

## BURLEY PARISH COUNCIL

Draft Minutes to be approved on 13<sup>th</sup> April 2016

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

**In attendance** S Gale (the Clerk), Cllr M Steele (NFDC), Cllr K Mans (HCC), PCSO Tracey Cooper and 2 representatives from the Youth of Burley

**Also present** 2 members of the public

**Date** Wednesday 16th March 2016

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

**Subject** Burley Parish Council Monthly meeting

**1 Public Participation** Residents of The Copse, Warnes Lane reported submitting a small adjustment to their planning application (See Item 20 iv) to the Planning Officer including the use of more exterior wood and an additional chimney; the overall increase in the size of the property would be under 30%. Cllr Kendall enquired whether the entrance to the property would be widened for delivery vehicles; it would not as the entrance is already wide enough. Cllr Clarke enquired whether the planning officer appeared happy with the large balcony, to which the reply was yes as green oak and glass are to be used.

**2 Discussion with representatives from the Youth of Burley (YoB)** Two representatives from the YoB gave an overview to BPC of the activities their members can take part in; this includes training in finances, team work and trips, including a residential to the Isle of Wight, for which members raised funds. One of the representatives also reported completing a Young leader's award. PCSO Tracey Cooper said that this year is the YoB's 10<sup>th</sup> anniversary and a celebration is being planned. The Chairman outlined the type of work the Parish Council does. Cllr Martin asked if there are any issues that the representatives would like to raise: as there are limited activities for young children in the village, a park was suggested along with a bigger space for the Youth Club. The Chairman confirmed that this is something that has been and will continue to be discussed at BPC.

**3 Apologies** None

**4 Declarations of Interest** None

**5 Approval of Minutes of previous Meeting Resolved** – that the Minutes of the last full Meeting held on 10<sup>th</sup> February 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 Kendall confirmed that due to further communications with possible contractors the Community Ditch Scheme does not appear to be feasible.

Cllr Kendall said she is due to meet with the Lengsthman to discuss work required for the positioning of the Burley Street noticeboard. Cllrs Steele and Frampton (NFDC) were thanked for their generous donations towards the noticeboard.

Cllr Kendall and Cllr Steele (NFDC) confirmed that the Burley fire station is thought to be safe from closure. However cost savings may be made, as at other stations. The Clerk will circulate email information regarding this. (SG)

Cllr Clarke confirmed that he will be attending the planning workshops outlined in the Clerk's report.

**As shown in the Clerk's report the balance of the current account on 29st February was £7346.29. The payments detailed in the clerk's report were approved and the cheques signed. The bank statements were checked and signed by Cllr Martin.**

**7 Clerk's annual pay review Agreed:** To increase the Clerk's salary to £5473.78 per year (SCP 22) or £10.52 per hour. This is an increase from £5335 or £10.26 per hour. (Proposed JK, seconded NM)

**8 Items for Annual Assembly Agenda** The Chairman reminded Councillors of the content of the 2015 Annual Assembly and asked for any additions or amendments to be sent to him as soon as possible.

**9 Co-option of a Councillor to fill casual vacancy (See Clerk's report)** A deadline for applications was set as Friday 8<sup>th</sup> April. The Chairman confirmed that there have been two applications so far. A date for interviews was set as 19<sup>th</sup> April at 6pm (SG)

**10 Queen's 90<sup>th</sup> Birthday Celebrations – Beacon Lighting** Cllr Martin reported that Dan Tanner has

agreed to host a bonfire for the village; local businesses will be invited to attend to sell refreshments on the night. A start time of 7pm was suggested. The date of the event, Thursday 21<sup>st</sup> April will be advertised in the village magazine report. (SG) Mr Tanner has requested that anyone able to supply timber, hedge trimmings or other material suitable for the bonfire should place it on the site. Should there be any questions in respect to the suitability of material, they should contact Mr Tanner directly. Cllr Martin reported that BPC's insurance requires the bonfire to be 100m away from local houses and/or vehicles with a 15m barrier around the fire; Mr Tanner has agreed to erect this. Cllr Martin reported that volunteer marshals with reflective jackets will be needed, a Risk Assessment completed and that he will request a fire appliance from the local fire station is present. (NM)

**11 Superfast Broadband (SFB) Update** Cllr Martin summarised: the SFB Cabinet in the centre of the village is operational and permissions had been obtained from the Verderers and Natural England, including a land compromise, for the proposed SFB cabinet in Lester Square. However an email has now been received from Openreach to say that "Burley 1" (Lester Square) cabinet is to be used as a trial site for a new process and therefore new permissions will be required; no time scale is committed by Openreach. Cllr Martin said that he is attending a Brand New Forest Broadband Development Group meeting in April and will raise this issue at that meeting. BPC agreed to invite Openreach to the April BPC meeting to express disappointment at this situation; particularly as it is Government policy to get rural communities connected to SFB as soon as possible. (NM)

**12 Report on HGV parking at Picket Post** As previously reported a reorganisation of the Operations Team at Highways England is ongoing; Cllr Kendall has received no response from previous or new contacts.

### **13 Issues raised at the SW Quadrant meeting:**

**i) Verge Restoration** Councils were asked to identify verges degraded by vehicles and report these to Mr Gary North, Forestry Commission so that dragon's teeth may be placed to protect the verges; this is funded by the Higher Level Stewardship Scheme. Pound Lane was identified as a possible site for consideration. (JK)

**ii) Safety of Animals** At the SW Quadrant meeting Nigel Matthews (NFNPA) suggested that signs be erected to remind drivers of animals on the road "Day and Night". It was discussed by BPC that these may be useful specifically at cattle grid sites when entering forest areas, however it was concluded that additional signage was not favourable as after a time signs are not noticed by locals that pass them often.

**14 Correspondence** Cllr Clarke reported receiving a copy of correspondence regarding a new track at the site of a current planning application in Forest Road, this complaint was disregarded by the enforcement officer.

Cllr Kendall reported corresponding with Paul Grugeon, Forestry Commission over a proposed gate on the unmade road/track outside the School: currently used by vehicles to connect Church Lane with Station Road. Mr Grugeon has spoken with the Headmaster of the School following complaints by a resident and parent. It is proposed that a gate could be closed across the track from 8.15-9am and 3-3.45pm on school days. BPC will contact the Forestry Commission to convey concern over this proposal and express a wish to be consulted. Issues over potential key holders to the gate, who maintains the track/road, who would be responsible for opening and closing of the gate and fire access, were discussed. (NM/SG)

Cllr Clarke reported receiving correspondence from the planning agent for Fullers Brewery, regarding a potential planning application to construct staff accommodation at the White Buck. Cllr Clarke reported that a similar scheme is expected from Burley Manor Hotel, to convert the stables into staff accommodation.

### **15 Young People in Burley Report** See above

**16 Roads and Traffic Report inc Cycling Events** Cllr Martin reported that:

- Pipework and the new path in the village centre are to be completed imminently. Cllr Russell reported receiving correspondence saying that disabled access during the roadworks has been difficult.
- Esdaile Lane to Ringwood Road requires repair. Residents are responsibility for this, however Cllr Martin has requested that should the contractors in the village centre have a surplus of material, they use it to fill the potholes in Esdaile Lane.
- Cllr Martin will make HH aware that traffic has to pull out around the new pavement; a reflective bollard may be required if line painting does not highlight this to drivers. (NM)
- A request to resurface the hill from the school to the Queens Head has been submitted.
- The Ringwood Road through Burley is due to be resurfaced in September 2016.
- Parishioners help will be requested, via the village magazine, to report potholes directly to HCC via

their website. The Clerk said a link to the relevant web page is available on the BPC website.

- NFDC has a list of upcoming cycling events on their website. The next event due to take place through Burley is 9/10<sup>th</sup> April, UK Cycling Event Spring Sportive: 1800 people per day for 2 days.

**17 Quiet Lanes Project** Cllr Martin concluded that following receipt of minutes from the meeting attended by BPC and the Quiet Lanes Project, no benefit can be seen to Burley from this project. This was unanimously agreed.

**18 Burley Heritage Report** Cllr Russell reported that correspondence has been received from Steve Avery (NFNPA) reporting that John Bull (NFDC) has concerns regarding contractor access through the NFDC car park during the potential development of land by NFNPA/BPC. It was agreed that Mr Bull should contact Mr Tanner to discuss an alternative route.

The Clerk will request that the Charity commission check over draft documents for use by the proposed Burley Heritage Trust (SG).

**19 Reports on current projects:**

**i) Burley Street noticeboard Agreed:** As a local business, Tom Penney will be used as the contractor to construct and fit the Burley Street noticeboard. It was **agreed** that Jane Kendall and the Clerk will hold the keys to the Burley Street noticeboard.

**20 Planning Decisions** Planning Decisions communicated by NFNPA since BPC Meeting on 10<sup>th</sup> February 2016: -

Application No. & Date	Address	Proposal	BPC Recommendation	NFNPA Decision
15/01006 06.01.16	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	R5 – No objection	Granted – 29.02.16
15/01007/L BC 06.01.16	Burley Manor Hotel, Ringwood Road	- ditto – /Application for Listed Building Consent	R5 – No objection	Granted – 29.02.16

The Appeal against Refusal of the following Planning Application has been Allowed by the Planning Inspector: -

15/00654 21.08.15	6 Honey Lane	Single storey extension; Demolition of existing conservatory & porch	R4 - Refusal	Refused 14.10.15
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Applications considered at BPC Meeting on 16<sup>th</sup> March 2016: --

Application No. & Date	Name of Applicant	Address	Proposal	Deadline for BPC Response	BPC Recommendation
16/00071 04.02.16	Mr & Mrs MacMillan	Woods Corner, Mill Lane	Pool House	10.03.16 (def'd to 17.03.16)	R5 – No objection
16/00077 02.02.16	Mr & Mrs MacGivern	5, Clough Lane	Single storey extn; porch; alterations to fenestration	08.03.16 (def'd to 17.03.16)	R5 – No objection
16/00060 08.02.16	New Forest Building Solutions Ltd	1 & 2 Shappen Cottages, Pound Lane	1st floor extn; single storey extns; pitched roof to existing single storey element; addition of dormer window; addition of pitched roof to existing dormers; 2 no. rooflights;	14.03.16 (def'd to 17.03.16)	R2 – Refusal (Car Port only)

			car port		
16/00108 17.02.16	Dr & Mrs Montague Munson	The Copse, Warnes Lane	1st floor extn. to create additional accommodation; pitched roof to existing projection; balcony; porch; external alterations including chimney	23.03.16	R5 – No objection
16/00129 19.02.16	Mr & Mrs Turner	Honey Cottage, Pound Lane	Single storey extn; porch; alterations to fenestration	29.03.16	R5 – No objection
16/00152 25.02.16	Mr J Bishop	Queen's Close, The Cross	Detached outbuilding with first floor study/store	23.03.16	R5 – No objection
16/00129 19.02.16	Mr J Garrod	Charlwood, Long Mead Road	Single storey extension	05.04.16	R5 – No objection

**21 Reports** Cllr Mans (HCC) reported on current devolution/reorganisation plans and the difference between combined or unitary authorities. He reported that the South East of Hampshire had proposed a unitary authority, however there is now more time for discussion over the possibility of a combined authority (with a Mayor) to involve the whole County. Cllr Mans expressed his belief that economically the County should remain as a whole combined authority.

Cllr Mans reported that take up of high speed broadband is greater than BT had expected, therefore this extra money should be fed back by Openreach into the project.

Cllr Mark Steele (NFDC) reported that he would be attending a meeting with BT on 17<sup>th</sup> March. He also reported on the success of the Careline run by NFDC, where 98% calls are responded to within 1 minute.

**22 Urgent Business** A benefactor has offered to replace the current phone box in the centre of the village with a red box; this is to be explored with Openreach (NM)

**The meeting closed at 9pm. Date of next meeting will be Wednesday 13th April at 6.30pm in Myrtle Hall.**