

Minutes

Burton & Winkton Parish Council

24 February 2026

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

Present: Maxine Mussell (Chair), Cllr Michael Connolly, Cllr Haida Nazar, Cllr Alison Ramsey

Also present: T Mayled (Clerk) has terminated his employment so Cllr Ramsey took the minutes for this meeting'

Three residents were in attendance.

Part 1 Open Items.

26/031 Apologies for Absence.

Apologies received and accepted from Cllr David Flagg, Cllr Diane Hetherinton, Cllr Trish Hetherington, Cllr Tom Smith.

26/032 To Confirm the Minutes of the Meeting Held on 20 January 2026

The minutes were taken as read, confirmed as a true record, proposed by Cllr Connolly and signed by the Chair.

Resolution passed.

26/033 Declarations of Disclosable Pecuniary Interests.

Cllr Mussell declared her business interest through Hut Wash

26/034 Public Participation

One resident asked when the buses were likely to operate down Martins Hill Lane again? The Chair advised that the Highways department had not yet opened the road under the bridge in Stony Lane due to the flooding. She added that although this was out of the Parish Council's control, she would contact the Highways department and Morebus to see what could be suggested.

At the time of writing the minutes, the road has since re-opened and buses running normally.

26/035 Chairman's Comments

The Chair reminded Councillors that it was their duty to remind themselves of the Council's policies and standing orders and as

All

such remember that the Council works and makes decisions as a majority.

Cllr Ramsey suggested that some training could be included for all Councillors at a future meeting.

Cllr Ramsey

26/036 To Consider Planning Applications

A/P/26/00203/PIP It was noted that there were no comments or objections on outstanding applications.

26/037 Correspondence.

- A. **Barriers at Martins Hill Lane** were being assessed by Cllr Hetherington who was currently away, so would be updated at next meeting.
- B. **Pitch Hire Request** – the Chair agreed that in the absence of a Clerk, she would review the correspondence to date and update at the next meeting.
- C. **Buddy the Pig**- a complaint had been received from a resident, but the Clerk had responded that Buddy the pig has long been a happy talking point in the village and big hit with the local children. While this is not a parish council matter we did check with the relevant authority back in 2021 and were satisfied the responsible owner possessed the correct licence for keeping and walking a pig or piglet as he was then. Respectfully, any animal welfare concerns should be directed to the RSPCA.

**Cllr T
Hetherington**

Cllr Mussell

26/038 Discuss and consider new councillors' application

Following the application received and circulated prior to the meeting. Tom Butler confirmed he wished to be considered.

Proposed by Cllr Mussell and **Resolution passed** for Tom Butler to join the parish council.

26/039 Staffing Committee Update

- A. **Recruitment and Transition of Clerk** – Cllr Ramsey advised that the handover from Tim Mayled (exiting Clerk) had gone well and he had left the previous day. However, he had removed himself from the online banking and destroyed his card before adding a replacement. Following a call from the Chair to NatWest, all signatories would receive an email to approve the setup of the online banking for the Chair in the interim. When signatories receive this email from NatWest, please action upon receipt and advise the Chair that approval has been provided, in order she can progress,

Cllr Mussell

The Councillors wished him well in his new endeavours. An advertisement for a new Clerk had been placed by DAPTC on their website, with a closing date of 31 March 2026. Following discussion and because the nature of the

parish differed from many, in that it was more resident than asset heavy, a shortlist criteria was **AGREED**. It was also **AGREED** that further advertisements be placed on the parish council noticeboards, website and social media. As there was not meeting scheduled for March it was **AGREED** that if a suitable locum could be found before the closing date, then information would be circulated and that person could be recruited on an interim basis until the permanent position could be filled,

- B. **Extraordinary Meeting on 4 February 2026** –this meeting was held as a closed meeting and the minutes had been agreed and signed.

26/040 Review & agree actions concerning the revised minutes of October 2025.

The Chair proposed rejecting the Agenda item explaining signed minutes are the legal public record and cannot be changed. As this matter had been discussed and minutes approved with letters subsequently being sent, it was not appropriate to discuss this further. **Resolution passed.**

- 26/041 Discuss & agree Risk assessment review** – circulated, discussed and accepted. Once appointed, the new Clerk would be asked to review and advise.

Clerk

26/042 Discuss & agree actions

- A. **Website review / Assertion 10** – following discussion it was agreed that the service provider would be requested to carry out this review and the expenditure of £150 was approved. **Resolution passed.**

Cllr Mussell

- B. **Adopt new IT policy**- Approved and adopted. **Resolution passed.**

26/043 Discuss and approve ground maintenance contracts

As one of the contractors being considered Cllr Butler was asked to leave the meeting.

Three quotes for the maintenance contract had been received and circulated prior to the meeting. Following discussion it was agreed to award the contract to a parish based contractor. This decision was made on the basis of cost and the desire to use a local contractor. **Resolution passed.**

Cllr Butler rejoined the meeting. In absence of Clerk, Chair to notify all parties.

Cllr Mussell

26/044 Discuss flooding across the parish

The Chair advised that as a result of the ongoing flooding under the bridge along Stony Lane and that the road closure signs were being discarded and ignored, she had contacted Simon McCormack, He confirmed that he had emailed the Chief

Executive at BCP, providing drone footage, requesting that full barriers be supplied. The Chair confirmed this suggest solution had full Parish Council backing.

Cllr Butler updated the meeting on the work he had been carrying out on behalf of a local landowner to try and alleviate this problem around the parish.

26/045 To Receive Police Report

Cllr Flagg had sent his apologies so no update provided. Cllr Butler advised following reports of hare coursing the rural crime unit had been deployed in the parish.

26/046 Ward Councillors Report

Cllr Flagg had sent his apologies so no update provided.

26/047 Environment & Amenities update.

A. Flagpole for Burton Green – The Chair advised that the hole for the flagpole is being dug on 25 March 2026. Installation is expected to follow two weeks later. A mini-skip would be hired for the soil and debris.

Cllr Mussell

B. Football request to terminate lease – the Clerk had previously advised that solicitors had prepared paperwork for signature. Paperwork to be tracked to establish what further action was required

Cllr Mussell

C. Scouts electrical socket- paperwork to be tracked to establish what further action was required..

Cllr Mussell

D. Dog bag dispensers Winkton Sports fields – Cllr Connolly advised that this was in hand.

Cllr Connolly

E. Fingerpost repairs – Completed.

F. Fly-Tipping – Cllr Connolly advised that he was struggling to ascertain whether it was Meyrick or BCP responsible for the latest fly-tipping. He confirmed that he had shared contact details in the hope they could resolve and get it removed.

Cllr Connolly

G. Village Spring Clean – The Chair advised that she would investigate when the ‘Keep Britain Tidy’ date is and add our village spring clean to the Facebook page to coincide with that date. *Move to “Village Events*.

Cllr Mussell

26/048 Discuss any village events including

A. Raising the Cross – Councillors noted and agreed that the Cross could be placed in the compass hole by the URC as it has in previous years

Cllr Mussell

B. Maypole event 2026 – Date previously confirmed 1 May for this event.

C. Scouts Carnival – Date for the Scouts Carnival was likely to be held on the first Saturday in July.

26/049	<p>To receive reports from the Burton Community Centre working party including.</p> <p>A. Discuss Leylandii hedge work – It was noted that the Leylandii hedge had been removed and discussions were taking place to agree what to plant in its place.</p> <p>B. Discuss Grant application/award – Cllr Mussell advised that works continued to schedule. Boiler replacement, loft insulation, LED lighting and roof clean completed. Final phase, replacement of kitchen worktops, to be scheduled.</p> <p>Average monthly income target continued to be comfortably met. Based on confirmed bookings to date and regular hirer patterns, projected annual income slightly exceeds that of last year. Detailed records are kept on file and available for inspection.</p>	<p>Cllr Mussell</p> <p>Cllr Mussell</p>
26/050	<p>Discuss unregistered land review – Cllr Connolly advised that the larger pieces of land had now been registered, but identifying the smaller sections was ongoing.</p>	<p>Cllr Connolly</p>
26/051	<p>To discuss Community Speedwatch including A/ SID/VAS sign repairs/removal</p> <p>It was noted that Speedwatch would recommence in March. Paperwork would be tracked to establish what progress had been made with regard to the SID/VAS sign repair/removal.</p>	<p>New Clerk</p>
26/052	<p>Discuss & consider potential parish projects for 2026</p> <p>A. Proposed Memorial Monument – Cllr Nazar advised that he had researched costs for a proposed memorial. It was noted that research into the necessary approval was required before considering. Cllr Rasmey asked if the Staple Cross monument could be restored as an alternative but the history of it is unknown. Cllr Butler agreed to ask the Red House Museum if they could assist with the provenance of the cross.</p> <p>B. Welcome signs – Cllr Ramsey proposed that instead of replacing flower containers, which were likely to be destroyed or forgotten, that the signs be replaced. Our village schools could be asked to design the signs, eg.20 is plenty, with judging potentially taking place at the Scout carnival in July. It was agreed that this could be progressed for costings and numbers etc.</p> <p>C. Bus Stop Replacement</p> <p>D. Tranquillity Benches.</p>	<p>Cllr Butler</p> <p>Cllr Ramsey</p> <p>Cllr Mussell</p> <p>Cllr Mussell</p>
26/053	<p>Neighbourhood Plan briefing and update</p> <p>The Neighbourhood Plan was circulated prior to the meeting. Cllr Connolly updated the meeting on its content. Following</p>	<p>Cllr Connolly</p>

discussion it as agreed that the entire final sentence of point 4.1.3 be removed.

Resolution passed to agree the submission of the revised plan subject to the final sentence of point 4.1.3 being removed. Cllr Connolly would request that our Planning Expert make this deletion prior to submitting.

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| 26/054 | Discuss second account & debit card application
Once the online banking issue has been resolved and a new Clerk is appointed, this matter can be progressed further. | New Clerk |
| 26/055 | Reappoint internal Auditor
It was confirmed that the exiting Clerk had already added the audit meeting to the diary. | Cllr Mussell /
New Clerk |
| 25/177 | To approve expenditure and financial reports including
A/ Hut Wash invoices
No financial reports were provided by the clerk prior to his leaving.
Hut Wash Invoices approved to be paid. Resolution passed
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The meeting closed at 9 pm.

Date of next meeting Tuesday 14 th April 2026 at Burton
Community Centre, Sandy Plot at 7.30pm. | |

Signed.....

Date.....
