



BURLEY PARISH COUNCIL

PARISH COUNCIL MEETING MINUTES 8th July 2026

Present:

Philip Daubeney (PD)	P	Peter Egerton (PE)	P	John Cook (JC)	P
Michaela Radley (MR)	P	John Vincent (JV)	P	Kate Hedge (KH)	P

Present (P) Not Present (NP) Part Present (PP)

Also present: Cllr Dan Poole, Hampshire County Council
Cllr Jan Sutherland, New Forest District Council
Alan Youel, Clerk & Responsible Financial Officer

In attendance: 2 members of the public (MOP)

26.62. Apologies for absence

Received and accepted from Cllr Nigel Linford, New Forest District Council.

26.63. Chairman's Remarks

The Chairman advised that he had been pursuing Nigel Stone of NPA for name of project manager for affordable housing, NS advised Tom Knott will act.

Hedge watering to be carried out by the pub.

26.64. Declarations of interest and Dispensations

No declarations of interest from members, or dispensations made by the Clerk, regarding any item of business on the agenda.

26.65. Public Participation, Including Planning Matters

Two members of the public addressed the Council in relation to Planning Application

26/00623/FULL. They offered to provide clarification in response to Members' questions and gave a brief explanation of the property's location and their longstanding connection with the village.

26.66. Hampshire County Council

Cllr Poole advised that he has **£5,000** available within his Members' Community Grant budget. Individual grants of between **£100 and £1,000** are available, and guidance on the application process can be found via the link.

Cllr Poole also advised that the new Combined Authority meetings will be chaired by N Adams-King, HCC Leader, until the Mayoral elections in 2028.

26.67. New Forest District Council

Cllr Sutherland reported that, having been newly elected, she was continuing to familiarise herself with the role and the issues affecting the area. She advised that local government reorganisation has created a period of significant change and uncertainty for both councillors and officers, with future arrangements still being developed.

Cllr Sutherland expressed a wish to learn more about matters affecting Burley and to work closely with the Parish Council. She also advised that she has a small discretionary budget of **£1,000** available to support local community initiatives.

Cllr Cook expressed concern that Parish Council comments on planning applications often appear to receive little support or consideration from the National Park Authority, giving the impression that local views are met with indifference.

Cllr Sutherland acknowledged that this is a widespread frustration shared by many parish councils, commenting that planning policy is largely determined at a higher level and that local communities often feel their views are not given sufficient weight.



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Cllr Poole advised that this is a recurring issue across rural parishes. He also noted that **David Illsley** has accepted an invitation to attend a meeting of East Boldre Parish Council and suggested that Burley Parish Council may wish to consider extending a similar invitation.

26.68. Planning:

Planning applications considered at the meeting.

Application No. Address	Proposal	Decision
26/00623FULL Oakley Gate, Lyndhurst Road, Burley, Ringwood BH24 4HW	One and two storey side extension; 1no. outbuilding; replacement sewage treatment plant	R5 – NPOs to decide
26/00593PATC Unnamed Road Near, Paddock House, Bisterne Close, Burley, Ringwood, BH24 4AY	Application under part 16 of the Town & Country Planning (General Permitted Development) Order in respect of the siting and appearance of 1no. power generator, 1no. equipment cabinet and associated development	No comment
26/00364FULL The Orchard, Warnes Lane, Burley, Ringwood BH24 4EQ	3no. incidental outbuildings; demolition of 2no. outbuildings	R5 – NPOs to decide

26.69. Reports from Outside Bodies

The Chairman reported on his attendance at the **New Forest Consultative Panel** meeting. Members were advised that the meeting was well attended, although concerns were expressed regarding its management. Updates included:

- the proposed new carriageway between Netley Marsh and Marchwood, with an estimated cost of £100 million;
- an ongoing judicial review;
- an update from the Verderers regarding equine influenza;
- a review of parking charges scheduled for September; and
- the deployment of 12 Rangers to monitor car parks across the Forest.

The Chairman also reported on his attendance at the **Quadrant Meeting**, which he described as a productive meeting with positive discussion. Topics included:

- how the future interface between the new Unitary Authority and parish councils will operate;
- the potential for an enhanced role for parish clerks;
- proposals for electoral divisions to be known as district wards, which will need to be determined before the local elections in May;
- wildfire risk within the Forest;
- the postponement of the drifts;
- an update from Nigel Stone advising that the Local Plan is expected to be published shortly and that there are currently around 160 active planning enforcement cases; and
- the New Forest National Park Authority's new website.



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The Chairman further advised that Planning Briefing Notes are likely to be discontinued completely.

26.70. Minutes of the previous Meeting

Members had reviewed the minutes of the meeting of Burley PC held on 8th June 2026.

DECISION: RESOLVED to approve the minutes of the meeting on 8th June as a true record

26.71. Matters Arising Not Covered Elsewhere

Members noted that Hampshire County Council has been allocated funding through the Department for Transport Local Authority Bus Grant Scheme. The Parish Council Bus Shelter Grant Scheme provides funding towards the cost of replacing or refurbishing existing bus shelters.

ACTION: Cllr Vincent to inspect the parish bus shelters and report back to Council with recommendations

26.72. Correspondence

Cllr Radley provided an update on the preparation of an application to the CIL Local Infrastructure Fund, following the Council's previous Community Fund bid for improvement works outside the Burley Inn. Members noted that the application must align with the specific requirements of the CIL grant scheme and that the application process is more detailed than the previous funding application.

The application deadline is **7 August 2026**. It was proposed that the Council submit a bid for **£4,500**, matched by **£4,500** of Parish Council funding, in line with the previous Community Fund application. The Clerk and Cllr Cook offered assistance with the preparation of the application if required.

ACTION: Cllr Radley to revise the previous Community Fund application and submit under the CIL Local Infrastructure Fund, ensuring it meets the scheme requirements

26.73. Footpath Handrail Request

The Clerk reported that Cllr Cook had visited the site and provided photographs and location coordinates to support the request. This information had been used to submit a report via Hampshire County Council's online reporting system.

Members noted that the report had been acknowledged and referred to the appropriate Countryside Access Area Team for assessment and further action.

26.74. Finance

- a. Schedule of payments - members were asked to review and approve.

DECISION: RESOLVED to approve schedule of payments June/July 2026 (14 payments totalling £1066.90)

- b. Income received– members were asked to note.

DECISION: RESOLVED to note income received June/July 2026 (4 receipts totalling £8539.60) including OPCC Grant and VAT reclaim for FY 2025-26

- c. Bank reconciliations – members were asked to review and approve.

DECISION: RESOLVED to approve bank reconciliations for June 2026



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The Chairman reported that a donation request had been received from **Citizens Advice New Forest**, noting that the Council had supported the organisation with donations in previous years.

DECISION: RESOLVED to approve a donation of £100 to Citizens Advice New Forest

26.75. Financial Review Q1

The Clerk explained the quarterly update on payments and receipts against budget.

DECISION: RESOLVED to receive and note Q1 Financial Review

26.76. Speed Watch Project

Cllr Hedge reported that a revised quotation had been received for a preferred matrix Vehicle Activated Sign (VAS) units, which include modest ongoing maintenance costs. It was noted that the matrix signs are recommended and offer enhanced functionality. The revised cost exceeds the original quotation on which the successful Police and Crime Commissioner grant application was based.

The Clerk explained that the revised quotation results in a funding shortfall of **£2,020.22** should the Council proceed with the preferred matrix units. Members considered potential funding sources, including existing budget cost centres and the possible use of the General Reserve.

Cllr Hedge also advised that a previous grant of **£500** received from Keith Mans towards SID remains unspent and could potentially be used towards the project.

ACTION: Clerk and Chairman to review the Council's budget and identify options for funding the additional project cost, with recommendations to be reported back to Council

26.77. Village Development and the Greening Project

Cllr Hedge reported on a very positive meeting regarding the Community Orchard project. Permission has been obtained to plant **eight trees at Meadow Close**. The proposed planting at Warnes Lane is not progressing due to land ownership issues.

Members noted that there has been positive community engagement with the project and that there is interest in planting native bulbs around the trees. New Forest District Council will meet the costs of the project and undertake all planting works. Planting is expected to take place in **January**, with the possibility of it becoming a community planting event.

Cllr Hedge also advised that formal approval relating to the outstanding Speedwatch arrangements has now been received and the project is ready to be handed over. She confirmed that she will be stepping back from his involvement following the handover.

26.78. Governance

Members considered the draft Terms of Reference for:

- a. [Finance Committee](#)
- b. [Planning Committee](#)

DECISION: RESOLVED to approve the Terms of Reference for the Finance Committee

The Chairman reminded Members that the Planning Committee had previously been stood down, with Cllrs Egerton and Radley appointed as Planning Portfolio Holders to review planning applications and make recommendations to full Council.



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ACTION: Clerk to revise the draft Planning Terms of Reference to reflect the Planning Portfolio Holder arrangements

26.79. Legal matters and licensing applications

All licensing applications circulated by the Clerk.

26.80. Roads and Traffic Update

Cllr Cook provided an update on highways matters, advising that outstanding issues at Burley Street continue to be pursued. Members also noted that a report has been submitted regarding exposed metal in the carriageway.

26.81. Lengthsman Update

Cllr Vincent reported that the Lengthsman has recently been undertaking strimming of footpaths and carrying out general maintenance works around the parish.

Following discussion at the previous meeting, Cllr Vincent advised that quotations had been obtained from Memorial Works for the cleaning of the War Memorial and village milestones. The War Memorial was last cleaned approximately two years ago. The quotations received were **£930** for the War Memorial, with the work to be undertaken in September ahead of Remembrance Day, and **£240** for cleaning the milestones.

DECISION: **RESOLVED** to approve the quotations of **£930** for cleaning the War Memorial and **£240** for cleaning the village milestones, and to authorise Cllr Vincent to instruct Memorial Works to carry out the works.

26.82. Village Show – Burley Parish Council Stand

The Chairman reported on arrangements for the Parish Council's presence at the Village Show. It was agreed that the Council would use the Chairman's gazebo, as in previous years.

Cllr Hedge agreed to prepare display material to update residents on the Council's activities and current projects.

26.83. Urgent business and matters for future meetings

None

The next Council meeting will be on Wednesday 9th September 6.30pm, Church Hall.

With all business completed the Chair closed the meeting at 7.35 pm.

Signed:

Date: