

BURLEY PARISH COUNCIL

Draft Minutes to be approved on 12th September 2018

Present Cllr P Daubeney (Chairman), Cllr R Clarke, Cllr N Martin, Cllr V Johnstone, Cllr P Russell,
In attendance S Gale (The Clerk), Mr S Avery (NFNPA)
Also present 14 members of the public,
Date Wednesday 11th July 2018
Opened at 5pm Closed at 6.40pm
Subject Burley Parish Council Planning Committee Meeting and full Monthly meeting

Planning Meeting

The Chairman made an introduction to the Affordable Housing proposal for land at Park Lodge, Ringwood Road, and invited the public to look at the Application plans provided by NFNPA.

1 Public Participation The following questions were asked about the Affordable Housing proposal:

What Council tax band will the houses be in? They will be leased at a minimum of 20% discount of open market rate and could possibly be down to 65% of open market rental. Council tax band is currently unknown. These houses are intended for people from Burley that would otherwise be unable to afford a home in the village and are not to be in the category of 'social housing'.

Are the houses for families or an individual? The planning permission is for two semi-detached 3 bedroom houses, so families would have a priority. There is to be no right to buy.

The land is registered as having commoner's rights; land with common rights is being lost and commoner's rights cannot be exercised without an acre of back up land. Mr Avery said that common rights of pasture are attached to the land. Access to the houses will probably be through the NFDC car park and are located in the centre of the village. This land is not currently being used as back up grazing. This has been checked with the Verderers.

Is the land green field – yes; planning allows exceptions for affordable housing development.

Is there a link between this development and original forest cottages? The houses follow a traditional design and materials will be of high quality. The properties are less than 100m² each. The site is less than 1/3 acre in size at 20mx60m.

Is it necessary for the houses to have space for 2 parking? By regulation this is the minimum for a 3 bedroom property.

What provision will there be for electric vehicles? There is no detail in this application but this will be considered further down the line.

Are there plans for solar panels? No as new building regulations mean the thermal efficiency of the properties is very high. There are also tree constraints and the orientation of the houses does not lend itself to them. There may also be other design issues as this is a Conservation Area.

Access – NFNPA have been in discussion with NFDC and in principle access will be allowed through the NFDC car park but this is not yet formally agreed. This may result in the loss of 2 spaces in the car park.

The Chairman made an introduction to the outline Heritage Centre proposal

The following questions were asked about the proposed Heritage Centre (HC) and outline planning permission:

What are the uses of the HC? The proposed trustees seek provision of a Heritage Centre-type facility for the storage & display of the BPC collection of local artefacts together with promotion of understanding of village history & traditional culture. It is hoped to have the HC open all year and part of it is to be used for project work with e.g. children; it may also sell refreshments. BPC may also use it for meetings and archiving. Meeting facilities will be small with different facilities so this will not compete with Myrtle Hall or the Village Hall.

Is Burley Club not suitable instead? There is not enough room while the club still runs as such, however, other alternatives have been looked at and will continue to be looked at.

Museums only work if attached to traditional building - There may be other properties that are more suitable.

The Chairman said that should a HC not ultimately be built the land would revert to the NFNPA who will apply for planning permission for a further 2 affordable homes.

The general feeling amongst the public present was that more affordable housing would be preferable on the land at Park Lodge, and if a HC was to be created this would be better housed in an existing building.

2 Planning Decisions

Planning Decisions notified by NFNPA since BPC Meeting on 13th June 2018: -

Application No. & Date	Address	Proposal	BPC Recommendation	NFNPA Decision
18/00366 16.05.18	Paddock House, Bisterne Close	Single storey rear extension; replacement render; Four new windows	R5 – NPOs to decide	Granted 09.07.18

Applications considered at BPC Meeting on 11th July 2018

Application No. & Date	Address	Proposal	Deadline for BPC Response	BPC Recommendation
18/00517 09.07.18	Land adjacent to Park Lodge, Ringwood Road	2 Affordable Housing dwellings; cycle stores; local heritage centre	13.08.17	R3 - Permission
18/00342 11.06.18	The Beeches, Forest Road	Roof alterations to existing garage	16.07.18	R5 – NPOs to decide
18/00431 21.06.18	Nelrose, Pound Lane	Retention of Summerhouse	31.07.18	R5 – NPOs to decide
18/00475 26.06.18	Wayside, 27 Garden Road	Single storey infill extension	31.07.18	R5 – NPOs to decide

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

Full Meeting

1 Public Participation Information was passed to Councillors from a member of the public regarding 9 benches in the village that were repaired at her expense in 1972. The elector would like to have one bench dedicated to her family and one dedicated to her late husband. These benches are sited at: the bus stop at Muddy Lane and one by the bus shelter at Durmast Corner. (NM will liaise with the elector)
Cllr Martin explained that a process has been implemented for bench dedication and that some benches have had to be replaced as the old benches had deteriorated beyond repair. Concrete bench ends made by Lawfords that have been removed have been kept for safe keeping for re-use where possible.

A stone marking the end of the Pound is covered by brambles near Pound Farm; the Lengthsman will clear these, particularly since that area requires to be freed-up for new tree planting purposes. (NM)

2 Apologies Cllr K Mans (HCC), Cllr M Steele (NFDC), Cllr J Kendall

3 Declarations of Interest None

4 Approval of Minutes of previous Meeting Resolved – that the Minutes of the last full Meeting held on 13th June 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

Cllr Clarke has been facilitating the installation of a FC barrier Honey Lane.

Manor Farm appeal - nothing further to report yet.

Gates across the track at the Primary School - a letter was received from the school; they were unable to offer an explanation for gates being shut evenings and weekends. They requested that a note was

made of date and times when the gate is closed – the closure may be as a result of other FC gate keys being in circulation. (NM)

Queens Head: the Chairman had spoken to Greene King who confirmed that there are plans for minor maintenance works currently, however the letter from BPC helps to bring forward a plan of maintenance for the future. (SG-Maggie Edwards)

As shown in the Clerk's report the balance of the current account on 29th June was £14412.15. The payments detailed in the Clerk's report were approved and the cheques signed. The bank statements were checked and signed by Cllr Johnstone.

6 Approval of NJC 2018-2020 pay scales and pension Deferred to a later date

7 General Data Protection Regulation (GDPR) update The Clerk handed over Councillor's laptops and confirmed that they are now ready for Councillors to use including full installation of Office 365 and Councillor's individual .gov.uk email addresses. The laptops have been added to the BPC insurance policy and the asset register. The Councillor's new email addresses have been changed on the contact details page of the BPC website and both noticeboards and will be published in the village magazine (SG).

8 Legislation, licensing and law None

9 Correspondence Tony Bracey will be standing down as Emergency Plan coordinator. BPC would like to express thanks to Tony Bracey for his hard work on the plan. Ian Mason-Smith was agreed as the new co-ordinator. The Clerk confirmed that there is now a BPC Emergency Plan email address.

10 Dedication of benches Agreed: that the bench by the bus stop in Pound Lane may be adopted by the elector who has completed an application, once a cheque has been received and cleared. The wording on the plaque was also approved.

11 Update on Pound Lane Tree Planting Proposals None

12 Report on Annual Assembly actions 2018 None

13 Young People in Burley Report None

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

- He has been in touch with HH about the path on the corner by the cycle shop. There is nothing they can do in the way of signage and it is illegal to cycle on a pathway. Cllr Martin will re-emphasise to the cycle shop the importance of pointing out caution on this corner to its customers.
- A pinch point C10 at Burley Street has been knocked over.
- Pony safety signs have been painted into the road

15 Burley Heritage Report The HCC grant application previously applied for was turned down as the criteria had not been met. It was agreed that the HCC solicitor should be instructed to set up a Charitable Incorporated Trust (CIO) for Burley Village Heritage Trust. (SG)

16 Provision of Affordable Housing See initial Planning section

17 Lengthsman scheme: monthly update See Clerk's report for finance. Cllr Martin reported that there has been a delay in getting work done this month as the Lengthsman is currently dealing with a personal issue.

18 Enforcement Matters None

19 NF Wetland Restoration update None

20 Reports None

21 Urgent Business The Autumn Litter Pick date was set as 2.30 p.m. on Sunday 7th October on the usual basis – Cllrs Daubeney and Martin will organise in the absence of Cllr. Clarke at that time. Cllr Russell will write to John Carter to thank him for organising the recent Services Day concert on 30th June. (PR). Cllr Martin reported that 2 names are going through due diligence before being added to the War Memorial. As this is a listed monument he is in touch with the NFNPA's Conservation Officer and a note will be put in the village magazine for comments; a quote is also being obtained for the work.

The meeting closed at 6.40pm. Next meeting: Wednesday 12th September at 6.30pm in Myrtle Hall