



BURLEY PARISH COUNCIL

FULL COUNCIL MEETING MINUTES 8th MARCH 2023

Present: Cllr P Daubeney (Chairman), Cllr R Clarke, Cllr J Cook, Cllr K Hedge, Cllr P Egerton

In attendance: Sandy Simpson (minutes) John Vincent, Veronica Johnson and one member of the public.

- 1 (Agenda item 1) Apologies for absence:** Apologies were noted from Cllr Bramley.
- 2 (Agenda item 2) Chairman's Remarks:**
 - 2.1 Little Deers – nothing to report. Awaiting response from Sarah Davey re costings of Deer Hall replacement.
 - 2.2 Affordable Homes on Dixon Land – Steve Avery has asked Cllr. Clarke for some assistance to get the two remaining parties to sign up to release some restrictive covenants on the car park.
 - 2.3 The clerk has accepted a new job with Highcliffe and Walkford Parish Council. He has kindly offered to help for the period up to September if the new candidate is not fully qualified. Members agreed to advertise the post.
 - 2.4 Craig Harrison, Deputy Surveyor, Forest England will be attending the Annual Parish Meeting along with Steve Avery (Director of Planning NFNPA) and County Councillor Keith Mans.
 - 2.5 More ball bearing catapult assaults have been reported – Police now have a forty-eight hour enforcement area and are patrolling Bransgore.
 - 2.6 Complaints had been received and published in The Telegraph about the state of litter on the A31 which is the responsibility of Highways England. Members resolved that a letter should be sent to Highways England stating the councils concerns.
 - 2.7 Members were reminded that if they want to stand again at the elections on 4th May they must complete their nomination forms without delay once the election is called on 20th March, and hand them to him for forwarding to the clerk for checking. The signed nomination papers must be delivered to NFDC by 4.00 p.m. on 4th April. Electoral role numbers can be obtained from the clerk; applications must be supported by two people.
- 3 (Agenda item 3) Declarations of interest:** Cllr Clarke declared an interest on application 22/01043CAC, as he was the applicant.
- 4 (Agenda item 4) Public participation:**
 - 4.1 Application re Honey Cottage – The architect concerned was in attendance to seek and ask members to consider recording R3 for this application. He outlined the changes made to the original plans.
 - 4.2 Members agreed that consultation needs to be based on the revised plans and that Cllr Egerton would request a deferment until Thursday, 13th April.
- 5 (Agenda item 5) Reports from higher authorities:**
 - 5.1 None.
- 6 (Agenda item 6) Reports from outside bodies:**
 - 6.1 The council's external representative on the Bournemouth Airport Consultative Committee sent in a report on the meeting held on Wednesday 1st March:
 - a. No reference had been made to airspace changes.
 - b. Bournemouth have a new Radar being installed in December 2023
 - c. A new ILS (instrument landing system) to Runway 08 will be installed. This will be a CAT3 landing system which will allow fully equipped aircraft to conduct an instrument landing in poor visibility. The old system is well out of date and is a CAT1 approach.
 - d. Noise complaints: Bournemouth Airport apologised for their error in reporting complaints. A new person has taken over and a more accurate data set is in place. No non-conformances were found in regard to noise complaints.
 - e. A new voluntary meet and greet service is planned and Bournemouth Airport is looking for people to help with this. Could be good work experience.
 - f. Bournemouth Airport is having difficulty recruiting staff for numerous services that they would like to provide as well as the current ones already in place, especially for night duties.
 - g. Next meeting will be held on 27th July, 2023.
 - 6.2 Members recorded their gratitude for the exceptional work the representative is doing.



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- 6.3 Cllr Clarke reported that the Freshwater and Wetland Restoration Forum have appointed a new chairman and the powers of the Forum seem to be being reduced.
- 6.4 Cllr Clarke is in the process of completing a report on the South West Quadrant meeting.
- 6.5 A consultative panel meeting was held on 2nd March, the main point of interest being the Solent Freeport – where planning controls are still to remain in place. The Verderers and National Park expressed concern about the effects that intensive new businesses could have on the National Park. Concern was also raised on the effect that increased traffic could have, and particularly on the Marchwood bypass.
- 7 (Agenda item 7) Minutes Burley Parish Council meeting held on 8th February 2023:
 - 7.1 Members **RESOLVED** to accept the 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) to consider an application for a memorial bench:**
 - 9.1 Cllr Cook reported that there is a bench outside the applicants’ house in remembrance of Paul Holdsworth’s parents. He had approached Judith Holdsworth to see if they had any appetite to move their parent’s memorial but no response had been received to date.
 - 9.2 It could be possible that a new bench could replace one of the existing benches – John Vincent reported that there are thirteen already in situ in the Village, eight of which had inscriptions. There are two in Burley Street, one in Pound Lane, one outside the Doctors’ surgery and one at Durmast Corner without inscriptions. John Vincent agreed to send a list of the five locations without an inscription to the Clerk.
 - 9.3 Members **RESOLVED** that the Clerk contact the family and ask if they would accept one of the five sites currently housing benches without an inscription.
- 10 (Agenda item 10) Clerk’s report:**
 - 10.1 The clerk had tabled his report including payments due. The report was noted.
- 11 (Agenda item 11) Maintenance of Village Environment including Greening project:**
 - 11.1 Proposal to purchase a thermal camera. After debate, members **RESOLVED** not to purchase a camera at this time.
 - 11.2 It was requested that this matter be reconsidered in February 2024.
 - 11.3 Cllr Hedge reported that the Warm Space Kitchen finished at the end of March.
 - 11.4 The chairman asked for a survey of EV charging points in Village.
- 12 (Agenda item 12) Finance:**
 - 12.1 Payments totalling £767.90 (exc VAT) were noted and approved – see list annexed to minutes.
 - 12.2 The bank reconciliation, showing balances as of 28th February and checked by Cllr Egerton, was presented.
- 13 (Agenda item 13) Planning:**
 - 13.1 Decisions communicated by NFNPA since last report for BPC Meeting on 8th February 2023

Application No. Address	Proposal	Decision (BPC Recommendation)
22/00917 FULL Hampshire Fire and Rescue, Burley Fire Station	Replacement front and rear timber side hung bi folding appliance bay doors	Grant (R5 Accept NFNPA decision)
22/00870TEL Communication site at Vereley Farm	Installation of antennas an ancillary development on existing mast	Grant (R5 Accept NFNPA decision)

13.2 Planning applications considered at the meeting.

Application No. Address	Proposal	Date due BPC Response
22/01027 FULL Honey Cottage, Pound Lane	Proposed double garage/office/gym/greenhouse	13 March 2023 Deferred to April due to revised drawings
22/01043CAC Whitecroft, 2 Clough Lane	1 no. Outbuilding, demolition 1 no. outbuilding	13 March 2023 R5 Accept NFNPA decision



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23LDCE2023/00086 Land adjacent to Forest Holme, Beechwood Lane,	Application for certificate of lawful development for existing use of land as garden in association with the residential use of Forest Holme	22 March 2023 No comment
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14 (Agenda item 14) to review the 2019-2023 strategic plan

- 14.1 Members reported they had received the chairman's comments but had not received the whole strategy. The clerk was asked to recirculate. The chairman said that there had been some successes but there was frustration that some projects that required action by higher authorities were very late in delivery.
- 14.2 Following the May elections. the new council will develop a new strategy. The chairman said that council might wish to review its influencing strategy, possibly taking higher profile in the media.

15 (Agenda item 15) to consider arrangements for recruiting a clerk/RFO

- 15.2 Members **RESOLVED** to advertise the vacancy and put details in Village Magazine.

16 (Agenda item 16) to consider arrangements to celebrate the coronation.

- 16.1 Current plans include Good Neighbours and helpers to hold a lunch in the Village Hall on Sunday 7th May.
- 16.2 Cllr Daubeney is due to meet John Carter on 14th March to discuss additional arrangements.
- 16.3 Cllr Hedge felt there should be something for the children and suggested a "Picnic on the Park" which would reach more people. Cllr Hedge agreed to speak to Zoe at Wathen Bartlett regarding organising an event there on the Sunday.

17 (Agenda item 17) Broadband

- 17.1 Latest deadline is currently the end of April 2023.

18 (Agenda item 18) Correspondence

- 18.1 None.

19 (Agenda item 19) Legal Matters and Licensing Application

- 19.1 Nothing to report.

20 (Agenda item 20) Road and Traffic update

- 20.1 Holly Fitzgerald of Forestry England had reported that the path from the Church to Village which runs alongside the Manor land is not Forestry England land but Hampshire CC land. Also that underneath the path there is a gas main and electricity cabling.
- 20.2 John Vincent was asked to speak to the lengthsman about using forest gravel on the existing path.
- 20.3 Double yellow lines are due to be reinstated during April.
- 20.4 Land in Chapel Lane at the turn into Beechwood Lane is not Forestry England land but Hampshire CC land. Cllr Cook reported he had written to lorry owners but has not received a reply. The matter has been lodged with Hampshire CC and it is up to them if they want to reinstate it.
- 20.5 Cllr Cook had contacted County Councillor Keith Mans about the narrow path by the Farmhouse Tea Rooms. County Councillor Mans had visited the site and proposed that a single sided pinch point, one vehicle in width, with priority for vehicles going out of Village be installed.
- 20.6 Cllr Cook reported he was to meet with Andy Harding, Assistant Highway Manager South, on Tuesday 13th March for a tour of the village showing him the various problem areas.
- 20.7 Cllr Clarke agreed to contact Amy Howell at Forestry England, and Sean Marsh, Assistant Area Land Agent regarding householders liability and legal responsibility for ditches.

21 (Agenda item 21) Lengthsman Update

- 21.1 John Vincent updated the Council on lengthsman activities.
- Stock fencing has been installed at both ends to Sandy Shoot footpath
 - Brambles overlapping the footpath at both entrances to Warnes Lane had been cleared
 - Brambles had been cut back around the dragon's teeth and to the rear of the gravel parking area opposite the village hall
 - Cleaning and clearing had begun in and around both bus shelters; the shelter opposite the Queens Head and the shelter at Durmast Corner.



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21.2 Members **RESOLVED** that Lengthsman work planned for March and early April should continue despite the fact that the budget would be exceeded.

22 (Agenda item 22) Urgent Business and Matters for Future Meetings

22.1 Litter picking – Cllrs Hedge & Clarke proposed that instead of introducing two extra annual village litter picks it would be more beneficial to take it down to street level and within local areas – and to recruit individual litter ambassadors who would be equipped with grabbers and undertake to litter pick on a regular basis within their own designated areas.

22.2 The Clerk was requested to contact MacDonalds as they originally said they would pick up the litter on a regular basis.

22.3 Cllr Clarke reported that The Tree Management Company have re-staked the newly planted trees with bigger new poles (as recommended by Forestry England), at no extra cost to BPC.

Next meetings:

Wednesday 12th April 2023 at 6.30pm in the Myrtle Hall, Burley

Annual Parish Meeting (assembly) Monday 17th April 2023 in the Village Hall, Burley

Annual meeting of the council: Wednesday 10th May 2023 at 6.30pm in the Myrtle Hall, Burley

Signed: _____ **Date:** _____



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Annexe 1 Payments

The following payments were noted:

Payee	Description	Cost Centre	Cost Code	Type	Net	Vat	Gross
Burley WI	Hall hire	Admin	Hall hire	BnkL	24.00	0.00	24.00
Microsoft	MS365	Admin	Software	DC	4.50	0.90	5.40
T Brindley	Salary	Salary	Salaries	BnkL	650.00	0.00	650.00
T Brindley	Expenses	Admin	Clerk x's	BnkL	48.08	0.42	48.50
GiffGaff	Wi-Fi	Admin	Software	DC	8.33	1.67	10.00
Sandra Simpson	Minutes	Admin	Admin	BnkL	30.00	0.00	30.00
Total					764.91	2.99	767.9