



## Buriton Parish Council

Minutes of a meeting of Buriton Parish Council held at Buriton Village Hall at 7.00pm on Monday 25 September 2017.

Present: Cllr T Concannon (chair), Cllr A Bray, Cllr T Crew, Cllr M Johnston (until 8.40pm), Cllr AD Jones, Cllr T Newby (until 9.22pm), and Cllr S O'Donoghue (until 9.12pm) .

In attendance: County and District Cllr R Mocatta, Tim Speller (Country Parks Manager), K Crookshank (clerk) and 11 members of public.

- 1 To receive apologies for absence and declarations of interest** – Apologies from Cllr K White and Cllr D Gardner received and accepted. Declaration of interest from Cllr Jones - as a Member of the South Downs National Park Planning Committee I wish to make it clear that any views which I express today are based on the information before me at this meeting, and might change in the light of further information and/or debate at the National Park's Committee meetings. This is to make it clear that I am keeping an open mind on the issues and cannot therefore be found to have predetermined any matter when it comes before the National Park's Planning Committee for decision. Cllr Mocatta made an identical declaration in relation to his role as a Hampshire County Councillor and East Hants District Councillor and as a member of SDNPA.
- 2 Minutes of the last meeting held on 31 July 2017** – were unanimously agreed and approved as an accurate record. Minutes of item 21 (Confidential (exempt) Business) were approved in item 21 of this meeting.
- 3 Matters arising from those minutes –**
  - The chairman apologised that a draft letter to Network Rail regarding securing the closed crossing across the railway and exploring a potential wayleave, had not been sent. At previous meeting it was agreed that it would be adjusted and sent. This would be actioned as soon as possible.
  - The chairman reported that there has been no reply to the letter to Network Rail requesting contribution to playground fundraising.
  - Buriton Primary School outside lights. This is in hand.
  - Local Green Space. The action from previous meeting was completed.
  - Housing allocation. Website has been up dated.
  - Village Signage. There is no update from Five Bells/Hall and Woodhouse.
  - Dark Sky Discovery Site. The application is in hand.
  - ROW, overgrown vegetation. Cllr Jones has spoken to landowner.
  - Defibrillator. Village Hall sub-committee haven't looked at this yet as they have had more pressing matters to deal with.
- 4 Halls Hill car park and triangle** – The chairman reported that the clerk had received letters and emails from residents (all forwarded to councillors) reporting difficulties and concerns with parking and access. The chairman permitted members of the public to contribute to this item.  
Tim Speller (Country Parks Manager) reported that the dragon's teeth had been installed to protect the triangle, extra soil has been deposited and the grass is growing back. Work started middle of August and is now complete.

A section of land adjoining car park has been made available for the past month for the agreed trial. Rangers are counting the cars in the car park, field and roads at weekends. They are happy with the way the trial is going, and it will continue as planned. Tarmac will be laid to restore the eroded areas.

A letter had been received from a resident who is concerned that drivers can still park on the grass because the dragon's teeth are on two sides of the triangle and do not enclose it. Mr Speller said he had not seen this, but if residents notice cars are using the triangle for parking they should photograph as evidence.

Cllr Johnston asked who will cut the grass. It is thought to be Highways responsibility.

A resident stated that the overflow car park is not signposted. Mr Speller said this is a low key trial. Planning permission would be required if made permanent. Discussion took place regarding whether or not planning permission is necessary.

The car park and paddock are owned by the Forestry Commission.

Mr Speller stated that the QECP is not using the trial as extra car parking for the Park. It is solely to alleviate the problem of parking in the area. The car park is for residents of Buriton, but also used by people accessing South Downs Way.

A resident stated high sided vehicles and those with bikes attached don't use the car park as cannot gain access due to height barrier. There was discussion regarding barrier helping to prevent fly tipping and unauthorised encampments.

A resident felt dragon's teeth have improved the situation of parking on the triangle, but some cars park next to the farm gate instead, causing problems for field access.

Could high sided vehicles be encouraged to park in the Parks main car parks?

The chairman thanked Mr Speller for attending the meeting and looked forward to a further report after the completion of the trial.

- 5 County councillor's report** – At previous meeting Cllr Mocatta reported that Hampshire County Council has launched a survey to ask people for their views on options for managing the shortfall in the money needed to balance the budget. The results are now being assessed. Not yet known exactly what local impact would be. Expect some Household Waste Centres ("tips") to be closed. Future of some libraries, or what they will look like in the future, is unclear. There could be charges for services that are currently free, such as records services. Schools may have to pay for crossing patrol personnel. £140million is to be taken out of the budget.  
Cllr Mocatta was asked if the village's bus service would be affected. He didn't think so.
- 6 District councillor's report** – Cllr Mocatta reported that east Hampshire's crime statistics are the lowest in the county. Also, those affected by crime in east Hampshire are generally satisfied with actions of Police and crime solving.  
Cllr Jones noted that there had been four dwelling burglaries in Buriton recently. Villagers need to be vigilant and look out for their neighbours.
- 7 Finance & General Purposes** – Bank accounts and financial summaries had been circulated to Councillors prior to the meeting. Report prepared by the clerk (attached) listing payments received/cheques issued since last meeting which was circulated to councillors prior to meeting, unanimously **AGREED**.  
Items for consideration at this evening's meeting -
- £56.71 - K Crookshank – reimbursement for phone top up, computer protection and postage stamps
  - £200.00 – HCC – contribution to Halls Hill work. As agreed at March meeting.
- All of the above were unanimously **AGREED**.  
**Audit** - Notice of conclusion of external audit for the financial year 2016/17 has been received and displayed on the notice board since 13 September 2017. Details will also be available on the web site.  
**Insurance** - Renewal invitation from Came & Co. Annual premium from 1 October 2017 is £2,232.04, including insurance premium tax. The Council's long-term agreement (LTA) is

due to expire on the 30th September 2018. It was unanimously **AGREED** to renew. Clerk to note diary to seek alternative quotes for next year.

**Swings at playground** - The original cost of the project was £6520.00 (excluding VAT). This amount has been approved from developers contribution funding held by EHDC. Unfortunately the company has advised the quote is out of date. The revised amount is £6801.00. The clerk sent an application form for the remaining £92.62 held by EHDC for open space and recreation projects. Shortfall is £188.38. It was unanimously **AGREED** that this can be met from reserves, if the swings can be transferred to the new playground project. This will be confirmed with the supplier prior to order.

**Water supply recreation ground** - Currently standing charge is £21.00 per half year. There is no usage as cricket club no longer exists. The clerk contacted the water company. The supply can be disconnected, and there is no charge. If it needs to be reconnected in the future there would be charge, likely to be around £1000+. It was unanimously **AGREED** to defer decision until next bill(s) received.

**Open Spaces Society** – Annual subscription £45.00. It was unanimously **AGREED** to renew.

- 8 Planning** – minutes of planning committee meetings held since last full council meeting have been sent to members and are available on the parish council web site.
- Outstanding applications/matters...An application considered at 4 September meeting, 1 Miscombe Cottages, Sunwood Farm has been approved. The other application, new dwelling at next to Windyridge, Bones Lane, in which Cllr Jones had declared a pecuniary interest on 4 September and had not been present while discussions and decision took place, is awaiting decision. The planning committee had sent a detailed objection (attached to planning minutes which are available on web site). The planning committee had considered one application this evening, at The Old Rectory, where the applicant was seeking to formalise a piece of land which has been used as a domestic garden for over 10 years. As the planning committee had no reason to dispute this they have not objected. They have requested a boundary is maintained from now on to show where the land for domestic use ends. Cllr Johnston reminded the meeting that residents should keep an eye on this type of boundary creeping. Several applications were received today, so next meeting will be 30 October 2017.
  - Village Design Statement was adopted in August 2017. Correspondence from Mr & Mrs Williams about the traditional fingerpost at Halls Hill was noted. Councillors felt that the new chapter about 'The Public Realm' in the new Village Design Statement adequately addresses the matter.
  - South Downs Local Plan timetable. The Local Plan sets the policies against which planning applications will be considered and allocates land for a variety of uses. Consultation starts 26 September for 8 weeks until 21 November 2017. Click [here](#) to access details.

#### OPEN FORUM 7:46pm

- A resident reported that Petersfield Road at Bollinge Hill is still being used by traffic. There was discussion regarding signage and motorists understanding of them, enforcement and penalties. Public can report to Police using phone 101 service. Unlikely that Police will have manpower to visit area, but Cllr White to be asked to check with her contact. Cllr Mocatta will investigate provision of road signs at each end of the road ("No through road to Petersfield/Buriton"). Chairman will put some words together and put signs up at the site.
- A resident requested clarification of decision making powers of the council's committees and working parties. The clerk stated that the council's planning committee meetings take place in public and the committee is authorised to make decisions on behalf of the council. The council's village hall sub-committee and all working parties make recommendations to the council and decisions are made at full council meetings.

- The resident referred to previous minutes in relation to the war memorial competition, which stated that there may be an extraordinary meeting of the council before the voting pack is issued. This did not happen.
- A resident said he had received his pack. He felt that voting No did not give the option to vote for another location. He thanked Cllr Jones who had been very helpful and patient on the phone.
- A member of the competition working group (not a councillor) said that the working group had worked very hard on the project for over 2 years and that she felt people had not appreciated the input from members.
- A discussion took place between members of the public regarding the input, or not, from Petersfield Royal British Legion. Advised there is no national standard for war memorial and the decision is for the residents of Buriton.
- A discussion took place regarding the remembrance service. A resident asked if this would be changed. There are no plans to do so.
- There are concerns that village may be split by this subject.

MEETING RECONVENED at 8:20pm

**9 War Memorial report** – the chairman brought this item forward.

Cllr Johnston reported that the working group had compiled the voting pack. It consists of a list of for and againsts, a drawing and a ballot paper. The pack has been delivered to 347 households, each has option of 2 votes. Ballot papers can be submitted at either pub, the heritage function or left out on 2 October and will be collected. The drawing in the pack only shows the location behind the war memorial and the Pond Green location will be the bench on the Green.

A discussion took place and included the following points –

The council has received emails from 3 residents unhappy with the process and feel the council has a favoured position behind the existing memorial.

Residents can add comments to the ballot papers.

The council will wait until the voting process is complete and then consider all the results and comments.

It is therefore important that residents take part and make their views known. If residents don't take part their views cannot be considered.

Buriton is not alone in trying to commemorate the end of the conflict.

There are many historical accounts of residents who were severely affected by WW1.

Cllr Johnston left.

**10 Village Hall sub-committee report** – Cllr Gardner, the sub-committee chairman was not present, but had supplied a written report (attached).

The sub-committee had reviewed the current charges for hall hire and recommended increases. It was unanimously **AGREED** to implement the increases as detailed on the report (proposed by Cllr Johnston and seconded by Cllr O'Donoghue). A regular hirer had contacted Cllr Gardner with concerns regarding the increase. The sub-committee would make contact with the hirer when Cllr Gardner returns from holiday.

The sub-committee had investigated the best dual fuel contract and recommended a new 3 year contract with British Gas, this was unanimously **AGREED**.

**11 Recreation Ground and assets of community value** – Cllr Crew reported that the grass has been mown at regular intervals as agreed in the spring. Dog fouling has reduced, but may increase when the daylight hours decrease. The lengthsman has pruned some of the trees. Clanfield football club are hiring junior and senior football pitches this season. The fence between the recreation ground and the meadow needs repairing, it is owned by

Hampshire County Council. A school governor was present and noted this. The back to back seat above the tennis court will need repairs soon.

After the last meeting the waste bin in the playground had been removed due to its poor condition. The situation had been monitored and there appeared to be no increase in litter. However, it was **AGREED** to replace the bin. Cllr Crew agreed to action this and was authorised to do so to a cost not exceeding £100.

- 12 Rights of Way** – the working group report is attached and had been circulated to councillors before the meeting.

The working group are concerned that the HCC officer's time is being taken up investigating an application for a ROW, which seems to have limited evidence to support it. The parish has submitted a strong case to alter the status of the Milky Way from a BOAT (Byway Open to All Traffic) to a bridleway. Perhaps the stronger application could be prioritised? Cllr Mocatta thinks there is a process that has to be adhered to, but he offered to find out.

At last meeting, following reports of nuisance caused by 4x4 vehicles, it had been agreed to write to Buriton Estates to establish if permission had been given to use private land.

Buriton Estates confirmed that permission had not been given. It was **AGREED** that the clerk would write a similar letter to another land owner who may be affected.

The work to install handrails alongside steps on footpath 17 is due to take place this week.

- 13 Playground fundraising report** – the working group had issued a flyer advertising a consultation to take place on 26 September. Users will be asked what apparatus they would like to see in the new playground. Also whether the current location, or another, is preferred. The working group will analyse the results and make a recommendation to the Parish Council at next meeting.

- 14 Infrastructure Projects** – South Downs National Park Authority has invited the parish council to submit expressions of interest for infrastructure projects.

The parish council had previously submitted a plan to upgrade the village hall facilities and energy efficiency. It was unanimously **AGREED** to resubmit this project.

Cllr Jones suggested a project to provide CCTV on the four roads leading into the village; this may help to reduce crime. It was unanimously **AGREED** to submit this project too.

The chairman and Cllr Jones are due to attend a workshop 27 September which will include information on the expressions of interest process. They offered to submit the details of the projects to the clerk to be sent to SDNPA by 29 September.

- 15 Kiln Lane** – the parish council has been in communication with Traffic Management officer at Hampshire County Council regarding safety enhancements. The officer had responded to the parish council's suggestions. His comments were noted, but it was unanimously **AGREED** to ask HCC to implement the parish council's suggestions (as minuted item 14 meeting 31 July 2017). The clerk to action.

Cllr O'Donoghue left.

- 16 Pond car park** – Cllr Jones had received quotes from two companies to undertake work agreed at previous meeting. No response had been received from the third company approached. The quotes were quite different to each other in price, and it was unanimously **AGREED** to pursue a third. Cllr Jones to action.

- 17 Other reports -**

Cllr Jones attended East Hampshire Association of Parish and Town Councils meeting on 6 September. His report is attached.

- 18 Dates of other meetings -**

East Hampshire Association of Parish and Town Councils 29 November at EHDC

## 19 Correspondence –

The list of correspondence received since last meeting is attached, all relevant communications are forwarded to councillors and many have appeared as agenda items. The chairman confirmed that it is not possible to read out communications in full during meetings due to time restrictions.

The chairman announced that Cllr Newby has decided to step down from her role as a councillor. He thanked Cllr Newby, on behalf of colleagues, for her hard work and was pleased that she had offered to continue to assist with Rights Of Way queries. Cllr Newby said that everyone who attends meetings regularly will be aware of how much work councillors put in. Until she had joined the council she had no idea how much work is done by the parish councillors and she said that she admires them all.

## 20 Date of next meeting – 27 November 2017

Cllr Newby and Cllr Mocatta left

## 21 Minutes of a confidential item (21) following a meeting of Buriton Parish Council held at Buriton Village Hall on Monday 25 September 2017, meeting reconvened at 9.24pm after public had left .

Present: Cllr T Concannon (chair), Cllr A Bray, Cllr T Crew, Cllr D Jones, and K Crookshank (clerk).

It was resolved that in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussions regarding a request for sale or lease of land west of Manor Lodge, Buriton, where publicity might be prejudicial to the special nature of the business – unanimously **AGREED**.

After the public had left the meeting, members approved the minutes of item 21 of meeting on 31 July 2017.

Cllr Jones and White had met with Mr and Mrs Grant and agreed sale/transfer of land as per minutes 31 July 2017. This had been notified to all councillors by email, and is copied below

- *For Plot C: we will transfer all of Plot C to you (with a covenant to cover the points below) in exchange for a donation of £3,000 to the Parish Council (to be put towards playground requirements)*
- *For Plot D: ownership of the entire area to remain with the Parish Council but we will provide you with a letter explaining that you (and your immediate neighbours: Mr & Mrs Blackburn) have our permission to store up to a total of 4 wheelie bins on the land immediately behind the hedge (in a natural wooden structure) without charge as well as a right of access through plot D to your gardens*
- *Covenants for Plot C (to be attached as part of the transfer): (i) no fencing, sheds or other paraphernalia in the garden should ever be visible from the High Street, pond area, pond green, Bones Lane or North Lane; (ii) the hedge must remain (or be replaced by something similar of native species) and maintained at a height to be agreed; (iii) there should never be any external lighting other than low level fittings at / around the base of the staircase; (iv) the use of the land can only ever be for a domestic garden.*
- *You will speak with your solicitors to confirm that the charges for including the covenants as part of the transfer will not be problematic so that you can then arrange all the necessary legal work and pay all the costs for the transfer of Plot C with the covenants.*
- *We noted that you retain the right to dispute the ownership of Plot D if you feel that proposals about the war memorial might affect your amenity etc but we are hopeful that this will not be the case.*

- *We will also explain that you are keen to see that Plot D is well maintained and that you are willing to help to keep it looking attractive. We will tell Parish Councillors that we confirmed that the area is on the schedule for our Lengthsman for regular attention and that we explained that we would not wish anything that you might do to alter the appearance (no garden plants etc).*
- *We noted that workers were ready to attach your staircase to your external wall (into Plot C) and we will tell all the Parish Councillors that this was noted / agreed on the basis of the agreement above.*

(Map of area is next page (8) of these minutes)

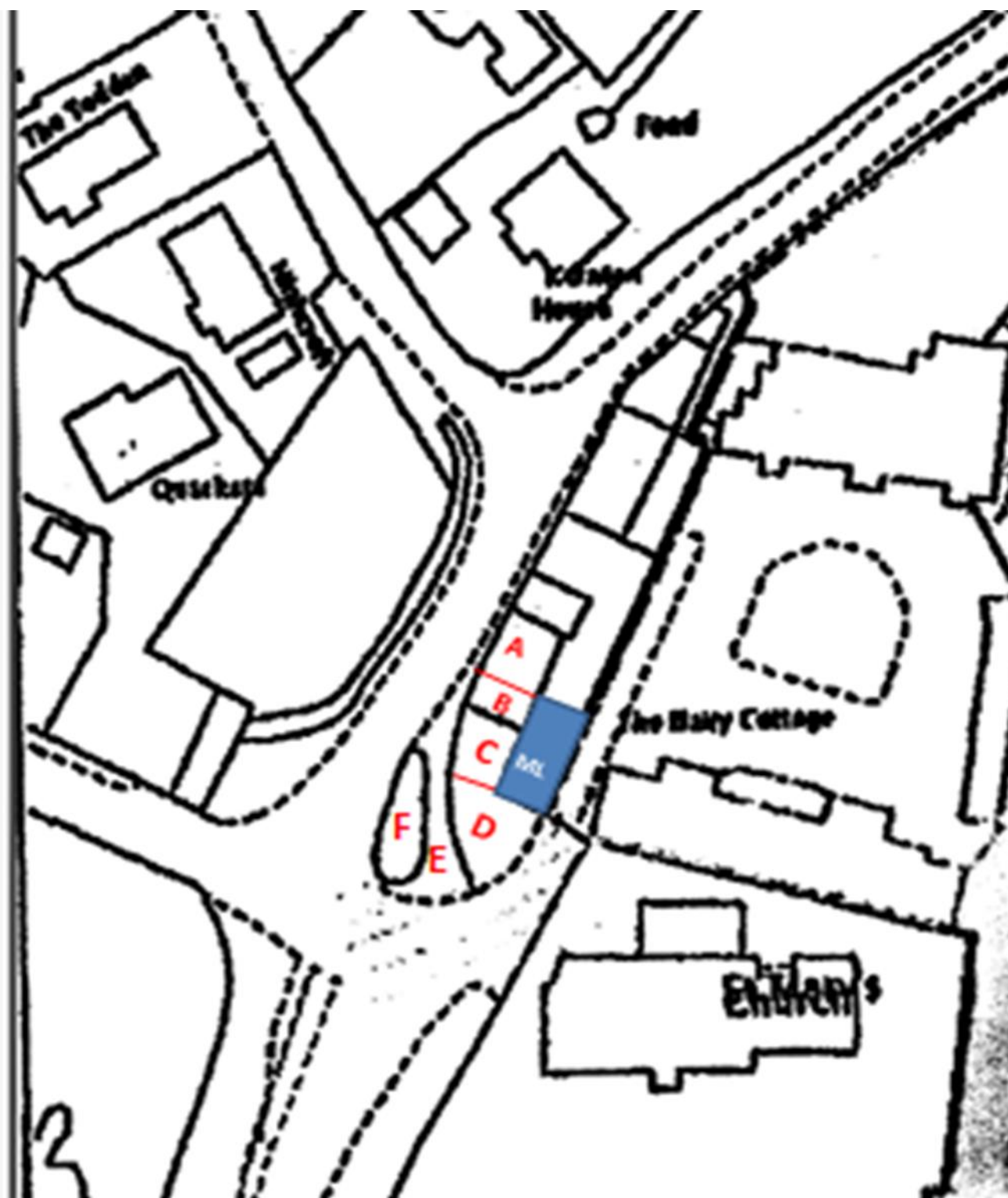
A few hours before tonight's meeting commenced transfer documents had been received from Mr and Mrs Grant. These include the covenants copied and paste from email, as above. Members checked the plan of the area and discussed the covenants. It was considered that the item (iii) hedge to be maintained at height agreed should be more detailed and specify a height. The chairman offered to re draft the wording on the agreement and send to councillors for approval. He will sign the legal transfer on behalf of the Parish Council and hold the documents on a personal undertaking, handing them to Mr and Mrs Grant when receipt of the transfer fee/playground donation is confirmed.

The clerk stated that she could only confirm receipt of funds when paper bank statement received after the end of the month. However, any authorised cheque signatory could phone the bank, answer security question and confirm receipt of funds.

Meeting closed 9.32pm

THESE ARE AN ACCURATE ACCOUNT OF THE MINUTES OF THE MEETING

Signed...T Concannon..... Dated .....27 November 2017.....





## BURITON PARISH COUNCIL

### FINANCE AND GENERAL PURPOSES WORKING GROUP

#### Report for the period 1 August 2017 to 25 September 2017

#### **Bank accounts and financial summary**

Financial reports to end of August 2017 sent to councillors via email.

#### **Payments received since last meeting**

£108.00 – campout for playground fundraising

£10.00 – HCC (school plot) – to be confirmed when bank statement received end of Sept.

£2500 – EHDC (balance of precept) – to be confirmed when bank statement received end of Sept.

#### **Cheques issued since last meeting**

£40.00 – APM Computers – repair lap top. As agreed at July meeting.

£108.00 – HALC – course for chairman. As agreed at May meeting.

£295.40 – K Crookshank – Clerk's salary July 2017. As agreed at July meeting.

£43.24 – South East Water (cricket square). As agreed at July meeting.

£292.65 – K Crookshank – Clerk's salary August 2017.

£151.20 – Busy Bee Joinery – reimbursement of toilet hire from Travis Perkins for fun day at farm (Playground fundraising).

£276.00 – BDO LLP – External audit

#### **Cheques for issue at 25 September 2017 meeting**

£56.71 - K Crookshank – reimbursement for phone top up, computer protection and postage stamps

£200.00 – HCC – contribution to Halls Hill work. As agreed at March meeting.

#### **For consideration at 25 September 2017 meeting**

**Audit** – External audit is complete and documents have been displayed on web site and notice board.

**Insurance** – Renewal invitation from Came & Co. Annual premium from 1 October 2017 is £2,232.04, including insurance premium tax. The Policy excess remains £250.00 for each and every claim. The Council's long-term agreement (LTA) is due to expire on the 30th September 2018. Note – Insurance Premium Tax increased from 10% to 12% on 1 June 2017.

**Swings at playground** - The original cost of the project was £6520.00 (excluding VAT). This amount has been approved from developers contribution funding held by EHDC. BPC has awaited many months for confirmation of the funding, unfortunately the company has advised the quote is out of date. The revised amount is £6801.00. There was a total of £92.62 left towards open space and recreation projects and so the clerk sent a revised application form. Shortfall is £188.38. To agree this can be met from reserves.

NB – EHDC still hold £517.20 towards environmental improvements.

**Water supply recreation ground** - Currently standing charge is £21.00 per half year. There is no usage. The supply can be disconnected, and there is no charge. If it needs to be reconnected in the future there would be charge. This is dependent on the necessary excavation, traffic closures etc, so an exact figure could not be quoted. It would be likely to be around £1000+.

**Open Spaces Society** – Annual subscription £45.00 (precepted)

## Report to Buriton Parish Council 25 September 2017- Buriton Village Hall

### The Village Hall accounts

1. Attached to this report are the latest consolidated village hall accounts with detailed records of income and expenditure and financial projections. Whilst the accounts on first perusal look reasonably healthy, with a running balance of £5466.77, it must be pointed out they include the £3k loan from the Parish Council and also the balance of £3567.95 transferred in July from the now defunct village hall charity. It should be noted that, in some months, expenditure has been greater than income, e.g. as reported at the last meeting that there have been some exceptional bills including for utilities. Outgoings are under control because of the decision at the last PC meeting to halt non-essential expenditure. We will continue to do this though in due course there will be a need to pay maintenance and servicing costs. Bookings are also slowly increasing.

2. In order to put the hall's finances on a healthier footing, the Village hall committee is preparing an active marketing strategy to increase usage and income and will continue to monitor costs to keep expenditure down. We should also like to continue to hold on to the PC loan of £3k for the time being. Inevitably, however, we have had to review fees and charges, which have not been increased for many years. We set out below our recommendations in this respect.

### Fees and Charges

3. When the Parish Council agreed to take over responsibility for the village hall last year, we agreed some general principles (aims and objectives) to guide our management and running of the hall. These included:

.....We want the hall to be properly managed and maintained...

.....We want the hall to cover its costs and make surplus funds to set aside for future maintenance and investment for future generations.....

.....We want to help and support local village groups and parishioners by giving them a beneficial rate but we would not want this to impact the hall's long term viability.

4. The committee has applied these principles in coming up with our recommendations. We have also reviewed the charges at similar neighbouring halls and the fees actually paid by our regular users. Some of our regular users are very concerned about any proposed increase in charges; in discussions with them we have promised to give as much notice as possible of any changes.

5. Our findings are as follows:

- Our fees and charges are very low compared to those of many of our competitors
- Differential rates apply at most other halls for evenings and/or weekends
- Our fees have not been increased for a long time during which costs have increased considerably
- There has never been money set aside for future maintenance and investment
- Our long-term regular users are not actually paying the agreed advertised rate for Parish groups - see copy schedule attached which itemises current payments
- Some regular (parish) user groups are not paying for their actual hall usage, which has gradually increased over time

6. With this in mind, the committee is recommending the following principles for fees and charges:

- Fees and charges should be increased in line with the market and what would be affordable.
- A new 'weekend' rate should apply to fees and charges from 6pm on Fridays to midnight on Sundays
- All Parish user groups should pay the Parish rate
- Users should pay for actual usage unless the Parish Council agrees to make an exception
- We should give the maximum amount of notice of increases to fees and charges consistent with the need to raise revenues - the chairman of the committee and hall manager are currently notifying regular users about these proposals
- Nominal sums should be paid for storage based on usage (amounts to be agreed)
- Following refurbishment of the outside referees' toilet, there should be a nominal annual fee for key holders (amount to be determined)

7. With respect to the fees and charges themselves we recommend the following:

<b>Venue</b>	<b>Current Hire Charge</b>	<b>Proposed Weekday Hire</b>	<b>Proposed Weekend Hire</b>
Large Hall – Non Parish	£13.00	£15.00	£20.00
Large Hall – Parish	£7.00	£8.00	£10.00
Upper Hall – Non Parish	£8.00	£9.00	£10.00
Upper Hall – (Parish)	£5.50	£6.00	£6.00

Changing Room Session – Non Parish	£16.00	£20.00	£20.00
Changing Room Session – Parish	£10.00	£11.00	£11.00
Recreation Ground Session – Non Parish	£25.00	£30.00	£30.00
Recreation Ground Session - Parish	£12.00	£15.00	£15.00

8. It is recommended that the above increases are implemented as follows:

For casual bookings - wef 1 January 2018

For regular users - wef 1 April 2018

That we will honour any bookings already made for 2018 at the existing rate.

#### Energy Contract

9. The current gas contract for the hall with British Gas comes to an end on 10 November. An energy consultant has researched the market for us and has suggested that Golden Energy solutions are offering an attractive 3-year fix. However, having compared the financials and negotiated with British Gas about a 3-year fix, (please see attached spreadsheet), the Village hall manager is recommending it would make financial sense to remain with British Gas; the Parish Council is asked to agree that a new 3-contract is agreed with British Gas with effect from 10 November.

#### Summary of decisions

10. In summary, the Parish council is asked to confirm the latest accounts summarised in para 1 and the attached schedules; the principles for fees and charges set out in para 6; the proposed increases in fees and charges set out in para 7 and the timescales for these increases as set out in para 8; and the proposal to agree a new gas contract with British gas as set out in para 9.

11 The committee will update on other matters relating to the village hall at the next Parish Council meeting.

Daphne Gardner,

Chairman, Buriton Parish Council Village hall Committee

## **BURITON VILLAGE HALL - BOOKINGS**

### **Regular Bookings**

Client	Monthly Income	Annual Income	Hourly Rate
Nursery	£396.00	£3,960.00	£2.75
Dog Training	£182.00	£2,184.00	£13.00
School	£161.17	£1,934.00	£4.96
Judo	£130.00	£1,560.00	£6.50
Bowls	£117.00	£1,404.00	£6.50
Yoga	£52.00	£624.00	£13.00
Tai Chi	£52.00	£520.00	£13.00
Parent & Toddler	£52.00	£520.00	£6.50
EHDC RAPP	N/A	£432.00	£13.00
Vintage Fare	£31.50	£378.00	£7.00
Aeromodellers	£27.50	£330.00	£6.50
Buriton Village Assn	N/A	£129.50	£7.00
Tennis Club	£21.00	£84.00	£7.00
Parish Council	£0.00	£0.00	£0.00
Planning Committee	£0.00	£0.00	£0.00
BVH Sub-Committee	£0.00	£0.00	£0.00
Car Boot Sale	£0.00	£0.00	£0.00
<b>Sub Total</b>	<b>£1,222.17</b>	<b>£13,975.50</b>	<b>£8.31</b>

### **Ad-hoc Bookings**

Function	Annual Income	Hourly Rate
Various	£1,675.00	£7 & £13
Parties	£1,129.50	£7 & £13
Weddings	£817.00	£7 & £13
Christenings	£130.00	£7 & £13
Film Nights	£310.00	£7.00
Amateur Dramatics	£157.50	£7 & £5.50
Art Trail	£84.00	£7.00
Village2Village Quiz Night	£38.00	£7.00
Floral Art	£148.00	£7.00
Scouts Overnight	£75.00	£13.00
UK Cycling	£52.00	£13.00
Godalming Cycling	£136.50	£13.00
Recreation Ground	£162.50	£12.50
Village Show	£0.00	£0.00
Bonfire Night	£0.00	£0.00
School Fete	£0.00	£0.00
<b>Sub Total</b>	<b>£4,915.00</b>	

**Grand Total**

<b>TOTAL</b>	<b>£18,890.50</b>
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## BURITON VILLAGE HALL - Maintenance

### Regular Maintenance

Service	Annual Cost Inc VAT
Cleaning	£3,900.00
PRS	£450.00
Water Treatment	£380.00
Folding Doors	£325.00
Sound System	£275.00
Lighting System	£250.00
PAT	£245.00
Electrical System	£220.00
Intruder Alarm	£150.00
Fire Alarm	£150.00
Boiler	£95.00
Dishwasher	£85.00
Sub Total	£6,525.00

### Ad-Hoc Maintenance

Service	Annual Cost Inc VAT
Electrical	£250.00
Plumbing	£250.00
Carpentry	£250.00
Doors & Windows	£150.00
Locks & Keys	£150.00
Misc.	£100.00
Sub Total	£1,150.00

### Supplies

Commodity	Annual Cost Inc VAT
Mobile	£120.00
Dishwasher	£140.00
Stationery	£70.00
First Aid	£35.00
Stamps	£24.00
Misc.	£50.00
Sub Total	£439.00

<b>TOTAL</b>	<b>£8,114.00</b>
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## **BURITON VILLAGE HALL**

### **PROJECTED INCOME & EXPENDITURE – 12 MONTH PERIOD**

<b>Income</b>		
Bookings	Monthly	Annual
Regular	£1,164.63	£13,975.50
Ad-hoc	£409.58	£4,915.00
<b>Sub Total</b>	<b>£1,574.21</b>	<b>£18,890.50</b>

Per  
Month      Per Annum

<b>BALANCE</b>	<b>£33.41</b>	<b>£400.92</b>
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<b>Expenditure</b>		
Commodity	Monthly	Annual
Utilities	£264.47	£3,173.58
Maintenance	£676.17	£8,114.00
Cleaning	£325.00	£3,900.00
Hall Manager	£275.17	£3,302.00
<b>Sub Total</b>	<b>£1,540.80</b>	<b>£18,489.58</b>

#### UTILITIES

2017 Data

Utility	Per Month	Per Annum
<b>Gas</b>	£126.96	£1,523.52
<b>Electric</b>	£96.20	£1,154.43
<b>Rates</b>	£20.36	£244.29
<b>Water</b>	£12.18	£146.17
<b>Drainage</b>	£8.76	£105.17
<b>TOTAL</b>	<b>£264.47</b>	<b>£3,173.58</b>



## **Rights of Way report for PC Meeting 25<sup>th</sup> September 2017.**

### Handrails for FP 17.

Thanks again to Dave Grant for taking this matter in hand by liaising with Leydene Fencing.

The work is expected to start w/c 25<sup>th</sup> September providing that the company has completed prior work.

### Information on Byways Open to All Traffic.

Currently the parish has an application to alter the Definitive Map status of the Milky Way from BOAT to Bridleway registered with the County Council. The County has a considerable backlog on its county-wide applications, which appear to take about 10 yrs to resolve. This is due to the number of applications, the reduction in staff within the RoW dept; over the last few years, as people leave or retire they are not replaced. For claims based on historic evidence much research is required in the Hampshire Record Office at Winchester or even the Public Record office at Kew. Additionally, the officers are obliged to keep on top of day-to-day problems of obstructions and damage to rights of way.

In 2000 the Countryside and Rights of Way Act [CROW Act] went on to the statute book. This enacted that in 2026 if a historic footpath or bridleway was not recorded on the Definitive Map/Statement or an application had not been correctly made for its inclusion – it would be extinguished. The Milky Way is on the DM&S as a public right of way so the parish's application should not be affected and it should be processed to determination.

The problems being experienced by Wendy Wolfe at Sunwood Farm are difficult to resolve as the vehicular users of the rights of way between Old Ditcham and Sunwood are legally entitled to use the BOAT. They are not entitled to go on to private land, which they appear to access from the public right of way. Whilst the parish is sympathetic to the misuse of the Buriton Estate land and would support any initiative suggested to help e.g. recording of number plates etc – it is up to the landowner to resolve any trespass issues.

The Traffic Regulation sign at the bottom of Bo-Peep track at Weston has been illegally altered – this was done many weeks ago - Hampshire Highways dept was notified at the time but it has not been rectified. Trailbikers now frequently use the track, with the onset of the winter period this use will escalate.

## East Hampshire Association of Parish Councils (EHAPTC) report

Cllr Jones attended the quarterly meeting of the East Hampshire Association of Parish Councils (EHAPTC) at Steep on Wednesday (6th Sept)

Here is a summary of points raised / discussed:

Talk by Sgt Phil Shaw (Butser Sector of East Hampshire Police team) about drugs

- Not a great problem in this part of Hampshire
- Laughing gas (nitrous oxide) is increasingly prevalent – but legislation is poor: have to be able to prove ‘intent to supply’ (holding a stock could be for own use...)
- Some incidence of cannabis
- Potentially of more concern is fake drugs (eg. brickdust and toothpaste) which young people may take and think that they have had little / no effect. So, the next time (when they may be the real thing) they take larger amounts to try to get high – with potentially fatal results ...
- Police service no longer goes into schools: all the education about drugs is now left to the schools
- He commended the website “Frank” very highly for any issues with young people
- The Police will respond to calls as resources permit and people should report anything they know about drugs as it might be part of a bigger case / jig-saw
- People should use 101 to do this – but Sgt Shaw acknowledged severe problems with 101
- He said that people should report their problems with 101 (emails to the Police Commissioner) so that the need for improvement was recognised at the highest levels
- They now do a lot of work around safeguarding vulnerable people

Presentation by Helen Drake, Chief Executive of Citizens Advice East Hampshire

- Have just won the contract with EHDC (due to be announced soon)
- Will aim to ensure that it is “quick and easy to get advice”
- Will focus on new technology, new client needs and new expectations
- Will not overlook rural areas – or the vulnerable
- There will be on-line self-help resources, a web-chat service as well as telephone contacts and a new base in the Petersfield Library. New hours of access will be arranged and the volunteer librarians may be able to help with some matters ...
- The funding for this Charity will go down year on year

- Some confusion as to whether EHDC feels that they have paid enough to ensure a full service – or whether requests might continue to come to Parish Councils. Issue of some residents paying twice (via EHDC Council Tax and Parish Precepts) was raised. Parish Councils may wish to check on this if asked for any donations to CAB
- [We could perhaps add a link to this service from our website?]

#### Parish Charter to be launched by EHDC on 21st September

- A long-running piece of work reaches fruition
- Provides guidance / agreements on how EHDC should treat parishes and how parishes should try to help EHDC: undertakings about how councils should work together ...
- Can Chairmen of Parish Councils attend the launch?
- All Councillors and Clerks should familiarise themselves with the contents.

#### Planning Matters

- S.106 claims from Parishes will now be handled by a small team at EHDC because of overload
- A number of Councils had found the EHDC Training very helpful
- If parishes feel that their comments on planning applications are being ignored they should contact Simon Jenkins. They should, at least, be referred to in the Officer's report. He is willing to establish a better dialogue if necessary ...

#### East Hampshire Road Safety Council

- Jo Clay from Selborne volunteered to be the EHAPTC representative on this group

#### My SDNPA report

- You all have copies of this ...

Date of next meeting = 29th November at Penns Place