

Minutes

Burton & Winkton Parish Council

16 July 2024

Minutes of the Meeting of Burton & Winkton Parish Council held this day at Burton Community Centre commencing at 7.30pm.

Present: Maxine Mussell (Chair), Jodie Sloane, Michael Connolly, Diane Hetherington, David Flagg, Tony Bragg and Tom Smith.

Also present: T Mayled (Clerk) plus 5 residents.

Part 1 Open Items.

24/088 Apologies for Absence.

Apologies received from and accepted Cllr Pountain.

24/089 To Confirm the Minutes of the Meeting Held on 18 June 2024.

The minutes were then taken as read, confirmed as a true record and to be signed by the Chairman. Proposed Cllr Hetherington and **Resolution passed.**

24/090 Declarations of Disclosable Pecuniary Interests.

Cllr Mussell declared her business interest through Hut Wash.
Cllr Flagg declared that as he is on the planning committee for BCP council he would not comment on any planning applications.

Public Participation.

A resident asking about the flooding and condition of the Avon valley pathway.

Cllr Flagg reported that regrettably due to the recent election no progress had been made with BCP Council on this matter.

Another resident raised their concerns regarding the number of Hedgehogs being killed on the roads and asked about signage in the principal areas affected.

Cllr Flagg stated that the Highways department would need to be approached. The Clerk was instructed to follow up and obtain costings for three such signs.

Cllr Bragg requested if signage could be obtained stating that when a road is closed due to flooding proceeding through could invalidate the vehicle owner's insurance.

The scouts thanked the parish council for their assistance and support with the scout carnival.

Clerk

Cllr Connolly as a resident raise the issue of a planning application with NFDC reference 24/10380 and the implications of the proposed works. The overflowing sewage would have a direct impact on the parish and neighbouring villages as the Clockhouse stream runs through large parts of the area.

The councillors agreed that the concerns of the parish council should be registered against the application. The Clerk was instructed to proceed and advise NFDC.

Cllr Flagg advised that concerns have previously been raised regarding the Clockhouse stream becoming contaminated.

Clerk

24/091 Chairman's Comments.

The Chair reported a successful attendance at the scout's carnival with the pop-up stall and the many positive comments about the improvements instigated by the parish council. However, a new stand will be required for future events due to damage sustained in the windy conditions.

The Chair attended a recent civic event with the mayor in Christchurch and thanked Cllr Hetherington for accompanying her.

As highlighted in a recent DAPTC newsletter the Chair has suggested that the parish council consider reviewing the situation locally of unregistered land and who is responsible for such strips of land. Some of these sites have come to our knowledge due to work on the Neighbourhood plan.

The Chair asked for this item to be added to the next agenda for investigation and all agreed. Clerk to action.

Clerk

24/092 Planning Applications.

Cllr Flagg

See separate schedule annexed to these minutes.

The standard response will be issued for the tree applications.

No objections were raised to the other applications under review.

24/093 Correspondence.

A/ Nurse profile on the green.

Following damage, it has been ascertained that this figure plus one soldier was sponsored by the Oak. They are happy to arrange the repairs, but it is to be noted that the parish council would be happy to adopt the ownership and responsibility going forward. All agreed to this suggestion.

Cllr Bragg did ask if the figures could be removed and then displayed at appropriate times. This was agreed and the parish council will offer to store the figures. The Clerk to follow up.

Clerk

B/Doctors surgery planning application.

The Chair explained that the parish council can only comment against an application on certain criteria and that the change of use is not such an occasion.

This is a private sale of a property. The parish council have offered to the doctors the use of the community centre as a satellite location and even the use of the garden area for a portacabin.

The surgery has released various information updates to the public.

Cllr Flagg advised that the application will be decided by BCP Council on the 26th July.

C/ Correspondence re scouts' area on the recreation ground.

A complaint has been received from a resident concerning the rubbish material accumulated behind the scouts building. The Scouts will again be asked to rectify this matter urgently. The Clerk will respond to the resident.

A request has been received asking to hire the football pitch in August for a friendly match by a local under fourteens team. After a discussion it was decided to adhere to the terms & conditions previously established and decline this request. Alternative venues will be suggested to this club.

24/094 Discuss flooding across the village & flood wardens.

Cllr Flagg no update however he will make enquiries to follow up the intentions regarding the Avon valley footpath and potential to become a wide life sanctuary.

24/095 Police Report.

Cllr Bragg advised that inadvertently the police had cancelled all the calls and awaits the new dates.

24/096 Ward Councillors Report.

Cllr Flagg reported that due to the election business at BCP Council had been quiet.

One resident had contacted him regarding the lack of grass cutting in Winkton by BCP Council. This was confirmed by Cllr Bragg who also reported that some of the hedges were now restricting vision around the corners on the roads. The verge known as Winkton Green was also mentioned but again unlike Burton Village Green which is leased and managed by the parish council this area remains the responsibility of BCP Council.

24/097 To receive reports from the Environment & Amenities working party including.

A/ Flower beds.

B/ Review tenants' documentation.

C/Assignment of day to day running of the community centre.

The Chair reported that the two trees on Martin Hill Lane located in the recreation ground as previously reported by a resident with concerns of their condition have been inspected by the arborist from Hinton Admiral Estate and confirmed as safe but will be monitored.

The Chair will continue to try and contact the resident to advise them of the outcome.

The Clerk will again chase the Highways department regarding the grass under the bridge in Stony Lane which has not been cut and restricts driver's vision when approaching from the Christchurch direction.

Clerk

A/ Flower tubs – In Cllr Pountain's absence, Cllr Hetherington reported three have now been completed and the one for Stony Lane is to be lengthened. The plaques will now be ordered, and the Clerk was asked to contact The Oak and The Bear including pictures to see if they wish to sponsor one each.

Clerk

B/ The Clerk has continued to chase the football club for the building insurance cover. They have now advised that a decision will be made at their meeting in under two weeks if the club is to remain in Burton. It is understood from social media they are considering moving to Fawcett Fields in New Milton which have better facilities.

**24/098 Discuss any village events including.
A/ Christmas tree for Winkton.**

The Chair congratulated the scouts for a successful and enjoyable event. The organisation has greatly improved and just the movement of vehicles in the recreation ground remains a major concern. Suggestions for improvements will be provided to the scouts in due course.

A/ Cllr Bragg raised the possibility of a Christmas tree for Winkton green. Unfortunately, this area is under BCP council control. The Clerk will provide the contact details for this request to be researched.

The Clerk reported that the electrical supply on Burton village green has been assessed and one issue found. A quotation for the required work is awaited.

**24/099 To receive reports from the Burton Community Centre working party including.
A/Review power contract.
B/BCP emergency evacuation request.
C/Assignment of day to day running of Community Centre.**

Invoice for the service of the two boilers and replacement of the outside water tap presented. Proposed by Cllr Hetherington and **Resolution passed** to pay.

A/ Power contract – the quotes for fixing again supplied by Utility Aid from Septembers had been circulated. Following a discussion, it was decided to approach another broker for their recommendations and Cllr Smith provided details.

B/ The Chair explained that BCP Council had approached the parish council asking if the community centre could be used as an emergency evacuation site. The buildings insurance company have confirmed that this is in order and all councillors were happy to agree the proposal.

C/ The Chair explained that after speaking with the solicitors the wrong terminology had been used regarding the proposed Assignment to a Community group. This should in fact be a simple Service Agreement. Written confirmation is to be requested from the solicitor to provide a paper trail of the advice.

The Chair advised that a quote had been obtained to replace the kitchen cabinet doors, but this was over £7800. Suitable replacements from Howdens could be obtained for £344 plus VAT with fitting in addition. Proposed by Cllr Mussell and **Resolution passed** to proceed.

Insurance cover. The Clerk advised that the renewal date is the 1st September between meetings. Agreed by all that up to a 10% increase in the premium would be acceptable above this amount the Clerk will circulate the details when available.

24/100 Annual review and Adoption of

A/ Standing orders.

B/ Financial regulations.

C/ Grant policy.

D/ Dignity at work policy.

All the above policies had been circulated and no amendments suggested. Proposed by Cllr Heatherington and **Resolution passed** to adopt.

24/101 To discuss and agree chain of office update.

The Chair proposed updating the chain of office to record the previous two Chairs.

The cost has been quoted as £53.82 plus VAT per bar and postage.

Proposed by Cllr Hetherington and **Resolution passed** to proceed.

24/102 To discuss the Traffic & Highways report and Community Speedwatch Team.

In Cllr Pountain's absence, Cllr Hetherington reported that sixty-one letters had been sent by the police to drivers caught speeding.

Abuse to the team is also to be reported.

Early morning and evening checks are being considered.

Two new sites have been approved for Stony Lane.

An invitation to Sopley Parish Council is to be extended following an enquiry from them for advice.

24/103 Neighbourhood Plan briefing & update.

Burton & Winkton Neighbourhood Plan Proposed Time Line

Tuesday, 16th July 2024 BWPC discussed and approved pre submission draft to proceed to Public Consultation in line with Regulation 14.

Wednesday 14th August 2024 - Wednesday 9th October 2024.
Public Consultation minimum six week period, however, BWPC expressed desire to extend by two weeks to a total of eight weeks to the end of October allowing ample consultation time.

During the consultation period there will be two Neighbourhood Plan drop-in sessions to be held at Burton Community Centre, Sandy Plot. Similar to those held by BCP for the Local Plan.

The legal requirements for the consultation are to publicize in a way that is likely to bring to the attention of people who live work or carry out business in the area details of:-

A/ the pre-submission draft plan,
B/ when and where it can be inspected,
C/ how to make representations, and the deadline for making representations – this is to be not less than 6 weeks from when the draft is first publicized

Consult any consultation body whose interests may be affected by the proposals in the plan, and to send a copy of the plan to the Local Planning Authority.

Draft pre submission Neighbourhood Plan (plus SEA) will go out for an eight week public consultation and be advertised on the following:-

- Burton & Winkton Parish Council website
- Burton & Winkton Parish Council FB page
- Burton & Winkton Neighbourhood Plan FB page
- All Parish Council notice boards
- Winkton Residents FB page

Hard copies of pre submission Draft Neighbourhood Plan and SEA non-technical summary in Christchurch library – plus Parish Council Clerk's office, Burton Community Centre, Sandy Plot (when open / by appointment), and local pubs (4).

Sufficient number of hard copies (printed) to be available to those unable to access digital or displayed copies on request from Parish Clerk.

Thursday 10th October 2024 Conclusion of consultation period/considering representations and modifications.

Any comments received by the end of the consultation period must be considered conscientiously by the neighbourhood planning body.

All representations need to be considered, but it is legitimate for the neighbourhood plan body to take a different view. Indeed, if different representations demonstrate opposing views, a planning judgement needs to be taken.

A decision will need to be made over whether or not to amend the Neighbourhood Plan in response to each representation. The decisions on whether or not to amend the plan, and the reasoning behind them, should be recorded, as this information will need to be incorporated into the consultation statement.

The neighbourhood planning body will need to agree the modifications and approve the resulting draft of the plan for submission to the local planning authority.

December 2024 Submission of plan to Local Planning Authority

24/104 Financial Statement as of 16 July 2024 as attached.

Resolved to ratify payment of above accounts. Annexed to these minutes.

Proposed by Cllr Hetherington and **Resolution passed.**

Cllr Bragg enquired regarding future financial projects for the parish council, and this will be discussed further.

The meeting closed at 8.55 pm.

Date of next meeting Tuesday 10 September Burton Community Centre, Sandy Plot at 7.30pm.

Signed.....

Date.....