



BURLEY PARISH COUNCIL

FULL COUNCIL MEETING MINUTES 7th DECEMBER 2022

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

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

1 Apologies for absence: None.

2 Chairman's Remarks: The chairman noted that item 21 Planning was a duplicate of item 11 Planning which had been brought forward so that members of the public would not have to wait until the end of the meeting.

3 Declarations of interest: None at this time

4 Public participation:

4.1 The council's external representative on the Bournemouth Airport Consultative Committee reported on the Airspace Modernisation Plan affecting all southern airports including Bournemouth and Southampton.

5 (Agenda item 5) Reports from higher authorities:

5.1 None.

6 (Agenda item 6) Reports from outside bodies

6.1 Cllr Clarke referred members to the report he had circulated regarding the New Forest National Park consultancy panel. The clerk was asked to add this to the January agenda.

7 (Agenda item 7) The minutes of the Burley Parish Council meetings held on 12th October 2022 and 9th November 2022

7.1 Members **RESOLVED** to accept these minutes as a true record of the meetings and the chairman was authorised to sign.

8 (Agenda item 8) Matters arising: None

9 (Agenda item 9) Clerk's report

9.1 The clerk presented his report including payments due and an updated asset list. The clerk was asked to add two bus shelters to the list and to inspect them for damage.

9.2 The report was noted.

10 (Agenda item 10) Finance

10.1 Payments totalling £1299.36 were noted and approved – see list annexed to minutes.

10.2 The bank reconciliation, showing balances as of 30th November and checked by Cllr Egerton, was presented.

10.3 Members considered the recommendation from the Finance Committee for the 2023/24 budget showing receipts of £16,345 and payments of £22,809, the balance to be funded from reserves. Members **RESOLVED** to accept the recommended budget without change.

10.4 Members **RESOLVED** to set the precept for 2023/24 at £20.28/band D house giving an income of £16,295.

11 (Agenda item 11) Planning

11.1 Decisions communicated by NFNPA since last report

Application No. Address	Proposal	NFNPA Decision (BPC Recommendation)
22/00661 Rye Croft, Forest Road,	Detached outbuilding; single storey extension; existing outbuilding to be demolished	Grant (R1 Grant/Accept NFNPA decision)
22/00475 Long Mead, Shappen Hill Lane	Garage conversion and roof alterations to facilitate hobby/home office (AMENDED)	Grant (R5 Accept NFNPA decision)
21/00787 Manor Farm House, Chapel Lane	Two storey rear extension; single storey extension; access alterations;	Grant (R5 Accept NFNPA decision)



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11.2 Decisions made at the meeting:

Application No. Address	Proposal	BPC Response
22/00863 Manor Farm, Manor Farm House, Chapel Lane	Reinstatement of existing pond	Deferred to January
22/00629 Burley Manor Hotel, Ringwood Road	5no. shepherd huts; 6no. car parking spaces; associated landscaping and works (demolition of existing outbuildings)	Deferred to January
22/00756 Tyrells End Tyrells Lane,	Chimney	R1 Grant/Accept NFNPA decision
22/00696 Beechwood Cottage, Church Lane,	Single storey extension with open porch canopy; 1no. open porch canopy over an existing door	R5 Accept NFNPA decision
22/00699 Beechwood, Beechwood Lane	Single Storey Extn., Door & Bay Window	R1 Grant/Accept NFNPA decision

11.3 **22/00556 WOODSIDE, CHURCH LANE** Cllr Clarke confirmed he would be speaking, on behalf of the council, against this application at the NFNPA planning committee meeting on 20th December. Cllr Daubeney will also attend.

12 (Agenda item 12) LDDN new building

12.1 The clerk reported he had now received the name of the chair of the trustees and would write a letter suggesting a roll over of the existing lease terms.

13 (Agenda item 13) 'Dixon Land' and affordable social housing project: The chairman reported he had written to the Director of Planning at NFNPA asking for an update.

14 (Agenda item 14) Maintenance of Village Environment including Greening project

14.1 Cllr Hedge advised that The Cider Pantry had agreed to host recycling bins to take items not currently collected by NFDC.

14.2 A leaflet will be required to publicise this recycling initiative.

14.3 The second instalment of the subscription has been requested by the Greening Campaign. Members approved the £50 payment.

14.4 The Soup Kitchen was operating and had 12 users in week one and 20 in week two.

15 (Agenda item 15) Broadband

15.1 Members reported that Openreach had issued vouchers for residents in and around Bisterne Close to sign up for fibre broadband, which should be available in February 2023.

16 (Agenda item 16) Correspondence

16.1 The clerk reported a significant increase in calls and emails regarding Burley-In-Wharfedale parish council which uses an email and web address of burleyparishcouncil.co.uk. The clerk was asked to write to Burley-In-Wharfedale asking if they would consider changing their address to avoid confusion.

17 (Agenda item 17) Legal Matters and Licensing Application

17.1 Members noted several TENS applications. The clerk had circulated a note explaining the complexity of TENS applications and referred members to the NFDC web site.

18 (Agenda item 18) Road and Traffic update

18.1 Cllr Cook reported on his discussions with Forestry England (FE) regarding the path from the NFDC car park to Church Lane. FE were considering installing signage and "dragons teeth" kerbing to protect the verge.

18.2 Cllr Cook had established the name of the person within Forestry England to whom incidents of fly tipping on forestry land should be reported.

18.3 Cllr Cook had drafted an article regarding householders' responsibility for clearing ditches, to be published in the village magazine.



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19 (Agenda item 19) Lengthsman Update

- 19.1 John Vincent reported that the ditch to Little Deers Nursery had been cleared.
- 19.2 John Vincent advised council that an invoice for work completed in May 2022 had still not been received and that he would ask the contractor to raise invoices for all outstanding payments.
- 19.3 Members **RESOLVED** to award a Christmas bonus to the lengthsman.

20 Urgent Business and Matters for Future Meetings

- 20.1 Cllr Cook reported that the police crime prevention scheme to mark property, such as bicycles, and trailers was operational. Contact is the PCSO.
- 20.2 Cllr Bramley offered to write an article for the village magazine promoting the scheme.
- 20.3 Members noted concern at the withdrawal of certain bus services.

The meeting closed at 8.30 pm

Next meetings:

Wednesday 13th January 2023 at 6.30pm in the Myrtle Hall, Burley.

Signed: _____ **Date:** _____



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Annexe 1 Payments

The following payments were approved/noted

Payee	Description	Cost Centre	Cost Code	Method	Net	Vat	Gross	Pwr	Approved Contract Delegated
ICO	Annual fee	Admin	Admin	DD	£35.00		£35.00		Contract
Burley WI	Hall hire	Admin	Hall hire	BnkL	£36.00	£0.00	£36.00	4	Contract
T Brindley	Expenses	Admin	Clerk x's	BnkL	£69.27	£0.83	£70.10	5	Contract
NALC	Training	Cllr Expenses	Training	DC	£64.88	£12.98	£77.86		Approved
NF Disability	Grant	Grant	Grant	BnkL	£50.00	£0.00	£50.00		Approved
First responders	Grant	Grant	Grant	BnkL	£100.00	£0.00	£100.00		Approved
R&B band	Grant	Grant	Grant	BnkL	£75.00	£0.00	£75.00		Approved
CAB	Grant	Grant	Grant	BnkL	£150.00	£0.00	£150.00		Approved
T Brindley	Salary	Salary	Salaries	BnkL	£520.00	£0.00	£520.00	5	Contract
Greening Campaign	Subscription	Village Development	Greening	BnkL	£50.00	£0.00	£50.00		Approved
Microsoft	MS365	Admin	Software	DD	£4.50	£0.90	£5.40	4	Contract
HMRC	PAYE	Salary	Salaries	BnkL	£130.00	£0.00	£130.00	5	Contract
Total					£1284.65	£14.71	£1299.36		