

## BURLEY PARISH COUNCIL

Draft minutes for approval at the meeting on 3<sup>rd</sup> December 2014

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

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

**Also present** Jennifer Dixon-Clegg (Fortune Riding Centre), 2 representatives from Youth of Burley, 2 members of the public, a representative from New Milton Advertiser

**Date** Wednesday 12<sup>th</sup> November 2014

**Opened at** 6.30pm Closed at 9pm

**Subject** Burley Parish Council Monthly meeting

### 1 Public Participation None

**2 Representatives from the Youth of Burley** A representative from the YoBs thanked BPC for continuing to look for larger, permanent accommodation for the youth club and commented positively on: the improvement in the refurbished NFDC toilets; feeling safer on the new pavement at the corner of the Cycle Shop; the presence of a defibrillator in the village and the new village clock. Issues of living in a village were identified as: transport, with a car share scheme suggested as a solution and places to meet outside of the weekly YoBs meeting, with a suggestion of approaching businesses, such as cafes, to trial longer opening hours in the summer. The representative spoke of the litter picker employed by McDonalds 6 days a week and that of the litter collected approximately 25% had been identified as originating at McDonalds. He suggested that the Shell garages provide additional support to the McDonalds litter picker. It was agreed that a formal letter to Shell would be sent. (PD) Other suggested improvements include: restricting cars parking outside the Post Office as this is a potential accident spot and a pedestrian crossing near The Cross as vehicles travel at speed down the hill towards the junction at The Cross. VT suggested a crossing further down the village. NM agreed to investigate. (NM) A member of the public added that they agreed with all the points raised and added that cyclists on mass are also a hazard to pedestrians, particularly in the village centre. She went on to ask if the Code of Conduct restricted the number of cyclists that can ride together. NM explained that there is awareness of these issues, they are being worked on but that the Code is advisory. RC suggested different road surfaces as a pedestrian awareness feature in the village e.g. change of texture and colour on the road. The representative from YoB suggested a priority system for the pinch points at Burley Street. NM said the visibility issue of lines and cats eyes is outstanding and that he has received an apology from Hampshire Highways for the delay and assurance that the work will be completed as soon as possible. Another suggestion for improvement was moving the noticeboard to a more central location; RC suggested further along Burley Inn fence. (JK) The representative asked if BPC would agree to YOBS revisiting every 6 months. PD said they would be very welcome and thanked him for all his comments. RC added that it was nice to hear the YoB view point and encouragement. PD said BPC would continue to look for more suitable accommodation for the YoB club.

**3 Jennifer Dixon-Clegg, garden patches at Lanfranco House** Ms. Dixon-Clegg said that The Fortune Centre Riding Therapy has a garden in Lanfranco House that they try to tend and keep tidy with little gardening knowledge. She suggested that if there are people in village that would like more garden space an informal garden patch scheme could be mutually beneficial. PD asked if a donation would be expected from those holding a patch. Ms Dixon-Clegg said that she only hoped the scheme may lead to greater understanding of FCRC work and that a possible 4-5 patches would be available. PR expressed concern for the vulnerable adults at the centre and asked if a DBS check would be required to hold a patch. Ms Dixon Clegg said that they try to teach their students/associates how to live in a community and people holding a patch would not be there to work with the young people, therefore a DBS check would not be necessary. However if people would like to be checked themselves they could be. NM asked how the management of system would work; the FCRT would be happy to administer day to day if BPC holds the waiting list. JK said she was happy to do this. JP (NFDC) asked if there would be a limitation on access hours. It was suggested that daylight was the only restriction and identification of patch holders would be with a card. RC suggested enlisting help from Burley Garden Club to help those with less knowledge than themselves (JK to pursue). Interest would be sought via the magazine (SG) Ms Dixon-Clegg circulated invitations to a Christmas event to Councillors.

### 4 Apologies Cllr Mans (HCC)

### 5 Declarations of Interest None

**6 Approval of Minutes of previous Meeting** Resolved – that the Minutes of the last Meeting held on 8<sup>th</sup> October together with the Clerk's report for that meeting having been previously circulated be signed by the Chairman as a correct record.

**7 Matters Arising and Clerk's Report** The Chairman said he will call a finance committee meeting when more information about 2015/16 precept and the Government grant was available.

Correspondence: it was agreed to support the view of NFDC that Chinese lanterns should be discouraged. This will be mentioned in the magazine (SG).

**A grant for £50 was agreed for New Forest Disability Service.** (Proposed PR, seconded JK)

It was agreed not to reinstate a sign for Sandy Shoot as current policy is to maintain signage of necessity only.

13<sup>th</sup> December was agreed as the date to request suspension of Car parking charges in the NFDC car park. (Proposed JK, seconded PR) (SG)

PD circulated information on the Dementia Friendly Village scheme.

NM agreed to investigate the Quiet Lanes scheme further (NM)

PD said he will be attending the afternoon session at the Parish Council Bournemouth Airport meeting. NM will attend the morning session.

It was agreed to check the rules on public meetings before elections. PD said if it was possible the Annual assembly date for 2015 would be 27<sup>th</sup> April (SG).

**As shown in the clerk's report the balance of the current account on 4<sup>th</sup> November was £6,581.81 confirmed by Cllr Martin who signed the bank statement. The payments detailed in the clerk's report were approved and the cheques signed.**

**8 Approval of: setting up a Direct Debit to pay for annual Data Protection registration.**

**Agreed:** That the annual Data Protection registration be paid by direct Debit. (Proposed VT, seconded JK). The Direct Debit form was then signed by 3 Councillors.

**9 Annual review of financial risk assessment Agreed:** That the Financial Risk assessment as previously circulated, with the additional item relating to Internet banking, be adopted. (Proposed JK, seconded NM)

**10 Emergency Plan update** Tony Bracey gave an update. Actions since last meeting have been to appeal for volunteers in magazine, no replies were received. MR Bracey said there is a need to raise awareness in the village of the need for an Emergency Plan, therefore VT has booked Myrtle Hall on 4<sup>th</sup> December at 7.30pm for a general village meeting. 18 helpers are needed for the 18 areas within Burley. The aim of the meeting will be to explain the need, sign up helpers and receive names of the vulnerable. It is also an opportunity to explain the risks in the village and what the response would be in an emergency. Neil Jenkins, HCC emergency planning officer has been invited to the meeting, Mr Bracey is awaiting a reply. Mr Bracey explained the current priorities are to: have a plan in place asap for winter, raise awareness by a holding meeting, form a Community Emergency Group of 18 helpers, complete the list of vulnerable people and re-write the plan in the Cabinet Office format for the benefit of the emergency services. RC suggested speaking to Over 70s club and the British Legion. Mr Bracey asked if the plan could be put on to the Parish Council website. He added that he will continue to populate the plan as an ongoing feature of the project.

**11 Correspondence JK** Cllr Kendall presented the electrical invoice for fitting, removal and refitting of the defibrillator. RC asked if the light above the defibrillator was low wattage as it is on permanently. Cllr Kendall confirmed it is an LED bulb. **The payment was agreed and a cheque signed.** VT asked if the defibrillator is vandal proof. Cllr Kendall confirmed that it had been checked by Mike Jukes of Bransgore First Responders and that the box is vandal-proof. JK confirmed training will be in January, and this will be advertised in the January village magazine (JK/SG) Signage from Mike Jukes will be provided to make it clear how to access the defibrillator in an emergency. A thank you to Trustees of Village Hall along with the procedure of how the defibrillator is used will be put in the magazine. (SG) It was **agreed** that a donation be given to Bransgore First Responders of £50 in light of the support given by Mike Jukes to the defibrillator project.

Cllr Kendall confirmed that the noticeboard has been painted and refurbished. RC pointed out that there are many commercial adverts on the noticeboard and a notice clearly states that it is only for not-for-profit advertisements. (JK to follow up). **Payment for the work was agreed and a cheque signed.** (Proposed NM, seconded RC)

It was decided that a donation could not be given to Southampton House a McDonalds charity supporting families with children in hospital as it is not within Parish.

JK passed information on "Heritage on my doorstep" to PR.

NM reported receiving documentation relating to a Forestry Commission Heritage Lottery Fund proposal. NM agreed to follow this up (NM)

PD reported on the Burley Charities financial statement previously circulated. JK reported receiving a request for a donation. No donation was agreed as it remains unclear as to whom money is donated to and the statement shows a healthy balance.

**12 Young People in Burley Report** See Item 2.

**13 Roads and Traffic Report** NM reported that: the grit bins are now full; pothole projects are ongoing; he will monitor the drainage system through the bad weather. Outstanding issues: Warnes Lane cattle grid, potholes outside Dawsons garage and on Ringwood Rd (HH are aware of these)

**14 Report on HGVs through Burley Village** Cllr Kendall reported that some volunteers have come forward and a meeting will be held in mid-January in Myrtle Hall, this will be advertised in the magazine (SG). The project will identify vehicles and their weight of vehicles going through. This information will be fed to HCC and the police.

NM suggested seeking guidance from the police before meeting. Cllr Kendall said this would be done once the meeting had taken place.

**15 Burley Living History Project** PR reported contacting M Hinge to joint copyright for the proposed Lottery project. As this was not agreed PR wrote to Lottery and withdrew the application. PD has been kept informed throughout. It is hoped that the Secrets in Stone project will seek funding elsewhere. PR requested PD look into trusteeship for Historical Societies to protect the BLH artefacts in Red cross hut for the future (PD). PR asked for support of an exhibition of BLH artefacts at the end of the financial year, PR will provide costings; PD said this would be dependent on the financial position at the end of year. (PD)

**16. Reports on current projects:**

i) **Defibrillator** See Item 11 Correspondence.

**17. Planning** Planning Decisions communicated by NFNPA since BPC Monthly Meeting on 8<sup>th</sup> October 2014: -

Application No. & Date	Address	Proposal	BPC Recommendation	NFNPA Decision
00611 25.07.14	Harvestslade Bottom	Replacement of c.320m of artificial drain with c.525m of restored meander etc	R4 - Refusal	Granted at NFNPA Planning Committee 21.10.14
00615 19.08.14	Rooks Acre, Bisterne Close	Replacement Field Shelter	R5 – No Objection	Granted 09.10.14
00758 16.09.14	Myll Cottage, Burley Street	Infilling of Existing Covered Loggia (Listed Building Consent)	R5 – No Objection	Granted 06.11.14
00757 16.09.14	Myll Cottage, Burley Street	Infilling of Existing Covered Loggia	R5 – No Objection	Granted 06.11.14

Applications considered at BPC Monthly Meeting on 12<sup>th</sup> November 2014: -

Application No. & Date	Name of Applicant	Address	Proposal	Deadline for BPC Response	BPC Recommendation
007310 03.10.14	Mr & Mrs Jordan	Forest Garden, Beechwood Lane	Landscaping Works comprising engineering operations; terracing; outbuildings; construction of swimming pool; demolition of existing outbuildings	07.11.14 (Extension Agreed to 13.11.14)	R5 No Objection
00827 13.10.14	Mrs J. West	Wayside Cottage, Garden Road	Demolition of single storey extension; Change of Use Class from C1 Guest House to C3 Residential	17.11.14	R5 No Objection
00802 20.10.14	Ms Wakefield	Rye Close, Forest Road	Erection of single storey veranda to rear	24.11.14	R5 No Objection (with proviso)
00762 22.10.14	Mr C. Davis	The Yews, 23 Copse Road	Replacement Dwelling; Timber Garage (Demolition of Existing Dwelling)	26.11.14	R5 – No Objection (with proviso)
00865 16.10.14	Airwave Solutions Ltd.	Vereley Hill Radio Mast	Siting and appearance of 3 no. 300mm dish antennas	20.11.14	R5 – No Objection
00894 31.10.14	Mr N. Forsyth	Wayfarers, Lyndhurst Road	Two storey front extension	05.12.14	R4 – Refusal

PD thanked RC for all his work done on the Harvestslade application.

**18. Reports.** None.

**19. Urgent Business** PD reported that there will be a By-election in Burley/Bransgore ward on 11<sup>th</sup> December. RC reported the autumn Litter Pick went well with a record total of 19 people attended including the YOBS and Venture Scouts.

**The meeting closed at 9pm. Date of next meeting will be Wednesday, 3<sup>rd</sup> December 2014 at 6.30p.m.**

