



THESE MINUTES ARE DRAFT UNTIL APPROVED AND AGREED AT THE NEXT MEETING

**Minutes of a meeting of Buriton Parish Council held at Buriton Village Hall,  
at 7:00pm on Monday 28<sup>th</sup> March 2022.**

**Present:** Cllr D Jones (Chair), Cllr L Ashcroft, Cllr H Coates, Cllr T Crew, Cllr L Lloyd, Cllr S Stevens, Cllr T Wheeler and County & District Cllr Mocatta

**In attendance:** There were no members of the public in attendance.

**1. Apologies for absence**

Apologies were received from Cllr A Bray, Cllr M Johnston and Mrs P Norris.

**2. Declarations of Interest**

Declaration of interest from both Cllr Jones and 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. Cllrs Jones declared that he is a member of the committee of Buriton Tennis Club.

**3. To approve minutes from BPC meeting held on 31<sup>st</sup> January 2022.**

The draft minutes of the meeting held on 31st January 2022 were approved as a correct record and the Chairman will sign a copy for the Council's Minutes Book. **Action: Cllr Jones.**

**4. Matters arising from the minutes of the meeting held on 31<sup>st</sup> March 2022.**

- Pond Green Bridge – still to find out if Matt Marriott is still able to carry out this work
- Monks Walk: Cllrs Jones, Johnston and Lloyd still to meet to discuss the way forward.
- Staging stored in the village hall: not yet considered by the Hall Committee.
- Proposals from Buriton School for School Meadow – further details still awaited.
- Pond at Chalk Pits Nature Reserve: QECP investigating repairs.
- Tree near Kiln Lane entrance to recreation ground has been addressed by Matt Marriott.
- Still awaiting the installation of the defibrillator in the phone kiosk in the High Street by the defib team. Clerk to contact Barbara Muir again to find out what is happening. **Action: Clerk.**
- Spring on the gate to the playground – work completed.
- Missing bin on recreation ground – now installed
- EHDC hedge along Petersfield Road – Cllr Mocatta reported that EHDC's Property Team are content that the fence and hedge are in the correct place. EHDC will monitor the hedge to ensure it survives. The Planning Enforcement Team are investigating the height of the fence.
- The nearby rear garden in Sumner Road had been tidied by the tenants following contact with Sovereign Housing Association. Some materials taken away during the community litter-pick day
- Dog fouling – dog wardens had visited during February and did not witness anyone allow their dog to foul. Another patrol is planned for 30<sup>th</sup> March to visit: the recreation ground; the areas in the vicinity of the village pond (including the public footpaths leading off into the fields); Glebe Road and Sumner Road; the grass bank by the Nest Hotel at that end and the junction at the northern ends of Glebe Rd/Sumner Rd. Cllr Wheeler suggested that Bones Lane be added. **Action: Cllr Mocatta to feed back**

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....



## BURITON PARISH COUNCIL

- Replacing young tree on Pond Green: undertaken by Matt Marriott.
- 'Parish On-line' on EHDC website: Clerk had found out that there is an annual cost of £75.60
- Repairs to the school fence by the school still needed.
- Gullies up Kiln Lane: Cllr Mocatta reported that clearing the upper gully had been added to the contractor's schedule
- EHDC work at village pond: Cllr Mocatta reported that contractors Aquamarine had inspected and would be preparing plans. Councillors asked Cllr Mocatta to stress that a number of new trees were required because of losses over recent years leaving the area rather stark. He would also report the issue about ducklings and the grate. **Action:** Cllr Mocatta
- Litter pick event had taken place on 19 March (with thanks to Adam and Hannah Griffiths). Litter picking along Greenway Lane is to be arranged by EHDC. **Action:** Cllr Mocatta
- Details of potential training courses awaited from Cllr Budden (EHDC)
- Considering a 'Friends of Playground' Group: Cllr Coates was hoping to arrange a meeting soon to explore this idea. **Action:** Cllr Coates
- Replacement sign about 'rules' at playground: installed by the entrance gate
- Tree inspection every 18 months: Matt Marriott had agreed in principle with some caveats
- Website: updates and changes now completed
- Action following accident on B2146 at Hurst: Cllr Mocatta had reported to HCC Highways for investigation and consideration. He will also discuss with Cllr Kate O'Kelly (WSCC).

### 5. Coronavirus and Chairman's Update

The Chair had circulated a short written report, attached to these Minutes. Main points included:

- the Covid situation in the parish appears to have taken a turn for the worse since the national relaxation of rules. Cllrs Bray and Johnson were both absent from the meeting for this reason
- information about ways to help the people of Ukraine following the invasion by Russia. Cllr Mocatta explained that school places could limit the capacity of villages to accommodate families. East Meon had established that they had some spare capacity but the situation in Buriton was not known. **Action:** Clerk to find out the situation from the school
- potential high costs (over £4,000) of holding an election for vacancies at any time between the 4-yearly election cycle: EHAPTC advice to hold a Reserve for such contingencies.

### 6. County and District Councillor's Reports

County and District Cllr Mocatta had provided a report, attached to these Minutes. He highlighted:

- EHDC's split from Havant will be accompanied by a move from Penns Place to Bedford Road
- budgetary and grant information. An HCC grant had been awarded to Buriton towards the costs of the Thermal Imaging Camera and Cllr Mocatta was pleased to hear of its use and findings
- there are some easy and efficient ways of reporting Highways problems on-line: pot-holes, trees/hedges, drainage/flooding, Rights of Way and Pavement problems
- Councillors noted that EHDC's on-line fly-tipping reports seemed to be addressed very quickly

### 7. Finance and Accounts

- **Summary of reserves** – it was noted that some significant payments (including deposit for the replacement village hall windows) had yet to come out of the accounts
- **Approve receipts and payments up to 7<sup>th</sup> March 2022 for the Parish Council** – Cllrs approved 4 receipts totalling to £2,227.46 and 9 payments totalling to £10,464.43.
- **Approve receipts and payments up to 7<sup>th</sup> March 2022 for the Village Hall** – Cllrs approved 26 receipts totalling to £2,941.50 and 18 payments totalling to £1,824.22.
- **Budget against performance up to 23<sup>rd</sup> March 2022** – Cllrs noted the budget against performance: PC income was slightly below budget but year-end expenditure may also be marginally below the budget (excluding payments from Reserves or covered by grants); Village Hall income had exceeded the budget estimate partly because of the cautious budget estimate made during the Covid Pandemic whilst expenditure was in-line with the budget

Minutes remain draft until approved and signed



## BURITON PARISH COUNCIL

- **Outcome of the NJC Salary Award for 2021/22:** Cllrs noted that information had been received on 3<sup>rd</sup> March 2022 for the annual settlement for 2021/22. The pay award was approximately 2% for both the Clerk and Hall Manager (Scale Point 17) and the extra pay needed to be backdated to 1<sup>st</sup> April 2021. This was already in hand with Clarity Accounting and an adequate allowance had been included in the Council's budgets for 2021/22
- **On-line Banking** – the Clerk was making good progress with the transfer to Unity Bank. Details from some Councillors were still required. As the Village Hall is owned by the Parish Council and forms part of the Council's overall business, the Clerk is also progressing the transfer of the Village Hall account to Unity Bank as well, with Hall Manager Steve Franks to be the main contact person. These actions were noted and approved by all.

### Open Forum

There were no questions or comments.

### 8. Village Hall and Recreation Report

The Chair summarised points from a report which is attached to these minutes:

- There are no bad debtors and all servicing is up to date.
- Petersfield Scouts have booked a weekend in June for their Summer Camp. They will be bringing six portaloos and would also like to bring a horse onto the Recreation Ground. It was agreed that it may be best for the portaloos to be near to the village hall: on the Recreation Ground, alongside the bund that edges the car park but it was recognised that it may depend where they are putting tents. It was agreed that it would be OK for the Scouts to bring a horse but it should be reiterated that any damage to the Recreation Ground (were it to be galloping etc) would need to be paid for. Also any mess would need to be tidied up and removed
- It was agreed that the Hall Manager should arrange for the faulty dishwasher to be inspected and repaired rather than buying a replacement machine at this time. It was noted that the machine has the capability to do hot fast washes (better than domestic machines) which are very useful for hirers
- It was agreed to offer exclusive use of the Referee's Toilet to the Tennis Club for the period 1 April to 31 August for £153 with the Club to arrange all cleaning. Depending on the return of the Ducklings Childminding Group, this facility may or may not be available for the Tennis Club to hire again from 1 September. The agreement for their hire of the Changing Rooms ends on 31 March and the Hall Manager will arrange return of keys, meter readings and final payments etc.
- Building Control plans for when the Changing Rooms and Hall had been built had been ordered from EHDC but not yet received. **Action:** Clerk to chase
- Details of progress with the replacement windows and related projects were provided in the report and also a summary of the findings of the Buildpass energy efficiency and sustainability audit. These were welcomed and the idea of improving roof insulation as a future next step was briefly discussed. **Action:** Chair to thank Buildpass and Andy van den Broeke
- A faulty lock on the door on the Recreation Ground side of the hall had been rectified but Cllr Crew asked that the school no longer uses this as their way of entering and leaving the hall: they should be encouraged to use the main entrance. **Action:** Hall Manager to contact school
- The Operational Inspection Report relating to the play equipment was noted and it was agreed to ask Sawscape to undertake the work identified to the Cableway as soon as possible for £1,334.40 inc VAT. They would also be asked if they can supply small signs saying "Not to be used by anyone over 14 years of age": about ten may be required. **Action:** Clerk. Regarding the area around the gate, Cllr Crew and Cllr Wheeler agreed to get quotes for reinstating the surface and joining to the existing path. **Action:** Cllrs Crew and Wheeler. Other matters in the report would be monitored as advised and may need action later in the Financial Year.
- Idverde are being asked to undertake a 'cut and collect' mowing of the wild strips at the edges of the Recreation Ground before mid-April in line with their estimate of £415 (+ vat). A grant is being obtained from the county council's Pollinators team to cover these costs

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....



## BURITON PARISH COUNCIL

- Cllr Crew summarised the quotations received for the Recreation Ground mowing contract for 2022/23. It was noted that it had been difficult to find contractors able to undertake the 'cut and collect' element of the specification. With advice from Cllr Mocatta, Councillors considered risk and resilience as well as the prices quoted. It was agreed to accept the quotation from Idverde (letter dated 8 February 2022 addressed to Cllr Crew) with total costs of £6,607.19 (plus vat) for the year 2022-23 but also fixed for the following two years as well. **Action:** Clerk

### 9.Planning

Cllr Johnston had prepared a report, a copy of which is attached to these minutes:

- the application for 10 new houses on Greenway Lane had been considered by the SDNPA Planning Committee in both February and March with the Parish Council speaking at both meetings, raising a number of issues. The decision to approve the development was noted. Councillors were disappointed that it had not proved possible to obtain the new footpath that had been sought in the SDNPA Local Plan and there was also some surprise that the application had been approved, without any amendments, when neither the SDNPA's Landscape Officer nor Design Officer supported it. As it was an 'Allocated Site' in the Local Plan it had been hoped that an exemplary scheme would emerge. Councillors recognised that only time will now tell how satisfactory the new development will be. It was felt that there was nothing more that the Parish Council could have done. A letter would be sent to Cllr van der Klugt in response to issues raised at the SDNPA planning meetings. **Action:** Clerk
- the position of all the 'in progress' applications was noted, including at Ditcham Park School, the ReCharge One application and others
- a recent pedestrian fatality very near to the ReCharge One site was reported and it was agreed that this should be drawn to the attention of Highways England, HCC Highways and the SDNPA Planners, highlighting Parish Council concerns about road safety for vulnerable users in relation to a development which is aiming to create a lot of new demand for walking and cycling into the nearby countryside in a highly-trafficked road junction location. **Action:** Clerk. Comments from Hampshire's Countryside Department were also expected and the Chair agreed to check with them. **Action:** Chair

### 10. Work for Lengthsman & Highway Issues

The following points were reported:

- The drainage grid at the bottom of Kiln Lane (near the crossroads) is completely full of material from higher up the lane and needs a thorough clean. Cllr Crew will use HCC's on-line reporting system to log this. **Action:** Cllr Crew
- The ditch in Petersfield Road (from Bones Lane southwards) is also completely overgrown and not working. Cllr Crew will use HCC's on-line system to report. **Action:** Cllr Crew

### 11. Rights of Way

The following points were reported:

- as a result of the Parish Council's letter to the National Park Authority in January, the NPA has agreed to arrange a special event in Buriton on 15 July to mark the 50<sup>th</sup> anniversary of the opening of the South Downs Way which started in the village
- the Parish Council's response to the Government's consultation on the Glover Report which highlights the issue of off-road motor vehicles using routes such as BOATs is in hand, having been delegated to the Rights of Way Working Group at the January PC Meeting
- electric scramble bikes had been encountered on some footpaths in the parish. As well as not being allowed to use footpaths, they cause additional problems because they are silent whilst being just as damaging to the tracks and the environment
- Cllr Crew reported that three large trees are down across the footpath between Blackhill Cottages and Greenway Lane. Whilst it is likely that the landowner is already aware and may already have work planned to remove obstructions, it was felt that it could be helpful to report the matter just in case. **Action:** Clerk

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....



## BURITON PARISH COUNCIL

### 12. Update on Trees, Pollinators, Biodiversity and Climate Change Initiatives

The Chair highlighted points from a report which is attached to these minutes:

- the Thermal Imaging Camera has been purchased, with thanks to Cllr Mocatta for his HCC grant, and a useful initial sample of households had been surveyed prior to the onset of the unusually mild weather
- the Climate Care Group of volunteers is in regular liaison with the PeCAN group in Petersfield
- contact continues with the Abri Housing Association to try to ensure heating and insulation benefits for affordable homes in the parish
- the inspection audit of the village hall has been undertaken by BuildPass to assess energy and sustainability efficiency, performance and improvements: with advice about measures and prioritisation that could be considered to optimise choices for cost savings, CO2 savings and also on sequencing of works and choice of materials. The survey covered both the hall and the changing rooms. Findings also suggested that the supply of electricity to the buildings could be capable of supporting charging points for Electric Vehicles. A follow-up letter will be sent to Buildpass. **Action:** Chair
- since the last meeting of the Parish Council the submissions have been made to SDNPA's 'Re-Naturing Call for Sites' and 'Beelines' campaigns in case they can provide any funding or advice for actions and activities in the parish – and a grant has been obtained via the county council's Pollinators team to cover the cost of a 'cut and collect' mowing of the wild strips at the edges of the Recreation Ground early in April
- as a follow-up to the interviews conducted by Shine Radio at the Christmas Tree Shedding event, they visited the village again in February to record a feature on the community including a focus on the climate care and nature initiatives.

### 13. Queen's Platinum Jubilee (June 2022)

Cllr Lloyd summarised plans for a Festival with events spread over four days in the village – but pointed out that more volunteers will be needed and that all Parish Councillors should try to encourage people to step forward. Events are likely to include:

- Thursday 2 June: Quiz at the Five Bells (Jubilee Theme)
- Friday 3 June: free activities on the Recreation Ground with a range of local entertainers. Parishioners to bring picnics etc. Compere required: Tim Concanon suggested
- Saturday 4 June: tea in the Manor Barn (with display of historical memorabilia)
- Sunday 5 June: church service, photo of all residents and songs around the pond.

### 14. Correspondence

The list of correspondence received is attached to these minutes

- the latest situation at Huntley's Scrapyard was noted
- the incident at the crossroads caused by dangerous and illegal parking at school times was discussed. Councillors recognised that it was fortunate that there had not been any injuries to adults or to children. Cllr Mocatta explained that the school should have a School Travel Plan which should be reviewed on a regular basis and it was agreed that it could be helpful for the Parish Council to have a copy. **Action:** Clerk to contact the school. Cllr Mocatta also explained that other schools in the district take a range of steps to reduce travel and parking problems and he described a number of measures at East Meon and elsewhere. Cllr Coates also described measures at Easebourne. Cllr Mocatta said that he would ask the relevant HCC officers to contact the school so that Travel Plan measures could be explored to help the school solve its problems. **Action:** Cllr Mocatta

### 15. Date of next meeting: The next meeting of Buriton Parish Council is on 23<sup>rd</sup> May 2022 (with Annual Meeting)

At the conclusion of business the meeting ended at 9.15pm.

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....



## BURITON PARISH COUNCIL

### Covid and Chairman's Update Report (March 2022)

The situation regarding coronavirus in the parish appears to have taken a significant turn for the worse since the relaxation of all rules / restrictions / regulations. Many households have been affected with positive tests but relatively mild symptoms compared with earlier stages of the pandemic. A well-attended Band Night event on 11 March raising funds for Friends of Buriton Primary School appears to have helped to spread the virus amongst those attending and beyond.

The situation had been discussed at the recent EHAPTC Meeting (17 March) with similar findings in most other nearby parishes and the postponement of the HALC AGM because of infections / illness amongst staff.

Other information from the EHAPTC meeting included:

- information about ways to help the people of Ukraine following the invasion of their country by Russia is available on the Town Council's website (<https://www.petersfield-tc.gov.uk/help-ukraine/>) and also on the EHDC website (<https://www.easthants.gov.uk/support-ukraine/>). Most organisations stopped accepting donations of goods because of logistical problems of too much support. People wishing to help are being encouraged to make financial contributions via the Disasters Emergency Committee (DEC) Ukraine Appeal (<https://www.dec.org.uk/appeal/ukraine-humanitarian-appeal>)
- training for parish councils being arranged by Cllr Budden (EHDC) is likely to be on (a) Planning [before May] and (b) Standards [later in the year]
- Parish Councils should take account of the potentially high costs of holding an election for vacancies at any time between the 4-yearly election cycle. Steep PC had been charged over £4,000 and recommend that all Parish Councils should hold a Reserve for such contingencies.

Shine Radio had visited the village on 26 February and recorded a programme about the community with Fran Vesey (Five Bells), Mary & Bernie Saunders (Buriton Climate Care and Nature projects) and the Chair and Vice-Chair of the Parish Council: <https://shineradio.uk/2022/03/the-p-pod-personalities-show-28-february-2022/> (with the bits about Buriton beginning at about 17 minutes for about half an hour).

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....



## BURITON PARISH COUNCIL

### EHDC Councillor report: March 2022

#### Budgets

The Buriton Precept is £23,000 (up 9.5%).

Local comparisons (per band D)

Buriton:	£62.01
East Meon	£51.88
Clanfield:	£79.15
Sheet	£87.14
Steep:	£47.36

Petersfield: £158.12 (highest in East Hampshire)

EHDC councillors approved an EHDC budget of £7.2 on 10<sup>th</sup> February, an increase of **2.99%**. This is **£139.14** per Band D House.

Full EHDC details here:

<https://cdn.easthants.gov.uk/public/documents/Council%20tax%20rates%202022-23.pdf>

HCC councillors approved an HCC budget of £738m for 2022/23 on 17<sup>th</sup> February.

The County Council's band D council tax for the year beginning 1 April 2022 will be £1,390.86, an increase of **2.99%**, of which 1% is specifically for adults' social care.

The full banding range is:

	HCC	EHDC	Stroud PC	Total
Band A	927.24	92.8	48.1	1276.01
Band B	1,081.78	108.2	56.1	1488.67
Band C	1,236.32	123.7	64.1	1701.35
<b>Band D</b>	<b>1,390.86</b>	<b>139.1</b>	<b>72.1</b>	<b>1914.01</b>
Band E	1,699.94	170.1	88.1	2339.35
Band F	2,009.02	201.0	104.2	2764.67
Band G	2,318.10	231.9	120.2	3190.02
Band H	2,781.72	278.3	144.2	3828.02

The full budget report is here:

<https://democracy.hants.gov.uk/documents/s90983/Item%2010%20Part%201%20Budget%20Report.pdf>

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....



## BURITON PARISH COUNCIL

### **EHDC split with Havant**

EHDC has confirmed a full formal separation from Havant BC. The process will take 6 months. The EHDC Chief Executive (Gill Kneller) will remain with EHDC as will Director Simon Jenkins. All other staffing issues will be resolved over the coming months. Hopefully, residents will not see any disruption from this change.

EHDC is also moving premises to a new office which it already owns on Bedford Road, Petersfield. This is next to the Petersfield recycling centre and the EHDC owned depot for its waste vehicles. Penns Place will not longer be the base for EHDC. EHDC councillors and officers are engaged on the future of this public asset. The police are staying at Penns Place short term until the future of the site is decided.

### **Storms**

Following the impact of the Storm Eunice, it is worth noting that HCC focusses its engineering team on the most pressing issues in such circumstances, and the council's staff have been very busy clearing felled trees etc.

### **Reporting Highway Problems Links to report road issues are here:**

Potholes: <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/potholes>

Tree/hedge problems:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/treehedge>

Flooding/drainage issues:

<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/flooding>

Pavement problems: <https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/paving>

Problems with rights of way:

<https://www.hants.gov.uk/landplanningandenvironment/rightsofway/reportaproblem>

### **District Council grants: 2022**

East Meon PC (Nature Group noticeboard)		398.62
Petersfield Shakespeare Festival (Marquee hire)	500	
East Meon PC (Playground matting)	525.04	
East Meon PC (Speed Limiter)	500	
Butser Ancient Farm (Teen project)	150	
Froxfield Choir (Ahoy concert)	200	
Langrish PC (play area)	650	
Sustainability centre	574.96	
PECAN (Fruit trees)		601.38
East Meon PC (Village sign)	400	
	<b>3500</b>	<b>1000</b>

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....





## BURITON PARISH COUNCIL

### Village Hall and Recreation Report for PC Meeting: 28 March 2022

This report provides updates on a number of matters since the last meeting of the Council and seeks decisions from Councillors on some matters:

- There are no bad debtors and the Hall Manager reports that the accounts are suggesting a small surplus of income over expenditure for the financial year 2021/22. Bookings remain steady with a function most weekends and the regular midweek bookings. Petersfield Scouts have booked the weekend of 11/12 June for their Summer Camp, yielding about £300. There will be six portaloos and they would also like to bring a horse onto the Recreation Ground
- There is still scope for more regular bookings on weekday mornings or afternoons
- Buriton Ducklings have vacated the Upper Hall and do not envisage returning before September. Other bookings for this space can now be taken
- Both halls have been booked for a Health & Wellness fayre in September – which could potentially lead to other bookings from those attending
- Any trial of the Hallmaster on-line booking system is awaiting arrangement of on-line banking
- All servicing is up to date with the acoustic screen due to be done within the next few weeks
- The Hall Manager is arranging an inspection and repair of the faulty dishwasher as it is needed for events in the forthcoming months. The company requires a £360 deposit (by bank transfer) before an engineer will be sent. The call out fee is £110 and then £90 an hour or part of an hour. Any parts needed will be on top. If it comes to less than £360 they will refund. A comparable new machine would be approximately £2,100 (plus an installation fee). Decision required
- The agreement for the hire of the Changing Rooms by the Tennis Club ends on 31<sup>st</sup> March and all keys will need to be returned. The Hall Committee recommends that the Council offers exclusive use of the Ref's Toilet to the Club for the period 1<sup>st</sup> April to 31 August for £153; with the Club to arrange their own cleaning. Depending on the return of the Ducklings Childminding Group, this facility may or may not be available for the Tennis Club to hire again from 1 September
- Building Control plans (for when the hall etc was built) have been ordered from EHDC
- Significant progress has been made on the project to replace windows, doors, soffits, cladding and the external stairs from the upper hall (three packages of work) with a contract being agreed with Executive Windows for a total cost of £28,670 (exc VAT). Following agreement on this matter at the last PC Meeting, a site meeting was held with the company and our project coordinator Andy van den Broeke on 16 February. Notes from the meeting were circulated to all Councillors the same day in case of any queries. The formal quotation letter (valid for fourteen days) was received on 17 February and circulated to all Councillors for scrutiny. A reply with some points for clarification was subsequently sent to Executive Windows on 18 February with a reply received the same day and forwarded to all Councillors. The schedule of payments duly agreed is as follows: 20% deposit (payment by cheque); 20% materials on site / commencement (by bank transfer if available); a further 20% on 50% progress (by bank transfer if available); balance of 40% on satisfactory completion (by bank transfer if available). Package 1 of the works comprises: window, door and timber fascia replacement; bricking up of part of one window; painting, decorating and making good of internal areas affected by this works. External elements are to be Anthracite Grey with all internal elements being white. Package 2 comprises: roof repair behind timber soffit boards; replacement of timber soffit boards, repair and replacement of gable timbers, valley guttering repairs, Guttering and down pipe repair and replacement and vertical fascia tile maintenance and repair, the removal and reinstatement of various electrical items and aerials with necessary certification for record. Package 3 comprises:

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as “approved” .....



## BURITON PARISH COUNCIL

exit stair replacement (further site meeting required with supplier to further discuss options and sizes available). Executive Windows have been informed that currently there are no daytime bookings for the hall between the following dates: 1st - 4th August; 8th - 11th August; and 15th - 18th August. A schedule of works is being sought with the intention that the hall will need to remain functional during the period of works for all booked evening activities. Our letter of confirmation was sent to Executive Windows on 25 February with a signed letter following on 11 March.

- The inspection audit report has been received from BuildPass, assessing sustainability and energy efficiency, with advice about measures and prioritisation that could be considered to optimise choices for cost savings, CO2 savings etc. The full report has been circulated to all Councillors with some of the main findings being:
  - Although the main heat loss from the hall appears to be through the walls, they do not feel that it would be possible to fill the cavity without first extracting the existing insulation. They do not therefore recommend upgrading the insulation in the external walls nor do they recommend insulating the floor due to the cost and upheaval
  - They do however recommend increasing the roof insulation to 400 mm and replacing the ageing double glazed windows
  - They suggest that thermal imaging may identify other specific weak points where heat leaks out and could therefore enable some other 'targeted' improvements
  - They suggest that there would be benefits from installing smarter lighting controls to include presence / absence detectors as well as daylighting sensors. They say that these are easy and low-cost measures that would ensure that the lighting is never on for longer than necessary or left on when the building is unoccupied
  - The boiler is a modern efficient mains gas boiler and is well suited to this type of building, requiring intermittent heating, with quick warm-up times
  - At the moment they recommend maintaining the current heating system with one exception which would be to replace a hot water cylinder with instantaneous point of use electric water heaters which would suit the usage profile of the hall better
  - Although radiators are not always well suited to large spaces (such as halls) they do work well with traditional boilers and so they do not recommend any significant changes. However they point out that this form of heating is very sensitive to air changes (for example frequent use of external doors) and suggest that improvements in such areas might be possible. Radiators may need balancing if heat is not getting to the right places
  - In the longer term they think that an air-source heat pump might be worthwhile, perhaps at the end of the life of the current gas boiler
  - Due to the installation costs associated with ground-source heat pumps, they do not recommend such an approach
  - Irrespective of the heating technology they recommend the installation of a solar photovoltaic (PV) array on the front facing roof (south-east). They say that this could reduce bills significantly, contribute to energy demand and help reduce carbon emissions from the hall
  - They say that photovoltaic systems can easily be integrated into the building's electrical supply and they recommend that this is completed in an early stage of the phases of work
  - They suggest that the front of the building (facing south-east) could accommodate 12 kW of solar PV
  - They do not recommend solar thermal panels due to the low use of hot water at the site
  - A PV array could also help produce energy for electric car charging at the hall
  - They suggest that installing car chargers at the hall could provide a service to local residents and could offer the ability to generate some additional income for the Parish Council. With the power supply that seems to exist at the site, they recommend installing a maximum of two 22kW (three-phase) fast car chargers. However, they

Minutes remain draft until approved and signed



## BURITON PARISH COUNCIL

recommend double-checking the electrical installation as the three-phase supply seemed to service the changing room block with a single phase supply in the main hall

- They also recommend installing flow restrictors and timed flow at all water points. These would reduce both the flow rate and the length of time that water runs for, therefore reducing annual water usage
- Dual flush toilets would also decrease running costs and be better for the environment - and timer controls on urinals could also bring improvements
- They point out that dishwashers can use a lot of water and energy and therefore recommend either not having a dishwasher at all or, if required, installing a modern efficient dishwasher with low running costs and water usage.

The report provides some estimates of annual cost savings and annual reductions in carbon emissions for a number of the recommended ideas.

- Observations suggest that usage of the playground continues satisfactorily with regular inspections by Cllr Wheeler
- A regular Operational Inspection of the playground and environs was undertaken by Sawscapes on 5 March with a report received on 16 March (circulated to all Councillors). Comments are sought and agreement to any action required
- Cllr Coates may be able to report about the idea of creating a 'Friends of the Playground' Group
- Idverde are being asked to undertake a 'cut and collect' mowing of the wild strips at the edges of the Recreation Ground before mid-April in line with their estimate of £415 (+ vat). A grant is being obtained from the county council's Pollinators team to cover these costs
- Cllr Crew will be able to present quotations and recommendations for the Recreation Ground mowing contract for 2022/23.

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....



## BURITON PARISH COUNCIL

Planning Report 28th March 2022

To be read in conjunction with the minutes of the Planning meeting of the 21st March 2022.

Update on current planning matters:

SDNP/21/00956/FUL. Construction and part retention of farm track access from Horsechestnut Farm onto the Causeway (B2070), Petersfield. Application in Progress.

SDNP/21/02014/FUL: 10 residential houses at Greenway Lane. Application approved. The Parish Council and VDS Group had spoken again at the SDNPA planning meeting on 10 March. There had been no other speakers from the village. Points made included the following: failure of the proposed layout to prevent further development into the adjacent field in the future; application not supported by either SDNPA Landscape Officer nor Design Officer; disappointment that landowner was not willing to allow a footpath all the way along Greenway Lane; potential risk of water into back gardens of Glebe Road and worries about the adequacy of the drainage measures, swale features and proposed pumping station for foul water; impacts of the proposed layout on existing gardens and amenities of homes in Glebe Road (including a tall 'growing wall'); concerns about the adequacy of parking provision. Metis Homes have said in writing that "the landowner has dictated to us as developer that all affordable housing must be delivered for local people plus a similar provision for the private housing too." It is still uncertain whether the provision of four 2-bedroomed affordable units will actually benefit anyone with a connection to Buriton and how the commitment about the six other homes might be delivered. Written submissions from Metis Homes and the Land Agent had, however, made it clear why land for the potential footpath was not being made available. Councillors at the recent meeting of the Parish Council's Planning Committee felt that there was nothing more that the Parish Council could have done on the matter.  
Application Approved.

SDNP/21/03220/DCOND Discharge of Conditions 12, 13, 14, 15, 16, 17, 21, 22, 24 and 27 of Planning Approval SDNP/20/01535/FUL.  
Butser Hill Lime Works Ltd Butser Hill Buriton Petersfield Hampshire GU31 5BQ. Application in Progress

SDNP/21/05279/FUL New arts centre at Ditcham Park School.  
An additional response was provided as a result of amended plans being submitted. These were re affirming that the Parish Councils original comments still stand. Application in Progress

SDNP/21/06431/FUL Application from Recharge One. Application in Progress.

SDNP/21/06443/HOUS. New greenhouse at 2, Nursted Rock Cottage to replace existing.  
Application Approved

SDNP/21/05947/FUL. Extend the old chicken houses at land to the rear of 28-38 Petersfield Road to provide lambing/storage shed space. Application in Progress

SDNP/22/00606/TCA Crown lift ash tree at 52 Bones Lane. A response outlined at our last meeting has been sent stating the Parish Council has no comments to add. Raise No Objection

SDNP/22/00226/LIS 1 Old Stables Manor House North Lane Buriton 3 new casement windows.  
Application in Progress

SDNP/22/00285/HOUS. The Old Rectory High Street Buriton Replacement of garden shed with log store and metal arch and gazebo.  
Application in Progress

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....



## BURITON PARISH COUNCIL

SDNP/21/03827/HOUS New Shed at 3 Monks Walk. A new set of drawings for a much smaller shed have been submitted. Comments from the Parish Council agreed at recent meeting of Planning Committee will be submitted today. Application in Progress.

Other items for discussion at this meeting:

Mags Wylie has requested that the Parish Council considers an affordable Housing Need Survey for the parish. It was agreed at the last planning meeting that we did not see the need to reply to this given the high numbers of affordable housing already in the parish (61) and 4 more to be built by Metis Homes.

New applications to be discussed at the proposed next planning meeting on the 11th April:

SDNP/22/00379/HOUS

24 Heatherfield Buriton Petersfield GU31 5RY

Single storey side extension, relocation of front door, external alterations, creation of parking, and associated works following demolition of existing garage

SDNP/22/00326/HOUS

Keepers cottage, Sussex Road, Nursted Rocks.

Re-site back door in place of an existing window. Extend the existing out building by 2 metres by 2 metres. New roof on extension to match existing outbuilding roof. Fit one roof light on out building.

Maggie Johnston

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....



## BURITON PARISH COUNCIL

### Climate and Nature initiatives Report to Parish Council meeting (March 2022)

#### Climate Care

Since the last meeting of the Parish Council the following steps have been taken:

- the Thermal Imaging Camera has been purchased, as approved at the January PC Meeting – with thanks to Cllr Mocatta for his HCC grant
- Buriton's Climate Care Group (the group of volunteers, including a number of Parish Councillors, formed following the Parish Council's Annual Meeting last May) is now using the camera to help residents cut spiralling energy bills and combat climate change. Low cost thermal imaging surveys are now being conducted: producing images which can show where homes are losing heat through gaps in doors and windows, or through walls with poor, or no insulation. Homes in Petersfield Road, Kiln Lane, Heatherfield, Bones Lane, the High Street and Greenway Lane have been amongst the first to book surveys which can only be done when it is cold and dry outside. The unusually mild weather in recent weeks has limited the number of surveys that might have otherwise been undertaken but feedback from those already able to take advantage of these surveys has been very positive
- the camera will also be used for demonstrations at the Village Show and possibly at the school etc. Part of the idea is to gradually encourage more and more households to become interested in having a survey done and then making improvements to address the main issues that are revealed: better insulation needed, air leaks, better glazing, thermal bridging etc ... As well as saving them money, this reduces emissions etc. This initiative should fit well with the Retrofit Programme that PeCAN is planning for the wider Petersfield area
- discussions have been held with PeCAN representatives to discuss a wide range of ideas and opportunities – including subsidised costs of retrofit plans for low income households
- a feature article was included in the centre pages of the recent, Spring edition of the Parish Magazine highlighting a range of initiatives already being taken by 'pathfinder' households in the parish to address climate change and reduce domestic bills
- a 'Buriton Climate Care' Facebook Group has been established to begin to utilise social media to engage with households in the parish
- contact continues with the Abri Housing Association in relation to their Carbon Literacy initiative, their 'Living Well' campaign and their potential plans for Thermal Imaging work. Abri are responsible for 40 of the 61 affordable homes in the village. Opportunities to work with either the Sovereign or Petersfield Housing Associations appear to be more limited
- direct contact has also been made with the Carbon Literacy Trust to discuss ideas and opportunities
- as reported elsewhere, an inspection audit of the village hall has been undertaken by BuildPass to assess energy and sustainability efficiency, performance and improvements: with advice about measures and prioritisation that we could consider to optimise choices for cost savings, CO2 savings and also on sequencing of works and choice of materials. The survey covered both the hall and the changing rooms. Findings also suggested that the supply of electricity to the buildings could be capable of supporting charging points for Electric Vehicles

#### Pollinator and Nature Projects

Since the last meeting of the Parish Council the following steps have been taken:

- submissions have been made to SDNPA's 'Re-Naturing Call for Sites' and 'Beelines' campaigns in case they can provide any funding or advice for actions and activities in the parish
- as reported elsewhere on this Agenda, the Parish Council has obtained a grant of £415 (+vat) via the county council's Pollinators team to cover the cost of a 'cut and collect' mowing of the

Minutes remain draft until approved and signed



## BURITON PARISH COUNCIL

wild strips at the edges of the Recreation Ground in the next few weeks. This should help with the longer term reduction of nutrients that we are seeking – and it will be in addition to a community hay-day in the late summer

- cutting schedule advice is being sought from HCC as part of their work with Plantlife
- an article was included in the recent, Spring edition of the Parish Magazine by Melanie Oxley highlighting ‘Gardening to help nature’
- Melanie has also kindly agreed to come to the village and give a talk on this subject here
- a talk in the village hall on Wednesday 23<sup>rd</sup> March (about the Ditcham part of the parish) included a focus on the special wildlife in that area but also made links to what everyone can do for nature, including pollinators, throughout the parish today
- information has been received for consideration about East Hampshire’s ‘Tree Warden’ scheme
- about 100 bare-rooted beech trees were received from Harting Parish Council, for planting in the parish but needing to be in the ground within a week. Unfortunately this coincided with Matt Marriott suffering from Coronavirus but Cllr Bray made arrangements to get them planted to enhance rights of way in the Nursted area.

It is anticipated that the Village Show on 20 August will have a green (climate and nature) theme with opportunities to showcase a range of ideas and opportunities. Findings from work in Buriton thus far could include coverage of: Thermal Imaging work / demonstrations / bookings for the autumn; summaries of the Pathfinder homes; reminders of the ‘Challenge’ initiative (with examples of what people have done); illustrations of the carbon footprint of the parish and opportunities for people to assess their own households via on-line carbon calculators; demonstrations of electric cars and electric bikes (with owners available to answer questions); projects / artwork from the school; maps of pollinator corridors etc from last year’s show; lists of species being found in the long grass around the Recreation Ground etc. A range of external organisations could also be invited to complement and supplement the local inputs.

As a follow-up to the interviews conducted by Shine Radio at the Christmas Tree Shedding event, they visited the village again on 26 February to record a feature on the community including a focus on the climate care and nature initiatives: <https://shineradio.uk/2022/03/the-p-pod-personalities-show-28-february-2022/> (the bits about Buriton begin at about 17 minutes for about half an hour).

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as “approved” .....



## BURITON PARISH COUNCIL

### Correspondence

Date	Details	Sender
1.2.22	Consultation The Glover Landscape Review	Chris Paterson, SDNPA
1.2.22	Consultation Water Resources Management Plan	Portsmouth Water Co.
3.2.22	Dark skies pollution	Tim Mitford
3.2.22	Ongoing complaint about rubbish in nearby rear garden	Maria Newton
4.2.22	Thermal Imaging Camera	Amanda Harmel-Law
5.2.22	Village Hall Heating	Mary Own, Bowls Club
5.2.22	Volunteer for Jubilee Celebrations	Kim Hoolahan
6.2.22	Volunteer for Jubilee Celebrations	Daniela Jones
6.2.22	Volunteer for Jubilee Celebrations	Ben & Liv Burnett-Armstrong
6.2.22	Queries about plans for new houses at Greenway Lane	Charlotte Milligan
6.2.22	Queries about plans for new houses at Greenway Lane	Caroline Gray
6.2.22	Thanks for information obtained from SDNPA	Caroline Gray
6.2.22	Thanks for information obtained from SDNPA	Charlotte Milligan
7.2.22	Volunteer for Jubilee Celebrations	Tim Mitford
8.2.22	50 <sup>th</sup> Anniversary of South Downs Way	Trevor Beattie, SDNPA
8.2.22	Thanks for further information obtained from SDNPA	Charlotte Milligan
10.2.22	Volunteer for Jubilee Celebrations	Paul Turrell
10.2.22	Changing Rooms	Catherine Murphy, Tennis Club
11.2.22	Street Light, High Street – copy of HCC’s reply	Tim Mitford
11.2.22	Response to comments on planning application – Recharge one	Kerry Danes, Frederick Adam
11.2.22	Complaint about garden condition (Sumner Road)	Ms Maria Newton
15.2.22	Complaint about ongoing garden condition	Ms Maria Newton
18.2.22	Reply about garden condition complaint	Laura Taylor (Sovereign)
18.2.22	Housing needs survey	Mags Wiley, Action Hampshire
19.2.22	Huntleys Scrapyard, noise back to normal levels	Michelle Bradley
20.2.22	Traffic from scrapyard and quarry - Recharge one planning application	Michelle Bradley
21.2.22	Reply to queries about Greenway Lane planning application	Ms S Robinson (SDNPA)
22.2.22	Thanks for information about Greenway Lane housing site	Cllr v d Klugt (SDNPA)
23.2.22	Reply from Highways England – Recharge one	Patrick Blake
24.2.22	Grants – Beelines fund	Miriam Swan, SDNPA
26.2.22	BOATs & Glover Report	Susan Davenport, Chair East Meon PC
28.2.22	Offer to discuss Recharge One	Lionel Fanshaw, Terra firma
25.2.22	Thanks for information from recent Planning Committee	Charlotte Milligan
5.3.22	Copy of report to EHDC about domestic fly-tipping	Ms Maria Newton
5.3.22	Thanks for update about actions taken	Ms Maria Newton

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as “approved” .....





## BURITON PARISH COUNCIL

5.3.22	Information for PC representation at SDNPA Planning Committee	Charlotte Milligan
5.3.22	Copy of message to SDNPA about planning application	Caroline Gray
6.3.22	Copy of message to SDNPA about planning application	Charlotte Milligan
7.3.22	Report of anti-social / unsafe bonfire in Sumner Road	Ms Maria Newton
7.3.22	Response from EHDC following visit to fire at Sumner Road	Heather Malcherczyk
7.3.22	Thanks for action taken	Ms Maria Newton
8.3.22	Query about wild flower areas	Nikki O'Donnell
9.3.22	Requesting a meeting with PC reps due to speak against ReCharge One planning application to ensure that comments from Weston are included	Pam Wilson
9.3.22	Thanks for quick reply; will provide information as needed	Pam Wilson
10.3.22	Reporting incident caused by parking at village crossroads	Miss K Wigg
11.3.22	Thanks for information about SDNPA planning decision	Charlotte Milligan
11.3.22	Thanks for information about SDNPA planning decision	Caroline Gray
11.3.22	Copy of message sent to EHDC relating to parking hazards caused by parents at pick up and drop off times	Ms J Eades (Buriton School)
14.3.22	Reply agreeing to keep PC informed about parking issues	Ms J Eades

Minutes remain draft until approved and signed

Initial first pages..... Sign & date final page as "approved" .....