

BURLEY PARISH COUNCIL

Draft Minutes to be approved on 9th March 2016

Present Cllr P Daubeney (Chairman), Cllr P Russell, Cllr R Clarke, Cllr Kendall

In attendance S Gale (the Clerk), Cllr M Steele (NFDC), Cllr K Mans (HCC), PC Helen Haines and PCSO Tracey Cooper

Also present 1 member of the public

Date Wednesday 10th February 2016

Opened at 6.30pm Closed at 8.35pm

Subject Burley Parish Council Monthly meeting

1 Public Participation

- A member of the public said that the Warnes Lane/Pound Lane cattle grid is still noisy at times.
- Large stones were reported to be in situ outside of a house in a residential road.
- A member of the public commended PCSO Cooper on the Christmas lunch she organised in the Village Hall.

2 Report by local police officers on local policing issues PC Haines and PCSO Cooper said that their area is now smaller, covering Burley & Bransgore; beat areas have been brought in line with Parish boundaries. Their biggest challenge is car park and motor vehicle thefts in the summer and thefts from outbuildings in the winter; there have been 6 out-building break-ins in the last 12 months. There were 13 burglaries in 2015-16 (in Burley & Bransgore), 11 of these have had a result. The Chairman thanked the Police for their presence on Remembrance Day and for the Christmas lunch organised for those alone at Christmas; 40 people attended on the day. PCSO Cooper reported that Inspector Rachel Stokes has moved post; Richard Parsons is her successor. PCSO Cooper said the public should be encouraged to make a report if there is a problem, as the Police can only deal with things that they know about. She also said it is important to encourage the public not to leave things on show in vehicles. PC Haines said that the Police have limited powers with school parking, however she will continue to attend and speak to the school; there are no parking problems when there is a police presence but problems persist from a limited number of people when the Police are not there.

3 Apologies Cllr N Martin

4 Declarations of Interest None

5 Approval of Minutes of previous Meeting Resolved – that the Minutes of the last full Meeting held on 13th January 2016, together with the Clerk's report for that meeting, having been previously circulated, be signed by the Chairman as a correct record.

6 Matters Arising and Clerk's Report Cllr Clarke has spoken to Mark Kirtley and offered contact details for more information in relation to business rates in Burley (See minutes January 2016).

As shown in the Clerk's report the balance of the current account on 31st January was £7599.25. The payments detailed in the clerk's report were approved and the cheques signed. The bank statements were checked and signed by Cllr Clarke.

A cheque for £30 towards a signature book for a local elector, recognised in the New Year's Honours list, was also approved and a cheque signed.

It was noted that the licensing application is for the Friends of Burley Church AGM to be held in the Village Hall and not the Village Hall AGM.

Cllr Kendall reported that she knows of one person who may be interested in the Councillor vacancy. Cllr Russell said that he had someone in mind to approach. (JK/PR)

7 Report on changes to current audit arrangements The Clerk has previously circulated information from HALC on audit appointments that will take effect from 2017/18. The deadline to opt-out of external audit arrangements that the "Smaller Audit Appointments Ltd" (SAAA) is putting in place is 31st March 2016. If BPC chooses not to opt-out, as it has a turnover of less than £25,000, then it will fall into "Group 3": "very few of these authorities will be required to undergo a limited assurance audit review or to pay an audit fee" and if required to do so a fee of £200 will be payable. An annual return will still need to be completed and published in accordance with the Transparency Code. If BPC opts out of the above arrangements, requirements will be the same as for Group 3. However if a limited assurance audit review is required then

BPC would have to appoint an audit panel and auditor at a currently unknown cost.

Agreed: Not to opt-out of the SAAA arrangements

8 Approval of grant for Citizens Advice Resolved: To donate a grant of £175 to CAB New Forest; a cheque was signed.

9 Report on progress of the Councillor Casual Vacancy procedure See Clerk's Report

10 Discussion on the route of the Red Skye Cycle Tours Spring Sportive It was decided that no comments would be submitted to the Safety Advisory Group as numbers of cyclists taking part will be relatively small in comparison to other events.

11 Discussion on possible Community Ditch Management scheme Cllr Kendall suggested that it may be possible for BPC to facilitate ditch clearance for those residents who cannot do it themselves by providing contact details of a local contractor who is willing to do this type of work for a fee. Cllr Russell expressed concern over recommending a contractor as this implies responsibility. Councillors agreed that this would not be a recommendation scheme and that any work done would be between the householder and the contractor, BPC will not accept any liability.

12 Discussion on possible Queen's 90th birthday celebrations The Chairman received an email that suggested combining Armed Forces Day with the Queen's birthday; it was agreed that these should be celebrated separately. A suggestion was also received for a Tea Party on the cricket pitch on 12th June with Ringwood & Burley band. In addition to these suggestions the Clerk had previously circulated an email from NFDC suggesting Beacon lighting on 21st April.

It was **agreed** that Cllr Daubeney would speak to Mr Tanner regarding the idea of beacon lighting. (PD)

13 Superfast Broadband Update Nothing to report

14 Report on HGV parking at Picket Post Cllr Kendall read out an email from Highways England saying:- that McDonalds have completed an HGV survey; that the SSSI status of the layby and surrounding area is being reviewed; a wooden barrier to define the habitat area is being investigated. The project will be transferring to a new Operations team, new contacts are to be advised.

15 Correspondence The Clerk passed on the following correspondence:

- An email invitation to celebrate the Queen's 90th birthday at a County Service on Sunday 24th April at 3.30pm in Winchester Cathedral. The Chairman has confirmed that he will attend.
- An email invitation was received from the FC to a Forest Design Plan consultation event for the Inclosures of the New Forest. This will be held on Tuesday 23rd March 2016 9.30am. Venue TBC.
- An email was received from the Headmaster of Burley Primary School with details of a "Proposal to form a Governance Federation of Burley and Sopley Primary Schools". Consultation ends Tuesday 12th April at midday and a decision will be made on Monday 25th April, with a start date if agreed of Thursday 26th May 2016. Cllr Kendall will attend a drop in session on 21st March. (JK)
- A grant from the Transparency Fund has been applied for by the Clerk
- Cllr Kendall will attend the upcoming NF Passenger Transport meeting

16 Young People in Burley Report None

17 Roads and Traffic Report inc parking restrictions outside of the Primary School Cllr Kendall reported that it is expected that parking restrictions outside of the school will be agreed by Hampshire Highways; the School is also in favour of this.

Cllr Clarke reported attending a meeting with representatives from the Quiet Lanes project and Cllr Martin. It was suggested by BPC that 20mph speed limits would be the best way to implement the scheme.

18 Burley Heritage Report The NFNPA are in discussions with the vendor of the land previously discussed (see previous minutes); nothing further to report at present.

19 Reports on current projects:

i) Burley Street noticeboard The Highways Agency are to meet with Cllr Kendall; no problem is foreseen with putting the required posts into the tarmac pathway for the noticeboard to sit on. 3 quotes have been obtained for the noticeboard. To clarify the quotes a more detailed breakdown of materials and labour will be requested from the preferred supplier Tom Penney who is local. Cllr Clarke suggested moving the current noticeboard to Burley Street and placing the new noticeboard in the centre of the village; it was agreed that this should be discussed with the benefactor of the current noticeboard. (JK/PD)

20 Planning Decisions

Planning Decisions communicated by NFNPA since BPC Meeting on 13th January 2016: -

Application No. & Date	Address	Proposal	BPC Recommendation	NFNPA Decision
15/00910 19.11.15	Burley Cottage, Burley Street	Single storey rear extension	R5 – No objection	Granted – 28.01.16
15/00893 14.12.15	Beechwood Cottage, Church Lane	Creation of flat roof dormer windows; single storey extension; re-roof existing garage; porch; rooflights; external alterations	R5 – No objection	Granted – 02.02.16
16/00021	1 & 2 Shappen Cottages	Application for Certificate of Lawful Development for single storey extension	Comment not required	Withdrawn – 01.02.16

Applications to be considered at BPC Meeting on 10th February 2016: --

Application No. & Date	Name of Applicant	Address	Proposal	Deadline for BPC Response	BPC Recommendation
15/01006 06.01.16	New Forest Hotels plc	Burley Manor Hotel, Ringwood Road	Single storey extension to existing outbuilding; new external timber staircase; single storey extension to existing guest wing to provide a linen store; partial roof alterations to store; bin store; timber cladding; raised terrace, 1.5m high walls, kitchen garden; alterations to parking layout	10.02.16	R5 – No Objection
15/01007/LBC 06.01.16	New Forest Hotels plc	Burley Manor Hotel, Ringwood Road	- ditto – Application for Listed Building Consent	10.02.16	R5 – No Objection

21 Reports Cllr Mans (HCC) reported that electoral boundary changes in Hampshire are likely to happen but no final outcome has been given yet. A 3.99% increase in HCC Council tax precept is expected to be decided on 18th February.

Cllr M Steele (NFDC) agreed to donate £300 grant towards the Burley Street noticeboard. (SG/JK) Cllr Russell asked whether Cllr Frampton (NFDC) has any grant money available in his budget; Cllr Kendall agreed to contact Cllr Frampton. (JK/SG) Cllr Steele reported on a “Digital Champions” pilot scheme which helps people to get online.

Cllr Clarke reported attending a NFNPA Consultative Panel meeting regarding Wetland Restoration. Cllr Clarke has requested further information regarding the wetland restoration project at Harvestslade under the Freedom of Information Act and the Environmental Information Regulations; this letter will be made available for public view on the BPC Website. (SG)

22 Urgent Business Cllr Kendall reported reading that reduced fire crews are planned for Burley; she will contact Cllr Steele (NFDC). Cllr Kendall also reported that she will be contacting Nigel Matthews of NFNPA regarding florescent paint to make ponies more visible at night. (JK)

The meeting closed at 8.35pm. Date of next meeting will be Wednesday 9th March at 6.30pm in Myrtle Hall.