

BURLEY PARISH COUNCIL

Draft Minutes to be approved on 10th February 2016

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

In attendance S Gale (the Clerk), Cllr R Frampton (NFDC), Cllr K Mans (HCC)

Also present 1 member of the public

Date Wednesday 13th January 2016

Opened at 6.30pm **Closed at** 8.55pm

Subject Burley Parish Council Monthly meeting

1 Public Participation Roger Hutchings spoke regarding the national reorganisation of Post Office branches and how this could affect Burley. Currently a facilities grant is paid to each branch along with transactions payments. The facilities grant is being phased out and payments per transaction are increasing. Therefore smaller offices may have a reduced income, becoming unviable. Some may change to "Post Office Local" offering basic facilities only. Ringwood and Bransgore are main branches and Bashley & Poulner are local branches. Mr Hutchings has submitted a conditional resignation; the Post Office will advertise the vacancy. Other local shops could accommodate a PO Local if they would like. A grant is available for conversion costs e.g. an alarm, computer, safe and building alterations for wheelchair access. If someone comes forward following the advertised vacancy a 14 week public consultation regarding the potential new site will take place; this plus the training period will take at least 6 months. If no one comes forward to take over the vacancy, Mr Hutchings can give 3 months' notice to the Post Office as he is self-employed. Cllr Russell gave thanks to the Hutchings family for nearly 100 years' service in the village. Mr Hutchings requested that BPC assists anyone who maybe thinking of taking over the Post Office as it is an important service in the village. Cllr Frampton (NFDC) suggested a community solution may be a possibility if no one takes over in the long term. Cllr Frampton also suggested that BPC write to NFNFA to request that the balance of retail businesses be safeguarded in the planning policy currently under review. Cllr Clarke commented that the national policy for retail use is non-specific.

2 Apologies Cllr K Hall, 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 2nd December 2015, 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

As shown in the Clerk's report the balance of the current account on 31st December was £8260.77. The payments detailed in the clerk's report were approved and the cheques signed. The bank statements were checked and signed by Cllr Martin.

Agreed: that the grant cheque for Secrets in Stone will not be re-issued, as it is not budgeted in this financial year. Secrets in Stone may re-apply for a grant in the next financial year.

6 Set a date for the Spring Litter Pick Agreed: Sunday, 17th April 2016. It was noted that the WI movement had been instrumental in launching the "Keep Britain Tidy" campaign at the time of the Queen's coronation. Cllr Clarke agreed to contact Burley WI to discuss their involvement in view of the wish to link this particular Litter Pick with the proposed "Clean for the Queen" campaign as part of HM's 90th Birthday celebrations (RC).

7 Discussion on Commercial Rating Assessments in Burley An email was received from Mark Kirtley of Forest Leisure Cycling, raising awareness of the business rates in Burley compared to surrounding villages. Cllr Martin confirmed that Mr Kirtley has written to the Valuation Office and is awaiting a response. Cllr Clarke said that the underlying "rateable values" were calculated on the basis of the estimated open market rental value of the business premises concerned and that those values are related to comparable local evidence extant at 1st April 2008. He said that "small business relief" of up to 100% is available for businesses such as the Post Office. Cllr Clarke concluded that Burley business rates are higher than surrounding villages due to the income available from tourists. He added that as there are apparently only 3 owner-occupiers of Burley businesses, there would seem to be a lot of rental information available for the Valuation Office to base their figures on. Cllr. Clarke undertook to contact Mr Kirtley with the view to discussing the figures noted in the Valuation Office's lists.

8 Local Government Boundary Commission proposals for HCC/New Forest Cllr Daubeney reported that a letter had been written to the Boundaries Commission, NFDC and HCC requesting that Burley be placed in a Brockenhurst Division, due to the rural nature of the village, and not a Ringwood Division as is being recommended in the current Boundary Change proposals. Cllr Daubeney reported that NFDC have recommended that Burley be placed in the Ringwood Division, however it is possible that HCC may vote against this. Cllr Mans (HCC) said that he has also written to the Boundaries Commission recommending that division boundaries remain as they currently are; but that if this is not possible he would support Burley being placed in the Brockenhurst Division. Cllr Frampton (NFDC) said that if Burley was placed in the Brockenhurst Division this would have implications on Bashley.

9 Approval of Burley Charities Trustee Resolved: Re-appointment of Paul Holdsworth for another term with request that Mr Holdsworth visit BPC in the near future with an annual update of reports and accounts.

10 Superfast Broadband Update Cllr Martin said he is hoping to obtain a map of all properties in the village that have a direct link to the exchange. Cllr Martin reported that an email has been received from Openreach regarding "Burley 1" proposed cabinet in Lester Square and the permissions that are still required in writing before this can go ahead. Cllr Martin has replied to confirm that agreements have been made with all involved and has requested timescales from Openreach.

Cllr Clarke reported that he had received copies of planning applications to place poles and ducting in 3 locations on the east side of the village. One site in Forest Road is shown to relate to the placing of fibre cables. *(See also Agenda Item 17 below)*

11 Report on HGV parking at Picket Post Cllr Daubeney reported in Cllr Kendall's absence that as requested by Highways England, McDonald's have conducted a survey of the number of vehicles parked on the land opposite them for one week. This has been sent to Highways England and a response is awaited. *(KH/JK)*

12 Correspondence Cllr Daubeney reported that Cllr Kendall has again received complaints over school parking. Cllr Kendall and Hall are liaising with the school.

13 Young People in Burley Report YoBs will visit BPC in March.

14 Roads and Traffic Report inc improved pedestrian pathways Cllr Martin reported that:

- The HCC paths and drainage project will commence on 18th January and is planned to take 8 weeks. Both sides of the road from The Odd Spot access to The Burley Stores on the north side of the road and from Howards Close to the Magpies Nest on the south side will have path improvements. The path outside the Post Office is not included in this phase; however Cllr Martin has requested that it be included in the budget for the next financial year.
- A response was received and fed back to the complainant regarding the Holly Hedge near Pear Tree Cottage, Bisterne Close. The hedge was assessed by Hampshire Highways (HH) and found to be acceptable.
- The cattle grid at Warnes Lane has been re-examined by HH following a complaint from a member of the public that it is still noisy. It was found to be satisfactory.
- A caravan parking in Warnes Lane was inspected by NFDC following a complaint from a member of the public. This was found to be parking legally as it is a taxed motorised caravanette.
- Flooding in Pound Lane was a result of badly maintained ditches and culverts. John Topp suggested hiring a small digger for a week to clear the ditches and offered his services free of charge. It was **agreed** that as it is the legal responsibility of home owners to clear ditches and culverts in front of their premises BPC could not take responsibility for this type of work.
- Flooding in Ringwood Road was the result of a blocked pipe. As the lengthman is unavailable to clear it HH will survey and clear the blockage.
- Waiting restrictions by the primary school are proposed on both sides of the road, up the hill to the school. It was agreed that BPC would respond to NFDC with no objections to this. *(SG)*
- The NFALC cycling charter review is complete and being put to NFNPA on 21st January. This can be viewed on the NFNPA website.

Cllr Russell reported that The Queens Head now has pay to park notices in its car park.

15 Burley Heritage Report Cllr Daubeney reported that BPC is in discussion with the NFNPA with the possibility of collaborating on the purchase of some land which could enable affordable housing as well as a building for a Heritage Centre and Parish purposes. As stated at the December Parish Council meeting, there will be a consultation meeting for the village to express their views when there is a definite plan to discuss. The NFNPA are meeting on 21Jan to discuss their concept and Cllr Russell will send them further information. Cllr Mans asked to be kept informed. *(PD/PR)*

16 Reports on current projects:

i) Burley Street noticeboard Nothing to report

17 Planning Decisions The full Council, sitting as the Planning Committee, noted the decisions communicated by NFNPA since the last meeting on 2nd December 2015: -

Application No. & Date	Address	Proposal	BPC Recommendation	NFNPA Decision
15/00861 09.11.15	Bye Cottage, Moorhill Road, Shappen Bottom	Detached Garage with 1 st floor storage (Demolition of existing outbuildings)	R2 - Refusal	Withdrawn – 16.12.15
15/00851 13.11.15	A Coven of Witches, The Cross	Porch	R5 – No Objection	Withdrawn - 23.12.15

Decision to be the subject of appeal under the Householders Appeals Service (Expedited Procedure): -

Application No. & Date	Address	Proposal	BPC Recommendation	NFNPA Decision
15/00654 21.08.15	6 Honey Lane	Single storey extension; demolition of existing conservatory and porch	R4 - Refusal	Refused – 14.10.15

Applications considered at BPC Meeting on 13th January 2016: -

Application No. & Date	Name of Applicant	Address	Proposal	Deadline for BPC Response	BPC Recommendation
15/00910 19.11.15	Mr & Mrs Coney	Burley Cottage, Burley Street	Single storey rear extension	15.01.16 (Revised)	R5 – No objection
15/00893 14.12.15	Mr J Henney	Beechwood Cottage, Church Lane	Creation of flat roof dormer windows; single storey extension; re- roof existing garage; porch; rooflights; external alterations	18.01.16	R5 – No objection

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

Cllr Clarke also reported that applications had been made by Openreach over the holiday period for Determination as to whether Prior Approval is required for the siting and appearance of 3 sets of changes to BT equipment in Forest Road (15/00901), Burley Lawn (15/00952) and Chapel Lane (15/00925) involving new poles and ducting. Interestingly, the Forest Road work includes the laying of fibre cable – presumably for improving broadband service.

NFNPA have Raised Objections to these proposals (normally permitted as standard operational work) because Natural England requires a *Habitat Regulations Assessment* plus other information to be provided showing how the works would affect the SSSI land involved. Apparently, this requirement extends to all the currently proposed Openreach works on such Forest land.

18 Reports Cllr Mans (HCC) reported that he had received a list of new areas to have improved Broadband service and that he had requested that this be sent to Parishes by his office. He also reported that the County precept portion of Council Tax is likely to increase for 2016/17; the final decision will be made next month. Cllr Mans reported that may be able to make a grant of about £1000 for a worthy project in Burley. He asked for requests to be made by BPC within a week. Cllr Frampton (NFDC) reported that a number of officers are retiring at NFDC.

19 Urgent Business The date for Annual Assembly was set as Monday 25th April.

Cllr Daubeney will attend the SW quadrant meeting on 23rd February as Cllr Clarke is unable to attend.

The meeting closed at 8.55pm. Date of next meeting will be Wednesday 10th February at 6.30pm in Myrtle Hall.