in person at the NFDC Lyndhurst offices is 4.00 pm on 4th April. The election will be called on 20th March giving 15 days for nominations. Non-contested elections will be charged at £125 and contested election at £1.10 per elector plus a supplement for smaller councils (such as Burley).

Voter identification

To vote in person, all electors will need to furnish photo id. This will take the form of standard photo document such as a passport, driving license or bus pass or a newly devised Voter Authority Certificate.

District Council key topics

The newly elected district council will focus on several key topics including:

- Refresh of the Local Plan
- A revised corporate plan for the period 2024 onwards
- Operational service transformation – digitising back and front office services.
- Coastal protection Christchurch bay in conjunction with BCP Council
- Climate Action – led by Roxanne King
- Waste and Recycling – wheelie bin project.

Leadership changes

There has been a single nomination for the new Leader of NFDC, so it is anticipated that Cllr Jill Cleary will take over later this month.

There are three newly appointed Service Directors:

- Director for People, Housing and Communities
- Director for Place
- Director for Corporate Services

Tom Brindley

8th November 2022

Annexe 1 Bank Reconciliation



2022-11-01 Bank
reconciliation 31 Octc

Burley Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 31/10/2022		
	Cash in Hand 01/04/2022		27,709.46
	ADD Receipts 01/04/2022 - 31/10/2022		17,726.72
			45,436.18
	SUBTRACT Payments 01/04/2022 - 31/10/2022		16,098.56
A	Cash in Hand 31/10/2022 (per Cash Book)		29,337.62
	Cash in hand per Bank Statements		
	Petty Cash	31/10/2022	0.00
	War memorial	31/10/2022	1,366.48
	Deposit	31/10/2022	16,359.25
	Current	31/10/2022	11,611.89
			29,337.62
	Less unrepresented payments		
			29,337.62
	Plus unrepresented receipts		
B	Adjusted Bank Balance		29,337.62
	A = B Checks out OK		