



Minutes of a meeting of Buriton Parish Council held in the Village Hall, Buriton, at 7:00pm on Monday 25th November 2019

Present: Cllr D Jones (Chair), Cllr L Ashcroft, Cllr A Bray, Cllr H Coates, Cllr T Crew, Cllr M Johnston, Cllr M Marriott, Cllr S Rossiter, Cllr S Stevens, County and District Cllr R Mocatta and Mrs P Norris (Parish Clerk).

In attendance: 2 members of the public.

1. Apologies for absence

There were no apologies for absence received.

2. Declarations of Interest

Declaration of interest from Cllr Jones and County and District Cllr Mocatta – as a Member of the South Downs National Park Authority, the Local Planning Authority for the area, I wish to make it clear that any views which I express today are based on information before me at this meeting and might change in the light of further information and/or debate at National Park 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 if it should come before me at the National Park for decision. Cllr Jones also declared that he is also a member of the South Downs Local Access Forum: a body which advises Hampshire County Council, SDNPA and others about their decisions in relation to Rights of Way and about making improvements to public access for outdoor recreation and sustainable travel. It is purely advisory and has no decision-making powers.

3. To approve minutes from BPC meetings held on 30th September 2019.

The minutes were approved as a correct record of the meeting and the Chairman would sign a copy for the Council's Minutes Books. **Action:** Chairman to sign

4. Matters arising from the minutes of the meeting held on 30th September 2019.

- *Pond Green Bridge* – Cllr Marriott has contacted the designer of the bridge, Matthew Melton, who is happy with the proposed works. The only cost will be the materials as the community will carry out the work. The materials are approximately £250 with the work likely to be completed in the Spring, once the water level has gone down. This proposal was approved.
- *Blocked drain in Weston* – A parishioner stated that the drain was still blocked; Cllr Mocatta will report this matter.
- *Road surface outside Village Inn* – Hampshire County Council (HCC) have this matter in hand.
- *Insurance Claim* – the Clerk has chased the claim with Came & Company, the payment had not been made but will be paid shortly.

Trees:

- Work to trees in vicinity of School Meadow undertaken, the oak tree work is still planned for December.
- The crown lifting to the trees in the High Street has been undertaken by HCC. Work to tree in Kiln Lane also undertaken,



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- Trees on the recreation ground, a photo has been sent to Network Rail but no further response has been received.
- No more information received from the Tennis Club about timescale for table tennis table.
- The opportunity to host EHDC's "Let's Talk" initiative (at the Xmas market on 7th December 2019) was not convenient for EHDC.

5. Dottie Tots Nursery – Karen Burrows

Karen sent her apologies.

6. County and District Councillor's Reports

County and District Councillor Mocatta informed the council that:

- Waste Collection – there have been no reported issues with the collection in Buriton, the change over to the new contractor has gone well across the district.
- Climate Change – East Hampshire District Council (EHDC) plan will be implemented in December/January. The grants that EHDC Councillors' are able to award are likely to be to climate change initiatives from April. Cllr Mocatta has £4,500 available for his parishes.
- HCC will be consulting on recycling.
- SDNPA has sent out information about the process and details of successful projects for CIL grants.

7. Finance and Accounts

- Councillors received and approved the Receipts and Payments report to 31st October 2019, which the Chair signed off. It would appear that we are waiting for the second payment of the year for the school parking fees, Clerk to chase. Also Clerk to check when we expect to receive the wayleave payment from Southern Electric. **Action: Clerk**
- Councillors received and reviewed the performance against budget. Clerk to send donation to Royal British Legion for £100. **Action: Clerk**
- Councillors approved the summary of reserves.
- All actions from the external audit have been completed.
- Councillors approved the budget (including figures for the Village Hall) and the precept of £19,900 for 2020/21. Clerk to complete the necessary paperwork for notifying EHDC of the precept. **Action: Clerk.**
- It was noted that some expenditure would come from reserves or grant funding (car park, phone box, playground and laptop)
- Payroll – Councillors agreed that the payroll work will move from Wallis White & Co to Ladywell Accountancy Services who will undertake the work at a cost of £123pa commencing 1st January 2020. **Action: Clerk to notify both companies.**
- Councillors agreed that the signatories for both the Buriton Parish Council and the village hall bank accounts be reviewed.

OPEN FORUM

A parishioner informed councillors that a hole in a footpath was still there and is considered a danger. Cllr Mocatta agreed to chase the Countryside Team at HCC.

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A parishioner asked if the firework event had made a profit; as this was not an event organised by Buriton Parish Council the question could not be answered.

Cllr Mocatta left the meeting at 7.45pm.

8. Planning

Cllr Johnston presented the minutes from the Planning Committee, attached to these minutes.

- Monks Walk – Wilson Hill has said that the information provided by the Parish Council relating to the development will be sent to Mr Camping and not to the prospective owners. There is a possibility that a management company will be formed which may mean that the licence for the bins may be with them rather than the owners. Some of the properties in Monks Walk may be occupied. Cllrs Johnston and Jones had recently met with the new owner of the Cartshed.
- Councillors discussed the position of the bins when put out for collections from the houses in Monks Walk; it was decided to add them to the existing location of the bins put out by others in the vicinity. It was agreed that letters be written to each of the owners welcoming them to the village and informing them of the charge and the location of where they can place their bins for collection. **Action: Cllr Johnston.**
- Planning application: SDNP/19/05415/TCA; 21 High Street – fell cherry tree. After discussion it was agreed that Buriton Parish Council has no objection to the removal of the Cherry Tree. However, in the light of support for reducing the effects of climate change, we would ask that consideration be given to replacing with a suitable sized tree / shrub or planting elsewhere.
- Councillors agreed to add an agenda item for the January meeting re: tree planting in the recreation ground. **Action: Clerk.**

9. Village Hall and Recreation Report

The Chair presented a report on behalf of the Village Hall and Recreation Committee, a copy of which is attached to the minutes.

- There was no meeting during November of the committee but the next one is on 9th December 2019.
- It was noted that there are no bad debtors.
- Dottie Tots Nursery is not growing as much as expected. Cllr Jones has met with Karen Burrows to discuss the nursery. Following discussion councillors agreed to freeze the hourly rate at £6.50 until March 2020 when the matter will be reviewed again. Cllr Rossiter agreed that she would offer assistance to promote the nursery. It was also noted that there was no notice period included in the agreement, this matter will be addressed at the next Village Hall committee.
- Councillors agreed to spend £242 for a new CD player and £160 for the fire alarm call points.
- Quotes for new doors and windows will be obtained in this financial year with a view to undertake some work during 2020/21.
- There are two more mowings of the recreation ground for this financial year, one soon and the other in March 2020.
- **Purchase/Renting of Land** – The request from a parishioner to either purchase or rent land from the Parish Council was discussed by councillors. It was pointed out that HCC currently lease some of this land which is subject to a formal agreement which is still valid. There are also issues around the cutting line for the mowers if

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the sale or rent was granted. It could have an effect on playing games of football and cricket in the future. Councillors agreed that the Parish Council would not sale or rent the land but would be willing to reconsider in the future with submitted possible plans. **Action: Clerk to write a letter to the parishioner for Cllrs Jones and Johnston to approve.**

- **Car park** – a quote has been received for the initial schedule of works for £19,200 + VAT. Councillors discussed the level of works that are required. It was agreed that the matter be delegated to a sub group of Cllrs Crew and Marriott to obtain further quotes. It was agreed to send a letter to the SDNPA to explain the delay. **Action: Cllr Jones.**

10. Rights of Way Report

Cllr Jones gave an update on rights of way:

- BOAT 19 – there has been no news of the appeal.
- There have been no issues relating to Rights of Way.
- HCC are consulting on grass cutting on our rights of way which the Rights of Way Committee will look at.

11. Commemorative Bench Update.

Cllr Johnston gave an update on the Commemorative Bench.

- There are currently pledges totalling £21,700 for the Commemorative Bench against an estimate of £28,000. The quotes are currently being reviewed as the ones provided for the groundworks and from Chichester Stone have some overlaps, it is expected that the quotes will be reduced to a total of £24,600. The cost of the bench is approximately £19,000. A 50% deposit is required. Councillors agreed for the order for the work to be placed. The Parish Council has committed £3,000 and will also pay for the cost of cleaning the War Memorial in time for the 75th anniversary of VE day (to be arranged by the working group).
- Councillors gave permission for the privet hedge behind the War Memorial to be removed which needs to be completed before the birds start nesting.
- Permission may be needed from the War Graves Commission to clean the War Memorial. Cllr Johnston will draft a letter. **Action: Cllr Johnston.**
- The project is on schedule and it is expected to be ready by 20th June 2020 which is the 100th anniversary of the War Memorial. Work will not start, however, until after the 75th anniversary of VE day in May 2020.

12. VE day update

Cllr Jones presented a report on the proposed events for VE & VJ days, a copy of which is attached to these minutes. A working group of parishioners has been formed and an initial meeting has been held.

13. Work for the Lengthsman

- The latest invoice has been circulated, Councillors are happy with the work carried out within Buriton. It is noted that there are limited funds remaining.
- There are still issues with the drains in Kiln Lane and the High Street. One of the causes of the problems is that the run-offs at the top of Kiln Lane opposite Halls Hill Car Park are continuously blocking causing the debris to come down the hill and into the village drains. It was agreed that the Clerk email Cllr Mocatta to request that these be regularly maintained. **Action: Clerk.**

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- It was agreed that the painting of the skateboard ramp be on next year's work.

14. Correspondence

- Replies to letters sent to Wilson Hill – matter on-going
- Response from HCC re trees – some work has been carried out
- Homestart Butser & St Mary's Church thanking the Parish Council for donations
- SDNPA informing us of the Partnership Management Plan
- Letter re the grass in the recreation ground – due to adverse weather the cut was late
- Letter from SDNPA relating to Monks Walk – matter on-going
- Request from Openreach re phone line to Monks Walk – **Action: Clerk** to chase.
- Abandoned vehicles in Glebe Road and Sumner Road had been reported to EHDC and there had been some progress.

15. Dates for meetings 2020

Councillors agreed the dates for the Parish Council meetings for 2020 - 27th January, 30th March, 18th May (to include APM), 27th July, 28th September & 30th November.

16. Date of next meeting

- The next meeting of Buriton Parish Council is at 7:00pm on Monday 27th January 2020 at Buriton Village Hall.

At the conclusion of business the meeting ended at 9.15pm

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Planning Report for meeting on the 25/11/19

- **Update on any key current planning matters**

SDNP/18/03797/DCND: Butser Hill Lime Works Ltd, Butser Hill, Buriton, GU31 5SP. Awaiting response to English Heritage conservation application.

SDNP/18/03611/FUL: Stanbridge Farm, GU31 5RB: Change of use from Agricultural to mixed use with Seasonal Glamping, May to September. Decision pending

SDNP/19/01073HOUS and SDNP/19/01704/LIS: Replacement of uPVC windows with wooden framed windows at Dairy Cottage. Application Approved

SDNP/19/03197/OHL: New electricity pole in Weston and routing of cables underground. Decision pending

SDNP/19/04416/HOUS: Nursted Lodge – replacement of conservatory Application Approved

SDNP/19/04527/HOUS – first floor rear extension, replacement of all PVCu windows with double glazed timber framed windows at 28 High Street, Buriton, GU31 5RX. Application Approved

SDNP/19/04753/FUL – Sports Hall extension and re provision of hard play area at Ditcham Park School, Sunwood Lane, Buriton, GU31 5RN. Application in Progress

Discharge of Conditions at Monks Walk & cart-shed garages, Buriton Manor.

A reply from Stella New at SDNPA (dated 11 October) was considered and the following points agreed:

- To thank Ms New for her reply but to point out that the Parish Council still has no way of making contact with the applicant to follow up any of the issues raised
- To note that bespoke low transmittance glazing is due to be fitted into the cart-shed garages building (rather than reliance on sticky film)
- It was questioned whether any previous external lighting at Monks Walk had been fed from within the building – or whether temporary wiring had been placed on the outside of the building for the limited wedding uses. Old photographs may prove this point. Ms New's letter stated that the applicant had said that new covers were now in place because existing external lighting had been removed
- To note the SDNPA suggestion that the Parish Council might wish to consider requiring the relevant parties (the new owners of Monks Walk and the cart-shed garages) "to prepare and submit a binding covenant for agreement by the Parish Council prior to any bins being allowed to be placed in the collection point, ensuring that future occupants will take out / put away bins in a timely manner." To put this suggestion to the main Parish Council
- To reiterate to Wilson Hill that points made in the Council's letter of 4th October (about collection arrangements for refuse bins and the annual charge on all four

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properties to use Parish Council land) should be drawn to the attention of any / all prospective purchasers

- To note that Mr Camping's Unilateral Undertaking had been dated 25th July and so the required drainage works are due to be completed by 25 January 2020 – and to note the potential consequences, by legal action, for him or any of the purchasers thereafter
- To send another letter to Wilson Hill to make sure that the Agents are aware of this statement by SDNPA
- To forward the information about the drainage situation (including attachments received from SDNPA) to residents in the Manor courtyard via Mr Figgis.

At the last meeting the above points were raised and have subsequently been actioned. Wilson Hill have responded to their letter informing us that they have forwarded the information to their client (Bob Camping) but would not inform individual purchasers of this information.

We have asked enforcement officers to investigate the forestry operations in the Ditcham area which appear to require planning permission because of engineering operations: investigation in progress

In addition a meeting was held between the Church representative, Richard Marks, Albert Moore the new owner of the Cart Sheds, his Architect, Councillor Jones and Councillor Johnston regarding the pre app currently lodged with SDNP planners. The plans that the new owner was hoping to get approved which involve extra roof lights and a second floor were discussed in some detail as well as access for the conversion of the Cart Sheds. The second floor would not result in an increase of height to the building and would utilise existing second floor loft space. The meeting was constructive and we await their full planning application so as to be able to fully comment. (It should be noted that this meeting was at the instigation of the PCC, the Parish Council does not normally get involved in Pre-Apps.)

The subject of an agreement for putting out bins on collection day on Parish Council land was raised and as we note that one of the Monks Walk dwellings is already occupied this agreement will need drawing up as a matter of urgency.

Master Plan at Ditcham Park School

Councillor Jones, Councillor Johnston and Councillor Mocatta met with the Headmaster and Bursar at Ditcham School to discuss their future ideas and plans for the school buildings. This was instigated by the Bursar as a result of our latest comments for the School sports hall extension. It was a useful meeting and we were shown various plans which gave an idea of the potential new projects planned for the school. They are currently planning to remain at 400 maximum pupil numbers but wish to expand their Arts and Drama space as well as improve the 'look' of their older '60s' style buildings. The school is very aware of the issues of light spillage and we await future applications with interest.

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Forestry activity in the Ditcham area

We have asked enforcement officers to investigate the forestry operations in the Ditcham area which appear to require planning permission because of engineering operations: investigation in progress

Maggie Johnston

21/11/19

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REPORT TO BURITON PARISH COUNCIL 25 NOVEMBER 2019 - BURITON VILLAGE HALL

1. Financial matters

The Village Hall Committee met on 14th October to consider budget estimates for 2020/21 and is meeting again on Monday 9th December to review the latest financial position for 2019/20.

At the time of writing there are no bad debtors and any late payments are being chased.

NatWest Bank appear to have resolved the problems with our Bank Statements and regular statements are now received at the beginning of each month.

2. Dottie Tots Nursery School

There are still only nine children on the Nursery's rolls and Dottie Tots continues to cross-subsidise the Buriton facility from their Bentley location. The rate of growth in Buriton is much slower than achieved in Bentley.

Karen Burrows plans to cease the Friday booking for the foreseeable future (only one child) and will operate as follows: Mondays & Tuesdays 8 to 5.30; Wednesdays 8 to 4pm (ie. 27 hrs/wk). She is also exploring a Toddler Group - potentially on a Thursday morning (9.30 to 11am).

Karen has asked whether the Parish Council could freeze the hourly rate at £6.50 until the end of March - after which, subject to a further review, she hopes that it may be possible to continue to increase payments as per the original rates agreed. The rate was due to increase to £8.50 / hr from 1 November. The Parish Council is asked to consider this request.

The Nursery School would like to try to arrange a Christmas event for Nursery children to entertain some senior citizens from the village. They will contact the 5 Bells to explore dates, times, costs etc.

3. Health & Safety, Maintenance and Insurance issues

The health and safety risk assessment and the maintenance and servicing schedule continue to be monitored and reviewed on a regular basis.

The condition of the buildings (including the changing rooms) continue to be monitored regularly and preparations for the winter months include ensuring that the heating in the changing rooms retains a minimum temperature of 4 degrees.

A replacement for the CD player in the sound system is being arranged (£242 + vat) so that the Buriton Players have all the facilities that they need for their performances and replacing the four fire alarm call points is also being considered (£160 + vat) as the keys to

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re-set them can no longer be located. The Parish Council is asked to approve this expenditure from within the 2019/20 budget.

It is anticipated that, over the next couple of months, quotations will be sought to replace doors and windows in the hall with long-lasting and more energy-efficient units. Introducing some brickwork under the floor-level window in the south-west corner of the hall will also be investigated so as to reduce flood risks. Further reports will be made to the full Parish Council before any decisions are made.

Village Hall Committee

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VE Day (and VJ Day) 2020

Report to Buriton Parish Council: 25 November 2019

Further to earlier reports on this matter, a very successful initial meeting was held on 18 November.

There was a good attendance of 15 people, with others who appear willing to help unable to attend on the specific date / time.

There were representatives from a number of village groups as well as individuals willing to volunteer with ideas and assistance.

An initial outline of a potential series of events and activities for Saturday 8th May 2020 was developed and individuals are following-up specific actions.

Sam Rossiter will be producing a fuller note of the meeting which can be circulated more widely on request.

Another meeting is being arranged for Monday 6th January and further reports will be made to Parish Council meetings.

In due course, ideas will also be developed for the 75th anniversary of VJ Day which falls on Saturday 15th August 2020: an opportunity to combine commemorations with the annual Village Show.

Details of national events to mark these significant occasions can be found via this website: <https://www.veday75.org/>

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