



Buriton Parish Council

Minutes of a meeting of Buriton Parish Council held at Buriton Village Hall at 7.00pm on Monday 31 July 2017

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

In attendance: County and District Cllr R Mocatta, K Crookshank (clerk) and 12 members of public.

- 1 To receive apologies for absence and declarations of interest** – Apologies from Cllr T Crew 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. Cllr Jones also declared a potential conflict of interests in Item 7 (housing allocation in Buriton) because of his SDNPA role and would, if appropriate, leave the room if the merits of any proposals were to be discussed by Councillors. Cllr Johnston also declared an interest in item 7 (housing allocation in Buriton), and item 10 (application for a Definitive Map Modification Order to record a public footpath between Greenway Lane and Hundry Copse). Cllrs Jones and Johnston did not take part in discussions in items that they had declared interests.
- 2 Minutes of the last meeting held on 22 May 2017** – unanimously agreed and approved as accurate record. The chairman suggested that the minutes of extraordinary meeting (Confidential (exempt) Business) on 25 May 2017 should be approved under item 21. This was agreed.
- 3 Matters arising from those minutes –**

 - The chairman has circulated a draft letter to Network Rail regarding securing the closed crossing across the railway, it was AGREED that it would be adjusted and sent. Cllr Newby has been in touch with the countryside manager who feels that the crossing is secure enough. Cllr Newby stated that the signage that was to be provided to advise people of the alternative route has not been installed. It was suggested that if there is no access from the recreation ground there would be no requirement for a wayleave rental as suggested at last meeting, however, if access were maintained then wayleave should be discussed.
 - Cllr White reported that there has been no reply to the letter to Network Rail requesting contribution to playground fundraising. The working group is due to meet next week and will consider the way forward.
 - Cllr Gardner had reported to the clerk that the matter of contacting Buriton Primary School regarding their outside lights is in hand.
- 4 County councillor's report** – 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 survey closes on 21 August and can be accessed [here](#).

5 District councillor's report – Cllr Mocatta reported that EHDC time in the coming months will be taken up with a project to upgrade leisure facilities. Planning permission is due to be submitted for the Taro Centre, some facilities such as squash courts may be lost in order to provide and upgrade other facilities.

6 Finance & General Purposes – Bank accounts and financial summaries had been circulated to Councillors prior to the meeting. Report prepared by 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 -

- £40.00 – APM Computers – repair lap top
- £108.00 – HALC – course for chairman (as agreed at May meeting)
- £295.40 – K Crookshank – Clerk's salary July 2017
- £15.00 - GLEAM (Green Lanes Environmental Action Movement) 2017 subscription
- £43.24 – South East Water for cricket square. Standing charge only, there was no water usage as no longer used.

All of the above unanimously **AGREED**. The clerk will contact South East Water to find out if water supply can be cut off.

Removal of authorised signatories (5 former councillors/employee) from mandates of Buriton Parish Council bank account and Buriton Parish Council Village Hall bank account. The bank account form states that this must be agreed by passing a resolution as follows....

It was resolved that the authorised signatories in the current mandate, for the accounts detailed in section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended.

The clerk had completed the forms (one for each account) section 2 details the account name and number. Section 5 lists the signatories for removal and section 6 lists any new signatories required. The form must be signed by two authorised signatories. Unanimously **AGREED**.

Clerk's contract. Average hours have been calculated as 6 per week. Salary review due on anniversary of employment which is 1 August 2017. The chairman and Cllr O'Donoghue suggested, and it was agreed that this be discussed in a private session after item 21.

7 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...Hustings Cottage, Sussex Road and Wyke Barn, New Barn Lane – approved. Old Rectory, High Street - decision pending. Monks Walk, Manor Barn - it was reported that work had commenced and this has been stopped by enforcement officers, planning permission recently granted, but there are some pre commencement conditions. Trackway, Weston Lane – EHDC and HCC have stated that the work is legal and there is no enforcement action that can be taken, Cllr Newby reported that in heavy rain water is discharged onto the highway, Cllr Mocatta will report this and any photographic evidence would be helpful.
- Local Green Space nominations for consideration – SDNPA had a query on one of the sites suggested and have asked the parish council to provide a sketch map. It was suggested that this action be delegated to Cllrs Jones, Newby and O'Donoghue. Proposed by Cllr White, seconded by Cllr Bray and unanimously **AGREED**.
- South Downs Local Plan Housing Allocation – SDNPA has to provide sites for housing, the Local Plan has been approved for a period of "Pre-Submission" Consultation during parts of September and October. Any comments from that consultation will go directly to a Planning Inspector who will examine things at a Public Inquiry next year. The Parish

Council will receive a proper notification of this period of consultation when it commences. There has been a change in sites from Kiln Lane to a site off Greenway Lane/Glebe Road. It was suggested that the parish council should appoint a councillor to liaise with the landowner of the new site, Cllr White volunteered, proposed by Cllr Newby, seconded by Cllr Bray and unanimously **AGREED**. A member of the public provided a map showing the sites and the chairman read out a letter (attached) that the landowner is planning to send to residents in Glebe Road explaining her intentions for the 8-10 dwellings she hopes to provide for local people.

- Plan B – It has been suggested that the village recreation ground should be nominated as a “Dark Sky Discovery Site”. A form needs to be completed and submitted with a supporting letter. Cllr Jones volunteered to action this, proposed by Cllr White, seconded by Cllr Johnston and unanimously **AGREED**. It was reported that the Dark Skies Officer has visited Ditcham Park School and the situation is improving.
- Village Signage – update following presentation at meeting 30 January 2017. Fran Vesey from The Five Bells had addressed councillors regarding new signage at the Greenway Lane/Kiln Lane/High Street crossroads to promote the village south of the junction, including The Five Bells public house. The brewery had been asked to fund the notice and some plans had been produced, but as they were received on the day of the meeting, councillors had not had the opportunity to study them. It was reported that the final wording needed to be agreed, and that planning permission might be required. It was suggested that a second sign could be placed at Halls Hill. It was unanimously **AGREED** that the planning committee should be delegated to take this forward and present recommendations to full council.

OPEN FORUM 7:47pm

- It was reported that the right of way at the back of Buriton House is overgrown and impassable, causing pedestrians to walk in the road. This right of way is on Hampshire County Council’s priority cutting list (as requested by the parish council), so should soon be cleared, however, Cllr Jones will contact the land owner to ask if the vegetation could be trimmed back.
- Trackway at Weston Lane, mentioned in item 7 can be seen from the top of Butser Hill.
- A resident asked if the Weston telephone box could be adapted to house a defibrillator. There is no electricity supply at the location. The village hall sub-committee is going to be looking into installing one at village hall, and will be able to advise what the requirements and approximate costs are.
- Carla Fulgoni, Principal Planner from a company called WYG introduced herself and distributed maps of land at Kiln Lane that had been identified as a possible housing site. SDNPA has now decided the preferred site is off Greenway Lane. Ms Fulgoni wished to explain why she felt that Kiln Lane site is beneficial. The chairman explained that the matter is now for SDNPA, not parish council.
- Vehicles using BOAT at Sunwood Farm, Ditcham. A resident described the problems created by vehicles such as 4x4 driving irresponsibly on the Byway Open to All Traffic. Cllr Mocatta explained that a Traffic Regulation Order can be applied for if evidence of danger to other users and adverse environmental impact can be collected. Unfortunately there are a number of similar requests outstanding, including one submitted 18 months to 2 years ago for the Milky Way. Cllr Mocatta will find out what the current situation is. He asked if the land owner has given permission, or are the drivers trespassing? Parish Council will write to the land owner. The resident reported that an officer from HCC visited and was shocked at the erosion of the cottage garden, which is slipping into the byway. Cllr Mocatta will try to find out who the officer was and ask for their report.
- Recreation Ground and Dark Skies. A resident asked if adjustments could be made to outside lighting at the village hall. Cllr Jones reported that an estimate has been obtained, but all non-essential expenditure at the hall has been suspended for the time being.

- War Memorial Competition. A resident said that he attended the meeting with the officer from the War Memorial Trust, which Cllr Johnston also attended. Both reported that a good discussion took place. The resident said that several parishioners had written about the war memorial and he asked if he could read the letters out. The chairman explained that unfortunately there is insufficient time in Open Forum, but asked the resident to email the views to the parish council. Villagers will have the opportunity to have their say and vote when ballot papers are distributed.
- Stream Bones Lane. It had been reported to the chairman that this could do with attention. Cllr Jones saw the lengthsman out working on the day of the meeting. The sheep dip had been included in a recent list of jobs, but consideration needs to be given to what is to be done with the spoil that would be dug out.

MEETING RECONVENED at 8:17pm

- 8 Village Hall report** - Cllr Gardner was not present, but had provided a report from the sub-committee (attached) before the meeting. The report asks councillors to support a number of actions (*"the Village hall sub- committee is mindful that the PC agreed in September, 2016 that the village hall should cover its costs and make surplus funds to be set aside for future maintenance. With this in mind, until the overall picture of income and expenditure for the hall becomes clear, we are taking the following action: - the Village hall manager is preparing a budget and financial forecast for the hall (as well as maintaining the accounts); we aim to bring a more detailed budget and forecast to the September meeting. - we are trying to ensure we don't authorise or inadvertently incur any non-essential expenditure; - we are rectifying the overpayments made during the transition from the charity; - we are commissioning a free energy audit for advice on how to save energy costs; - we are reviewing fees and charges and will bring a report on proposals to the September PC meeting; - we would ask that the loan from the PC is not yet repaid - but we will review this position at the September PC meeting. Councillors are asked to support these actions."*) proposed by Cllr Johnston, seconded by Cllr Newby and unanimously **AGREED**. Recent expenditure was reported - £79 +VAT to unblock toilets and £50 to repair leaky tap. A resident reported that the heating had been on over the weekend.
- 9 Recreation and assets of community value report** – Cllr Crew was not present, but is awaiting a report. Cllr Mocatta suggested that the charge for use should be increased. A broken manhole cover was reported to the Water Board by Cllr Crew and repaired within 24 hours. ROSPA report has been received and action taken to replace rivets on skate park, as identified. 2 new steps for the swings have been constructed and installed. Developer's Contribution funding for new swings has been approved by EHDC, this application has taken a number of months and Cllr White is awaiting an updated quote. It was suggested that the chairman should be delegated to consider any difference in the quotes so that the project could proceed. This was proposed by Cllr Jones, seconded by Cllr Johnston and unanimously **AGREED**.
- 10 Rights of Way –**
- Application for a Definitive Map Modification Order to record a public footpath between Greenway Lane and Hundry Copse. See report attached. Cllr Mocatta reported that the application had been sent to Hampshire County Council by a resident approximately 10 years ago. It was supported by another resident and both have since moved away. The Rights of Way working group recommend that the parish council support this application. This was proposed by the chairman, seconded by Cllr Newby and **AGREED** by majority (5-1).
 - Handrails footpath 17. This was reported at previous meeting and Cllr Jones has now spoken with the landowner. The grant can be accepted (terms and conditions signed by the chairman), the clerk will contact the contractor. The grant panel have requested that the actual steps also receive some attention. They have suggested that the steps could be tidied up either using the parish lengthsman, clerk to add to lengthsman job sheet.

- 11 **Playground fundraising** – Cllr White reported that the last car boot sale raised £800 and the family farm fun day raised £1900. Cllr White thanked everyone involved with fund raising; including all the working group members, volunteers, Mrs Shone and her staff, local businesses and Buriton School. The working group are due to meet and will now look at applying for grants. There will be a new consultation on equipment and design, which will be presented to the Parish Council for approval.
- 12 **War Memorial competition** – Cllr Johnston reported on a recent meeting with the War Memorial Trust officer. Villagers also attended. Cllr Johnston read part of a letter received from the officer following the meeting. His principle concern was that the war memorial is not overshadowed or any attention drawn away from it, and that it retains its prominence in its current location. The working group are now ready to put together a ballot pack, which will include a list of pros and cons, a drawing of the seat and details of two possible sites. One pack will be delivered to each household in September, and there will be maximum of 2 votes per household. In order to show a good representation of the options, drawings depicting the seat and locations will need to be produced. Professional drawings will incur costs and so the chairman offered to attempt this on his computer software. The working group will discuss the voting process and proportion of vote required; there may be an extra ordinary meeting of the Parish Council to agree that pack prior to circulation.
- 13 **Infrastructure Projects** – the parish council has been asked by South Downs National Park Authority for submission of expressions of interest for infrastructure projects. The closing date is 29 September. Councillors need to make suggestions and provide approximate costs for projects. This will be an agenda item for 25 September.
- 14 **Kiln Lane** – the parish council has been asked to respond to Hampshire County Council's suggestions for safety enhancements. Cllr Jones has prepared a report (attached) suggesting further enhancements ("*1. For traffic leaving the village and heading southwards, up the hill, we agree with HCC officer that all that is needed is one additional triangular sign ('pedestrians in road') fixed to the existing height restriction pole immediately south of the Village Inn crossroads. This extra sign will have the extra advantage of warning motorists prior to the Kiln Lane exit from the Recreation Ground – just in case children ever run out of there ...2. For traffic coming down the hill (travelling northwards, towards the village) we recommend the following [starting our description from the top of the hill / Halls Hill car park area, facing down towards the village]: A new 'pedestrians in road' warning sign (on a black post) on left hand side of the road immediately north of the South Downs Way / Dean Barn / Halls Hill car park junction: immediately opposite the (recently refurbished) grass triangle finger-post. We think that this would be a better location than that suggested by Ian Janes as it would capture all the traffic (cyclists and vehicles) who might have been using the car park or South Downs Way. A painted SLOW road marking just to the north of (immediately downhill from) the old gated entrance to the old tip site. Another painted SLOW road marking further down (further north) opposite the large wooden gates on the eastern side of the road [alongside a telegraph pole no.3]. Another 'pedestrians in road' sign to be fixed to the 30 mph sign (on left side of road) south of the rail bridge: this would raise awareness immediately prior to where Footpath 10 emerges on this particular downhill route because of the blind corners and potential speeds of cyclists as well as vehicles ... We considered the idea of extending the 30 mph limit all the way to the top of the hill but felt that HCC were unlikely to agree to this (they have quite strict rules) but, also, we'd run the risk of losing its effectiveness nearer to the village which is where we really need it ...*") This recommendation was unanimously **AGREED**. Clerk to write to officer at HCC.

- 15 Electoral Review of East Hampshire: Warding Arrangements** – the parish council has been asked to respond to Local Government Boundary Commission for England consultation. Cllr Jones has prepared a report (attached). Councillors unanimously **AGREED** that the Parish Council feels that the existing grouping of the parishes of Buriton, East Meon and Langrish should continue: retaining the grouping of rural parishes on the immediate southern and western fringes of Petersfield which are all inside the South Downs National Park. Councillors would like to see Buriton included in the ward name. Cllr Jones and O'Donoghue volunteered to draft a response for clerk to send by 14 August.
- 16 Pond car park** – Cllr Jones had prepared a report (attached) to consider measures for improvement due to increased usage. Councillors unanimously **AGREED** that this should be taken forward. Ideas and quotes are to be obtained.
- 17 Other reports**
- Village design statement – latest situation was noted.
 - EHAPTC – reports from meeting have been circulated
 - EHDC / HCC Public Transport (Bus Service) Meeting – report attached
- 18 Dates of other meetings:** Planning training for councillors 16 August 2017.
- 19 Correspondence:** List of correspondence has been sent to members and is attached. Of particular note (and not agenda items) –
- Emails from resident regarding war memorial competition
 - War memorial notification from Historic England of designation Grade II listing
 - Emails from resident and phone call from Planning Policy team SDNPA re Local Green Space nominations for consideration for designation.
 - Update from QECP regarding Halls Hill car parking improvements
 - Phone call from resident regarding funding campaign with Tesco for repairing pot holes on South Downs Way. Who had organised this? Councillors were unaware of the project.
 - Email from resident regarding possible solvent abuse in the woods. Article will appear in Village Magazine.
 - Email from resident regarding overflowing bin in playground. This was received after publication of agenda. Councillors agreed that the bin should be removed as it is in a poor state and unsafe. Usage to be monitored and a decision will be made as to replacement/ position at next meeting
 - Email from Buriton School addressed to the chairman regarding overhanging trees. The chairman is still awaiting the tree survey which is due shortly; this should provide advice about any necessary work.
- 20 Date of next meeting: 25 September 2017**
- 21 To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion regarding request for sale of land west of Manor Lodge, Buriton.** This resolution was proposed by Cllr Johnston, seconded by Cllr White and unanimously **AGREED**.

Public left at 9:25pm

THESE ARE AN ACCURATE ACCOUNT OF THE MINUTES OF THE MEETING

Signed.....T Concannon..... Dated25 September 2017.....

BURITON PARISH COUNCIL

FINANCE AND GENERAL PURPOSES WORKING GROUP

Report for the period 23 May 2017 to 31 July 2017

Bank accounts and financial summary

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

Payments received since last meeting

£390.00 – Buriton Tennis Club annual licence
£2547.40 – playground fundraising events
£363.00 – School meadow
£394.00 – School parking fees

Cheques issued since last meeting

£139.20 – Rialtas Business Solutions Ltd, Alpha software licence 2017/18. As agreed May meeting.
£25.00 - K Crookshank – reimbursement – admin fee applied by insurance company for adding working at home to insurance policy. As agreed May meeting.
£420.00 – Jacobs & Hunt Professional Services – as agreed March meeting.
£100.00 – Amanda Martin Bookkeeping Services – Internal Audit year end 31 March 2017. As agreed May meeting
£48.00 – Meon Valley News advertisement – playground fundraising expense. As agreed May meeting.
£2952.00 – Recreation field grass mowing. Contract agreed March meeting.
£366.00 – K Crookshank – Clerk’s salary May 2017.
£159.60 – Playsafety Limited – RoSPA annual inspections of play area and skatepark.
£111.38 – Idverde Limited – Bin emptying April to June 17 – contract agreed at Jan 17 meeting
£50.70 – K Crookshank – reimbursement (ink cartridges, mobile phone top-up, stamps) – as agreed by Finance & General Purposes working group via email.
£442.80 – K Crookshank – Clerk’s salary June 2017.
£76.60 – HMRC – PAYE K Crookshank April – June 2017
£60.00 – Busy Bee Joinery (loo hire for farm fun day playground fundraising)
£361.30 – K White – farm fun day reimbursement of expenses for farm fun day playground fundraising.

Cheques for issue at 31 July 2017 meeting

£40.00 – APM Computers – repair lap top
£108.00 – HALC – course for chairman (as agreed at May meeting)
£295.40 – K Crookshank – Clerk’s salary July 2017
£43.24 – South East Water (cricket square).

For consideration at 31 July 2017 meeting

GLEAM (Green Lanes Environmental Action Movement) 2017 subscription - £15.00

Removal of authorised signatories – 5 former councillors/employee - from mandates of Buriton Parish Council bank account and Buriton Parish Council Village Hall bank account. This must be agreed by passing a resolution as follows....

It was resolved that the authorised signatories in the current mandate, for the accounts detailed in section 2, be changed in accordance with sections 5 and 6 and the current mandate will continue as amended. I have completed the forms (one for each account) section 2 details the account name and number. Section 5 lists the signatories for removal and section 6 lists any new signatories required. Doug discovered that Karen White is still an authorised signatory and so there are 5 current councillors authorised to sign cheques. Two are required for each cheque.

Clerk's contract. Average hours have been calculated as 6 per week. Salary review due on anniversary of employment which is 1 August 2017.

Dear Resident of Glebe Road,

As I'm sure you are aware there is a housing shortage in this country. As a result, central government have passed down to every council a housing allocation and Buriton is no exception.

Last year the South Downs National Park were seeking land to allocate for building and my land agent, at my request, put forward the piece of land behind your property. A number of alternative plots in different ownership were suggested but the National Park seem to have ruled out the other with the exception of a field at Kiln lane. After a lot of thought, they decided that my field was the most suitable, for several reasons. The plot can only accommodate 8 – 10 houses and cannot be extended to form a much larger development. Also the access and drainage are believed to be acceptable.

I have not considered this lightly. I have lived in this village for 33 years and I care greatly for it. If my land is allocated I intend to promote it myself so I can keep control of the style, type and purpose of housing built, rather than selling it wholesale to a developer.

I am writing to you now as I want to keep you correctly informed so that you are not alarmed by rumours. There is still a long way to go and there will be a number of opportunities for you to express your opinion at each stage of the process. When the National Park have settled on their preferred site it will then go to a Government Planning Inspector for an examination in public.

During my time living in the village, I have often heard it said, "my son or daughter has to move out or can't come back to the village because they can't afford to buy, privately rent or can't get social housing". This I find upsetting as I know some of you have generations of family that have lived in Buriton but because of the cost of housing or lack of social housing you could be the last in your family to do so: I would like to help some of these young people.

If my land is accepted I would like to build housing for people and families who have a connection with Buriton and want to come back, or who are living with their parents and want a home for themselves in the village.

This idea is in its early stages. If things progress I would like to hear your concerns and your thoughts on my project. Your input is very important to me. I will not be able to keep everybody happy all the time but if we can help some young people to stay in the village or older people to come back to the village that will be a worthwhile objective and a marvellous result.

I hope this letter helps to explain my thoughts and I look forward to hearing yours.

Yours Sincerely

Susan Shone

Report to Parish Council: July 2017

Progress with "Plan B for Buriton": Including Village Design Statement, Dark Night Skies etc.

Background

Discussions at Parish Council meetings at the beginning of 2015 led to the explanation and launch of the *Plan B* project at the 2015 Annual Parish Meeting and progress reports have been produced for subsequent Council Meetings.

Responses to all the *Plan B* 'pop-in' events have been circulated to Parish Councillors and the subsequent timetable for the VDS part of the *Plan B* work noted:

- August 2016: consultation at Village Show
- September: produce draft text for new VDS
- October: workshop event with draft text followed by a period for comments / responses
- November: draft VDS text to Parish Council for consideration
- December onwards: 'technical check' by SDNPA officers followed by submission approval by Parish Council Chairman and Vice-Chairman
- Further period of full public consultation to be arranged by SDNPA prior to consideration for adoption as a supplementary planning document.

At the Parish Council meeting in May 2017, progress with the SDNPA public consultation exercise was noted.

Progress and next steps

Since the last report to the Parish Council the *Plan B* team has continued to focus on Dark Skies matters whilst the VDS has been in the hands of SDNPA.

In line with all relevant legislation, the South Downs National Park Authority published the Buriton VDS for public consultation for a period of 6 weeks during April and May 2017 and invited written representations via notices placed around the village, details on relevant websites, copies available for inspection etc. It is understood that about a dozen representations were received and that all were in support of the VDS being adopted by SDNPA. Next steps are still in the hands of SDNPA but formal consideration of the VDS is anticipated soon.

The *Plan B* team is planning to be present at the forthcoming village show again and will be concentrating on the issue of Dark Night Skies.

The community has already shown considerable support for this matter and the National Park's Dark Skies officer, Dan Oakley, has recently reiterated the quality and importance of the dark skies over Buriton:

The skies in Buriton are of intrinsic importance and Buriton is a vital pinch point between the Hampshire dark sky core zone and the majority of the reserve in West Sussex. The pinch point is only a few miles wide but secures the SDNPA to keep a reserve of sufficient continuous size (700 sq km) to qualify for IDA designation. If the pinch point were to deteriorate in sky quality then the reserve would fall below the minimum size and no longer be eligible for IDA status.

Mr Oakley has also noted that Buriton Parish Council is making good progress towards IDA community status: one of only a handful in the country. As part of this process it is felt that the Parish Council could usefully nominate the village Recreation Ground as a 'Dark Sky Discovery Site'. This would become part of a nationwide network of places that provide great views of the skies (not blocked by buildings or trees). These sites are all nominated by local organisations as top local places to see the stars and they can help local businesses (such as pubs) attract additional customers. Landowners (in this case the Parish Council) need to complete and submit a nomination form with supporting documentation and the Parish Council is asked to consider this at this meeting.

At the village show it is hoped to have a display of alternative lighting fixtures (the 'good, bad and the ugly' in terms of dark skies) with leaflets to give out to people to explain why dark skies can be important, what people can do to help and what we should all be able to see in the dark skies above us. A number of laptops, tablets and mobile phones will also be available to demonstrate the range of Star Gazing Apps that are now available etc.

There is already a healthy list of parishioners who have signed up to receive details of local dark skies events and it is hoped to add more to these lists by this presence at the village show so that more events may be arranged during the winter months.

Village hall accounts

1. The accounts for the former Village hall charity have now been closed and the balance is being transferred to the Parish Council accounts. The balance transferred is believed to be £3,567.95. The final amount should be confirmed in the July bank statement when received.
2. The Village hall manager, Terry Doubleday, has been monitoring income and expenditure for the Village hall committee and has produced a consolidated statement of income and expenditure since April, which is attached. We are aware of some overpayments which occurred during the transition of responsibility from the charity to the Parish Council and these are being rectified.
3. The balance on the Village hall accounts in the June bank statement was £3,363. This includes the temporary 'loan' from the PC of £3,000 but excludes the balance being transferred from the charity which had not been received then. The village hall committee is concerned that hall income has NOT been covering the hall costs over the last few months. However, we are aware that we have had expenditure on some large items, including the essential health and safety work to minimise the legionella risk and a large winter gas bill, together with the overpayments referred to above. These items account for £1,760 of the recent expenditure.
4. Nevertheless, the Village hall sub committee is mindful that the PC agreed in September, 2016 that the village hall should cover its costs and make surplus funds to be set aside for future maintenance. With this in mind, until the overall picture of income and expenditure for the hall becomes clear, we are taking the following action:
 - the Village hall manager is preparing a budget and financial forecast for the hall (as well as maintaining the accounts); we aim to bring a more detailed budget and forecast to the September meeting.
 - we are trying to ensure we don't authorise or inadvertently incur any non-essential expenditure;
 - we are rectifying the overpayments made during the transition from the charity;
 - we are commissioning a free energy audit for advice on how to save energy costs;
 - we are reviewing fees and charges and will bring a report on proposals to the September PC meeting;
 - we would ask that the loan from the PC is not yet repaid - but we will review this position at the September PC meeting.

Councillors are asked to support these actions.

Fees and Charges

5. We are currently reviewing hall hire rates for similar halls in the local area. This has highlighted that our rates are very competitive but are low compared to the market. Our work so far has also highlighted that some village halls have differing rates for hall hire, such as higher rates for weekends, as well as preferential rates for local organisations. We are planning to bring recommendations for hire charges for

casual users to the September meeting and are likely to suggest a slightly enhanced rate for weekend use. We would like to discuss any possible proposals for our regular hirers with them before asking the Parish Council to approve any changes.

Maintenance and health and safety issues

6. The only essential repair and maintenance item currently needed is the repair of a leaky tap in the kitchen. This is estimated to cost £50. The Parish Council is asked to agree this expenditure.

7. The hall manager is carrying out the regular water temperature checks and is preparing a risk assessment for the hall. He has restocked the First Aid kit. He is keeping the maintenance schedule under review.

The changing rooms

8. Tim Crew will update on the latest position at the meeting.

Other matters

9. The recent annual leave of the hall manager threw up some interesting issues in respect of arrangements for cover while the manager is away. As a result, there will be a handover 'bag' (with keys, phone, charger, diary etc) given to the committee member(s) nominated to cover in his absence, and all committee members will be inducted in hall operational matters!

10. The hall manager has reviewed the cleaning schedule for the hall with Darren Francis. The provision of a defibrillator for the hall; the provision of wifi and a phone; and improved external lighting for the hall are all on our action list. However, we are mindful of the need to curb non-essential expenditure at present, as set out above, and are giving priority to the work on income and expenditure.

Daphne Gardner,

Chairman, Village hall sub committee.

Report about potential new Right of Way Buriton Parish Council: 31 July 2017

Background

On 16th June 2017 the Parish Clerk received a consultation letter from Hampshire County Council's Countryside Access Team and a map (both of which accompany this report) in respect of an application for a "Definitive Map Modification Order to record a public footpath between Greenway Lane and Hundry Copse, Parish of Buriton".

The application is believed to have been made by a parishioner some years ago but, due to a backlog, it has only recently been possible for HCC to commence investigation and consideration.

The HCC letter explains that the application is based on user evidence which the applicant believes demonstrates that the public have acquired a right of way. "If, on a balance of probability, the evidence shows that public rights have been acquired, and providing that they have not subsequently been extinguished by legal order, then the County Council is obliged to record those rights on the definitive map."

The Parish Council was asked to provide any evidence or make any comments by 13th July 2017 but the Parish Clerk has negotiated an extension of the deadline so that the matter can be discussed at the Parish Council Meeting on 31st July.

For consideration and decision

Members of the Parish Council's Rights of Way Committee have considered the matter and circulated their thoughts to all Parish Councillors on 22nd June:

- The RoW Committee felt that, unless there were any clear or convincing reasons against this proposal, the Parish Council should support the application.
- It was felt that, on general principles, the route could be a useful addition to the RoW network, perhaps avoiding the need to walk along Greenway Lane for some users.
- It was recognised that the route would need to use part of Kiln Lane – but not the steepest, most dangerous parts – to get to / from the village centre.

Members of the Committee also noted that Cllr Johnston had declared an interest in this matter and had taken no part in the Committee's deliberations.

The thoughts of the Rights of Way Committee now come before the full Parish Council so that a decision can be made and so that a response to the consultation can be submitted to HCC's Countryside Access Team.

Road safety on Kiln Lane

Report to Parish Council Meeting: 31 July 2017

Background

The perceived hazards for pedestrians using Kiln Lane were noted at the Parish Council's meeting in January 2017 in connection with the closure of the footpath across the railway line, the volumes of traffic using Kiln Lane and the speed of cyclists and vehicles descending down the hill around the blind bends etc. It was agreed that the matter should be raised with County Councillor Ken Moon for the Highway Authority.

With no responses having been received to correspondence of 5th February or 28th February, Councillor Mocatta agreed to take this up on our behalf following further discussion at the Parish Council meeting in May.

It had been noted that:

- some children use Kiln Lane to get to school every day
- other parishioners most affected by the closure of the railway crossing are people living in Glebe Road / Sumner Road walking into the Country Park (for whom walking via the village pond may be felt to be a long detour)
- the Walking for Health Group use parts of Kiln Lane on some of their walks to gain access to other footpaths (into the Hundry, into the QECP, onto South Downs Way etc)
- the matter is not, however, solely about parishioners: cyclists often walk up the hill and some people on the South Downs Way may drop down into the village via Kiln Lane and the Parish Council should have some regard for their safety.
- Cyclists speeding down the hill (silently) can be part of the problem and alerting them to potential pedestrians in the road may be no bad thing for their own safety ...

Councillor Mocatta received the following reply from HCC's traffic management officers which was circulated to all Parish Councillors on 14th June:

- As part of the recent reduction in the County Council's traffic management (TM) service, priority for TM measures is primarily being given to those sites where there are existing injury accident problems in terms of numbers of accidents, accident severity, common contributory factors and identifiable patterns. Such problems do not exist on this occasion.
- However, priority may also be given to sites where injury accidents may not be occurring, but where there is evidence of other safety-related problems. In this instance, I share your concerns about the change of circumstances which has led to larger numbers of pedestrians using Kiln Lane taking into account the width & alignment of this road and, particularly travelling down hill, the potential for higher vehicle speeds.
- Having visited the site, new pedestrians in road warning signs, accompanied by distance sub-plates, could be provided. Towards the southern end of Kiln Lane (to the south of the junction with the South Downs Way), the suggested signing could be mounted on a new black sign post (in keeping with existing sign posts in the Buriton area) and accompanied by a SLOW road marking. Towards the northern end of Kiln Lane (to the south of the junction with Greenway Lane/High Street/Petersfield Road), the suggested signing could be combined with existing height restriction signing to negate the need for an additional sign post.
- If you and Buriton Parish Council are happy with these suggestions, please let me know and I will arrange for their implementation – based on previous dealings with Buriton Parish Council, I am aware that they are keen to avoid unnecessary traffic sign/road marking clutter in the Parish.

Suggestions for a response to HCC

Councillors Johnston and Jones visited the site on 17th June and circulated their ideas to all Parish Councillors later the same day.

They felt that HCC's proposals could be improved slightly (for the benefit of pedestrians, cyclists and motorists) and suggested the following package of measures:

1. For traffic leaving the village and heading southwards, up the hill, we agree with Ian Janes that all that is needed is one additional triangular sign ('pedestrians in road') fixed to the existing height restriction pole immediately south of the Village Inn crossroads. This extra sign will have the extra advantage of warning motorists prior to the Kiln Lane exit from the Recreation Ground – just in case children ever run out of there

...

2. For traffic coming down the hill (travelling northwards, towards the village) we recommend the following [starting our description from the top of the hill / Halls Hill car park area, facing down towards the village]:

- *A new 'pedestrians in road' warning sign (on a black post) on left hand side of the road immediately north of the South Downs Way / Dean Barn / Halls Hill car park junction: immediately opposite the (recently refurbished) grass triangle finger-post. We think that this would be a better location than that suggested by Ian Janes as it would capture all the traffic (cyclists and vehicles) who might have been using the car park or South Downs Way*
- *A painted SLOW road marking just to the north of (immediately downhill from) the old gated entrance to the old tip site*
- *Another painted SLOW road marking further down (further north) opposite the large wooden gates on the eastern side of the road [alongside a telegraph pole no.3]*
- *Another 'pedestrians in road' sign to be fixed to the 30 mph sign (on left side of road) south of the rail bridge: this would raise awareness immediately prior to where Footpath 10 emerges (blindly) onto Kiln Lane (another bonus...)*

We think that these extra warnings are merited on this particular downhill route because of the blind corners and potential speeds of cyclists as well as vehicles ...

We considered the idea of extending the 30 mph limit all the way to the top of the hill but felt that HCC were unlikely to agree to this (they have quite strict rules) but, also, we'd run the risk of losing its effectiveness nearer to the village which is where we really need it ...

Decision to be taken

HCC has been informed that the Parish Council cannot respond on this matter until it has been discussed in a Parish Council meeting.

This matter of road safety has now been under consideration since January 2017 and it is suggested that a response is sent to HCC drawing upon the suggestions outlined above, with a request that implementation be arranged.

Review of EHDC's Internal Ward Boundaries

Report to Buriton Parish Council: 31st July 2017

Introduction

Information about this 'Electoral Review of the Warding Arrangements for East Hampshire' were first noted at the Parish Council Meeting on 27th March 2017 and, at the meeting on 22nd May, it was noted that the first consultation period had been delayed because of the 'purdah' period in the run-up to the General Election.

Views of Parish Councils, and others, are now being sought in an initial consultation period which now runs from 13 June to 14 August. Further details of the review can be found on the LGBCE website [here](#)

What is the Boundary Review?

The review is being undertaken by the Local Government Boundary Commission for England (LGBCE) and is focusing on the internal ward boundaries of East Hampshire District Council.

The review is currently in its early stages with final recommendations anticipated in February 2018 and new electoral arrangements coming into effect at the local elections in 2019.

The LGBCE has the following main objectives:

- to provide electoral arrangements for English principal local authorities that are fair and deliver electoral equality for voters
- to keep the map of English local government in good repair and work with principal local authorities to help them deliver effective and convenient local government to citizens.

This review has been triggered by:

- (a) the length of time since the last review (in 2000 , taking effect in 2003) and
- (b) the growing disparity of "electoral equality" within the East Hampshire district (17 of the council's 38 wards now contain an electoral population with a variance of greater than 10% from the average).

The review will consider the number and boundaries of the district's wards based on population projections for 2023. It will not consider:

- the district's external boundary
- parish or parish-ward boundaries (except those parish internal ward boundaries that match district ward boundaries)
- creating or abolishing parishes
- county or county-division boundaries, or
- parliamentary constituency boundaries.

The review will also consider the total number of district councillors, the number of councillors per ward and the names of wards. LGBCE has no fixed 'ideal' number of electors per councillor (currently 1,989 per councillor in EHDC; with 44 Councillors).

The external boundaries of Parish Councils will not be changed but there is a possibility that some internal ward boundaries within parishes may change to match new district ward changes.

Issues for Parish and Town Councils

LGBCE will try to make parishes the building blocks of future district wards and so it is unlikely that many parishes that are not already split between district wards today will be so in the future. But Parish Councils will have the opportunity to argue for this solution if they so wish.

Most Parish / Town Councils are likely to be interested in one of two main issues:

- for Councils with internal wards (eg. Alton, Horndean, Petersfield and Whitehill) it is possible that internal ward boundaries may be adjusted to match any new district ward boundaries
- for Councils that are currently grouped with others in a wider District Council Ward, it is possible that the 'grouping' (with other Parish Councils) could change.

When working towards its recommendations, the Commission will attempt to recognise local identity, physical barriers and administrative convenience. Parish Councils may wish to draw attention to these sort of issues at the local level.

Parish Councils may also have views on the names of wards.

Opportunities to take part in the Review

LGBCE has explained that the Review is a completely open process with opportunities for individual members of the public and organisations to take part.

LGBCE can provide Councils with posters so that the Review can be more widely promoted. There will also be coverage in the local media.

The first period of consultation is now running (from 13 June to 14 August) and is an open consultation seeking suggestions for future warding patterns. Individual Parish Councils would not necessarily be expected to submit suggestions which cover the entire district but anyone submitting any suggestions or comments is encouraged to explain the rationale / reasoning behind their views along with any evidence to support the argument. Views are to be sent to: reviews@lgbce.org.uk.

There will be a second period of consultation later in the year which will include LGBCE's draft recommendations. Here again, anyone will be able to submit evidence about how the recommendations would impact their communities, about how the proposed warding pattern reflect community identity and about potential ward names etc. If Parish Councils are happy with the emerging recommendations, they are encouraged to respond to the consultation to say so (in case any amendments elsewhere might potentially have 'knock on' effects). If people are not happy, they are encouraged to put forward an alternative arrangement (with evidence), not just register an objection.

Other information

The LGBCE's website (www.lgbce.org.uk) provides more information and advice – including the technical guidance that explains the process and policies as well as guidance on how to take part. The site provides interactive maps of the current ward boundaries across the district on a

specialist consultation portal (<https://consultation.lgbce.org.uk>) which allows people to draw their own boundaries, mark areas of interest on the map and upload documents directly to the site.

Current wards and variance from district average of 1,989 electors per councillor:

Alton Amery -10%
Alton Ashdell -4%
Alton Eastbrooke -1%
Alton Westbrooke **+11%**
Alton Whitedown **+17%**
Alton Wooteys **-15%**
Binsted & Bentley **+15%**
Bramshott & Liphook **+11%**
Clanfield & Finchdean +8%
Downland +2%
East Meon **-11%**
Four Marks & Medstead **+28%**
Froxfield & Steep -4%
Grayshott -6%
The Hangers & Forest -7%
Headley +10%
Holybourne & Froyle **+24%**
Horndean Catherington & Lovedean -7%
Horndean Downs -4%
Horndean Hazleton & Blendworth +4%
Horndean Kings **+19%**
Horndean Murray -5%
Lindford +3%
Liss -7%
Petersfield Bell Hill **-11%**
Petersfield Causeway -3%
Petersfield Heath **-21%**
Petersfield Rother -4%
Petersfield St Mary's +1%
Petersfield St Peter's -8%
Ropley & Tisted **-11%**
Rowlands Castle +7%
Selborne -9%
Whitehill Chase **-17%**
Whitehill Deadwater **-12%**
Whitehill Hogmoor **-17%**
Whitehill Pinewood **-11%**
Whitehill Walldown **-16%**

Buriton Village Pond Car Park Report to Parish Council: 31 July 2017

Introduction

In recent months planning permission has been granted for a number of extra dwellings to the rear (east) of the church, all to be accessed through the community car park alongside the village pond.

The consequences of these planning permissions (all of which attracted objections from EHDC, the Parish Council and others) are that traffic for 6 dwellings may now use the car park as part of a through route: 3 dwellings in Monks walk, 1 dwelling in a conversion of the old cartshed / garages block, 1 dwelling in an enlarged Old Spot Cottage and access to the north of the Manor House via the new track through the paddock areas.

This will, inevitably, bring about a significant increase in domestic traffic (including household deliveries etc) at any times of day.

The Parish Council has repeatedly pointed this out to the Planning Authority but it seems as though the responsibility for managing any adverse consequences of this extra traffic (and trying to keep the area safe for visitors to the pond, walkers using FP1 etc) may now rest with the Parish Council.

Some ideas had been developed by the Parish Council, with help from HCC, during 2016 (in case it proved possible to get funding as part of any grant of planning permission) and these were discussed briefly at the Parish Council Meeting in May 2017 when it was decided to liaise with EHDC officers again before discussing next steps.

Background

Relevant meetings, decisions etc are as follows:

- The matter was considered at the Parish Council meeting in March 2016 where some initial ideas produced by parishioners were discussed and it was agreed that advice should be sought from the County Council's Highways Department
- A meeting was held with HCC Highways Engineers on 19th April which advised against some of the parishioners' suggestions but produced a potential package of suitable measures
- These measures were circulated to Parish Councillors on 21st April and displayed for public comment on the Parish Council's table at the Plan B workshop later in the month
- Feedback was generally positive and was reported to the Parish Council meeting in May
- An estimate of costs was received on 1st June and circulated to all councillors: totalling to £2,780 (exc VAT)
- It was helpful to have this estimate of costs as part of the planning process, but requests from the Parish Council (supported by EHDC) for a contribution from the developer were unsuccessful
- In October 2016, when some of the edging logs in the car park needed to be re-pegged, the opportunity was taken to implement one small part of the package of measures.

With planning permissions now granted and with some parishioners reporting that construction traffic has already been entering and exiting the site through the popular car park, it is probably timely to discuss this matter again.

EHDC officers have also been uneasy about the volumes, types and speeds of vehicles likely to pass through the car park and had indicated that they might be willing to work with the Parish Council to design and implement appropriate measures.

Potential measures

The potential package of measures resulting from the HCC advice in 2016 is as follows:

- Adjusting the shape of the entrance to the car park from the High Street by moving the first two logs on the western side slightly to the east (a couple of metres) [*implemented in October 2016*]

- Re-shaping (curving) and narrowing the track beyond the car park to 3.5m with a central planted grass strip and more logs pegged along the sides – all to make the current (wide) track feel less of a motorway whilst retaining sufficient width for agricultural access to fields etc (and the curvature should help vehicles avoid the corner of the churchyard wall)
- Installing a pair of oak posts (perhaps 1m high) to mark the entrance to the track from the car park (alongside logs as today) – something else to be negotiated with care ...
- Leaving all the pot-holes in this track – felt to be the best sort of speed bumps!
- Perhaps including one concrete drainage channel across the southern part of the track to enable water which pools by the churchyard wall to drain away to the west (the concrete channel could also act as a miniature speed bump and reduce traffic speeds)
- Installing another wooden oak post (or concrete ‘sugar loaf’ cone) at the corner with the churchyard wall so as to protect the wall from damage.

It was felt that none of these ideas would adversely affect parking arrangements in the car park, but all could help check speeds / help with safety.

HCC also advised that, as long as the Parish Council inspected the surface of the car park and track annually and confirmed that there are no sharp edges which might damage tyres, then all should be well – insurance cover should pay any claims as long as the PC had not been negligent ... The track would look more like a separate vehicular track than at present and walkers would have more space off the track and so should not need to walk along the track with any attendant risk of twisting ankles etc due to any pot-holes or uneven surfacing.

The schematic sketch of these arrangements, circulated to all Councillors on 21st April 2016, is attached to this report.

Next steps

With some parishioners reporting that construction traffic has already been travelling through the car park to enter and exit the site, and with a number of the properties already being advertised for sale, it is probably timely to discuss this matter again and agree any next steps.

Since the May meeting of the Parish Council, officers at EHDC have been asked for any further advice or comments but an initial response suggested that they are likely to want to confine their interests to the land that they own (the pond itself and immediate surrounds). On a positive note, they have explained that they are looking at a bi annual maintenance review/H&S visit for the pond and to undertake regular works to ensure that it is kept in good repair and looking attractive.

In the circumstances the Parish Council may now need to discuss the 2016 package of measures again and consider seeking quotations from contractors who would be capable of undertaking the work.

Feedback from the County Council's 'Passenger Transport Update' Meeting (2017)

Maggie and I attended HCC's 'Passenger Transport Update' which was held at EHDC's offices on 28th June. Councillor Mocatta also attended.

There were three presentations: one from the Stagecoach Operations Director and two from HCC staff.

What we learnt:

- 87% of bus services in Hampshire are run commercially by the operators – but the Buriton bus service (94) is one of the other 13% which is only provided thanks to a subsidy from HCC
- There are no imminent plans to make any changes to the Buriton bus service
- Any on-bus surveys (as reported recently by Sylvie) are just part of the normal monitoring that takes place during the duration of a contract
- Passenger data is provided by the bus company (just total numbers of passengers by journey) and the on-board sample surveys help to amplify with details of where people get on and off
- All Concessionary Pass travellers are counted in all the data – those figures also help the bus operators get their money back from HCC/Government
- The Buriton Bus service (operated by WheelDrive) is on a four-year contract which expires around the end of next year (5th January 2019)
- There is then an option to extend that contract for up to two years without the need for all the effort of a full re-tendering exercise
- When the time comes to consider extending or renewing contracts, HCC will have regard to the number of passengers (total passenger journeys) and the net cost to the County Council (costs put forward by the operator minus revenue taken on the service)
- At present HCC use a benchmark of £1.67 per passenger journey as their cut-off for value for money: any service which would cost more than that per passenger is not subsidised
- So, for example, if there are about 20,000 passenger journeys on a bus service in a year and the net cost of providing the service is £40,000, the cost per passenger journey (£2) would be above the benchmark and HCC would be unwilling to subsidise it
- However, due to Government cut-backs, HCC is faced with making £140m savings by April 2019 and so, almost inevitably, the benchmark figure of £1.67 is likely to rise
- The Stagecoach service 37 which stops at the Greenway Lane roundabout every hour (Mon-Sat) linking to / from Petersfield and Havant (via Clanfield, Horndean and Waterlooville) is a commercial service operated by Stagecoach
- A couple of years ago this service diverted into the village at weekends during the summer but it is unclear whether this is planned for the future
- Hampshire County Council and Stagecoach are both seen as leaders in their fields, looking to provide as many bus services as they can and making the most of new technologies to make things easier, more attractive and more efficient for passengers and staff
- Part of the County Council's website provides public transport information (and opportunities to report problems etc): <https://www.hants.gov.uk/transport/trafficandtravel>
- And the Traveline website is now very good at helping with planning journeys by public transport anywhere in the country: <http://www.travelinesoutheast.org.uk/>
- We also learnt that, from next term, Alton College will be starting an hour later and so the relevant bus timetables will change and later buses may be busy with students ...

Some implications for the community:

If the community wishes to see the regular 94 bus service continue into 2019 and beyond then we may need to do everything that we can to (a) encourage more people to use the service (particularly on the less-busy journey times) and (b) help the operator keep costs down.

DJ