



# BURLEY PARISH COUNCIL

## FULL COUNCIL MEETING MINUTES 8<sup>th</sup> JUNE 2022 18:30

**Present:** Cllr P Daubeney (Chairman), Cllr R Clarke (Vice-chairman), Cllr J Cook, Cllr P Egerton

**In attendance:** Jon Vincent. Kate Hedge (non-councillor working party members), and the clerk, Tom Brindley.

- 1 An apology for absence received from Cllr P Russell was noted.**
- 2 Chairman's Remarks**
  - 2.1 The chairman proposed a vote of thanks to residents and councillors who organised Jubilee events. Thanks were also given to landowner who allowed events on their land.
  - 2.2 Cllr Daubeney had written to HM The Queen advising her of celebrations held by Burley parish.
- 3 Public participation: None**
- 4 Reports from district and county councillors: None**
- 5 The minutes of the Burley Parish Council meeting held on 16<sup>th</sup> May 2022 were approved as a true record and the chairman authorised to sign.**
- 6 Appointments to committees and working parties**
  - 6.1 Committees:
    - a. Planning Committee: All members of the council.
    - b. Finance Committee: Cllrs Daubeney, Clarke, Egerton, Cook
    - c. Staffing Committee: Cllrs Clarke, Egerton, Cook
  - 6.2 Working Parties:
    - a. Village Development WP: Cllr Clarke, Kate Hedge, Veronica Johnstone, the clerk
    - b. Lengthsman WP: Cllr Cook, John Vincent, the clerk
    - c. Greening WP: Cllr Clarke, Kate Hedge, Veronica Johnstone, the clerk
  - 6.3 Outside bodies:
    - a. Burley Heritage: To be appointed at a later meeting
    - b. NFALC: Cllr Egerton
    - c. Bournemouth Airport Consultative committee: Cllr Cook, Mr Kym Glynn
    - d. NFPA Consultative Panel: Cllr Clarke
    - e. SW Quadrant: Cllr Clarke
    - f. Burley Charities: Nicola Cook, Paul Holdsworth
- 7 To receive the clerk's report** The report was noted.
- 8 Finance**
  - 8.1 Payments noted and approved – see list annexed to minutes
  - 8.2 Members noted the internal auditor's report – available on the council website
  - 8.3 Members **APPROVED** the Annual Governance Report (AGAR Section 1) – available on council website.
  - 8.4 Members **APPROVED** the Annual Accounting Statement (AGAR Section 2) – available on council website.
  - 8.5 Members **RESOLVED** to adopt Scribe Accounts as the primary accounting system.
  - 8.6 Members **RESOLVED** not to renew the subscription to the HALC HR scheme.
  - 8.7 Members **RESOLVED** to establish a Financial Regulations WP. Cllrs Cook, Egerton and the clerk appointed.
  - 8.8 Members **RESOLVED** to delegate spending power up to £250 to the clerk subject to consultation with the chairman and vice-chairman.
- 9 Casual Vacancy**
  - 9.1 Members noted that the Call for Election expires on 8<sup>th</sup> June 2022 and to-date no election had been called.
  - 9.2 Members agreed to initiate the casual vacancy co-option process. The vacancy to be advertised on notice boards and in the Village Magazine with a closing date for applications of 15<sup>th</sup> July 2022.
  - 9.3 Members noted that the chairman could convene a special meeting to co-opt giving 3 clear day's notice.



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## **10 LDDN re-location and archiving records from the Red Cross hut**

- 10.1 Cllrs Daubeney and Egerton had inspected the Red Cross Hut and reviewed the contents. It was agreed that the contents be assigned a status of: A) Archive at county hall, B) Retain locally c) Pass to Burley Heritage for storage or D) Dispose.
- 10.2 The clerk was asked to research storage and archiving options.
- 10.3 Cllr Daubeney reported he was setting up a meeting with representatives of Burley Heritage to discuss the museum project. The clerk will also attend.

## **11 Village Environment and Greening project**

- 11.1 Members approved payments for leaflets of £168.50.

## **12 Parish Council website**

- 12.1 Members considered moving the web site to a dedicated Parish Council hosting company. It was **RESOLVED** that the clerk, in conjunction with Cllr Clarke, would prepare a project plan for presentation at a future council meeting.

## **13 Broadband update**

- 13.1 Some fibre installation activity in Bisterne Close was reported.

## **14 Tree Planting**

- 14.1 All trees in Pound Lane and one tree in Cotts Lane now planted. Members noted the need to water trees during dry periods. The possibility of using Jon Narey (lengthsman) to do this was discussed but it was felt his schedule was already full. Cllr Clarke has approached house holders to water, but this does leave trees at risk.

## **15 Correspondence**

- 15.1 The chairman had received correspondence from Steve Avery (NFNPA director of planning and strategy) regarding access via the NFDC car park and wayleaves for services to the proposed development for affordable housing.

## **16 Licensing Application**

- 16.1 All applications circulated and events completed.

## **17 Road and Traffic update**

- 17.1 Scaffolding removed from Station Road/Holmsley Bridge, but road remains closed.
- 17.2 Concern was raised regarding the limited nature or pothole reparations.
- 17.3 Members noted the protruding kerb on the A35, raised at the annual assembly.
- 17.4 It was reports that HCC had assumed responsibility for the damaged manhole cover near the doctor's surgery.

## **18 Lengthsman Update**

- 18.1 John Vincent presented a report on the current work list.
  - a) Brambles had been cleared from Pound Lane and Burley Lawn and from Honey Lane to the Little Deers Day Nursery.
  - b) Future tasks include repairs and cleaning to benches and milestones.
  - c) Members asked that the footpath near Burley Hill House be cleared.
  - d) Members asked if the Lengthsman could take on weed clearing around the newly planted trees.



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## 19 Planning

### 19.1 Decisions communicated by NFNPA since last report

NFNPA Appn. No. and Address	Proposal	BPC Recommendation (NFNPA Decision)
<b>Ref. No: 22/00248</b> VERELEY HOUSE, VERELY,	<u>Block paving to form hardstanding</u>	Grant (R5 NFNPA to decide)
<b>Ref. No: 22/00211</b> THE LITTLE HOUSE, CHAPEL LANE	<u>Attached outbuilding with balcony above; 1no. window; replace 1no. window with door; demolition o...</u>	Grant (R5 NFNPA to decide)
<b>Ref. No: 22/00163</b> THE LODGE, MILL LANE,	<u>Garage</u>	Grant (R5 NFNPA to decide)

### 19.2 Applications considered at the meeting

	Proposal	BPC Response
<b>Ref. No: 22/00173</b> Brackenwood, Pound Lane	<u>First floor rear extension; alterations to windows</u>	(R5 NFNPA to decide)
<b>Ref No: 22/00210</b> Ramblers, Burley Street	<u>Garage with first floor over; shed (demolition of existing)</u>	(R2 Refuse but accept NFNPA decision)
<b>Ref. No: 22/00231 (LBC)</b> Ramblers, Burley Street	<u>Garage with first floor over; shed (demolition of existing) (Application for Listed Building Cons...</u>	(R2 Refuse but accept NFNPA decision)
<b>Ref. No: 22/00353</b> Beechwood, Beechwood Lane	<u>Single storey side extension; door and bay window</u>	(R1 Accept but accept NFNPA to decide)
<b>Ref. No: 22/00215</b> Manor Farm, Forest road	<u>Demolition of 2no. barns (Application for Conservation Area Consent to demolish)</u>	(R5 NFNPA to decide)
<b>Ref. No: 22/00321</b> Holmsley Passage, Holmsley	<u>Application under part 16 of the Town &amp; Country Planning (General Permitted Development) Order in...</u>	(R5 NFNPA to decide)
<b>Ref.No: 22/00294</b> Moorhill Cottage	<u>Two storey rear extension; alterations to fenestration</u>	Defer to July meeting

## 20 Urgent Business and Matters for Future Meetings

20.1 None.

The meeting closed at 8.15 pm

Next meeting of Burley PC: Wednesday 13th July at 6.30pm in the Myrtle Hall, Burley.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_