



BURLEY PARISH COUNCIL

PARISH COUNCIL MEETING MINUTES 9th September 2026

Present:

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

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

Also present: Alan Youel, Clerk & Responsible Financial Officer

In attendance: 5 members of the public (MOP)

26.84. Apologies for absence

Received and accepted from Cllr Peter Egerton, Cllr John Cook, Cllr Dan Poole (Hampshire County Council), Cllr Nigel Linford, (New Forest District Council), Cllr Jan Sutherland, (New Forest District Council).

26.85. Chairman's Remarks

The Chairman advised Members of recent news that the proposed Local Government Reorganisation (LGR) had been placed on hold.

The Chairman then expressed the Council's sincere thanks to the fire brigade and the many local volunteers who assisted during the recent forest fire incident.

The Chairman also acknowledged the Council's awareness of concerns regarding vehicle speeds within the parish and advised that matters relating to speed awareness would be considered later in the agenda.

26.86. 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.

26.87. Public Participation, Including Planning Matters

Two members of the public addressed the Council regarding vehicle speeds on Chapel Lane. They explained that the issue had initially been raised approximately a year ago and expressed concern that, despite previous assurances that action would be taken, the problem remained unresolved.

The members of the public acknowledged the recent increase in traffic resulting from diversions associated with road closures but reported that Chapel Lane continued to be used by vehicles travelling at excessive speeds. Concern was expressed regarding the risks posed to pedestrians, cyclists, ponies and other road users. The members of public also reported that the noise of speeding vehicles, including heavy braking and the use of horns, was causing considerable concern.

The Chair explained that Hampshire County Council (HCC) Highways is responsible for determining speed limits. The Parish Council had previously requested consideration of a 20-mph speed limit under the "20 is Plenty" initiative. HCC assesses requests for changes to speed limits against various criteria, including the road's accident history. The Parish Council can promote speed awareness measures, although a Community Speed Watch initiative was not considered possible on Chapel Lane due to road layout.

The Council is considering the use of mobile Vehicle Activated Speed (VAS) signs, and Cllr Hedge advised that grant funding has been obtained for the purchase of two "smiley" VAS signs.

The members of the public further advised that they had contacted Hampshire Constabulary but had been informed that a speed check could not be undertaken on Chapel Lane. The resident had



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also contacted HCC and received a response indicating that the location did not meet the relevant criteria for further action. A suggestion was made that the existing 30 mph road markings/roundels on Chapel Lane should be refreshed.

A member of the public reported a recent near miss involving a vehicle while cycling and expressed concern regarding vehicle speeds. The resident offered to volunteer in support of a Community Speed Watch (CSW) initiative.

Two residents addressed the Council regarding Planning Application 26/00887VAR and explained the proposed variation to the application.

26.88. Hampshire County Council

Cllr Poole not present, no report.

26.89. New Forest District Council

Cllrs Linford and Sutherland not present, no report.

26.90. Planning:

Planning applications considered at the meeting.

Application No. Address	Proposal	Decision
26/00531FULL Land at Candys, Burley Lawn, Burley, Ringwood BH24 4DL	Replacement stable and store building	<i>Consultation date passed</i>
26/00665FULL Park Cottage, Bennetts Lane, Burley, Ringwood BH24 4AT	External alterations to fenestration, including the demolition of a rear bay window and installation of new window and door openings; small porch roof to side door; access alterations	<i>Consultation date passed</i>
26/00660FULL Burley Grange, Mill Lane, Burley, Ringwood BH24 4HP	Erection of pool & pool building and associated external works	<i>Consultation date passed</i>
26/00624FULL Tyrells Way, Tyrells Lane, Burley, Ringwood BH24 4DA	2no. single storey extensions; replacement porch; 1no. outbuilding with solar panels; alteration to roof; flue; alterations to doors and windows; raised patio; demolition 2no. outbuildings and 2no. chimney's	<i>Consultation date passed</i>
26/00843FULL Hydes Cottage, Randalls Lane, Burley, Ringwood BH24 4HJ	2no single storey extensions; external alteration window to door; flue; demolition of conservatories	R5 – NPOs to decide
26/00810LDCE Rosebay Cottage, Chapel Lane, Burley, Ringwood BH24 4DJ	Application for a Certificate of Lawful Development for continued use of outbuilding as ancillary to the dwelling in breach of 'additional' condition 1 of planning permission NFDC/89/42764 and for alterations and extension to the outbuilding	
26/00887VAR 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	R5 – NPOs to decide



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	pump, alterations to windows, hardstanding for terrace and gravel driveway, demolition of garages, removal of concrete drive	
26/00623 FULL Oakley Gate	single storey side extension, 1no. outbuilding; replacement sewage treatment plant	R5 – NPOs to decide

26.91. Reports from Outside Bodies

The Chairman reported on his attendance at a meeting concerning the affordable housing development. Discussions on considerations of access to site. Possible start by end of Autumn.

Cllr Hedge advised that Forestry England was due to undertake a review of parking charges in October.

26.92. Minutes of the previous Meeting

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

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

26.93. Matters Arising Not Covered Elsewhere

Cllr Vincent reported that the large memorial bench to the rear of Burley School Green had been defaced/vandalised. Cllr Vincent had subsequently rectified the damage.

26.94. Correspondence

Cllr Radley provided an update regarding the 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 it had not been possible to submit the application within the timeframe, as a response from Hampshire County Council (HCC) had not been received following a request for advice as landowner regarding completion of the application.

The Council considered correspondence regarding the establishment of an NFDC Community Recovery Working Group and the appointment of a Parish Council representative.

DECISION: RESOLVED to appoint Cllr Radley as the Council's representative on the Community Recovery Working Group.

26.95. Mobile Network Outages

Cllr Cook had raised concerns regarding mobile network capacity during large events and the potential implications for emergency communications, together with concerns regarding event attendance and Temporary Event Notice (TEN) licensing.

Cllr Cook was not present to provide a further update. The matter was therefore carried forward to the next meeting.

26.96. Finance

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

DECISION: RESOLVED to approve schedule of payments August to September 2026 (16 payments totalling £3,789.42)

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

DECISION: RESOLVED to note income received August to September 2026 (3 receipts



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totalling £1121.17)

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

DECISION: RESOLVED to approve bank reconciliations for July and August 2026

26.97. Donation

Members considered making a donation in recognition of the exceptional efforts of the fire service during the recent forest fire incidents.

DECISION: RESOLVED to approve a donation of £250 to the Fire Fighters Charity, or a suitable local equivalent.

26.98. Local Plan

The Chairman provided an update on the draft Local Plan, advising that the plan identifies a requirement for approximately 960 new homes across the New Forest area up to 2043, equating to around 50 homes per year. It was noted that Hordle has a significant housing allocation.

The Chairman encouraged Members to study the consultation documents and consider whether the Council should submit comments in response to the consultation.

26.99. Speed Watch Project

Cllr Hedge provided an update on the grant-funded Community Speed Watch (CSW) camera and ancillary equipment, advising that the equipment was now ready for use. An email had been sent to those who had previously expressed an interest, providing details of the equipment and information regarding potential new sites. No responses had been received.

Members noted that CSW requires teams of three volunteers. Cllr Hedge had joined a local community WhatsApp group discussion regarding speeding and provided information about the CSW scheme. This generated 12 responses, following which further details were circulated. Four individuals had subsequently confirmed their interest, which was currently insufficient to establish the required teams.

Cllr Hedge advised that she was registering volunteers with Hampshire Constabulary for the necessary training. There were seven permitted CSW sites within the parish, of which four were considered potentially viable.

Members noted that, although the equipment was available, there were currently insufficient volunteers to operate the scheme effectively. It was suggested that a minimum of eight or nine volunteers would be required to provide sufficient cover. Cllr Hedge would continue to seek additional volunteers. If sufficient volunteers could not be recruited, the equipment might need to be returned.

Cllr Hedge provided an update on alternative quotations received from ElanCity for two Speed Indicator Devices (SIDs), at a total cost of £5,615.98 for the two units. This followed discussion at the previous meeting regarding the Matrix Activated Sign (VAS) units, where the revised cost had exceeded the original quotation on which the successful Police and Crime Commissioner grant of £8,518.00 was based.

Cllr Hedge advised that the grant funding would allow the Council to purchase three units. It was proposed that two units could be permanently sited, with the third being moved between different locations as required.

DECISION: RESOLVED in principle to purchase three Speed Indicator Devices from ElanCity at a pro-rata cost of £7,019.97, subject to agreement on suitable locations for the siting of the units.



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26.100. Village Development and the Greening Project

No update.

26.101. Governance

- The Clerk asked members to consider completing the HALC Digital and Data Compliance, course. Completion of the training will support the council's compliance with AGAR Assertion 10 and its arrangements for effective risk management and data protection.

DECISION: RESOLVED councillors wishing to complete the course to contact the clerk to make arrangements.

- Website Accessibility Statement

DECISION: RESOLVED to approve updated [Accessibility Statement – Burley Parish Council](#)

- Planning Portfolio Holders Terms of Reference

DECISION: RESOLVED to adopt Terms of Reference for [Planning Portfolio Holders](#)

- To consider and adopt policies:

DECISION: RESOLVED to adopt:

- [Complaints Policy](#)
- [Social Media Policy](#)
- [Data Retention Policy](#)

26.102. Legal matters and licensing applications

All licensing applications circulated by the Clerk.

26.103. Roads and Traffic Update

No update.

26.104. Lengthsman Update

Cllr Vincent advised that he had inspected the parish bus shelters in relation to potential funding towards the cost of replacing or refurbishing existing bus shelters through the Department for Transport Local Authority Bus Grant Scheme. He reported that no works were currently required.

Cllr Vincent reported that the Lengthsman has recently been undertaking cutting back hedging and carrying out general maintenance works around the parish.

Members were advised that cleaning of the War Memorial and parish milestones was scheduled for 10th September.

26.105. Village Show – Burley Parish Council Stand

The Chairman reported on a successful show.

26.106. Urgent business and matters for future meetings

Members noted enhancement to bus service 125 (Ringwood to Christchurch) will be introduced. The change (an additional and later journey) will come into effect on Monday 14 September 2026.

A new 125 bus timetable. A link to the timetable on the More Bus website can be found here: [125 - Ringwood to Christchurch | morebus](#) To see the new timetable please adjust the date to 14/9/26 and click on the blue "Update" tile.



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26.107. Exclusion of press and public

DECISION: RESOLVED Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and having regard to the confidential nature of the business to be transacted to consider, that the Press and Public be excluded from the meeting for agenda items 25 & 26.

26.108. Councillor continuation and preparations for the May 2027 elections

Members discussed intentions regarding continuation in office and matters relating to preparations for the forthcoming May 2027 Parish Council elections.

26.109. NJC Negotiated Award

The Chair updated members that the 2026-27 NJC pay negotiations had concluded with a 3.3% increase.

DECISION: RESOLVED to confirm the 3.3% increase to the Clerk's salary.

The next Council meeting will be on Wednesday 14th October 6.30pm, Church Hall.

With all business completed the Chair closed the meeting at 8.30 pm.

Signed:

Date: