

BURLEY PARISH COUNCIL

Draft minutes for approval at the meeting on 12th November 2014

Present Cllr P Daubeney (Chairman), Cllr N Martin, Cllr J Kendall, Cllr V Thorpe, Cllr R Clarke, Cllr P Russell.

In attendance Cllr K Mans (HCC), Cllr J Penwarden (NFDC), Tony Bracey (Emergency Plan), the Clerk Mrs S Gale

Also present 0 members of the public, a representative from New Milton Advertiser

Date Wednesday 8th October 2014

Opened at 6.30pm Closed at 8.30pm

Subject Burley Parish Council Monthly meeting

1 Public Participation None

2 Martin Barden UK Cycling Events The Chairman asked for a report on the progress of the two outstanding Cycling Charter issues. NM confirmed that the NFNPA are awaiting the support of HCC before publishing the Charter in its current format, this is expected imminently. A cap of 1000 people per cycling event needs to be added to the draft for NFNPA to support the Charter. Mr Barden said there are still some issues to be resolved and that cycling organisations took part in discussions to draft the Charter but that changes had been made since then. He said that Cycling organisations as a body will decide if they will support Charter once it is published. PD asked if identification numbers on the back of cyclists is in the Charter and NM confirmed this. JK asked if issues regarding the two events being held on Saturday 11th and Sunday 12th October have been resolved. NM explained that originally there would have been a clash on Sunday between UK cycling events and the Gridiron at two points on the courses and that the courses were planned in opposite directions, however the Safety Advisory Group had sent letters to both parties to request the issue be resolved. An announcement was made today (Wednesday 8th October) that the Gridiron has reversed its route so there is no clash of direction and Mr Barden added that the two events also arrive at those two common points at different times. Mr Barden confirmed there are approximately 1000 participants in the Gridiron and 1900 in the Wiggle on Sunday. NM asked if arrangements would be identical to the Palm Sunday event which was well managed with Marshals on the Cross junction and at the top of the hill coming down into Burley, Mr Barden confirmed this. PD added that as previously discussed the volume of cyclists in these events can be difficult for car drivers, especially where there is bunching. Mr Barden said his event would be largely through Burley by 10am so disruption would be minimal. He added that since previous events: numbers of riders has been reduced by 20%, marshals have been increased to 31 and that cyclists are briefed that if they are seen to be behaving inappropriately they will be banned from future events. Litter zones have also now been added around the course and there is increased usage of bigger, wider roads as well as a reduction in the number of villages passed through. PR asked for an example of the feedback from villages that had been responded to. Mr Barden said that one village with a narrow bridge and ford had said that the size of the road was inappropriate for the early part of route where cyclists were more likely to be bunched and therefore adjustments were made to the route.

3 Apologies None

4 Declarations of Interest None

5 Approval of Minutes of previous Meeting. Resolved – that the Minutes of the last Meeting held on 10th September and Planning meeting held 24th September 2014 having been previously circulated be signed by the Chairman as a correct record.

RC asked that the spelling of Marianne Bergin (FC) mentioned in the Planning meeting minutes be noted.

6 Matters Arising and Clerk's Report NM said that he has reported cycling on pavements to Hants Highways and is awaiting a response. PD said that the Ringwood & Burley Band, Rev Angie Gammon and The Burley Inn have confirmed their availability for the Christmas Carols on Monday 15th December.

As detailed in the Clerk's report the payment was approved for the Clerk's home working allowance and a cheque was signed.

The forms for Internet banking were signed by all Councillors.

The Chairman said that at the end of the second quarter the budget is on track and that budgeted donations to Ringwood & Burley band, the CAB and NF disability were still to be requested and paid.

As shown in the clerks report the balance of the current account on 30th September was £6961.89, confirmed by Cllr Martin who signed the bank statement. The payments detailed in the clerk's report were approved and the cheques signed.

7 Approval and acceptance of the Annual Return Resolved: That the Annual Return having been signed by BDO the external auditor be approved and accepted. (Proposed RC, seconded JK)

8 Amendment to Standing Order relating to recording and broadcasting of Parish Council meetings. **Agreed:** To suspend NALC Model SO 31 and accept the revised Standing Order as previously circulated. (Copy attached) (Proposed JK, seconded PR)

9 To agree LDDN insurance contribution. **Agreed:** That LDDN insurance contribution shall be the same as in 2013-14 plus 3%, in line with the index-linking added to the policy as a whole. PD asked the Clerk to confirm this with LDDN and that they must insure their own contents. (SG)

10 Emergency Plan update PD thanked Tony Bracey for volunteering to help the village and for attending The Community Resilience event. Tony Bracey provided a copy of the draft Emergency Plan to Chairman, this was circulated. RC suggested amendments and agreed to circulate the Plan after his adjustments (RC). Tony Bracey gave a computer disc of the draft Plan to the clerk as a back-up. He then gave an update on progress to date: the old Emergency plan has been updated with the assistance of Graham Tucker and Cllr Thorpe with lists of helpers and those that may be vulnerable in an emergency. A map of Burley has been obtained from the Post Office. Burley will be divided into 18 areas and a map given to helpers with their area marked. The draft Plan also has updated useful telephone numbers. After attending the Community Resilience Event, which Mr Bracey said was a very useful day, the plan now needs reformatting to the Cabinet office format; this format will be adopted to aid computerisation for the Emergency services. An article will be placed in the Village magazine asking for more volunteers and names of the vulnerable; a meeting with helpers will then be held. A hierarchy for a telephone cascade to be used in an emergency will be devised. Mr Bracey said that this will be a constantly evolving document as names will need updating regularly and that he now has several contacts for emergency follow up services as well as contacts at a local resilience forum who coordinate Category 1 (999) and Cat 2 (e.g. electricity and water) emergency services.

11 Update: Trees at Camden House and Burley Inn RC reported that the hedge at Camden House is now at approximately 18ft, half the original height; allowing more light and air at LDDN.

RC reported that at The Burley Inn a sapling has been taken down and branches cut back to restore a clear view of the village flag pole from the War Memorial island. He considered that a good, sympathetic job has been done by the contractor. However, RC has been contacted by the owner of The Burley Inn who has expressed dissatisfaction with the extent of the work carried out. It has been pointed out that any additional discussion felt to be necessary could have taken place during the consultation stage of the N.P.A's Tree Works Application process.

12 Correspondence PD received an email from the Chairman of the Village Hall Trustees (see Defibrillator). JK received correspondence from an elector regarding flooding, RC confirmed he has an appointment to meet with the elector regarding this matter. JK confirmed she has received 1 verbal reply in response to the request for an HGV action group. JK reported that she has received 2 estimates for refurbishing the village noticeboard. It was **agreed** that the work should go ahead (Proposed NM, seconded PD) (JK)

13 Young People in Burley Report Youth of Burley representatives will attend the BPC meeting in November. NM reported that he will meet with the new Primary School headmaster to discuss opportunities to work together towards a play area.

14 Roads and Traffic Report NM said that he had reported the buses travelling too quickly, as discussed at the previous Full meeting, and that HCC are writing to key bus companies to remind drivers of appropriate speeds. PR raised the issue of the bus stop opposite the Queens Heads being a dangerous blind spot. (NM) NM reported that the drains team (HCC) have been through the village to clear drains and that they now seem to be working opposite the Post Office. Pinch point issues are still outstanding (repainting of lines, cat's eyes and increased visibility) despite reassurances from HH that work will be done soon. PD asked if nettles by the pinch points could be killed. NM said that cycling issues will be monitored over the weekend. JK asked if the recent appearance of Sammy Miller signs had been investigated, NM said it is on his action list (NM). PR asked about outstanding road repairs including the Warnes Lane cattle grid. Cllr Penwarden (NFDC) said he had followed this up last year but at that point it was not in bad enough state to be repaired; he agreed to follow this up again (JP). PR asked about the drain and pathway, which has a hole around a manhole cover, between Dawson's garage and Acorn Cottage. (NM) VT asked about the high pavement near the Doctors surgery. NM reported this has previously been investigated and that as Garden Rd is a private lane it is the responsibility of residents.

15 Burley Living History Project PR reported that the Lottery bid of a grant for "Secrets in Stone" and 2 documentaries has been rejected. The Lottery reported that the stumbling block was the cost of the documentary production which was deemed to be out of proportion to the rest of project. Resubmission was suggested by the Lottery representative with an explanation of what had been done in the village since the application. PR reported that there was an issue with copyright of any film produced. NM said a precedent had been set previously on Living History copyright of films at 50:50 but that even if this was agreed the outcome of a grant resubmission was unknown. NM said a lot of work and money would have to be put into this project looking into the past but that there are more worthy projects planning for the future. JK agreed. PD suggested renegotiating the copyright and not proceeding unless 50:50 on copyright was agreed. Cllr Mans (HCC) agreed as he has contributed a grant towards the project which requires further public money to be spent on it. (PR)

16. Reports on current projects:

i) Defibrillator PD received an email from the Chairman of the Village Hall Trustees to say they were happy to have the defibrillator on the Village Hall wall but not with any proposed light or no parking signs. JK reported that Mr Jukes, Bransgore First Responders has said a sensor light is needed above the defibrillator to be able to input the code to access the defibrillator.

It was **agreed** that the defibrillator would be removed from VH wall and an alternative location found.

PD reported that the west wall of NFDC toilets was an alternative location and JK said entrance to The Mall was also being looked at. Cllr Penwarden (NFDC) said that he had passed the request of the NFDC toilets to Corporate Health at NFDC and that NFDC are looking at locating defibrillators across the whole New Forest. The issue of liability needs resolving if this location is used but power and light would not be a problem. VT asked who will service the defibrillator, JK said Bransgore First Responders will. NM suggested that the location of the defibrillator be added to the emergency plan with instructions on how to use it. RC suggested a report be put in the magazine regarding the removal of the defibrillator from the Village Hall. (JK/SG)

ii) Lengthsman Scheme. JK reported that she is to meet with the Lengthsman to discuss the list of jobs. NM asked if he has been doing the allocated number of hours; JK said timesheets were submitted to the Clerk at Bransgore PC as coordinator but that she would check. (JK)

17. Planning Decisions communicated by NFNPA since BPC Monthly Meeting on 10th September 2014: -

Application No. & Date	Address	Proposal	BPC Recommendation	NFNPA Decision
00618 01.08.14	White Buck Inn, Bisterne Close	Positioning of External Air Conditioning Units on roof	R5 – No Objection	Granted 19.09.14
00629 13.08.14	Rooks Acre, Bisterne Close	Replacement Conservatory	R5 – No Objection	Granted 18.09.14
00637 15.08.14	35 Warnes Lane	Detached Garage with 5 No. roof lights	R5 – No Objection	Granted 30.09.14

Application considered at BPC Planning Committee Meeting on 24th September 2014: -

Application No. & Date	Name of Applicant	Address	Proposal	Deadline for BPC Response	BPC Recommendation
00611 25.07.14	Forestry Commission	Harvestslade Bottom	Replacement of c.320m of artificial drain with c.525m of restored meander etc	29.08.14 (extended by agreement to 3 rd October.)	R4 - Refusal

Applications considered at BPC Monthly Meeting on 8th October 2014: -

Application No. & Date	Name of Applicant	Address	Proposal	Deadline for BPC Response	BPC Recommendation
00758 16.09.14	Mr & Mrs D Kenny	Myll Cottage, Burley Street	Infilling of Existing Covered Loggia (Listed Building Consent)	21.10.14	R5 – No objection
00757 16.09.14	Mr & Mrs D Kenny	Myll Cottage, Burley Street	Infilling of Existing Covered Loggia	21.10.14	R5 – No objection

18. Reports. Cllr Mans (HCC) reported that grit bins should be filled by the end of October. NM agreed to check this (NM). Cllr Mans reported donating a grant to Burley Golf Club. He also asked to be kept informed on cycling issues. (NM)

Cllr Penwarden (NFDC) reported that NFDC must save a further £1.6 million in next two years and that the Community Infrastructure levy is to be implemented 6th April 2015.

Cllr Russell reported submitting comments on the Bournemouth Airport Noise Action Plan over the summer; a response is awaited.

19. Urgent Business JK reported that McDonalds will do a full litter pick through village on 17th October. RC reminded everyone of the village Forest Litter Pick on Sunday 19th October.

The meeting closed at 8.30pm. Date of next meeting will be Wednesday, 12th November 2014 at 6.30p.m.

