

THESE MINUTES ARE DRAFT UNTIL APPROVED AND AGREED AT NEXT ANNUAL PARISH MEETING WHEN THEY MAY BE SUBJECT TO CHANGES



Buriton Parish Council

Minutes of the Annual Parish Meeting of Buriton Parish Council held on 26 March 2018 at 6.30pm in Buriton Village Hall.

Present: Cllr T Concannon (chair), Cllr A Bray, Cllr D Gardner, Cllr M Johnston, Cllr AD Jones, Cllr S O'Donoghue and Cllr K White.

In attendance: County and District Cllr R Mocatta, K Crookshank (clerk) and 8 members of public.

- 1 Minutes of the last meeting held on 22 May 2017** – agreed and approved as accurate record.
- 2 To receive councillor's apologies for absence** - apologies received from Cllr T Crew.
- 3 Chairman's Annual Report** –

"It has been an eventful first year, not quite as eventful as last year when we had the public enquiry, the allocation of land for housing by the District Council and had to address the water pressure problems. In March, we considered the war memorial completion, looked at putting in some handrails on the footpath in North Lane and addressed the fundraising for the new playground. In May I was elected chairman and Maggie Johnson agreed to continue her invaluable role as vice chairman and chair of the planning committee. I cannot stress the importance of the planning committee's work too highly. We live in a precious village with a splendid character. The planning committee is diligent in its work, balancing the needs of the village whilst safeguarding its heritage. In July we reviewed the progress of the fundraising for the playground and addressed the war memorial project, which occupied a considerable amount of time and effort but is now, we hope, a settled subject. Thanks to the tireless efforts of Karen White and her team we have the funds for our new playground, which promises to be superb. The work has started and the hope is that it will all be finished for the Easter holiday. I know that some were concerned that the new site might interfere with the fireworks and the Tennis Club, but as far as we can ascertain, this will not be the case.

There have been a few perpetual themes occupying us throughout the year:

- Parking outside Halls Hill car park at the top of Kiln Lane: We have been and are working with Queen Elizabeth Country Park and Hampshire County Council to resolve this issue.
- The pond car park and the Village Hall car park: we have had some works done to the Pond car park and filled in some of the holes in the Village Hall car park
- Petersfield Road: This is now no longer open to vehicular traffic apart from access, but we were still getting reports that it was being used.
- Land at the Manor: we have now resolved that issue in a satisfactory manner by way of a transfer of land in consideration of a donation to the playground

- Dark Skies initiative: We have been much concerned with this valuable asset. It is one of the things that the Planning Committee has been particularly concerned about. We have addressed lighting problems and we have nominated the Recreation ground as a Dark Skies discovery site.
- Kiln Lane road safety: we were concerned for people walking up Kiln Lane, but we have been able to agree with HCC that more warning signs should be set up. That would be one "Pedestrians in the Road" sign fixed to the existing height restriction pole immediately south of the Village Inn crossroads to deal with southbound traffic. Northbound there would be two similar signs, one on the left hand side of the road immediately north of Halls Hill car park with a second to be fixed to the 30 mph sign (on left side of road) south of the rail bridge. In addition, coming North (i.e. downhill) there would be a painted SLOW immediately downhill from the gated entrance to the old tip site and another painted SLOW road marking further down opposite the large wooden gates on the eastern side of the road [alongside a telegraph pole no.3].
- Kissing gates for the footpath at Weston: we have agreed with the landowner that one style would be replaced by a much friendlier kissing gate
- Finance: The precept (the amount of money that we get from the council tax) has remained fixed for many years. At our budget meeting in November we agreed that we should increase the precept by 3%.

Finally, we have some vacancies on the Parish Council. It is important, in a village like ours that the council has a wide range of people who care about the village. Now is your opportunity. The work is not too onerous, and you will have the satisfaction of being able to contribute to the common weal. I know that many people give their time gladly for the benefit of the village, but I am asking for some of you to think about helping us out. Just e-mail Karen Crookshank at buritonparishcouncil@hotmail.co.uk with a brief explanation of who you are, what your experience has been and what you think you could offer to the Village.

Annexed is a rather fuller list, produced by Doug Jones"

Cllr Jones asked the meeting to record thanks to Mrs Tricia Newby who had stood down as a Councillor during the year but who had provided invaluable expertise and effort in recent years, particularly on Rights of Way matters and had kindly agreed to offer assistance in the future.

4 Buriton Village Hall report – Cllr Gardner chairman of the Village Hall sub-committee gave a verbal report.

- It is a year since the Parish Council took over the running and management of the hall. Firstly the sub-committee agreed a list of objectives, including an objective that the Village Hall is a much loved and well used asset that covers its own costs.
- The sub-committee started by meeting all regular users and continues to do so on a regular and 1:1 basis.
- A wide range of maintenance and testing of items needed to be done and is in hand, so there is now a maintenance schedule.
- As part of that work a possible legionella risk was identified and the water has now been tested.
- Rents have been reviewed following a comparison of rental costs compared to other local halls.

- There has been a review of insurance covers of local groups and hirers.
- A new agreement has been entered into with the nursery and primary school.
- Repairs have been made to the car park due to combined efforts of Cllr Bray, the lengthsman, village hall manager and the clerk.
- Marketing strategy has been developed and is being implemented.
- A flyer will be produced to advertise the facilities and promote the use of the hall where there are currently vacancies.
- The boiler and heating system has been serviced, but there are still problems with the heating, so the radiators will be balanced during the Easter Holidays.
- Some concerns about the on going costs of the hall, so with Parish Council agreement, expenditure has been limited to essential items only.
- The sub-committee have been looking at improvements such as decorating, new chairs, refurbishing the referee's toilet/changing facility.
- Thank you to everyone involved in the hall including the sub-committee, the hall manager, the parish clerk and the users.

Cllr Johnston asked what will happen to the land vacated by the old playground? Could it be used for additional car parking? Cllr Gardner replied that this would be a matter for the Parish Council to consider, rather than the village hall sub-committee. Cllr White said this would need careful consideration as the roots of the lime tree must not be damaged. The item will be placed on agenda for future Parish Council meeting.

5 Parishioners question time – None.

Meeting closed 6.54pm

THESE ARE AN ACCURATE ACCOUNT OF THE MINUTES OF THE MEETING

Signed.....DRAFT..... Dated

Annex

During the year 2017/18 the Parish Council has:

- Thanked Cllr Tricia Newby for all her hard work for the Council, particularly on Rights of Way matters, and advertised the resulting vacancy
- Organised further fund-raising events (including car boot sales and a 'Fun on the Farm' day) to successfully complete fund-raising for new playground facilities: raising a total of £20,000 from public donations / events and a grant of £18,900 from EHDC towards total costs of £70,200
- Organised community consultation about equipment and design of the new playground and commissioned contractors to commence work in March 2018
- Continued the process, including the selection of a preferred design and organisation of a community ballot (with consultation packs delivered to every household), for a commemorative

bench to be sited in relation to the War Memorial to help mark the 100th anniversary of the end of the First World War

- Organised a wide-ranging programme of maintenance and testing of equipment and facilities in the village hall, some of which had not been done for a number of years
- Adjusted hiring rates for the village hall (drawing upon a review of rates for similar halls in the local area and the fees actually paid by users in Buriton) resulting in revised charges and a new weekend rate whilst retaining preferential rates for local users
- Commenced an active marketing strategy for the village hall to increase usage and income whilst continuing to monitor costs and keep expenditure down by curbing non-essential expenditure
- Successfully obtained insurance funding and supervised repairs and refurbishment of the changing rooms
- Implemented changes to the village pond car park, drawing upon advice and support from HCC and EHDC
- Undertaken repairs to the village hall car park drawing upon the services of the parish lengthsman
- Continued to employ the services of the parish lengthsman (in conjunction with other Parish Councils), carrying out a programme of minor works on highways and footpaths
- Worked with Hampshire County Highways Department and the Queen Elizabeth Country Park to try to resolve parking outside the Halls Hill car park, including the installation of dragon's teeth to protect the green triangle and other trial initiatives
- Continued to try to protect the parish's Dark Night Skies by reducing light spillage from external lights on the village hall and requesting similar actions from Buriton School and Ditcham Park School
- Worked with the South Downs National Park Authority to confirm that light readings on the Recreation Ground are of a sufficient level for a Dark Skies Discovery Site and preparing / submitting the appropriate application
- Continued to try to protect the Dark Night Skies through representations on planning applications
- Studied all planning applications in the parish and submitted comments to the planning authorities, drawing upon the Buriton Village Design Statement and Local Landscape Character Assessment which continue to help to deter out-of-character development proposals
- Drawn parishioners' attention to significant planning applications at Buriton Manor to help identify issues to be included in Parish Council responses
- Presented evidence to meetings of the National Park Authority's Planning Committee
- Assisted the District Council with information about planning enforcement investigations in parts of the parish
- Welcomed the adoption of the revised Buriton Village Design Statement by the South Downs National Park Authority in August 2017 following the statutory period of public consultation
- Responded to the latest consultation on the contents of the South Downs Local Plan, Pre-Submission version including comments upon the prospective designations of Local Green Spaces and housing allocations as well as broader policy matters

- Encouraged EHDC to arrange a training session on Planning Matters for Parish Councillors which was held in August 2017
- Successfully applied for the Village Inn to be registered as an Asset of Community Value, being added to the list held by EHDC
- Considered and submitted details of potential infrastructure projects to the National Park Authority as part of its Community Infrastructure planning procedures
- Welcomed Joe Williams as the QECP Ranger responsible for the Chalk Pits Local Nature Reserve and supported his proposed actions and events
- Commissioned a tree survey to ascertain the safety of trees on Parish Council land
- Continued to pursue the alteration of the status of BOATs 19 and 47 to bridleways by making a formal representation to the Secretary of State (under Schedule 14 of the Wildlife and Countryside Act 1981) so as to expedite HCC's consideration of the matter
- Commented upon an application for a Definitive Map Modification Order to record a public footpath between Greenway Lane and Hundry Copse
- Thanked the Petersfield Ramblers Group for their assistance in replacing a broken stile on the Hangers Way with a kissing gate
- Obtained funding and landowner permission to replace a stile on Footpath 34 in Weston with a kissing gate, following requests from parishioners
- Arranged for the installation of handrails on the steps at both ends of Footpath 17 (Lawn Field) having successfully obtained a grant of 50% towards the cost
- Reported problems on Rights of Way via the County Council's online reporting system, resolved minor issues with landowners and submitted cutting priorities to HCC
- Worked closely with the Weston Residents Association – particularly on a number of Highways and Rights of Way matters
- Discussed with the Highways Authority a number of measures to improve pedestrian safety along Kiln Lane which await implementation
- Attempted to discourage parishioners from using Petersfield Road and Bolinge Hill Lane as a through route between the village and the Causeway
- Explored, with Hampshire County Council, the procedures to assess the future of the Buriton bus service beyond the expiry of the current four-year contract in January 2019
- Drawn attention to dog-fouling on the Recreation Ground and in other public spaces and places
- Written to Network Rail following reports of people accessing the railway track from the Recreation Ground, to point out the risks and remind them of their responsibilities
- Responded to a number of consultations, including proposals from the Local Government Boundary Commission for England about warding arrangements in East Hampshire
- Reported a leak of waste water / sewage to the relevant authorities and property owners so as to minimise risks to human health or to contamination of watercourses
- Completed the enhancement of the Community Website (including mobile phone and tablet responsiveness), incorporating the village hall website and retaining the ability for village groups to be able to add their own content

- Ensured that Parish Council information, over and above that required by the new Transparency Code for Smaller Councils, is displayed on the revised website
- Completed the sale of a small parcel of land to provide a garden for Manor Lodge with a number of caveats written as covenants into the documentation
- Agreed renewals of leases with HCC for the school playing field and for parking spaces in the village hall car park
- Published a plea about some “intemperate correspondence” received from a small number of parishioners, emphasising that there are many people in the parish who give their time and expertise without expectation of reward and parishioners should not disrespect them or attack them with thoughtless words
- Continued to provide small grants towards the costs of the Parish Magazine and St Mary’s Church; and awarded £500 towards the repair of the churchyard wall in 2017
- Approved a 3% increase in the Parish Precept (from April 2018) after retaining the level of charges for many years.

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