BURTON & WINKTON PARISH COUNCIL
BURTON COMMUNITY CENTRE
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Approved Minutes

Approved Minutes of the Meeting held on Tuesday 8 September 2026 at 7.30pm Burton Community Centre, Sandy Plot, Burton

Present: Chair, Cllr Mussell, Cllr Connolly, Cllr D Hetherington, Cllr P Hetherington, Cllr Butler, Ward Cllr Flagg, Cllr Hazar and PCSO Samantha Murray, 3 parishioners and Clerk, Katie Hughes

1. Apologies for Absence

Apologies were received from Cllr Smith and Cllr Butler. The meeting was confirmed as quorate.

2. Minutes of the Previous Meeting

The minutes of the meeting held on 14th July 2026 were approved. There were no matters arising.

3. Declarations of Interest

- Cllr Maxine Mussell – Hut Wash
- Cllr David Flagg – Planning matters

4. Public Participation

Residents raised the following matters:

- A request for an update on the mesh installed on the gates at Martins Hill Recreation Ground – **ACTION: Clerk to chase the contractor for his quote.**
- Concerns were raised regarding scooters, electric bikes and disturbances involving young people, including late-evening activity around Footner's Lane.
- A lady checked that the invitation for Remembrance Day activities had been received by the Clerk, **this was confirmed.**

5. Chairman's Comments

The Chairman reported that a resignation had been received from Cllr Alison Ramsey. She noted her recent appointment as Honorary Secretary and thanked her for her contribution and service to the Council. **Her resignation was formally received and accepted**.

9. Police Report (*The Police report was brought forward at the Chair's discretion).*

PCSO Samantha Murray attended and provided updates on:

- Anti-social behaviour involving motorbikes and scooters.
- Limitations on police pursuit due to health and safety requirements.
- Seizure powers where riders are identified and behaving antisocially
- Clarification on electric bike legality and insurance restrictions.
- Beryl bike and scooter hire, single person use, no passenger, roads and cycle lanes only
- "Urban exploring" incidents being managed in slow-time.
- Notification that Inspector Scott is leaving and a replacement is expected.

6. Planning Matters - The following planning applications were discussed: -

Land North of Salisbury Road

- Members noted that this location is identified as a promoted site within the emerging Local Plan. Recent fencing has appeared on the site, and it is understood that archaeological investigations may be taking place. Reference was made to Bargate Homes in relation to the land.

Land off Burley Road

- Members discussed the site, also identified as a promoted site within the Local Plan. An Environmental Impact Assessment (EIA) report from Wyatt Homes was reported as dismissed, with documentation received today. Concerns were raised regarding the lack of defined scope for the EIA and the perceived absence of engagement with the three affected Parish Councils and approximately 300 parishioners.

The Council agreed to:

- Confirm whether any refusal has been issued, noting that no full planning application has yet been submitted.
- Consider appealing the decision once further information is available.
- Seek clarification on sewage capacity and associated infrastructure constraints.
- Liaise with Sopley and Bransgore Parish Councils, including raising the matter with Desmond Swayne MP.
- Clerk to draft letter to Sir Christopher Chope MP, Cllr Connolly to review

Application P/26/03974/FUL – Meadowside

The Council reviewed the full planning application for the siting of caravans at Meadowside.

Concerns raised included:

- Absence of sewage provision, water supply and utilities.
- Flooding history, including reports of a collapsed cess pit.
- Environmental risks associated with toilet waste management.
- Traffic and parking limitations, and potential impact on neighbouring amenity.
- Reports of anti-social behaviour, intimidation concerns, and reference to historic criminality.
- Queries regarding council tax liability and the rationale for submitting a full planning application without supporting infrastructure details.
- A police incident report for the site covering the past 10 years is to be researched.
- Clerk to draft letter of objection on behalf of parish council, to be reviewed by Cllr Connolly

7. Correspondence

A parishioner has requested an update by email following the meeting held with the Superior Landlord on 17th July 2026 regarding the hedgerow bordering the recreation ground.

- Members noted that the discussions held covered the perimeter areas behind Whitehayes Road, including the ongoing wilding approach. The Superior Landlord confirmed that land-grab checks will be carried out. It was also confirmed once again that boundary fencing, and the maintenance of boundary fencing is the responsibility of the property owner and not the parish council or superior landlord.
- It was agreed the northern perimeter could be cut back section by section by an approved contractor. Contractor will provide pricing for day-work and ongoing maintenance, with work anticipated to commence between September 2026 and 1st March 2027.
- It was noted that a dead tree requiring felling is located on the recreation ground; confirmation of ownership is still required.

8. Tri-Parish Council Update

Members noted that the next meeting of the Tri-Parish Council Group is scheduled to take place on 4 November 2026, Sopley Parish Council hosting.

10. Ward Councillors report. (Cllr DF)

Cllr Flagg reported that from 31st October 2026, changes to the planning process will allow certain applications to be determined under delegated powers.

- Minor applications may be approved where no objections are received.
- Parish Councils and Ward Councillors retain the right to submit objections.

BCP Council Budget:

- First-quarter figures indicate a £27 million deficit, driven largely by rising costs in adult and children's social care.
- A spending freeze is in place, including restrictions on non-essential items such as litter bins.
- A further £38 million SEND budget repayment obligation was noted.
- Local Government Reorganisation (LGR) remains on hold.
- Highways - Fountain Roundabout roadworks are scheduled from 14th–18th September, taking place overnight between 8pm and 6am.

11. Environment & Amenities update

- **Access to Playing Field –**A letter has been issued regarding the unauthorised forced access created by a contractor. A quotation for the remedial works to the damaged hedgerow is being prepared and will be sent to the responsible resident for reimbursement.

- **Football Club – Lease Termination Request** - An update from Steele Raymond is awaited. The Clerk continues to chase after a telephone consultation with Stephen Bowden back in August 2026.

- **Scouts – Electrical Socket** - The Chair noted that the external socket still needs attention, and the outside areas requires tidying. A follow-up email will be sent by the Clerk.

- **Scout Hut – High Water Bill -** The Clerk is to resend the billing information to the Treasurer at the Scout Group for reimbursement. Although the recent bill indicates that the excess water consumption issue appears to have resolved, an outstanding balance remains payable to B&WPC.

- **Armistice Day Arrangements -** Plans were discussed to include the school in the event, a community sing-along of the national anthem, and poppy placing were suggested the Clerk will contact the Burton Primary School to confirm what level of participation can be arranged.

  A community gathering will take place on 11th November on the Green at the flagpole, with a separate Remembrance Sunday service on 8th November at St Luke's. Contact will be made with Kathy Hicken regarding arrangements.

  Wreaths for both locations will be arranged through the Royal British Legion. The Clerk will confirm requirements.

B&WPC offered to purchase the wreaths, and this was gratefully received by a representative from St Luke's.

Christmas Tree Installation on the green;

- A 20-ft Christmas tree, with a trunk diameter not exceeding 6 inches, is to be ordered.
- The tree is to be delivered, dressed, installed, lit, and subsequently removed after the festive season. It was stated that lighting was sourced from Amazon last year.
- The Clerk will investigate whether a monetary donation from the Meyrick Estate is available again.
- The tree should be erected by the first Sunday of Advent and removed after 6th January.

12. Update on quotes – Bus Shelter replacement – Burton Green:

- An update was provided on the quotations for the Burton Green bus shelter replacement. Clarification is required regarding land ownership. A like-for-like replacement has been quoted at £6,795.00 by Littlethorpe of Leicester, specialist in wooden bus shelters.

  RESOLVED: Members were unanimous in supporting progression with the replacement of the bus shelter

- It was suggested that the parish notice board at the Green could also be relocated to the bus shelter, potentially attaching it to the unit to reduce the need for additional posts. A quotation will be sought for the board accordingly.

13. Burton Community Centre Update:

Hall Hirers and Building Maintenance the Chair reported that hall hire income is currently on average £1,400 per month.

Sovereign – Hedgerow and Boundary Matters

- A site meeting with Sovereign was held on 4th September 2026 to discuss the hedgerows. While fencing is not within their remit, tree matters are.
- The Chair, Cllr Mussell will email Sovereign to confirm the appropriate contact for further discussions.
- Any overhanging vegetation remains the Parish Council's responsibility.

14. Community Speed watch:

Due to extreme weather conditions, no roadside sessions were conducted during August. It was to be noted that Traffic counters have now been seen on Burley Road.

15. Potential future Parish projects:

There were no updates on the previously suggested project list, and no new projects were proposed. It was agreed to prioritize the replacement of Burton Green bus shelter.

16. Update on the Burton & Winkton Neighbourhood Plan. (Cllr MC)

There were no new matters to report beyond those already discussed.

17. Clerk's report: -

- The financial reports were presented for **approval, agreed and duly signed by the RFO and the Chair.**
- Supplier payments circulated prior to the meeting **were agreed, approved and signed by the Chair and the Clerk/RFO.**
- Precept expenditure was noted for Members' information in preparation for the budgeting sessions scheduled for November/December 2026.
- The VAT reclaim for the period 01.04.26–31.08.26 has been completed and submitted to HMRC.
- Meeting dates for 2027 were circulated for future discussion/approval.
- **The Clerk's PayScale increase, including backdated payment to April 2026, was approved.**
- The external auditor's report received from BDO on 8 September was noted; This included a rounding discrepancy between Scribe Accounting Software and the rounded-up accounting statement submitted to the auditor, a Trust Fund box had also been ticked in error. **The Audit has been successfully signed off**.

Date of Next Meeting – **20th October 2026 – 7.30pm**