



Buriton Parish Council

Minutes of a meeting of Buriton Parish Council held at Buriton Village Hall at 7.00pm on Monday 27 November 2017.

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

In attendance: County and District Cllr R Mocatta, Joe Williams (Chalk Pits Ranger), K Crookshank (clerk) and 30 members of public.

The Chairman opened the meeting with a personal statement recognising that there were differing views in the community about what is best for the village and making a plea that any correspondence or debate should be temperate and respectful of the views of others. He deplored ad hominem attacks and asked that these should cease.

- 1 **To receive apologies for absence and declarations of interest** – Apologies from Cllr M Johnston. Declaration of interest from Cllr Jones - as a Member of the South Downs National Park Planning Committee I wish to make it clear that any views which I express today are based on the information before me at this meeting, and might change in the light of further information and/or debate at the National Park's Committee meetings. This is to make it clear that I am keeping an open mind on the issues and cannot therefore be found to have predetermined any matter when it comes before the National Park's Planning Committee for decision. Cllr Mocatta made an identical declaration in relation to his role as a Hampshire County Councillor and East Hants District Councillor and as a member of SDNPA.
- 2 **Minutes of the last meeting held on 25 September 2017 – were unanimously agreed** and approved as an accurate record.
- 3 **Matters arising from those minutes –**
 - A letter was sent to Network Rail on 27/10/17 regarding securing the closed crossing across the railway and exploring a potential wayleave. A reply has been received stating that the crossing and all its furniture will be removed and securely fenced off in accordance with the decision letter. Network Rail staff and contractors were put on notice not to use the Village Hall car park; once the access point at the former level crossing is removed this should cease to be an issue.
 - There has been no reply to the playground working group's letter to Network Rail requesting contribution to playground fundraising. Playground working group will forward the letter to the clerk to re send from the Parish Council.
 - Buriton Primary School outside lights. The village hall manager has painted the hall's outside lights and Cllr Gardner reported that is planned to demonstrate the effect of this to the school.
 - Village Signage. There is no update from Five Bells/Hall and Woodhouse.
 - Dark Sky Discovery Site. The application is in hand. Readings have been taken and the levels are of a sufficient level for Dark Skies Discovery Site.
 - Defibrillator. Village Hall sub-committee haven't looked at this yet as they have had more pressing matters to deal with.

- Halls Hill car parking. Photos have been received from residents showing that despite the installation of dragons teeth, there is still a problem. It is planned to seek a report from Tim Speller, Country Parks Manager, at next meeting.
- Replacement bin in Recreation Ground. Cllr Crew reported that a replacement will cost £150.00. He asked councillors to approve this expenditure (up to £100 agreed at September meeting). This was **unanimously AGREED**.
- Bollinge Hill/Petersfield Road. The Chairman has written some words for the Parish Magazine regarding unauthorised use by vehicles. Cllr Mocatta reported that HCC transport officer has visited the site and is satisfied that the signage is complete.

4 Joe Williams Hampshire County Council Chalk Pit Ranger – Mr Williams explained that he is responsible for the Chalk Pits. He encouraged residents to contact him on telephone number - 023 9259 5040, email - qecp.enquiries@hants.gov.uk or via Cllr Jones. He described the work parties that have taken place and are due to take place. Contact details and dates of volunteer events are to be published in the Parish Magazine. The chairman thanked Mr Williams for attending.

5 War memorial project – The chairman announced that he would summarise the project history, aims and ballot results (which are included in the Commemorative Seat report attached to these minutes). The chairman also summarised two formal letters received objecting to the seat behind the war memorial. He read a letter received from Michael Morpurgo, the author and former resident of Buriton, in support of the project. The working group has recommended a seat, with a design cut in metal behind the war memorial, and a stone roundel depicting a poppy in front of the seat. Cost is expected to be £20000, with a £5000 contingency. They requested £3000 contribution from Parish Council funds. The chairman invited comments from members of the public, a discussion took place, some of the points raised and views held are as follows -

- Opposed to siting near to war memorial, but not opposed to a seat elsewhere.
- Aware that a tribute for people other than the dead is opposed, but during research discovered a great deal of suffering by those injured and left behind.
- Proximity of seat to war memorial. Deep concern that seat will be within 4 metres of the war memorial. War Memorial Trust meeting did not take place in the correct position.
- Unbalanced documentation supporting a favoured option. Therefore feels ballot does not give PC mandate to proceed and should be re held with balanced views included in ballot paper.
- A cross section of the community has worked very hard on the working group. The proposed seat is a tribute, not a memorial. It will give a 360o view of the war memorial and will be a place for disabled to sit. Feels misleading information has been spread by some individuals. Wild privet hedge will be removed.
- Unbalanced and in complete documentation issued with the voting pack, heavily in favour of the seat. Alternative sites not adequately described, ballot workings not adequately described.
- This has been a difficult and sensitive issue. The views had been well represented this evening and thanks given to the volunteer working group. Everyone has had the opportunity to express their views.
- Pond green would be a better situation.
- Unclear what the proposed position is.
- The position proposed by the working group is behind the war memorial by the stump.
- The majority of residents who had returned ballot papers had voted in favour of a bench in the position behind the war memorial.

The working group had prepared a report (attached) which asked the Parish Council to approve the following –

- Bench in a position behind the War Memorial. Proposed by Cllr Gardner, seconded by Cllr White, **AGREED – majority** (5 for and 2 abstain).

- A £3000.00 contribution to the project from Parish Council reserve funds. Proposed by Cllr White, seconded by Cllr O'Donoghue, **AGREED – majority** (5 for and 2 abstain).
- To agree that the bench back design is to be in metal as per recommendation. Proposed by Cllr O'Donoghue, seconded by Cllr Gardner, **AGREED – majority** (5 for and 2 abstain).
- To agree that the bench should have a solid base and plain stone back. Proposed by Cllr Jones, seconded by Cllr Gardner, **AGREED – majority** (5 for and 2 abstain).
- Give delegated powers to the working group to identify potential grants, sources of funding and organise fund-raising initiatives. Proposed by Cllr Jones, seconded by Cllr O'Donoghue, **AGREED – majority** (5 for and 2 abstain).
- To agree Chichester Stoneworks as preferred supplier. Cllr Jones proposed that a preferred supplier should not be agreed and this could be left to the Working Group's delegated powers, seconded by Cllr White, **AGREED – majority** (5 for and 2 abstain).

The working group of volunteers was thanked.

OPEN FORUM 7.55pm

- Parking issues at Halls Hill. A resident reported that there are still car parking issues, despite the measures installed. Photos have been sent to the Parish Council. The resident felt that the Queen Elizabeth Country Park should provide adequate parking for all its visitors; she described the problems experienced by residents when motorists park irresponsibly. The pilot scheme is still running, and Tim Speller (Country Parks Manager) will be invited to next Parish Council meeting to give a report.
- Footpath at Weston. This is on the agenda (item14). Resident felt there should be a kissing gate at either end of the footpath, but the landowner has installed a stile at one end.
- Fireworks group. £2000 has been raised for local charities and causes, including the Village Hall. The group are concerned about proposal to move the playground. They are not against it, but need to be sure that the firework company can still run the firework display. A meeting had taken place with the firework company, representatives from the playground working group and representatives from the firework group. It was reported that the firework company had indicated that there would not be a problem if the playground was moved. However, the firework group felt that the firework company were not given the exact location of the proposal. A footprint of the proposed playground is now available and can be sent to the firework company. This item can be included in the agenda for next Parish Council meeting.

MEETING RECONVENED 8.15pm

- 6 Playground project** – Cllr White prepared a report (attached) which was sent to councillors before the meeting. Estimates have been obtained from four companies (see report). A well-attended consultation event had taken place. It is intended to reuse apparatus and matting from the existing playground wherever possible. £20000.00 has been raised through donations and events. £20000.00 had been ear marked from Parish Council reserves (agreed at meeting 28/11/16), and grants have been applied for. The working group asked the Parish Council to approve the following –
- To agree to relocate the playground to the top of the recreation ground alongside the ramps as per the plans illustrated. Proposed by Cllr White, seconded by Cllr Bray, **AGREED – majority** (4 for, 1 against and 2 abstain).
 - To confirm Sutcliffe as approved supplier. Proposed by Cllr White, seconded by Cllr Gardner, **AGREED – majority** (5 for, 1 against and 1 abstain).
 - To approve the design presented at the meeting and to give delegated powers to the Playground Working Group to modify the design to suit the budget if grant applications are unsuccessful. **AGREED – unanimous.**
 - To agree the quotation from Sutcliffe dated 22nd November for the sum of £70,201.04 excluding VAT. **AGREED – unanimous.**

- To give delegated authority to the working group to secure additional funding and to re-negotiate with Sutcliffe as required. **AGREED – unanimous.**

Cllr Jones asked the clerk to ensure the minutes reflect that the path is not included, but is free of charge. The hedging is also free of charge. While installation takes place no vehicles will be allowed on the recreation ground.

Cllr Gardner asked the working group to endeavour to ensure that the equipment would be suitable for all age groups. And that the new position of the playground would not compromise future firework displays. Cllr Gardner also proposed that the Playground working group should meet with the Fireworks committee to resolve Fireworks committee members concerns over the impact of the Playground on the annual bonfire and fireworks. This was **AGREED**.

The working group of volunteers was thanked.

- 7 County councillor's report** – Cllr Mocatta reported that Hampshire County Council been making substantial improvements to the facilities at the Queen Elizabeth Country Park. A dog training area has been created at Juniper Hill. Adult training stations should be open before Christmas. The café is to be upgraded and a new children's play area is being built. There will be a review of car parking and charges. Cllr Mocatta has spoken to Tim Speller about the car parking problems at Halls Hill.

Hampshire County Council are under enormous financial pressure and will be reviewing and consulting on a number of issues. For example – possible charges at waste disposal sites, voluntary charges for all bus users, changes to the way speeding fines are allocated (HCC may propose that fines are received by HCC to pay for school crossing patrols).

It was reported to Cllr Mocatta that the buses to and from Buriton do not run at times that enable working people to get to their place of employment.

- 8 District councillor's report** – Cllr Mocatta reported that following the Local Government Boundary Commission review there is a further consultation. The East Meon ward is likely to be renamed "Buriton and East Meon". Cllr Jones reported that all the suggestions made by the Parish Council have been taken forward. Also see item 19 – correspondence.

- 9 Vacancy for councillor and membership/chairman of Rights of Way working group** – As reported at last meeting, Cllr Newby, who had been chairman of Rights of Way working group had resigned from the Parish Council. The clerk was asked to advertise the casual vacancy. It was unanimously **AGREED** to ask Mrs Newby to remain on the working group and that Cllr Jones would become chairman.

- 10 Finance & General Purposes** – Bank accounts and financial summaries had been circulated to Councillors prior to the meeting. Report prepared by the clerk (attached) listing payments received/cheques issued since last meeting which was circulated to councillors prior to meeting, **unanimously AGREED**.

Items for consideration at this evening's meeting –

- £36.00 – Campaign to Protect Rural England - annual membership
- £313.83 - K Crookshank – November 2018 salary

The above were **unanimously AGREED**.

For consideration at tonight's meeting –

- **2018/19 budget and precept** – Cllr White reported that the precept (amount the Parish Council receives from the council tax) has remained the same for many years. A forecast of spending had been prepared. Costs, including administration have increased. An increase

of 3% from £17500 to £18000 for 2018/2019 was recommended. Proposed by Cllr Crew, seconded by Cllr Jones and **unanimously AGREED**. There was a discussion about the provision for VAT income during 2018/19 and about the analysis of Reserves. Figures would be brought back to the next meeting by the chairman of the Finance Working Group.

- **Renewal tenancy with Hampshire County Council for school meadow** – the Parish Council own land that HCC rent for the school. The current tenancy is due to expire in 2018; HCC has served the Parish Council with a Tenants section 26 notice request for a new business tenancy. They wish to renew the tenancy at the annual rate of £363.00, with an increase in line with RPI every three years. Cllr White suggested that the rent is currently £363.00 and an increase, in line with RPI, from 2018 should be requested. **Unanimously AGREED**, that the Parish Council wished to renew the tenancy, but to request the increased rent. The clerk will write to HCC.
- **Applications to EHDC/SDNPA for s106 funding** – when new housing developments are built the developers pays a sum of money to be used by the community for certain projects. The scheme has been replaced by the Community Infrastructure Levy. EHDC has advised that Buriton has £6612.62 that can be used for Open Spaces projects, such as the new playground. This money had already been allocated for new swings, but the playground project has moved on and the officer advised that the funds can still be used. SDNPA is holding £2614.00 which can also be used for Open Spaces projects such as the playground. In addition, there is funding available for Environmental Improvement projects, such as the commemorative seat behind the war memorial. EHDC are holding £517 and SDNPA £1080. It was **unanimously AGREED** that applications should be made to release all of this funding. The clerk will complete the application forms.

11 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 are listed on the planning report attached. One new application has been received, so there will be a planning committee meeting before Christmas. The planning committee have objected to SDNPA/17/05174/LIS at The Old Rectory, High Street. The committee has been invited to view the inside of the building, so that the applicant can explain the proposals. It was agreed to delegate any changes to comments to the planning committee chairman.
- South Downs Local Plan consultation. The Local Plan sets the policies against which planning applications will be considered and allocates land for a variety of uses. Cllr Jones and the clerk have submitted the Parish Council's comments following discussion and agreement at the Parish Council's Planning Committee Meeting on 30 October 2017 (and circulated to all Councillors) prior to the deadline of 21 November 2017.

A matter was raised regarding work taking place in Weston, it is unclear as to whether planning permission is required, Cllr Mocatta offered to speak with EHDC planning enforcement officer.

12 Village Hall sub-committee report – report and draft budget and forecast for 2018/2019 (attached) had been sent to councillors prior to the meeting.

The sub-committee requested that the parish council agreed the following –

- To make provision from within Parish Council existing reserves for future maintenance and refurbishment. Amount to be agreed at next meeting when budget confirmed. **Unanimously AGREED.**
- To agree that the nursery continues to pay a reduced rate for hall hire, subject to conditions listed in the report. **Unanimously AGREED.**
- To agree to give the Village Hall subcommittee chairman delegated authority to sign license agreement with Hampshire County Council for the school's use of the village hall. **Unanimously AGREED.**
- To agree expenditure as follows - £482.04 + VAT for PAT testing and specialist servicing of the sound and lighting system, and £135 + VAT for day-to-day PAT testing. **Unanimously AGREED.**

- To formally accept receipt of insurance pay out £2919.00 in respect of flooded changing rooms and to agree the necessary work. **Unanimously AGREED.**
- 13 Recreation Ground and assets of community value** – Cllr Crew reported that the grass mowing for the season has been completed. The hedges around the edges are to be cut. All assets of community value are registered.
- 14 Rights of Way** – the working group report is attached and had been circulated to councillors before the meeting.
- Weston Right of Way - Correspondence has been received from parishioners requesting the Parish Council ask a landowner to consider a kissing gate, instead of a stile. The ROW in question is Footpath 34 and one kissing gate is proposed at its junction with Weston Lane (near to the telephone kiosk). The request refers to a remaining stile to the south and west where the path joins a concrete track at the rear of Trinity Barns. It was **unanimously AGREED** to write to the landowner.
 - Byway Open to All Traffic (BOAT) Milky Way application to change status from BOAT to Bridleway. The working group recommended that a representation should be made to The Secretary of State to expedite the application made on 15/02/16. This was **unanimously AGREED.**
 - The work to install handrails alongside steps on footpath 17 has taken place. Thanks have been received from a representative of Buriton’s Walking to Health Group.
- 15 Pond car park** – Cllr Jones had received quotes from two companies to undertake work agreed at previous meeting. No response had been received from two more companies. A further quote has now been obtained from EHDC, however, the matter is not urgent now as the planning permission, that would have increased the amount of traffic using the car park may be quashed. Cllr Jones reported that if the works were not undertaken, and a further planning application received it might be possible to ask the planning officer to ask the developer for a contribution to the work. After consideration it was **unanimously AGREED** to go ahead with the work as soon as possible and accept the quote from EHDC, which was considerably cheaper than any other quote provided.
- 16 Sale of land at Manor Lodge** – The chairman reported that the Parish Council had transferred an area of land at Manor Lodge to the owners of the property in exchange for a £3000 donation towards the new playground. The minutes of item 21 on 25/09/17 will be attached to the minutes of that entire meeting and posted on the website. This includes the conditions and a map showing the area. All other minutes relating to this issue are no longer confidential.
- 17 Other reports** - none
- 18 Dates of other meetings** -
East Hampshire Association of Parish and Town Councils 29 November at EHDC
- 19 Correspondence** –
The list of correspondence received since last meeting is attached, all relevant communications are forwarded to councillors and many have appeared as agenda items. Items of note – Local Government Boundary Review consultation, Cllr Jones recommended that the Parish Council respond applauding the draft recommendations that include all the suggestions made by the Parish Council. National Take over day with Buriton Primary School, the chairman attended. Land at Kiln Lane, further emails from company called WYG (who represent land owners) regarding a recent consultation. Bench at pond, clerk received a phone call from a person wishing to place a plaque, clerk to request further details. Kiln Lane traffic calming no further response from HCC officer, Cllr Mocatta offered to make enquiries.

20 Date of next meeting – 28 January 2018

Meeting ended 9.33pm

THESE ARE AN ACCURATE ACCOUNT OF THE MINUTES OF THE MEETING

Signed..... Dated

DRAFT

Commemorative Seat Report November 2017

As a result of discussions at the Parish Council meeting in March 2016, the idea of a commemorative tribute to mark the centenary of the Armistice of the First World War was first aired at a consultation workshop in the Village Hall in April 2016. This led to the arranging of a competition to enable parishioners to contribute towards an appropriate design.

The idea is to demonstrate this generation's gratitude that, as a community, we will never forget not only those who gave their lives (some of whom are not named on the Memorial), but also those who had the rest of their lives affected or shortened by physical injury or mental suffering.

The tribute would also mark the harsh effects on this Parish of the pain and grief experienced by the mothers, fathers and families of this small community, particularly as a staggering number of young men from our village went to fight in the First World War (the largest contribution per capita made by one community within the area), leaving behind women and children, nursing the injured and filling their roles by working the land which was made especially difficult when horses were also dispatched to the front line. This project will also allow for similar Commemoration of the Second World War and subsequent conflicts.

The competition was open to all and, after it closed, the entries were put on display at the Christmas Fair, the Five Bells public house and at film nights in the Village Hall and people were asked to vote for their favourite design.

A working group was established and comprised residents born and bred in the parish along with some who have moved here more recently (with invitations extended to people known to have concerns about the idea). The Working Group reviewed the results of the vote and came up with a final design idea, which was based on the two most popular adult entries also an element from one of the junior entries.

The two adult competition winners worked together to produce an overall design. In September 2017 a voting pack was delivered to every household in the parish. This pack consisted of a drawing of the proposed bench behind the War Memorial. There has been some criticism that this approach gave undue emphasis to the War Memorial site, but a decision was made to present the material in this way because this gave an indication of what the tribute would look like in the most sensitive area proposed. It was thought that those who wished it placed on the alternative site, Pond Green, would be able to readily visualise it as a replacement for the bench already in place there.

A total of 338 voting packs were delivered in the parish, resulting in a total distribution of 676 voting slips (two per household).

The return for the ballot was high: 31% (which is better than most local and general elections) and the results were found to be:

Total number of votes returned: 212

Votes for the bench on a site behind the War Memorial: 137

Votes for the bench but sited on Pond Green: 30

Votes against the bench: 42

Votes not fitting into any of the categories offered: 3 (they were all 'for' the bench, but either suggested a different location to the two offered, or ticked both the 'by the War Memorial' and the 'on Pond Green' boxes)

Hence the following results can be determined:

79% in favour of a bench
65% in favour of it being placed behind the War Memorial
14% in favour of it being placed on Pond Green
20% against any idea of a bench
34% either didn't want a bench or preferred it sited on Pond Green

As can be seen, the majority of those who voted would like the bench positioned behind the War Memorial.

A meeting was held on site with a representative of the War Memorial Trust, who was very positive about the project and who has subsequently written to the Parish Council confirming that he has no objections. The letter stated that “the key thing from our perspective is that the war memorial retains its prominence in its current location and that its setting is not interfered with too greatly. Any proposed bench will need to reflect this focus through sensitive design, focusing in particular on its siting, materials and size.”

Although there has been a suggestion in a parishioner’s letter that the British Legion opposed the project, this is not the case and the British Legion has confirmed that it is has not got a view on the matter as it is on the fringes of the branch’s geographical area and is also largely outside the area of interest proscribed by its Royal Charter.

The Working Group has, however, received written support for the project from Michael Morpurgo, (author of 'War Horse') once a resident of Buriton, who lived very close to the War Memorial.

The stone used on the bench would be Portland stone and would have the winning design carved in to the back of the stone bench, or cut from metal and fixed to the back of the bench. The final decision on whether to have the design carved onto the stone back of the bench, or to have the design laser-cut onto metal which is then fixed to the back of the bench, will rest with the Parish Council.

The working group however would like to recommend that the design is cut out in metal; it is felt that greater detail can be achieved, and metal is more hardwearing. The metal back to the bench would also reduce the cost of the project.

On the ground just in front of the bench there will be a stone roundel depicting a poppy, which was the winning junior design.

It has been confirmed that no planning permission is required as the project is considered as Permitted Development within the Town & Country Planning (General Permitted Development) (England) Order 2015. The working group is now seeking some financial support from Buriton Parish Council in order to be able to proceed with applying for grants and other fundraising.

At the Parish Council meeting on 27th November, the working group are to ask that the Parish Council approve the following:

- the bench in a position behind the War Memorial
- a £3, 000 contribution to the project and make a decision on whether the bench back design is to be in metal or carved on the bench back.
- Whether the bench should have a solid base or supported on legs similar to the Ampfield Bench, a photograph of which has previously been circulated.

List of Potential Suppliers and Quotes

1. Chichester Stoneworks, Chichester

The following quotes are for a solid base bench made from Portland Stone with a Red Sandstone (St Bees or similar) depicting a Poppy Roundel on the ground in front:

1. No seat back carving* and no foundations** - £18,415.18
 2. No seat back carving* and with foundations - £22,183.93
 3. Seat back with carving and no foundations** - £23,038.18
 4. Seat back with carving and with foundations - £26,806.93
- Where the quote has been for no carving it is proposed the seat back will have the design (by Andy Cheese) cut into either brass or copper and permanently fixed. Costs:
 - Copper - £510.00
 - Brass - £500.00

All prices are exclusive of VAT

** If the community provides the foundations, it is estimated this will be approximately £1,287.50, say £1,300.

A lot of supervision will be required by the Community as Chichester Stoneworks has advised that if they were to be the main contractor they would need to add for “welfare and site security” adding a further £3,000.00.

2. Stone Circle, Basingstoke

The following is estimated using Basebed Portland Stone

1. Solid bench with seat back - £20,300 (add for carving – see 3)
2. 100mm thick bench seat with 3 legs 250mm thick and solid seat back - £15,500 (add for carving - see 3)
3. Provisional sum to carve seat back with your supplied digital files - £1,960
4. Elliptical poppy feature in Portland stone with St John’s red and black granites - £940.
5. Foundation of 100mm concrete on 100mm scalping - £3,100
6. Delivery and crane offload of stonework - £500
7. Installation of the bench and poppy feature - £2250.

If we wish to have a plain seat back with either brass or copper design affixed see * above.

All prices are exclusive of VAT.

General comments

We are currently waiting a third estimate but because of the nature of work the number of contractors are limited.

In any event, the Working Group feels there should be a contingency of £5,000.00 added to the above figures

BURITON PARISH COUNCIL – PLAYGROUND WORKING GROUP REPORT

Back in 2013 the Parish Council set up a playground working group (PWG) to investigate the following –

- a) If there was any need for improved playground facilities in Buriton
- b) If there was a need, what type of equipment would benefit the young people of the community and suit the natural surroundings
- c) In the light of a clear need, the next step was to evaluate what the community would like by means of a questionnaire and obtain quotes from four independent suppliers

Obtaining designs and estimates proved to be a lot more difficult than we thought. Companies have their own products which means that there is not a like-for-like estimate. Throughout 2014, Amanda Martin (Parish Councillor) and myself set about this task resulting in the estimates below along with our opinions of the companies.

Company A (Playdale)

Estimate date 28/07/14 and total price £49,798.76 + VAT

This company was willing to relocate our existing equipment but would not provide a firm estimate for doing this. They weren't prepared to use and fit any other supplier's equipment. This would ultimately mean more expenditure if we bought equipment from alternative suppliers and require us to look for another company to fit said equipment. They were also not prepared to allow us to bring in our own ground workers to level the ground and therefore additional costs would have to be taken into account. We concluded that they were not very flexible or willing to help us save money or work together with people from the local community. Fencing was not included in the quote.

Company B (Eibe)

Estimate date 25/08/14 and total price £59,994.43 + VAT

This company was willing to relocate our existing equipment. Their range of equipment was however limited which would mean a less inclusive and uninspiring playground particularly for the older children. They were also unwilling to fit equipment from alternative suppliers. In conclusion, they were very similar to Company A and fencing was not included in the quote.

Company C (Kompan)

Estimate date 25/07/14 Total £52,380.25 + VAT

This company were willing relocate our existing equipment but only 3 of the 4 pieces. The designer had very specific ideas and even after listening to those with local knowledge, continued to pursue a sales pitch which hadn't taken our views into consideration. They were also unwilling to fit equipment from other suppliers or allow us to do any groundworks. Fencing was included in this quote. The quote was followed by many pressurising phone calls to various members of the Parish Council.

Company D (Sutcliffe Play)

Estimate date 24/7/2014 Total £51,761 + VAT

This company are willing to relocate all our existing equipment. We have built a good rapport with the Project Manager who listens to those with local knowledge and what the community really wants. They have a good range of equipment, are willing to fit equipment from suppliers of our choice in order to create a bespoke design which would fulfil the needs of all cross sections of the community while taking into consideration the beauty of the surrounding area. They are willing to allow us to bring in our own ground workers and incorporate recycled wood from local tree surgeons which would be sourced free of charge and add a natural play dimension to the playground.

We were asked by the Parish Council to get an alternative location price as the location is yet to be decided. The company was very willing to do so and took into account the other recreational activities that benefit from the use of Buriton Recreation Ground. Company D provided an estimate on 26/05/15 of £63,004 + VAT.

Amanda gave a presentation of some of the plans that we had received and all the estimates in 2015. Amanda also researched the prospect of free hedging from the Woodland Trust which would be a viable

alternative to the cost of fencing and provide a more natural look to the playground borders. It was left that the working group should decide which company to use and come back to the Parish Council with a final estimate and plan. We decided on company D as they were the most helpful, flexible, reasonably priced and had a good range of equipment. Their guarantees for their equipment were excellent and would ensure we would be able to maintain the equipment easily and the playground would have longevity. The Parish Council agreed on the motion and we started fundraising from this point up to the current day.

Since getting these estimates, the PWG has been fund raising and is very grateful to the Parish Council which has agreed to match fund up to £20,000.00 +VAT.

In addition to fund raising, the PWG has carried out two consultations, the results of the most recent one is as follows -

Location

A - extend the existing playground	47 votes
B - relocate near to the skate park	63 votes

Equipment in order of popularity

1. Zip Wire
2. Viking Swing
3. Mountain Club House
4. Team Swing
5. Tunnel
6. Jungle Climber
7. Roundabout
8. Board Rider
9. Train Activity
10. See Saw
11. Rope Bridge
12. Hanging Logs
13. Stepping Logs
14. Tyre Crossing
15. Zig Zag
16. Climbing Gate

All users of the recreation ground were personally invited to the meeting to see first-hand how either scheme could impact on their usage of the area; that was a major point of the consultation. A lot of thought, time and consideration has gone into the choice of location by all members of the PWG group to ensure that all users of the recreation ground were given the opportunity to have their say and ask questions. All of those who attended supported the playground development and agreed it was important to the community. Nobody who attended on the 26th questioned the two locations suggested.

David Bradley (cricket) took the time to come to vote and have a chat and didn't have any real problem with either location. Maggie very kindly passed my email to the tennis club and I had discussions with Paul Evans, Paul Martin and Maggie Johnston at the consultation. They expressed no particular reference. Paul Martin was full of praise for the consultation as was Paul Evans.

Since the consultation myself, Steve Findlay and June Brown, the playground designer met with two representatives of the Fireworks Committee and the fireworks company Selstar. We agreed on a site which means the equipment will be positioned 50 metres away from the bonfire site as per regulations/insurance requirements. The Fireworks company are happy with the playground position and equipment as nothing is flammable. We have left plenty of space for the display to be positioned. The Buriton Bonfire and Fireworks would continue to be run and supported.

The working group plan if possible to re-use existing matting to form a path to the new site and to re-use as many panels of the existing fencing and gate to fence in the new playground. We also plan to obtain free hedging from the woodlands trust and gather a working party to plant hedge around the playground.

Additional information on location

I have met with the designer several times on site and with different weather conditions we came to the conclusion that it would be better to move the playground nearer the ramps. Below are the reasons for and against -

Location A – near skate ramps

- better drainage
- further away from the car park
- a mixture of open space and shelter
- families with children of different ages using ramps and/or playground in same vicinity will be easier to supervise
- greater distance from cricket square, football and goal posts
- hedge around the playground will help with drainage
- will only need matting around the equipment
- no impact of firework display - Selstar happy with the location

Location B – extend existing play area

- Current equipment under tree and gets covered in bird poo
- Boggy ground will mean more matting and add to cost
- Though matting porous, there will be a certain amount of run off
- Close to the car park
- Playground would have to close if cricket match in progress as close to cricket square
- Playground may have to close if there is a football match
- A suggestion that it runs parallel with the bund would impede any external catering/entertainment marquees for hirers of the village hall. It could also over top the soakaway
- Families with children of different ages using ramps and/or playground would be more difficult to supervise

Note – Parents and children alike chose purely on location as we didn't want to influence decisions. The conclusions listed above were drawn up post-consultation.

The playground working group has had a meeting to present a design that incorporates as much equipment from the consultation that meets our budget. The playground working group has applied for a Cabinet Approved Community Grant for the sum of £18,000. We are also on the waiting list for the Waitrose token scheme.

At the Parish Council meeting of 27th November, the Playground Working Group ask that the Parish Council approve the following –

- a) The Parish Council to agree to the relocation of the playground to the top of the recreation ground alongside the ramps as per the plans illustrated
- b) To confirm Sutcliffe as the approved supplier
- c) To approve the design presented to you at the meeting and to give delegated powers to the Playground Working Group to modify the design to suit the budget if we don't win any grant money
- d) To agree the quotation from Sutcliffe dated 22nd November for the sum of £70,201.04 excluding VAT
- e) To give delegated authority to the working group to secure additional funding and to re-negotiate with Sutcliffe as required

**BURITON PARISH COUNCIL
FINANCE AND GENERAL PURPOSES WORKING GROUP
Report for the period 26 September to 27 November 2017**

Bank accounts and financial summary

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

Payments received since last meeting

£260.00 – Andrews Newby car parking

£292.50 – Hampshire County Council Countryside Access Small Grants Scheme (50% funding (net of VAT) for handrails footpath 17).

£1753.75 – VAT refund 2016/17.

Cheques issued since last meeting

£56.71 - K Crookshank – reimbursement for phone top up, computer protection and postage stamps. As agreed September meeting

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

£2232.04 – Came & Co Insurance (PC and village hall) – as agreed September meeting

£45.00 – Open Spaces Society annual subscription – as agreed at September meeting.

£111.38 – Idverde Limited (bin emptying).

£259.58 – K Crookshank clerk salary Sept 17

£22.60 – HMRC in respect of clerk's PAYE July – Sept 17

£702.00 – Leydene Fencing for handrails FP17 – as agreed at July meeting (part funded by HCC Countryside Access Small Grants Scheme, see above).

£321.05 – K Crookshank clerk salary Oct 17

£22.75 – K Crookshank – reimbursement for 2018 diary, lever arch file, ink and printer paper. As agreed by chairman Finance & General Purposes working party.

£2952.00 – Butser Farms Ltd - Recreation field grass mowing, second and final payment for 2017/18. Contract agreed March meeting.

£100.00 – Royal British Legion – donation 2017 Poppy Appeal

Cheques for issue at 27 November 2017 meeting

£36.00 – CRPE annual membership 2018 (£40.00 precepted)

£313.83 – K Crookshank clerk salary Nov 2017

For consideration at 27 November 2017 meeting

2018/19 budget and precept – see attached

HCC – school plot tenancy – renewal November 2018 – documents sent to councillors prior to meeting

Section 106 (Developer's Contributions) funds – EHDC and South Downs National Park Authority both hold s106 monies for Buriton in respect of previous housing developments. There are two "pots", one for Open Space projects and one for Environmental Improvements.

Open Spaces - The playground project would qualify for Open Spaces. EHDC already approved £6520.00 to supply replacement swings. Due to the length of time taken to gain this approval the price of the swings increased and now the playground project has moved on, so the swings have not been ordered. Clerk has contacted EHDC officer and he couldn't see a problem with this approved application being used for the playground project if the replacement swings are included in the replacement playground. Part of the conditions of acceptance is providing a copy of the invoice. The invoice will now be for the whole playground, not just the swings. He will check and get back to clerk. EHDC hold a further £92.62 in Open Spaces. Due to the increased price of the swings, I applied for the £92.62 in August 2017 (as agreed). Officer couldn't remember if this had been approved, but it should not be a problem to use this towards the replacement playground/swings. SDNPA hold a further £2614 which can be used for Open Spaces projects, so PC could ask for this towards the playground.

Environmental Improvements – EHDC is holding £517, and SDNPA a further £1,080. Installation of a new memorial bench and poppy roundel could be treated as a village centre improvement/enhancement. So, there is £1,597 which could be allocated to this project.

Buriton PC Budget 2018/19

				2018/19	2017/18
Income					
Precept				18000	17500
	Increase	500	3%		
Interest received				10	20
Grants					
Car parking fees				520	654
School meadow				480	363
School parking fees				394	394
School Plot				10	10
Tennis court licence fee				390	390
Wayleave				726	652
			Total	20530	19983

Village hall

Income

Nursery school	3865
Buriton school	2559
Bowling club	1476
Judo	960
Dog training	2280
Aeromodelling	480
Football club	
Yoga	720
EHDC RAPP	480
Vintage fair	360
Tai Chi	600
Tennis club	128
Buriton village association	78
External hirings	5174
Security deposit	
2017 changing room ins claim	

Total 19160

Expenditure

Cleaning	-4030
Hall manager salary	-3360
Repairs and maintenance	-4095
Rates	-300
Gas	-1560
Electricity	-1200
Water	-168
Drainage	-120

Deposit refunds		
Village hall admin expenses	-225	
2017 burst pipe changing room		
	Total	
		-15058
	Profit	4102
Administration		
Salary	-4000	-3200
PAYE and nic	-200	
Audit	-400	-400
Admin expenses	-300	-250
Software licence	-150	-150
Civic training	-300	-300
Insurance	-2232	-2150
Office expenses	-50	
Legal expenses		-500
Village leaflets	-250	-150
	Admin subtotal	-7882
Donations subscriptions and grants		
Church and cemetery	-800	-800
CPRE	-40	-40
Home start butser	-50	-50
HALC	-280	-280
Honarium retirement gift		
Parish magazine	-370	-360
Parish plan	-70	-50
Poppy wreath	-100	-100
Village Youth		-1000
Open spaces society	-50	-45
Gleam	-20	-20
	Donations subtotal	-1780
Property maintenance		
Bus shelters	-150	-150
Childrens play area general	-500	-500
General maintenance	-1000	
BMX park	-500	-500
ROSPA	-150	-150
Cleaning litter removal	-50	-50
Dog bins	-400	-500
Trees	-1000	-1000
Grass cutting strimming	-5500	-4000
Notice board and benches	-150	-150
Kissing gates	-100	-100

Footpath maintenance	-150	
Halls hill Car park	-100	
Website	-100	-500
Water	-45	
Rail crossing fencing		-100
Fencing meadow and rec	-600	-500
Recreation ground drainage	-150	-250
Pond car park and green		-400
Village hall car park		-250
War memorial maintenance	-500	-500
Commemorative bench project	-3000	
Property subtotal	-14145	-9600
Playground Fundraising		
Playground Fundraising expenses		-500
Commemorative bench fundraising		
Fundraising income		
Fundraising expenses	-250	
VAT data		
VAT refund	1800	1800
VAT on payments	-5200	-1800
Total Expenditure	-27457	-19945
Net income	-6927	38
Add Village Hall profit	4102	0
Total Profit	-2825	38

**Analysis of reserves at
31.10.17**

Car parks		6856
Fireworks		4178
Weston		600
Playground	2016	532
	2017	15918
	2018	2656
Match funding playground		20000
Land sale money to playground		3000
Ring fenced reserves		<u>53739</u>
Balance of 2017/18 Budget		19777
Free balance		15898
Total		<u>89414</u>

Report to Buriton Parish Council 27 November 2017 - Buriton Village Hall

Village Hall Accounts

1. The latest village hall accounts with detailed income and expenditure and forecast budget for 2018/19 are attached to this report. The current running balance for the hall of £12,856 looks very healthy but this does include the £3,000 loan from the PC and a receipt of £2,919 for the insurance claim for the damaged changing rooms. The reconciled balance is £6,519, (£3.5k of which was transferred from the defunct charity). The budget projection for 2018/19, which is based on similar levels of usage but also on the new rates for hiring the hall, shows a surplus of about £4,800. We believe that improved forecasting means that some of our figures are a truer reflection of current income and expenditure and our budget, than previously reported.
2. However, this financial forecast does not at this stage include ANY provision for future maintenance and refurbishment of the hall, nor does it include contingency provision for any major emergencies. We believe it would be prudent for the Parish Council to make provision from within its existing reserves for future maintenance and refurbishment, in order to invest in the hall as a PC asset and we recommend the PC agrees to do this.
3. Despite improvements in our budgeting and our income, we believe it would be prudent to keep the PC loan of £3,000 for the time-being, but the committee will aim to repay it to the PC for the start of the next financial year, 1 April 2018.
4. We are pleased to report that following discussion with the Performing Rights Society, it has been confirmed that the PC does not have to pay for a PRS license, (it is the responsibility of hirers to have license cover if required), thereby saving us £361pa.

Fees and Charges

5. At the last PC meeting it was agreed to increase the hire charges for the village hall for both Parish and non-Parish based users, and for both casual and regular users. The increases come into effect on 1/1/2018 for casual booking and 1/4/2018 for regular bookings. All our known users have been notified of these increases and I am pleased to report we have had no adverse reaction. We are currently in discussion with HCC on behalf of the school (see below) and have had one user - the Nursery - asking to be treated as a special case.

The Nursery

6. With respect to the nursery, Terry Doubleday and myself met with Karen Greenhill, Secretary and acting Treasurer in October to discuss the nursery's financial position and the likely impact of our proposed increased charges. The nursery is the main user of the hall and currently pays us £3,861pa. Due to falling numbers and high fixed costs the financial position of the nursery is difficult. We have produced a detailed report with proposals for the nursery being treated as a 'special case' with respect to fees and charges. The detailed report and case has been sent to councillors.

7. The Village Hall committee recommends that:

- i) the nursery continues to pay a reduced rate of £3.67/hour until December 2018 for its normal nursery activities; any other use of the main hall or upper hall to be charged at the published Parish rate;
- ii) the hall manager and village hall committee chairman meet the nursery again in Sept 2018 to discuss proposals going forward after Dec 2018;
- iii) the nursery be asked to market and promote itself as effectively as possible with help from the PC as appropriate;
- iv) the nursery rationalise its storage in advance of the introduction of nominal storage charges;

The School

8. The hall manager has been in discussion with Hampshire County Council (HCC) about the fees payable for the school's use of the village hall. The school is our second biggest user. HCC has agreed to pay an increased hourly rate of £7.50 for the 39 weeks they use the hall. They will be using the hall for one hour per week less but nevertheless will pay the Parish Council £2,559pa, an increase of £625pa on their current payment. Any additional hours over those in their agreement will be payable at the published

Parish rate. HCC have asked for a 5-year agreement; the Parish Council will also have the option to increase the rate payable for the school's use by the RPI from year 3 onwards of the agreement.

9. The County has offered to draw up the new license agreement on behalf of HCC and the PC, to reflect the school's fees and charges and hours of use of the hall. We hope to bring the proposed License to the meeting. It is recommended that the Village Hall committee chairman is given delegated authority to sign this license agreement in consultation with the Chairman of the Parish Council.

Servicing matters

10. The fire alarms and extinguishers have now been serviced; however as previously agreed by the Parish Council, we are continuing to curb non-essential expenditure on the village hall. Two matters now require attention: the PAT testing of everyday electrical equipment needs renewing at the end of November and we have requested a quote for the PAT testing and specialist servicing of the sound and lighting system, including the induction loop, from the supplier. This quote for this work is £482.04+ VAT. The estimate for the day-to-day PAT testing is £135 +VAT. The Parish Council is asked to approve these two items of specialist expenditure on the basis of their importance on health and safety grounds.

The Changing rooms

11. The insurance pay-out for the flooded changing rooms of £2,919 has now been received and the work is being organised to be carried out hopefully before Xmas. The Parish Council is asked to accept this sum formally and agree the necessary work.

Lighting

12. The Village hall manager has painted the tops of the external lights outside the village hall to minimise the impact of light spillage on the Dark Skies reserve.

Conclusion

13. The Parish Council is asked to note progress on the various issues set out in this report, to agree the draft budget and forecast for 2018/19, and specifically to agree the recommendations set out at paras 2, 7, 9, 10 and 11.

Daphne Gardner,

Chairman, Village Hall Committee

2018/9 BUDGET – VILLAGE HALL INCOME & EXPENDITURE

Income		
Bookings	Monthly	Annual
Regular	£1,205	£14,458
Ad-hoc	£431	£5,174
Sub Total	£1,636	£19,631

Expenditure		
Commodity	Monthly	Annual
Utilities	£279	£3,348
Maintenance	£341	£4,095
Cleaning	£336	£4,030
Hall Manager	£280	£3,360
Sub Total	£1,236	£14,833

	Monthly	Annual
SURPLUS	£400	£4,798

Regular Bookings

Client	Monthly Income	Annual Income	Hourly Rate	Letters
Nursery	£322.04	£3,864.51	£3.67	N/A
Dog Training	£190.00	£2,280.00	£15.00	Yes
School	£213.25	£2,559.00	£7.50	N/A
Bowls	£123.00	£1,476.00	£8.00	Yes
Judo	£80.00	£960.00	£8.00	Yes
Yoga	£60.00	£720.00	£15.00	Yes
Parent & Toddler	£60.00	£600.00	£0.00	N/A
EHDC RAPP	£120.00	£480.00	£15.00	N/A
Vintage Fare	£30.00	£360.00	£7.00	Yes
Aeromodellers	£40.00	£480.00	£10.00	Yes
Tai Chi	£60.00	£600.00	£15.00	Yes
Tennis Club	£0.00	£128.00	£8.00	Yes
Buriton Village Assn	£0.00	£78.00	£10 & £8	Yes
Parish Council	£0.00	£0.00	£0.00	N/A
Planning Committee	£0.00	£0.00	£0.00	N/A
BVH Sub-Committee	£0.00	£0.00	£0.00	N/A
Car Boot Sale	£0.00	£0.00	£0.00	N/A
Sub Total	£1,215.46	£14,585.51	£8.63	

Ad-hoc Bookings

Function	Annual Income	Hourly Rates	Letters
Various	£889.00	All	N/A
Parties	£1,275.00	£15 & £20	N/A
Weddings	£860.00	£15 & £20	N/A
Christenings	£156.00	£15 & £20	N/A
Film Nights	£310.00	£10.00	Yes
Amateur Dramatics	£210.00	£10 & £6	Yes
Art Trail	£84.00	£8.00	Yes
Village2Village Quiz Night	£38.00	£8.00	Yes
Floral Art	£148.00	£8.00	Yes
Scouts Overnight	£75.00	£20.00	N/A
UK Cycling	£52.00	£20.00	N/A
Godalming Cycling	£136.50	£20.00	N/A
Recreation Ground	£940.00	£30 & £15	Yes
Village Show	£0.00	£0.00	N/A
Bonfire Night	£0.00	£0.00	N/A
School Fete	£0.00	£0.00	N/A
Sub Total	£5,173.50		

GRAND TOTAL £19,759.01

Utilities

Utility	Monthly	Annual
Gas	£130	£1,560
Electric	£100	£1,200
Rates	£25	£300
Water	£14	£168
Drainage	£10	£120
TOTAL	£279	£3,348

**Regular
Maintenance**

Service	Annual Cost Inc VAT
Cleaning	£4,030
PRS	£0
Water Treatment	£390
Folding Doors	£335
Sound System	£280
Lighting System	£275
PAT	£250
Electrical System	£225
Intruder Alarm	£155
Fire Alarm	£155
Boiler	£100
Dishwasher	£90
Sub Total	£6,285

**Ad-Hoc
Maintenance**

Service	Annual Cost Inc VAT
Electrical	£255
Plumbing	£255
Carpentry	£255
Doors & Windows	£155
Locks & Keys	£155
Misc.	£250
Sub Total	£1,325

TOTAL	£8,125
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Less Cleaning £4,095

Supplies

Commodity	Annual Cost Inc VAT
Mobile	£120
Dishwasher	£150
Stationery	£75
First Aid	£40
Stamps	£30
Misc.	£100
Sub Total	£515

Data Breakdown

Category	Value	Category	Value
Party	£72.00	Murder	
Party	£68.00	Mystery	£150.00
Party	£52.00	Fund Raising	£80.00
		Life Church	£529.00
Party	£80.00	Films In	
Party	£30.00	Buriton	£130.00
Party	£68.00		£0.00
Party	£36.00		£0.00
Party	£76.00		£0.00
Party	£36.00		£0.00
Party	£30.00	Sub Total	£889.00
Party	£30.00	Category	Value
Party	£30.00	Christening	£104.00
Party	£30.00	Christening	£52.00
Party	£42.00	Sub Total	£156.00
Party	£45.00	Category	Value
Party	£45.00	Wedding	£460.00
Party	£45.00	Wedding	£400.00
Party	£30.00	Sub Total	£860.00
Party	£130.00	Category	Value
Party	£230.00	Rec Ground	£705.00
Party	£70.00	Rec Ground	£0.00
Sub Total	£1,275.00	Sub Total	£705.00

TOTAL	£3,885.00
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BVH HIRE RATES

Category	Parish Rate			
	Current	New	Increase	% Uplift
Main Hall M-F	£7.00	£8.00	£1.00	14%
Main Hall F-S	£7.00	£10.00	£3.00	43%
Upper Hall M-F	£5.50	£6.00	£0.50	9%
Upper Hall F-S	£5.50	£6.00	£0.50	9%
Recreation				
Ground	£12.50	£15.00	£2.50	20%
Changing Rooms	£11.00	£11.00	£0.00	0%
Average	£8.08	£9.33	£1.50	19%

Category	Non-parish			
	Current	New	Increase	% Uplift
Main Hall M-F	£13.00	£15.00	£2.00	15%
Main Hall F-S	£13.00	£20.00	£7.00	54%
Upper Hall M-F	£8.00	£9.00	£1.00	13%
Upper Hall F-S	£8.00	£10.00	£2.00	25%
Recreation				
Ground	£25.00	£30.00	£5.00	20%
Changing Rooms	£16.00	£20.00	£4.00	25%
Average	£13.83	£17.33	£3.50	25%

Rights of Way report for PC Meeting 27th November 2017

Byways Open to All Traffic

It was noted at the last PC Meeting that the Traffic Regulation sign at the bottom of Bo-Peep track at Weston had been illegally altered, that Hampshire Highways had been notified but that the problem had not been rectified. As a result Trailbikers were frequently using the track which the onset of the winter was likely to escalate. Mrs Newby has now rectified the situation and the correct signs are now in place.

It was also noted at the last PC Meeting that HCC officer's time appears to be being taken up investigating an application for a ROW which seems to have limited evidence to support it whilst the Parish Council's much stronger case to alter the status of the Milky Way from a BOAT to a bridleway languishes in a significant backlog of applications and is likely to take about 10 years before any investigations can begin.

The Working Group has learnt that HCC's current policy largely restricts their officers to dealing with claims in date order. The County Council is, apparently, giving some thought to looking at this policy but, in the meantime, it is possible to make representations to the Secretary of State (under Schedule 14 of the Wildlife and Countryside Act 1981) in cases where applications have not been determined within 12 months of submission. The Parish Council's application was made on 15th February 2016.

The Working Group recommends that the Parish Council makes an appropriate representation to the Secretary of State so as to attempt to expedite this application.

The Secretary of State can direct HCC to determine the application by a set date. HCC may not automatically agree with our evidence, nor proceed to make a Definitive Map Modification Order in respect to our claim. But if that was their decision, the PC could serve notice of appeal to the Secretary of State. He can then, if our claim was considered worthwhile in the eyes of an Inspector, direct HCC to make the Order. It would then go through the normal advertising, support/objection phase which can lead to a Public Inquiry.

The Parish Council is asked to support this recommendation from the Working Group.

Request for a kissing gate at Weston

Correspondence has been received from parishioners asking the Parish Council to ask a landowner to consider a kissing gate, instead of a stile.

The ROW in question is Footpath 34 and one kissing gate is proposed at its junction with Weston Lane (near to the telephone kiosk). The request refers to a remaining stile to the south and west where the path joins a concrete track at the rear of Trinity Barns.

Members of the Working Group would support this request in principle as it is known that more than one person has had a nasty fall on the stile in question with one lady apparently falling over backwards and knocking herself out for several minutes. The stile position is sloping and immediately above a wet area on the farm concrete track as people descend; it is frequently wet, green and very slippery.

Stiles, gates etc are the landowner's responsibility but it may be possible for the Parish Council to make a financial contribution if the landowner is otherwise reluctant: either drawing upon the Reserve held for use in Weston or by making an application under the Small Grant Scheme to HCC.

The Parish Council is asked to consider this matter and agree a way forward. The potential of some grant funding from HCC's Small Grants Scheme could be drawn to the attention of the landowner.

Handrails for FP 17

The work was undertaken soon after the last PC Meeting and new handrails are now in place at both ends of this footpath. Thanks have been received from a representative of Buriton's Walking to Health Group: "They are just right and will weather into effective but relatively innocuous rails. The work done on the steps off North Lane is also first class and not only looks good, but the whole thing is now much safer than before." Information has been posted onto the community website and **the Parish Council is asked to note these developments.**

Buriton Village Pond Car Park Report to Parish Council: 27 November 2017

Introduction

At previous meetings of the Parish Council it has been agreed to obtain quotes from potential contractors for the package of measures discussed.

At the time of the last Council meeting only two of the three quotations sought had been received. It was agreed to continue to pursue a third quotation.

Update

An alternative third contractor was identified and a number of requests have been sent / submitted during October and November – but no responses have been received.

Advice from officers at EHDC was sought again and on this occasion they have visited the site with a view to organising and undertaking the work themselves.

Their Operations Team would work in conjunction with IDverde to do the following measures as suggested by HCC personnel:

- Adjust 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)
- 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
- Installing a pair of oak posts (1m high) to mark the entrance to the track from the car park
- Installing another wooden oak post at the corner with the churchyard wall so as to protect the wall from damage
- Re-situating and pegging other logs in the car park that may have been moved in recent times as required.

EHDC have been able to source some suitable logs and are retaining them for this project. The cost estimate is believed to be as follows (confirmation is being sought):

- supplying and installing 3 x 5ft long x 20cm square pointed top oak post and post fix; and also supplying and knocking-in 4" half round post behind the tree trunks: £674.91 + vat
- EHDC contractor to move the tree trunks and dig out the middle of the driveway to install soil and grass seed: minimal cost

It should be noted that, at the time of writing this report, the planning permission which was granted for the conversion of Monks Walk and the old cartsheds / garages into four dwellings looks as though it could be quashed because of a Judicial Review. It is quite likely, however, that a similar application would be forthcoming which may also seek access through the community car park.

Conclusion

The Parish Council is invited to consider / approve next steps.

CORRESPONDENCE from 26 September 2017 (emails unless otherwise stated) forwarded to councillors

- **War memorial ballot - exchanges between chairman and residents, and resident to resident.**
- CPRE monthly newsletters
- Confirmation of insurance renewal
- Community Forum 10/10/17 agenda and notice
- EHDC Volunteer Awards
- South East Water annual stakeholder survey 2017
- EHDC Cabinet Grant applications - deadline 22nd October
- Reply from HCC officer re traffic calming Kiln Lane
- War Memorial Bench Ballot – Concerns from residents
- BOAT in Buriton – from HCC officer vis Cllr Mocatta
- War Memorials News 3rd October & 14 November
- Planning Committee Agenda 12 October 2017 SDNPA
- EHAP&TC Minutes of September Meeting and information about consultations
- **Have your say on our draft recommendations for ward boundaries in East Hampshire- further consultation**
- Consultation on the revised statement of principles under the Gambling Act 2005
- Petersfield Museum news
- Infrastructure Projects SDNPA Area - request for details – acknowledgement of expression of interest submission
- Hampshire Association of Local Councils E-Update October and November 2017
- South Downs October and November news
- Invitation - Hampshire Association of Local Councils 70th Annual General Meeting - Saturday 4th November 2017
- Buriton and the Petersfield Museum. Email from Doug Jones, member of the board of the Petersfield Museum.
- Councils sign up to new way of working together – information regarding The Parish Charter.
- Footpath 17 recent installation of handrails, email of thanks from a user.
- East Hants Sports Awards - Nominations are now open (closing date 05/01/18).
- Copy of policies NALC will be considering at their next AGM, to be held on 30th October 2017- for information.
- **National Takeover Day session invite with Buriton Primary School 17/11/17. Chairman attending.**
- Southern Water Annual Stakeholder Workshop, Southampton 30 October
- Update from Southern Water - The Future of Water in the South East
- Hampshire Association of Local Council 70th Anniversary Press Release
- Hampshire Association of Local Council updates
- Minutes for Community Forum (Petersfield, Liss & Surrounding Villages), Tuesday, 10th October, 2017
- Came & Company Council Matters newsletter Autumn 2017
- Rural Housing Survey
- National Park Authority Workshops notification of presentations
- Email and phone call from EHDC. An FOI request following BPC letter to planning enforcement regarding Kiln Lane trackway. EHDC originally refused request to release complaint letter, but were asked to review this. EHDC requested permission to release letter and BPC has agreed.

- Parishes Autumn Briefing - 13th December 2017 – invitation
- Hampshire Police and Crime Panel's proactive scrutiny of Rural Crime – results and recommendations
- East Hampshire Parish Charter – information brochure
- Message on phone from resident regarding low water level in pond. Reported to EHDC
- Open Space Autumn 2017 (Open Spaces Society)
- EHDC Parish and Town Councillors' Newsletter
- HCC News for Local Councils
- **Land at Kiln Lane, Buriton - further emails from company called WYG who represent land owners – regarding a recent consultation**
- War Memorials News - 31st October 2017
- Age Concern Village Agents News
- Petersfield Museum News November 2017
- Autumn 2017 Newsletter and appeal from GLEAM
- Scrub Bashing on Butser Hill/Queen Elizabeth Country Park 13th-18th November
- Citizens Advice East Hampshire request for funding
- EHDC Partner's Magazine via email
- **Letter from Network Rail - the crossing and all its furniture be removed and securely fenced off in accordance with the decision letter. Their staff and contractors were put on notice not to use the Village Hall car park.**
- Invitation to Rural Crime meeting 20 November
- Letter from the Hampshire Police and Crime Panel inviting participation in th Panel's proactive scrutiny session. Closing date 13/12/17.
- CAB – invite to AGM 08/12/17
- Newsletter from Southern Water
- Appointment of new external auditor. Councillors to declare any possible interests.
- EHAP&TC Agenda - 29th November - Penns Place
- **Telephone call requesting plaque on bench email to councillors 21/11/17**
- **Halls Hill car park – photos sent to Councillor Jones by resident**