



Burley Parish Council

Notice of Council Meeting

I hereby give notice that the Annual meeting of Burley Parish Council will be held in the
The Church Rooms, Church Lane, BH24 4AP on
Thursday 21st May 2026 at 6.30pm

All members of the Council: Cllr Daubeney (Chairman), Cllr Cook, Cllr Egerton, Cllr Hedge, Cllr Radley and Cllr Vincent are hereby summoned to attend for the purpose of considering and resolving upon the following business.

Alan Youel - Clerk to the Parish Council

Dated this 14th day of May 2026

The press and public are invited to attend.

Public Participation The initial part of the meeting will allow time for members of the public having an interest in the affairs of the Parish of Burley to raise points of relevant concern with the council and talk briefly about them.

AGENDA OF BUSINESS TO BE TRANSACTED

1. **Election of Chair for 2026-27**
2. **Appointments of: Vice-Chairman, Finance Committee members, representatives to outside bodies and councillor responsibilities 2026-27**
3. **Apologies for absence**
4. **Chairman's remarks**
5. **Declarations of interest**
6. **Public participation including input on planning matters**
7. **To receive reports from district and county councils**
8. **Planning:**
 - a. **To note the planning report showing Local Planning Authority decisions**
 - b. **To consider planning applications referred to the council as a statutory consultee § – (see planning report, annexed)**
9. **To receive reports from outside bodies**
10. **Approval of minutes of the meeting of Burley PC held on 8th April 2026**
11. **Matters arising not covered elsewhere**
12. **Correspondence**
13. **To review and approve Standing Orders**
14. **To review and approve Financial Regulations**
15. **To review and approve Code of Conduct**
16. **To review the Council's policies, procedures and practices in respect of its obligations under the freedom of information and data protection 13 legislation (see also standing orders 11, 20 and 21)**
17. **To consider and approve an IT Policy**
18. **To confirm arrangements for insurance cover in respect of all insurable risks**
19. **To determine the time and place of ordinary meetings of the council up to and including the next annual meeting of the council**
20. **Approval of accounts 2025-26, Annual Governance and Accountability Return (AGAR) YE 31st March 2026**
 - a. **To receive and note Bank Reconciliation Summary**
 - b. **To receive and note Summary Receipts & Payments**
 - c. **To receive and note the Annual Internal Audit Report, Section 3, AGAR, YE 31st Mar 2026**
 - d. **To consider and approve Section 1, AGAR, YE 31st Mar 2026**
 - e. **To consider and approve Section 2, AGAR, YE 31st Mar 2026**
 - f. **Dates of public rights**
21. **Finance**
 - a. **Resolution to approve schedule of payments May 2026**
 - b. **Resolution to note income received May 2026**



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- c. Resolution to receive and note the bank reconciliation April 2026
- d. Resolution to add members to bank mandate
- 22. Legal matters and licensing applications
- 23. Roads and traffic update
- 24. Lengthsman update
- 25. To receive an update on Little Deers Nursery
- 26. Urgent business and matters for future meetings



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PLANNING REPORT

Decisions communicated by NFNPA since last report

NFNPA Appn. No. and Address	Proposal	NFNPA Decision (BPC Recommendation)
26/00186FULL 24, GARDEN ROAD, BURLEY, RINGWOOD, BH24 4EA	Extension to dormer window	Granted Subject to Conditions (R5 – NPOs to decide)
26/00170VAR Long Close Cottage, SHAPPEN HILL LANE, BURLEY, RINGWOOD, BH24 4EP	Application for discharge of condition 8 of planning permission 25/01260FULL for single-storey side and rear extensions, close existing gateways, form new pedestrian access and alter existing vehicular access to include new gates, 2No. porches, new front and back doors, photovoltaic panels, air source heat pump, alterations to windows, hardstanding for terrace and gravel driveway, demolition of garages, removal of concrete drive	Discharge of Conditions Allowed (R5)
26/00125VAR Long Close Cottage, SHAPPEN HILL LANE, BURLEY, RINGWOOD, BH24 4EP	Application to vary condition 2 of planning permission 25/01260FULL for Single-storey side and rear extensions, close existing gateways, form new pedestrian access and alter existing vehicular access to include new gates, 2No. porches, new front and back doors, photovoltaic panels, air source heat pump, alterations to windows, hardstanding for terrace and gravel driveway, demolition of garages, removal of concrete drive	Granted Subject to Conditions (R5)
26/00038FULL Heatherside, BENNETTS LANE, BURLEY, RINGWOOD, BH24 4AT	Exchange of roof; frames to an existing conservatory	Granted Subject to Conditions (R5)

Applications to be considered at the meeting

(Note: Applications notified between the publication of the agenda and the meeting may also be considered. Refer to the NFNPA web site.)

NFNPA Application. No. and Address	Proposal	Deadline for BPC Response
26/00204FULL Forest Edge, COACH HILL LANE, BURLEY, RINGWOOD, BH24 4HN	Front and rear porches; re-roof and refurbishment of existing single storey extension; alterations to doors and windows	18/05/2026
26/00359FULL 1 Twin Cottages, BISTERNE CLOSE, Burley, Ringwood, BH24 4BA	Single-storey extension; removal of existing conservatory	19/05/2026

§ Concerns or Comments upon any current application may be made by 10:00 on the day of the meeting, or at the start of this meeting under Agenda Item 4. Public Participation.

1. Online to the NFNPA at any time up to the deadline date for BPC Responses;
2. By email to BPC: peter.egerton@burleyparishcouncil.gov.uk and clerk@burleyparishcouncil.gov.uk.