

Minutes

Burton & Winkton Parish Council

9 September 2025

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

Present: Maxine Mussell (Chair), Michael Connolly, Tom Smith, and Haida Nazar.

Also present: T Mayled (Clerk) plus 4 residents.

Part 1 Open Items.

25/113

Apologies for Absence.

Apologies received and accepted from Cllr Flagg and Cllr Hetherington.

25/114

To Confirm the Minutes of the Meeting Held on 15 July 2025.

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

25/115

Declarations of Disclosable Pecuniary Interests.

Cllr Mussell declared her business interest through Hut Wash.
Cllr Smith regarding Meyrick estate.

Public Participation.

One resident asked if the public session could be moved to later in the meeting.

The Chair advised that this had been discussed before but that the Clerk would seek an updated advice from the DAPTC.

Another resident raised their concerns regarding policing of the area and the lack of response/follow up once reporting an incident. The point was made that all residents pay towards the cost of policing but that other areas receive what appears to be a higher presence of police.

The Chair responded that the matter had been discussed in the past and suggested that the resident contacts the local MP and the ward councillor Cllr Flagg. It was agreed that the parish council would also ask Cllr Flagg to pursue this matter on their behalf.

Clerk

DF

One resident thanked the speed watch team for their continued work and that it is felt their efforts are helping reduce the speed of traffic.

Another resident thanked the parish council for the standard of the minutes, which have much improved in recent months

25/116

Chairman's Comments.

The Chair confirmed that Tony Bragg had resigned from the parish council. Subsequently it was agreed that Cllr Connolly and Cllr Mussell would become signatories. **Resolution passed** The Clerk will action.

Clerk

25/117

Planning Applications.

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.

Regarding the recent solar farm application, it was clarified that the majority of councillors had no objections and indeed only one written objection from residents was received.

The Chair highlighted that the parish council can only register comments and that the decision rests with BCP council planning department.

The application was advertised on the website, and all of the parish notice boards. Residents were able to register their remarks direct through the BCP planning portal.

Cllr Connolly register his concerns to the application while Cllrs Mussell, Hetherington and Bragg had no objections. Cllr Nazar did not comment.

Cllr Flagg & Cllr Smith abstained due to a potential conflict of interest.

25/118

Correspondence.

A/ Car park at Burton Recreation ground.

B/Christchurch football club enquiry.

C/Councillors lack of response.

D/Residents email re last meeting.

A/ The request to allow the car park at the recreation ground to remain open was again discussed. The councillors however felt their initial response was correct and upheld the decision. The Chair explained that the car park had never been open to the public and there was plenty of street parking. The car park is available to the tenants of the recreation ground. Concerns related to who would be responsible for opening and closing the car park, who

	would deal with any cars left, and the potential for unwanted encampments. B/ The councillors agreed that the club could store their goalposts on the recreation ground at a location specified subject to a completed hirers application form. The pitch could be hired at £50 per time payable one month in advance. C/ Previously distributed email following earlier contact from a resident. Original email sent direct to councillors who unfortunately believed the Clerk had been copied in and therefore no one responded. The Clerk subsequently apologised to the resident. This concerned the Solar Park planning application and the response of the parish council. The decision has now been explained. D/ Brief discussion regarding the email received from a resident raising several points. The Chair decided that a separate meeting with the councillors would be held to discuss and then replied to in full. The Clerk was asked to inform the resident.	Clerk
25/119	Discuss flooding across the parish. No update. The Clerk will follow up with Cllr Flagg as a meeting was to be arranged with Graham Farrant who has now left his post with BCP council.	Clerk/DF
25/120	Police Report & discuss CCTV. The Chair reported that there were no matters relating to the parish. The Police did confirm that there were not any asylum hotels in the area and that the mobile police stations had now started visiting Christchurch town centre.	
25/121	Ward Councillors Report. None. The Clerk advised that he had attended with Cllr Flagg a BCP council online evening meeting regarding The Community Governance review. The BCP committee reported that there are presently no plans to amend the set up or boundary of Burton & Winkton parish council.	
25/122	To receive reports from the Environment & Amenities working party including. A/ Flagpole for Burton Green. B/ Football request to terminate lease. C/ Scouts rubbish clearance & electrical socket D/ Speed limit Sandy Plot	

	E/ Defibrillator located at the old medical centre. F/ Play Park inspection report.	
	A/ The final decision now rests with the superior landlord who has requested the full details of the flagpole including the exact location and construction of the pole. The Chair will compose a reply. The Clerk to chase. Providing this permission is obtained and as previously the quotes have been circulated the Chair asked for agreement to the expenditure. Proposed by Cllr Mussell and Resolution passed for the heavy-duty pole at £1655 plus VAT plus 2 flags for £166 gross to be purchased from Harrison Flag poles.	MM/Clerk
	B/ Following the return of the paperwork there has not been any contact from the solicitors so the Clerk will follow up.	Clerk
	C/ The Chair reported that the wood has been removed but that the old air conditioning unit remained. The Clerk advised that no response had been received regarding the external electrical outlet. The Clerk was instructed to chase up.	Clerk
	D/ Cllr Flagg will be asked to chase up a response from BCP council.	DF
	E/ The unit is to remain in place at the old medical centre building. To be removed from the agenda.	Clerk
	F/ The Chair reported that various repairs had been carried out as highlighted in the report. The missing part for the repairs is due on the 11 September and then the contractor can fit. The level of the bark will be discussed with the parks department.	MM
25/123	Discuss any village events including. Next event is to be Armistice Day followed by Carols by the green. The Clerk was asked to contact the URC who run the event. The Chair will contact last year's contractor regarding the Christmas tree for the village green. Cllr Smith confirmed that Meyrick estate will either provide a tree or contribute towards the cost.	Clerk MM
25/124	To receive reports from the Burton Community Centre working party including. A/ Assignment of day to day running of Community Centre. B/ Discuss Leylandii hedge work.	

	C/ Insurance renewal. A/ The Chair advised that Burton & Winkton Community Volunteers had met and decided to withdraw their support. To be removed from the agenda. B/ Meeting agreed with Sovereign housing for the 26th September at 10am. C/ Insurance renewal has been completed. To be removed from the agenda. The Chair advised that the outcome of the grant application will be known in 2 weeks but if not successful the boiler will still require replacement. The Councillors agreed that quotes should be obtained once the outcome of the grant is known.	Clerk Clerk
25/125	Discuss unregistered land review. Cllr Bragg was the main party to this project, but it is understood that following his resignation he is still prepared to continue. The Clerk will contact him to confirm.	Clerk
25/126	To discuss Community Speedwatch including A/ SID/VAS sign repairs/removal. The Chair reported that the group continues to hold successful sessions the main concern is the Jopp's Corner to Fisherman's Haunt section and Burley Road which records the highest number of speeding drivers. A/ Following the removal of the signs the Chair questioned why no maintenance programme was in place by BCP council and would the same actions have been taken in Bournemouth or Poole. Clerk to make enquiries.	Clerk
25/127	Discuss & adopt. A/ Re – adopt Training & Development policy. B/ New Financial regulations C/ DATA protection D/ Recordings of meetings Policies were briefly discussed proposed by Cllr Mussell to adopt and Resolution passed. New policies to be branded. All policies to be uploaded to BWPC Website. Chair referenced recent GDPR breach and requested sight of filed report.	MM Clerk

25/128	Discuss & consider Councillor vacancy/application. Following the application received and circulated prior to the last meeting Alison Ramsey confirmed she wished to be considered. Proposed by Cllr Mussell and Resolution passed for Alison Ramsey to join the parish council. Acceptance of office form completed.	
25/129	Discuss Business Continuity planning. The Clerk confirmed that the document has been prepared and suggested that duplicate keys could be held by a neighbouring parish council. The Chair requested time to consider the proposal.	MM
25/130	Review internal Audit report & agree actions. The internal audit report had been circulated, and the necessary actions will be considered. One point was that a few of the councillors had not quoted their home address on the Pecuniary interest form. It was requested that the Clerk contacts the Monitoring officer at BCP council to clarify if this was necessary. The issue of a debit card had also been suggested by the auditor. The Clerk reported that following research it is not possible to place any limit of expenditure on this type of card. Several councillors requested that the Clerk again look at the possibility of a credit card with a set limit.	Clerk Clerk
25/131	Neighbourhood Plan briefing & update. Cllr Connolly reported that a meeting had been held with the planning consultant on the 20 August and that a follow up meeting was arranged for the 19 September. The new housing target has more or less now doubled to over 3000. It is hoped that the plan can be completed by the end of the year. Delays have been ongoing caused by the slow response from BCP council. It is hoped that grant funding will be available.	
25/132	Financial Statement as of 9 September 2025 as attached. Resolved to ratify payment of above accounts. Annexed to these minutes. Proposed by Cllr Smith and Resolution passed. PHS contract circulated in advance annual increase from £448 to £493. Proposed to continue with PHS Cllr Mussell and Resolution passed.	

The meeting closed at 9 pm.

Date of next meeting Tuesday 21 October at Burton
Community Centre, Sandy Plot at 7.30pm.

Signed.....

Date.....

DRAFT