

Bursledon Parish Council

Minutes of the Council Meeting

Minutes of the of Bursledon Parish Council held on Wednesday 27 September 2023 at 7pm at the community library in Bursledon Parish Council.

Members of the Full Council in attendance: Councillors M Penn, M Garrett, V Figueira, S Holes, K House, and J O'Sullivan.

Officers of the Council Present: Roland Potter (Parish Clerk)

Members of the Public: None

FC/23/034 Apologies for Absence

Apologies were received and accepted for Cllrs G Gill, J Rich, and K Whitlock

FC/23/035 Declarations of Interest

There were no declarations of interest.

FC/23/036 Minutes of the Full Council held on Wednesday 28 June 2023

The minutes of the Full Council held on Wednesday 28 June 2023 were received and accepted as a correct record and were signed by the Chair of the Council.

FC/23/037 Questions from the Public

There were no public present.

FC/23/038 Chair's Communications.

There were no chairs communications.

FC/23/039 Grant Application

The Council considered a request for a grant of from Speed watch.

The application was for £250 towards the purchase of high visibility jackets / vests and a contribution towards the maintenance and insurance of radar detection equipment.

Bursledon Parish Council Full Council Meeting
Wednesday 27 September 2023

Signed.....

Dated 25 October 2023

RESOLVED:

- **To refuse the grant at this time as there was no evidence that the service could be delivered in Bursledon at this time.**
- **That the applicant be informed that any future applications should be supported with a plan for where the project could be delivered within Bursledon.**

FC/23/040 Tennis Court Agreement

The Council was to consider the heads of Agreement from Eastleigh Borough Council with reference to the future management of the tennis courts on Long Lane Recreation Ground.

RESOLVED:

- **That this matter be deferred to the next Council meeting for any observations by the Councils solicitors.**

FC/23/041 Allotment Tenancy Agreement

The Council considered a report recommending two amendments to the Allotment Tenancy Agreement.

1. A regulation setting out what the Council considered to be the acceptable level of cultivation required by allotment holders, throughout the year.
2. That that only one plot be allowed per household and not by name only.

RESOLVED:

That the Allotment Regulations be amended as follows:

1. **50% of the allotment must be cultivated in preparation for planting by 31 December.**
2. **75% of the allotment must be cultivated in preparation for planting by 31 March.**
3. **At least 80% of the plot must be planted and cultivated by 31 May.**

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Signed.....

Dated 25 October 2023

- 4. Failure to comply with the above cultivation standards will result in the issuing of a non-cultivation notice. If the allotment is not brought up to the required standard within six weeks the Council will evict the Tennant.**
- 5. Only one plot is allowed per household.**

FC/23/042 Annual Accounts year ended 31 March 2023

The Council received and noted the external audited Annual Governance and Accounts statement for the year ended 31st March 2023.

The Council received and noted the observation and comments of the External Auditor BDO LLP.

- To approve the actions in response to the observation and comments of the External Auditors.

RESOLVED:

- **The Council received the Audited Annual Governance Statement and Accounts**
- **The Council noted the signing of the Audit by BDO LLP and that there were no comments or recommendations.**

FC/23/043 Risk Assessment

The Council received updated risk assessment on 30 June 2023 and an update on additional risks up to 20 September 2023.

RESOLVED:

- **The Council noted the Risk Assessment on 30 June 2023.**
- **The Council noted the additional risks identified in the report on 20 September 2023**

FC/23/044 Project Updates

The Council received a report updating the Council on projects currently being managed by the Council or scheduled within the current municipal year.

RESOLVED:

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Signed..... Dated 25 October 2023

- **The reports were noted, and the report is attached to the minutes.**

FC/23/045 Financial Reports

Council received and noted the schedule of payments for 20 July, 18 August, and 20 September 2023.

RESOLVED:

- **That the payment schedules were correct and approved for 20 July, 18 August, and 20 September 2023.**

FC/23/046 Budget Report on 31 May 2023

The Council received the draft budget comparison report on 31 August 2023.

RESOLVED:

- **That the budget comparison report on 31 August 2023 be noted and accepted.**

FC/23/047 Account for the three months to 30 June 2023.

The Council received the accounts for the three months to 31 August 2023.

RESOLVED:

- **That the accounts for the three months to 30 June 2023**

FC/23/048 Close of Meeting

The meeting closed at 07:35pm.

Project Updates

Report of the Roland Potter (Parish Clerk)

26 September 2023

1. Purpose of the Report

The purpose of this report is informing councils of the progress and status on projects.

Supporting Information

2. Lionheart Way Renovations

The renovations to the ecology park will be completed on 5th October 2025.

- The cap has been placed on the pipe and the gully has been reinstated.
- Additional parts of the gully have been reinstated to reduce the flow.
- The water displacement is from the Tesco site; however, we have no legal recourse for compensation.
- The pond has been scrapped out and reinstated, however contrary to local knowledge the pond is not fed by water from the gully, but from rising water on the site and from neighbouring properties.
- Over 100 metres of fencing have been installed to protect and secure the site.
- The Harris fencing will remain in situation until March 2024, to provide additional protection to the works and allow the infill to settle and harden and for new growth to be established.
- Additional work will need to be budgeted for in the next five years against natural erosion.
- A pond management strategy is being introduced with the advice of ecologists to manage the pond to prevent further infill and to remove none-local species.
- Additional signage will be placed along the new fencing and additional lifesaving measures around the pond.
- The project has been delivered within the budget.

3. Long Lane Pavilion Development

- The pre planning application has been submitted to the Planning authority and the initial feedback has been returned.
- The Project Board will be considering the comments during week commencing 9 October 2023 and amendments will be made to the proposal after considering the comments.
- An additional root survey has been arranged to support the planning application.
- Due to the scheduled closure of the site, we have reduced the number of teams playing on the venue as we are unable to offer a full playing season.

4. Tree Works

- Tree surveys have been completed on Great Down Park, Long Lane Recreation Ground and Piland Wood.
- Works which already have a planning application are being quoted for.
- Depending on funding the works will be implemented based on priority.
- Additional works which require planning applications are being submitted to the planning authority.

5. Play Area Projects

- The initial project proposal has been prepared and there will be a meeting with the project manager week commencing 1 October 2023 to start obtaining quotes.
- The project aims to renovate the best equipment where possible and to consider relocating other quality equipment within the parish.
- Long Lane Recreation Ground – Partial refurbishment
- Woodland Way – partial refurbishment
- King George V – full replacement.

6. Transfer of Assets

- Eastleigh Borough Council (EBC) have enquired about the transfer of two play areas.
- The Councils ground staff visited each site and raised several concerns regarding its condition and installation and requested that these be corrected before transfer.

- EBC have approached the council again to ask if it is willing to accept the transfer.
- The Council will request and independent ROSPA play inspection before making any recommendation to the Council to accept any transfer.

7. Bursledon Community Library

- See attached business plan.

8. Office IT

- The Council offices are changing over to a new form of broadband line from 4 October 2023.
- Additional works will be made to increase the Councils IT capacity on 29 September.
- Two replacement laptops have been purchased for the deputy clerk and admin officer.
- This project will future proof the council requirements for the next five years.

9. Council Web Site

- The Council web site is currently being re-designed amended by Mrs Hannan and Cllr Garratt to reflect the councils' working practices and link to our services.
- The supporting pages are being populated.
- This project is anticipated to be completed by December 2023.

10. Policy & Legal Issues

- There are no Policy and legal issues at this time, however the final decisions on the transfer of services and the awarding of contracts for the Long Lane pavilion and the Playground renewal will be brought to the council for a final decision.

11. Staffing Implications

There are no staffing implications currently.

12. Financial Implications

- The Council are aware of the identified shortfall on the pavilion project, and this may increase because of the pre-planning advice.
- EBC have been approached about additional funding, however, there has been no response at this time.
- The financial implications will be included in the Councils budget process.

13. Crime and Disorder Implications

There are no crime and Disorder implications.

14. Equal Opportunities Implications

There are no Equal Opportunities Issues associated with this report.

15. Environmental & Climate Change Implications

There are no Environmental and Climate Change implications in this report.

16. Risk Assessment

The risk issues are identified in the report.

17. General Data Protection Regulations

There are no implications for the General Data Protection Act in this report.

18. Recommendations

- **To note the report and make any recommendations.**

Tennis Court Agreement

Report of the Roland Potter (Parish Clerk)

23 October 2023

1. Purpose of the Report

To consider the heads of Agreement from Eastleigh Borough Council with reference to the future management of the tennis courts on Long Lane Recreation Ground.

To consider the licence for the temporary access to land for the tennis court renovation works to be completed.

Supporting Information

2. Background

The Parish Council has a tennis court with two courts located on the Long Lane Recreation Ground.

In the past the Council has permitted free use of the courts with some charging for users who use it for a commercial basis.

The current courts have unrestricted access.

In February 2023 the Council were approached by Eastleigh Borough Council (EBC), with a joint proposal of funding from the Lawn Tennis Association (LTA) to have the tennis courts upgraded by grant funding to EBC on condition that the courts would be managed by a third party, through a security access.

As part of this agreement the provider would charge users for access and playing time.

As part of the proposal EBC stated in their communication of the 16 March 2023 that the "gate maintenance charges and fixed data and hosting fees, we would expect to build these into the tennis operators fees, along with the annual sinking fund payments. We will be looking to develop a tender specification to procure a tennis operator to manage the courts and associated activity. This will be done in partnership with yourselves, and we will look to identify an operator that will work across both sites. It is worth noting that there will be a minimum

expectation in terms of delivering tennis on the courts to engage local residents/families. One of those minimum requirements will be the delivery of free park tennis, which is a facilitated 1-hour weekly session delivered at a weekend."

3. Heads of Agreement

Attached to this report is the Heads of Agreement now presented to the Council for consideration.

The proposed comments were received from EBC in response to enquiries about the agreement from EBC:

"Based on the proposed approach and subject to agreement, EBC will hold a 15-year lease on the 2-court site at Long Lane. This will enable EBC Officers to implement an agreement for the management of the courts in line with the funding conditions from the LTA. This will include maintenance responsibilities.

From the outset, this project has proposed investment into the tennis courts to provide good quality provision, which includes the installation of booking and access technology. To maintain those standards, a pricing policy will be introduced. Evidence as to why this works as a model has been previously presented and the Parish Council agreed to this approach in February. As previously stated, this will include an element of free tennis. It was my understanding that the fundamentals of the project had been agreed."

The Council are requested to see the notes on legal issues identified in the report.

4. Licence for works

The second agreement is a licence to use land owned outside of Long Lance Recreation Ground for the works on the tennis courts to be implemented.

The Council are requested to see the notes on legal issues identified in the report.

5. Policy & Legal Issues

The Parish Council has obtained legal advice on the agreement which has brought the following points to the Councils attention the following:

1. It is to be inside the 1954 Act so EBC will have security of tenure meaning they will be entitled to a new lease at the end of the expiry of the initial 15 years on the same or similar terms save for limited circumstances where the Parish Council could request the land back for example if EBC were in breach of the lease or BPC wanted to occupy the property itself. I suspect the LTA require this to provide funding and I suspect it is not an issue for BPC as it wants to provide tennis course for local residents, again I just flag it.
2. There is provision not to cause damage to adjoining land etc but there is not a provision to make good any damage caused. This could amount to the same thing, I am not entirely sure it does, but I am sure the licence will state to make good any damage, again I just flag it.

6. Staffing Implications

There are no staffing issues linked to this report.

7. Financial Implications

Based on the new terms of Agreement, there will be no additional financial costs to the Parish Council other than initial legal fees.

8. Crime and Disorder Implications

There are no crime and Disorder implications are set out in the report.

9. Equal Opportunities Implications

There are no Equal Opportunities Issues associated with this report.

10. Environmental & Climate Change Implications

There are no Equal opportunities or climate change issues identified in the report.

11. Risk Assessment

The risks are identified with this report.

12. General Data Protection Regulations

There are no implications for the General Data Protection Act in this report.

13. Recommendations

- **To note the report**
- **To note the legal implications**
- **To consider approval of the Heads of Agreement and Licence.**

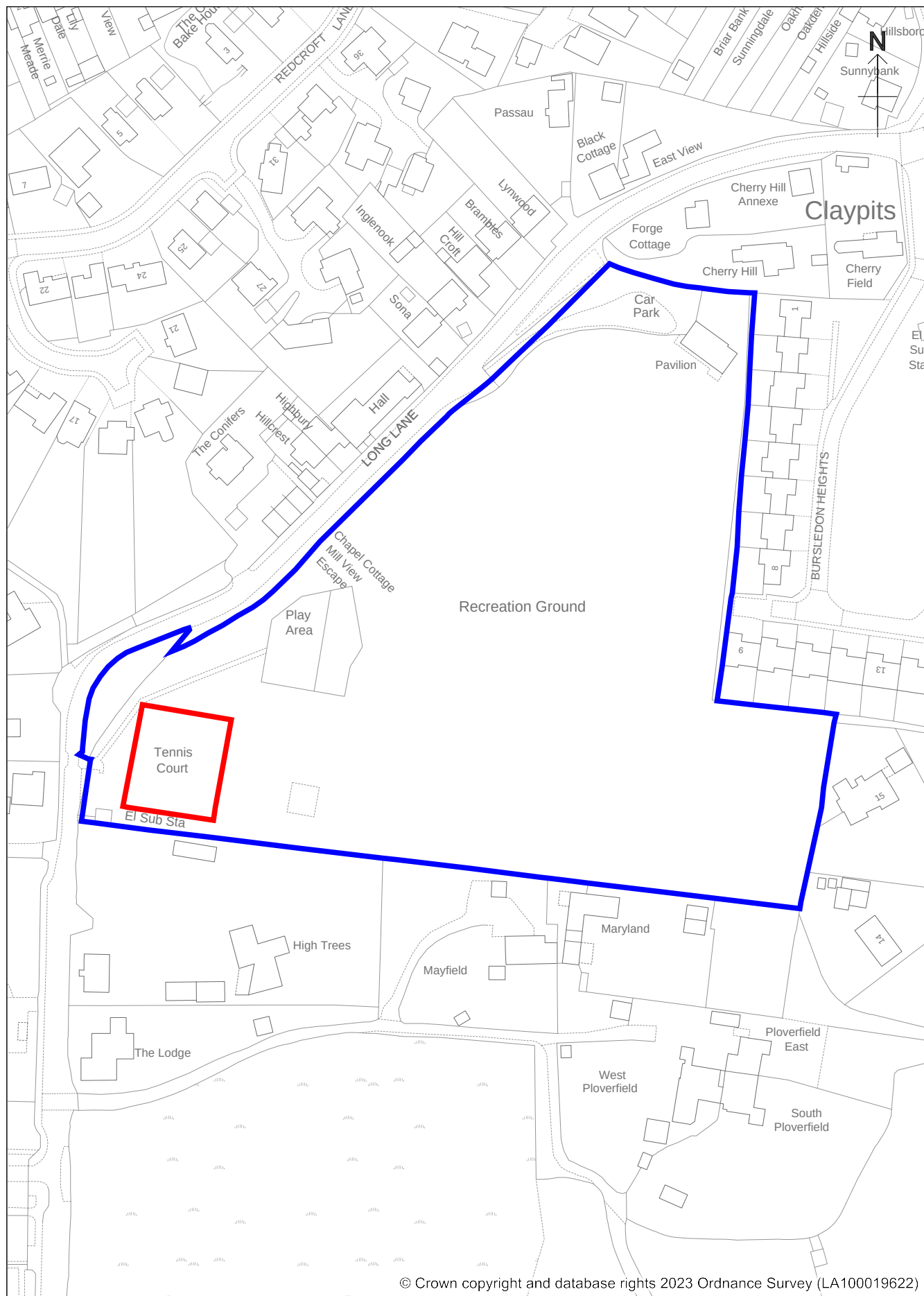
**WITHOUT PREJUDICE
SUBJECT TO CONTRACT**

NEW LEASE HEADS OF TERMS

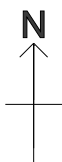
1.0 INITIAL INFORMATION	
1.1 Premises	Tennis Courts, Bursledon Recreation Grounds, Southampton, SO31 8DA (as outlined in red on the attached plan)
1.2 Landlord	Bursledon Parish Council Parish Office Lowford Centre Portsmouth Road Bursledon Southampton SO31 8ES FAO: Email:
1.3 Landlord's solicitors	TBC FAO: Tel: E-mail:
1.4 Tenant	Eastleigh Borough Council Eastleigh House Upper Market Street Eastleigh SO50 9YN FAO: Chloe Franks Email: chloe.franks@eastleigh.gov.uk
1.6 Tenant's Solicitor	Eastleigh Borough Council Eastleigh House Upper Market Street Eastleigh SO50 9YN FAO: Tel: E-mail:
2.0 LEASE TERMS	
Property	Tennis Courts, Bursledon Recreation Grounds, Southampton, SO31 8DA (as outlined in red on the attached plan)
Permitted Use	Use as Tennis Courts as per Grant Agreement with Lawn Tennis Association
Lease length	A new lease to be granted from the date of Completion for a period of 15 years (to be Completed in line with end of Licence Term)
Rent	A Peppercorn per annum

Initial Works	To be undertaken as per Licence Agreement prior to commencement of the Lease.
Rates and utilities	Lessee to be responsible for rates and all utilities associated with occupation of the land.
Repairing Obligations	Lessee to repair, maintain and keep in good and tidy condition the Property as outlined in red on the Plan. Lessee to replace any assets as and when required. Lessee to ensure gate access systems are satisfactorily maintained, including that the gate access control system is operational at all times. Lessee to ensure an annual service of the gate and access control system, including: (i) testing the keypad and replacing the batteries (or, in the case of premium gates which operate without batteries, testing the power supply); and (ii) checking the gate and access control system are operational, including the internal manual exit and self-closer function of the gate. A court maintenance schedule shall be implemented to ensure that the:- • Playing surface is kept clean to preserve its playing characteristics. • Free drainage of surface water is maintained throughout the life of the court. • Court looks attractive and well cared for at all times and achieves a reasonable life span. • Court is kept to a standard that tennis can be played at all times. • Signage is kept in good condition at all times. These objectives shall be achieved by measures including:- • Making repairs to (and replacing and/or renewing, as necessary) courts and nets as required to maintain the court playing characteristics at all times. • Regular sweeping or vacuuming leaves and other debris from the surface. • Periodic power washing of the surface. • Applying both moss and weed killer when required. For all Sites in category C – To undertake as a minimum a resurface and a repaint of the courts within the Standard Obligation Period to the standard of the works originally undertaken as part of the Project.
Operator	Eastleigh Borough Council shall appoint an Operator to manage the courts and any associated tennis facilities.
Signage	Eastleigh Borough Council shall display signage which promotes how players can access the courts and recognises DCMS and LTA Tennis Foundation as project funders.
Legal Costs	Each party to be responsible for its own legal costs incurred in the transaction.
Security of Tenure	Inside Act
Alienation	Absolute prohibition for assignment or subletting.
Insurance	Lessee to be responsible for insuring.
Other Terms	Eastleigh Borough Council are bound by the terms of the Grant Agreement with the Lawn Tennis Association appended to this Lease. As per the Grant Agreement Eastleigh Borough Council have a Standard Obligation Period of 15 years.

Tennis Courts at Bursledon Recreation Grounds



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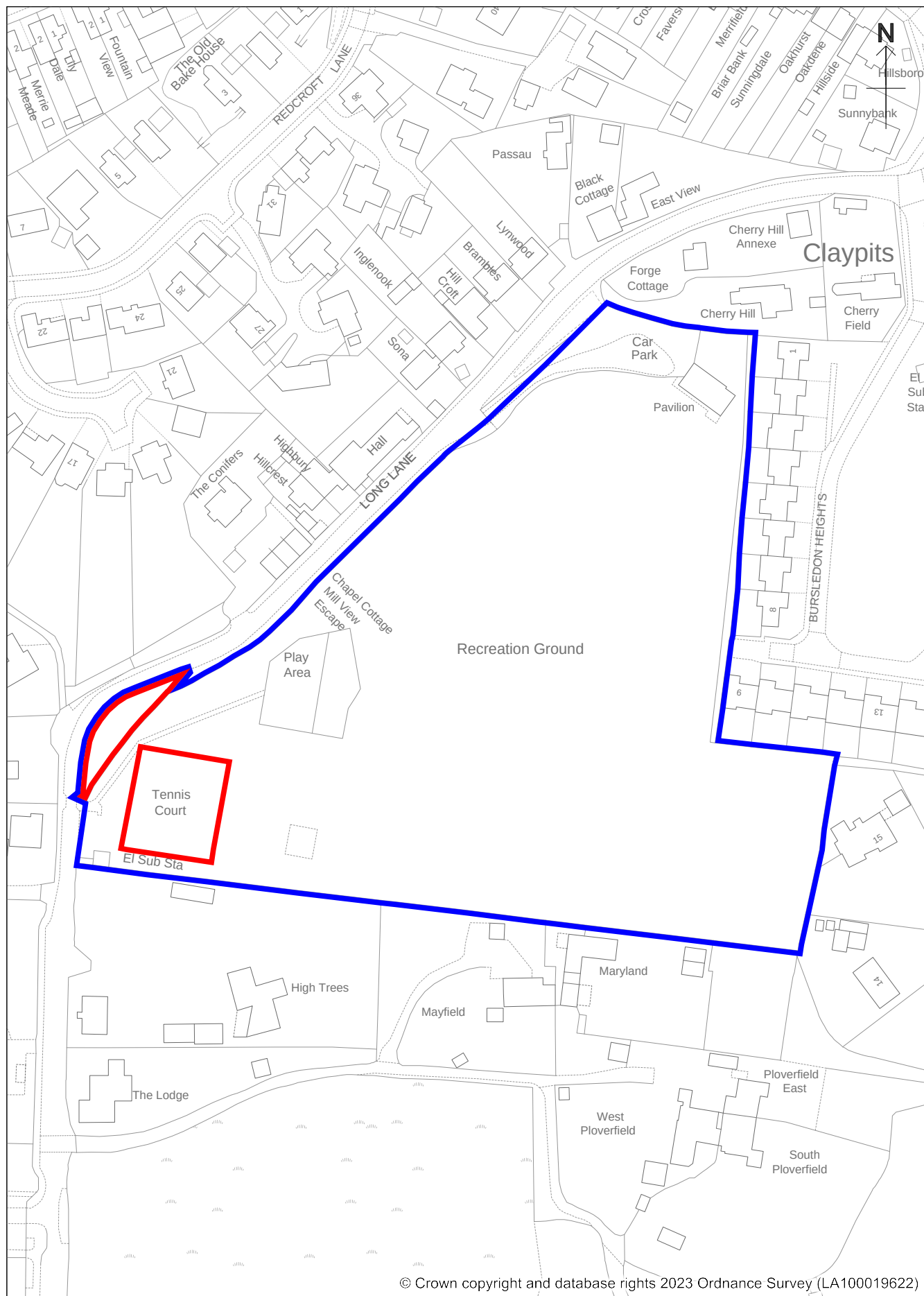
**WITHOUT PREJUDICE
SUBJECT TO CONTRACT**

NEW LICENCE HEADS OF TERMS

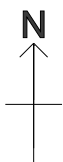
1.0 INITIAL INFORMATION	
1.1 Licenced Area	Tennis Courts and Land Adjacent the Tennis Courts, Bursledon Recreation Grounds, Southampton, SO31 8DA (as outlined in red on the attached plan)
1.2 Licensor	Bursledon Parish Council Parish Office Lowford Centre Portsmouth Road Bursledon Southampton SO31 8ES FAO: Email:
1.3 Licensor's solicitors	TBC FAO: Tel: E-mail:
1.4 Licencee	Eastleigh Borough Council Eastleigh House Upper Market Street Eastleigh SO50 9YN FAO: Chloe Franks Email: chloe.franks@eastleigh.gov.uk
1.6 Licensee's Solicitor	Eastleigh Borough Council Eastleigh House Upper Market Street Eastleigh SO50 9YN FAO: Tel: E-mail:
2.0 LICENCE TERMS	
Licence Purpose	The renovation of park Tennis Courts and/or provision of gate access system/s under Call Off Contract/s. Works to include resurfacing and fencing. Works to be carried out by a contractor contracted by the Licencee. The erection of a Compound on the Land Adjacent the Tennis Courts for the duration of the works.
Licence length	A new licence to be granted from TBC for a period of 8 weeks

Licence Fee	Nil Licence Fee
Repairing Obligations	Licencee shall prevent any damage to any neighbouring land, buildings or other property. Licencee shall prevent any damage to any trees, hedges, bushes or other plants on any other part of the Licensor's land and shall not without the Licensor's prior written consent cut, lop, remove or fell any of them.
Legal Costs	Each party to be responsible for its own legal costs incurred in the transaction.
Other Terms	Licencee to erect such signage as may be necessary to inform the public of the works Licencee to notify residents in writing at least 14 days prior to the commencement of works advising of any works or disruption that may be caused by or be in conjunction with the works Licencee to erect a fence around the Land Adjacent the Tennis Courts to the satisfaction of the Licensor for the duration of the Licence.

Tennis Courts and Land Adjacent Tennis Courts



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Pavilion Project Update

Report of the Roland Potter (Parish Clerk)

23 October 2023

1. Purpose of the Report

To update the Council on the project to rebuild the pavilion at Long Lane Recreation Ground.

To approve the attached plans for submission to the Planning Authority.

Supporting Information

2. Background

The project board submitted two options to the planning Authority for pre planning consultation.

The project team received feed-back from the planning authority and the statutory consultees.

The observations from the statutory consultees who responded on internal design observations have been included in the new plan.

The Planning Authority recommended the inclusion of a veranda to the front of the building.

The opinion of the project board was to not accept the recommendation on the following grounds.

- The pavilion is located near housing and the addition of a veranda would increase the likelihood of anti-social behaviour, including a dry gathering point, graffiti, and damage.
- The additional cost of the suggested work would be significant.

3. Policy & Legal Issues

The policy and legal issues are set out in the above report.

4. Staffing Implications

There are no staffing issues linked to this report.

5. Financial Implications

The project is expected to cost approximately £600K and will exceed the developer's contribution be £60K to £100K.

The Council has already approached Eastleigh Borough Council to ask for other developer contributions.

6. Crime and Disorder Implications

The are no crime and Disorder implications are set out in the report.

7. Equal Opportunities Implications

There are no Equal Opportunities Issues associated with this report.

8. Environmental & Climate Change Implications

The project has considered bats and wildlife, and additional provisions are designed into the plan.

9. Risk Assessment

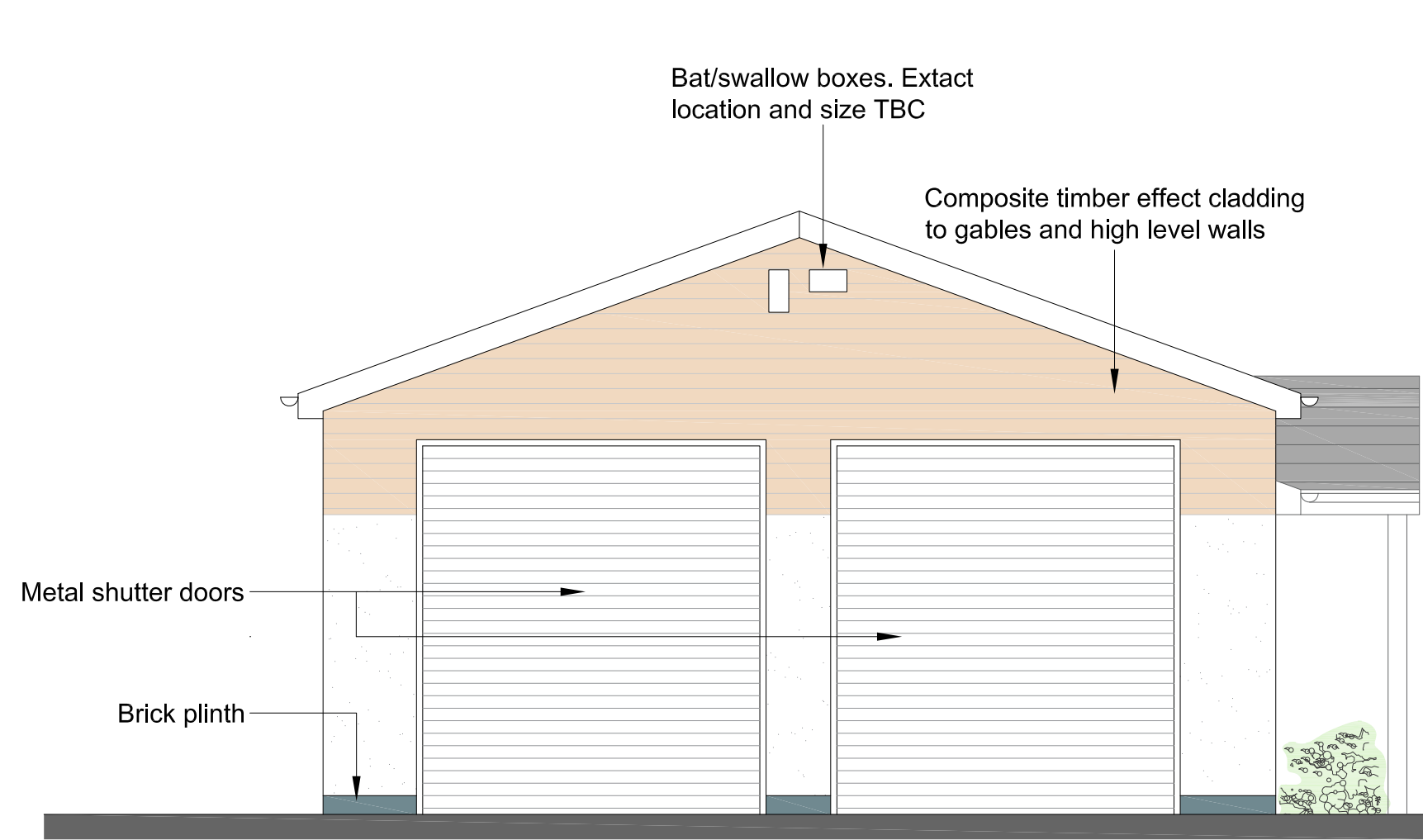
The risks are identified with this report.

10. General Data Protection Regulations

There are no implications for the General Data Protection Act in this report.

11. Recommendations

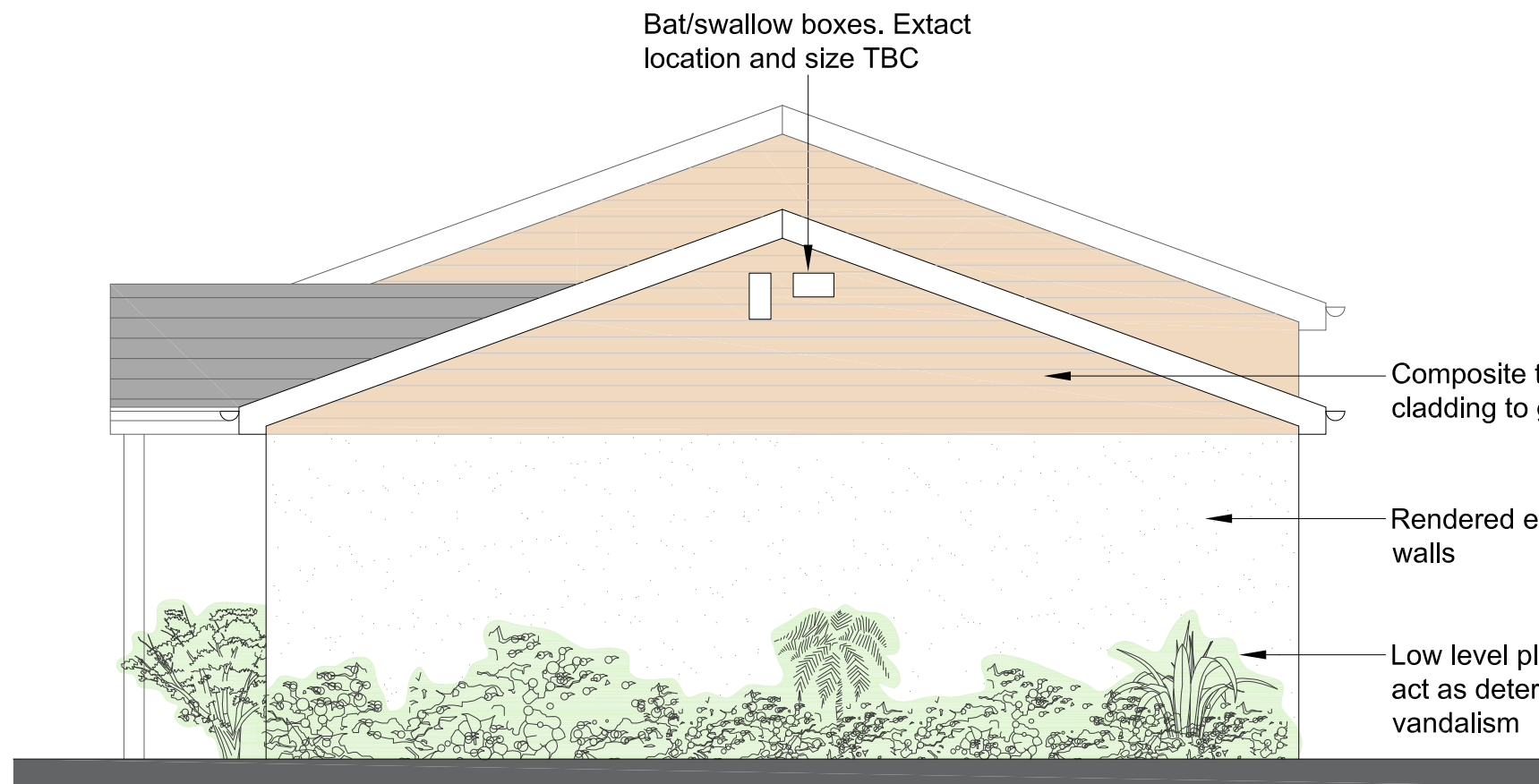
- **To note the report**
- **To note the financial implications.**
- **To approve the submission of the plans for planning approval.**



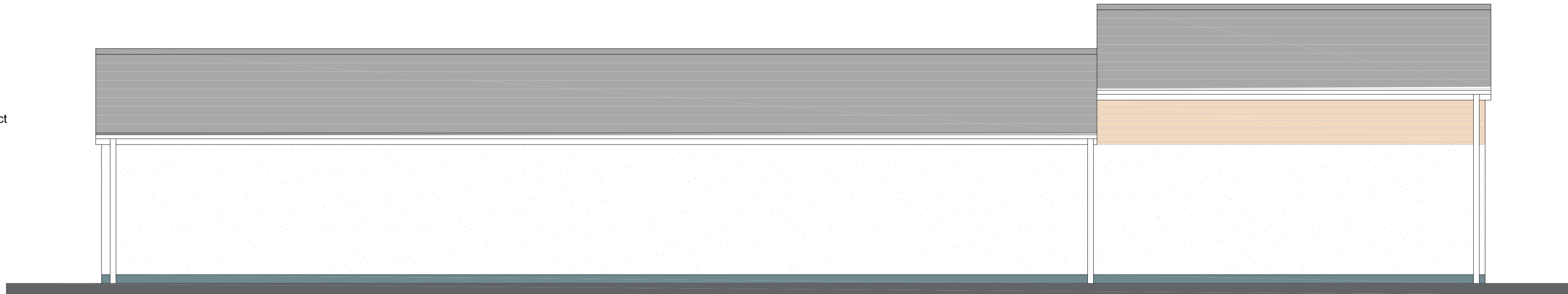
NORTH WEST ELEVATION



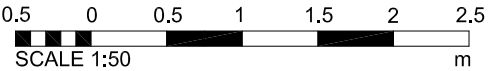
SOUTH WEST ELEVATION (FRONT)



SOUTH EAST ELEVATION



NORTH EAST ELEVATION (REAR)



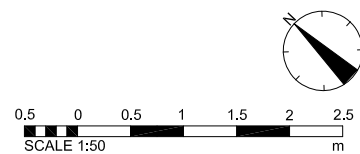
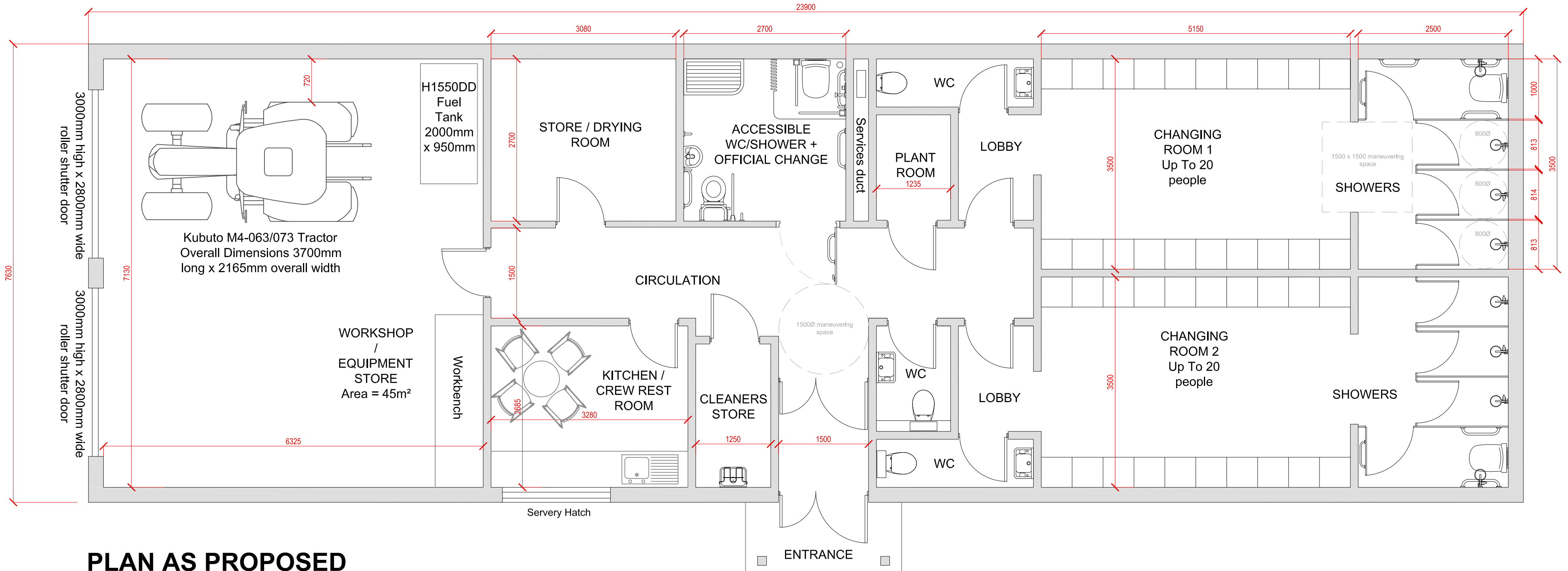
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DRAWING NOTES:	
SURVEYED BY: XX	SURVEY DATE: XX/XX/XXXX
COORDINATES: LOCAL	DATUM: LOCAL

-	-	-	-	-
REV	DESCRIPTION	DATE	BY	CHKD

PROJECT:	Long Lane Pavilion Feasibility Options
TITLE:	Elevations As Proposed

CLIENT:	Bursledon Parish Council	
IN ASSOCIATION WITH:		
Eastleigh Borough Council		
DRAWN BY: AW	CHECKED BY: PW	APPROVED BY: PW
SCALE: 1:50	@A1	DATE: 18/10/23

ORIGINATOR: www.ridge.co.uk	
RIDGE	
RIDGE PROJECT NO: 5021481	
STATUS: S3	DESCRIPTION: SUITABLE FOR REVIEW
DRAWING NO:	
PROJECT: 5021481	ORG: RDG
FUNCTION: XX	SPATIAL: XX
FORM: D	DISC: B
NUMBER: 0010	REV: -



PLAN AS PROPOSED
GIA = 166m²

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Hampshire County Council Delegated Authority.

Report of the Roland Potter (Parish Clerk)

23 October 2023

1. Purpose of the Report

The purpose of this report is to consider an offer from Hampshire County Council (HCC) to allow Parish Councils to write to land and property owners re drainage and overgrown boundaries.

Supporting Information

2. Background

The Council has received an offer from HCC because of enquiries from other Councils, the opportunity to offer some assistance in relation to two highway issues that cause frustration in many local communities. Specifically blocked ditches and watercourses – which can lead to flooding, and overgrown vegetation which can encroach onto the public highway.

While it is important to acknowledge these matters typically fall under the County Council's jurisdiction requiring an established, but sometimes lengthy, legal procedure be followed, I recognise the benefit of proactive communication and engagement with residents before formally involving the Highway Authority.

HCC acknowledge that early communication, may help at a local level and have provided two draft letters (attached) which can be issued by the Parish Council.

3. Policy & Legal Issues

The policy and legal issues are set out in the above report.

4. Staffing Implications

The staffing implications are small and can be done within the Council administrative role.

5. Financial Implications

There are no direct financial implications associated with this report.

6. Crime and Disorder Implications

There are no crime and Disorder implications.

7. Equal Opportunities Implications

There are no Equal Opportunities Issues associated with this report.

8. Environmental & Climate Change Implications

There are no Environmental and Climate Change implications in this report.

9. Risk Assessment

There are no risks identified with this report

10. General Data Protection Regulations

There are no implications for the General Data Protection Act in this report.

11. Recommendations

- **To note the report**
- **To agree to the Parish Council accepting the authority to write to residents etc regarding drainage and overgrown vegetation.**

Maintaining Ditches and Watercourses at your property

I would like to advise you that we have recently (*observed/been contacted about*), a ditch/watercourse within or bordering your property which is in need of maintenance.

A watercourse is any natural or artificial channel above or below ground through which water flows, either year-round or only periodically. Watercourses are classified as either an 'ordinary watercourse' or 'Main River'.

Ordinary watercourses are watercourses that are not part of a Main River, including streams, ditches, drains, pipes, culverts etc. through which water flow. Main Rivers are typically larger streams and rivers, but some are smaller watercourses of local significance. To identify whether your watercourse is a Main River, search online for 'EA Main River Map'.

Landowners with watercourses on or adjacent to their land are called 'riparian landowners' and have a responsibility to maintain these watercourses. Main Rivers are managed nationally by the Environment Agency, with Hampshire County Council as the Lead Local Flood Authority managing ordinary watercourses. In both instances, these organisations have the power to enforce a landowner to maintain the watercourse on or adjacent to their land.

The Parish Council note that the ditch/watercourse is in a condition such that the proper flow of water is being impeded and is no longer functioning as an efficient drain. We understand that you may be the owner of the adjacent land and consequently you are responsible for maintaining the ditch.

It would be appreciated if you could look at this to help manage flood risk in the area and arrange to clear this ditch/watercourse as soon as practicable in order to reduce the flood risk to your neighbours and residents of the parish.

In the meantime, if you would like any further information on ditch/watercourse responsibilities please contact the Parish Council in the first instance. If you need to make any alterations to existing ditches or require further help and advice, please visit [Flood and water management | Hampshire County Council \(hants.gov.uk\)](https://www.hants.gov.uk/flood-and-water-management) or contact the Flood and Water Management team at FWM@hants.gov.uk

Please note that if you don't take action, this issue will be reported to Hampshire County Council, and they may be in contact to request action be taken.
Thank you for your understanding and co-operation.

Yours sincerely

Dear Owner/Occupier

Overgrown vegetation at your property encroaching onto the public highway

I would like to advise you that we have recently (*observed/been contacted about*) vegetation that appears to be on your property, is overgrown and is causing an obstruction.

Overgrown trees and hedges next to footpaths and roads pose a real hazard to people who are disabled or who are visually impaired, and young children or other pedestrians who risk injury or damage to their faces or clothing from thorns and branches.

If the pavement (footway) is narrow or the obstruction is excessive, they may be forced into the road. This is particularly dangerous for wheelchair users or for people pushing a pram or buggy.

On junctions and bends overgrown hedges may obstruct sight lines and the clear view of motorists. They may also obscure traffic signs or streetlights, increasing the risk of accidents. The Highway Authority has a duty under the Highways Act 1980 to ensure that the highway is not obstructed.

Even small overgrowth can be hazardous particularly to blind and visually impaired people who often use property boundaries as a guide, or when a footpath is narrow. It is also a requirement that anything overhanging a footway must be at least 2.1m above the footway or verge, 2.4m above a cycleway and 5.2m above the road surface.

It may be the case that you are not aware of vegetation overhanging **from** your property. If you would like to discuss this matter further, or if you are not clear as to the extent of cutting back required, please contact the Parish Council.

In the meantime, I would therefore be grateful, if you are in a position to do so, to cut back your vegetation to within your boundary or above the heights previously specified. You may also want to consider regularly maintaining your vegetation, so it does not become an obstruction.

Please note that if you don't take action, this issue will be reported to Hampshire County Council, and they may be in contact to request action be taken.

Thank you for your understanding and co-operation.

Yours sincerely



Bursledon Parish Council
Agenda Item 9
Planning and Highways Notes

12 July 2023.
9 August 2023.
13 September 2023.
11 October 2023.



BURSLEDON PARISH COUNCIL

Parish Council Office,
The Lowford Centre,
Portsmouth Road.
Bursledon Southampton SO31 8ES
Telephone 023 8040 7535
Website: bursledon-pc.gov.uk
Email: clerk@bursledon-pc.gov.uk

Bursledon Parish Council

Notes for the Planning and Highways Working Group
Wednesday 12 July 2023 at 7pm (Virtual Meeting)

Attendance Councillors who are members of the working group:

M Garrett, K House, M Penn, J Rich, K Whitlock, V Figueira.

Other Councillors:

S Hannen (Deputy Parish Clerk)

Members of the Public: 0

Apologies for Absence

Cllr G Gill,

Declarations of Interest

None

Questions from the Public

There were no public present.

Planning Applications received from Eastleigh Borough Council within the Parish or on its boundary.

Application No: [F/23/95306](#)

Address: DEACONS BOATYARD, BRIDGE ROAD, BURSLEDON, SOUTHAMPTON, SO31 8AZ

Description: Construction of a new boat maintenance building including staffroom and storage area.

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application.

No: [F/23/95386](#)

Address: 12 GOSLINGS TURNING, BURSLEDON, SOUTHAMPTON, SO31 8LP

Description: To build a demountable cat hotel in rear garden.

Suggested Comments for the Councils Officers to consider:

Councillors objected to this application as it is considered inappropriate for the location, being out of keeping with residential urban gardens. Concerns were also raised regarding the proportion of the garden being taken up by the building and associated noise and smell disturbance. Councillors requested this application is referred to the Local Area Committee.

Application No: [H/23/95385](#)

Address: SPRINGFIELD, RUTLAND GARDENS, BURSLEDON, SOUTHAMPTON, SO31 8FZ

Description: Two storey side extension

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application.

Close of the Meeting 19:13



BURSLEDON PARISH COUNCIL

Parish Council Office,
The Lowford Centre,
Portsmouth Road.
Bursledon Southampton SO31 8ES
Telephone 023 8040 7535
Website: bursledon-pc.gov.uk
Email: clerk@bursledon-pc.gov.uk

Bursledon Parish Council

Notes for the Planning and Highways Working Group
Wednesday 9 August 2023 at 7pm (Virtual Meeting)

Attendance Councillors who are members of the working group:

M Garrett, J O Sullivan, J Rich.

Other Councillors:

S Hannen (Deputy Parish Clerk)

Members of the Public: 0

Apologies for Absence

Cllr G Gill, K House, M Penn, K Whitlock, V Figueira

Declarations of Interest

None

Questions from the Public

There were no public present.

Planning Applications received from Eastleigh Borough Council within the Parish or on its boundary.

Application No: [F/23/95453](#)

Address: SITE OF RAMCREST, LOWFORD HILL, BURSLEDON

Description: Replacement dwelling

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application.

Application No: [H/23/95310](#)

Address: WAYSIDE, HILL PLACE, BURSLEDON, SOUTHAMPTON, SO31 8DX

Description: To replace existing 52m fence on southern boundary with St. Leonard's cemetery. Wooden close boarded construction, 1.8m in height , consisting of upright 2.4m wooden posts (1.8m above ground) at 2.4m intervals.

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application.

Application No: [H/23/95331](#)

Address: 46 LUCK ROAD, BURSLEDON, SOUTHAMPTON, SO31 8LR

Description: Two storey rear extension, single storey front extension and alterations to fenestration

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application however in light of the reference to an escape window suggesting a possible HMO, commented that the purpose of an extension in applications would allow for more informed decisions.

Application No: [F/23/95509](#)

Address: BELLEVUE HOUSE, HIGH STREET, BURSLEDON, SOUTHAMPTON, SO31 8DJ

Description: Demolition of the existing dwelling house and garage and replacement of both

Suggested Comments for the Councils Officers to consider:

Councillors objected to this application as consent to modify has already been given and there is no evidence provided that the current property is unfit for purpose and requires demolition. This therefore breaches several policies that protect the conservation area. If passed Councillors requested this application is referred to the Local Area Committee and to the Design Board.

Application No: [H/23/95526](#)

Address: 21 LE MARECHAL AVENUE, BURSLEDON, SOUTHAMPTON, SO31 8LW

Description: Single storey rear extension

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application.

Application No: [F/23/95510](#)

Address: BURSLEDON CONGREGATIONAL CHURCH, SCHOOL ROAD, BURSLEDON, SOUTHAMPTON, SO31 8BU

Description: Conversion of Methodist church hall to 3no. 2 bedroom dwellings, with associated parking, amenity space, elevational alterations including insertion of rooflights and provision of raised decked areas.

Suggested Comments for the Councils Officers to consider:

Councillors objected to this application due to over development of the site and the negative impact this would have on parking and access to other properties. Should the application be approved Councillors asked the application is referred to the Local Area Committee.

Application for Street Naming – Misery, Off Providence Hill

Suggested Comments for the Councils Officers to consider:

Councillors supported the suggestions for the road names and liked the nautical connections.

Close of the Meeting 19:30



BURSLEDON PARISH COUNCIL

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Portsmouth Road.
Bursledon Southampton SO31 8ES
Telephone 023 8040 7535
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Email: clerk@bursledon-pc.gov.uk

Bursledon Parish Council

Notes for the Planning and Highways Working Group
Wednesday 13 September 2023 at 7pm (Virtual Meeting)

Attendance Councillors who are members of the working group:

M Garrett, M Penn, V Figueira

Other Councillors:

S Hannen (Deputy Parish Clerk)

Members of the Public: 0

Apologies for Absence

Cllr G Gill, K House, J O Sullivan, J Rich., K Whitlock,

Declarations of Interest

None

Questions from the Public

There were no public present.

Planning Applications received from Eastleigh Borough Council within the Parish or on its boundary.

Application No: [H/23/95566](#)

Address: 14 BEVERLEY GARDENS, BURSLEDON, SOUTHAMPTON, SO31 8FD

Description: New side carport. To extend the main roof to the side. To replace the existing flat roof. on rear Existing ridge level to be maintained. Replacement of front dormer window, with a dormer mansard style. Dormer to the rear elevation and two side facing high level rooflights.

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application.

Application No: [H/23/95325](#)

Address: THE VICARAGE, SCHOOL ROAD, BURSLEDON, SOUTHAMPTON, SO31 8BW

Description: Replacement garden shed

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application.

Close of the Meeting 19:05



BURSLEDON PARISH COUNCIL

Parish Council Office,
The Lowford Centre,
Portsmouth Road.
Bursledon Southampton SO31 8ES
Telephone 023 8040 7535
Website: bursledon-pc.gov.uk
Email: clerk@bursledon-pc.gov.uk

Bursledon Parish Council

Notes for the Planning and Highways Working Group
Wednesday 11 October 2023 at 7pm (Virtual Meeting)

Attendance Councillors who are members of the working group:

M Garrett, M Penn, K House, J Rich, G Gill

Other Councillors:

S Hannen (Deputy Parish Clerk)

Members of the Public: 0

Apologies for Absence

None

Declarations of Interest

None

Questions from the Public

There were no public present.

Planning Applications received from Eastleigh Borough Council within the Parish or on its boundary.

Application No: [H/23/95875](#)

Address: GREYDOWNS, SCHOOL ROAD, BURSLEDON, SOUTHAMPTON, SO31 8BX

Description: Replacement render and partial rendering to front and side elevations

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application.

Application No: [H/23/95866](#)

Address: PALLINSBURN, BRIDGE ROAD, BURSLEDON, SOUTHAMPTON, SO31 8AH

Description: First Floor Side Extension over Existing

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application however, asked that if permission is granted, due to the properties location a condition be added that vehicles related to the building works do not obstruct the pavement.

Application No: [X/23/95903](#)

Address: OAK LODGE, BRIDGE ROAD, BURSLEDON

Description: Variation of condition 2 (approved plans) and condition 10 (details), and removal of condition 13 (stopping up of existing access) to accommodate relocation of Plot 1 of planning permission F/20/87926 for construction of 6 no. five bed dwellings, conversion of existing outbuilding to 1 no. 3 bed dwelling and the refurbishment of existing dwelling at Oak Lodge with associated garages / car parking, new access from Bridge Road, landscaping and associated works.

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application but commented that concerns regarding water management had still not been addressed.

Application No: [H/23/96006](#)

Address: DELFAN, HAMBLE LANE, BURSLEDON, SOUTHAMPTON, SO31 8DR

Description: New porch

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application however, asked that if permission is granted, due to the properties location a condition be added that vehicles and materials related to the building works do not obstruct the cycle path.

Application No: [F/23/95867](#)

Address: The Site is called the Old Fairground, Bursledon Road, SO19 0NL,

Description: The construction of a 3 bedroom detached house with associated parking and landscaping to replace an existing 3 bedroom mobile home

Suggested Comments for the Councils Officers to consider:

Councillors objected to the application as the site is located in a local gap that falls within designated countryside protected by Policy S5.

Application No: [H/23/95511](#)

Address: 1 OAKHILL TERRACE, OAKHILL, BURSLEDON, SOUTHAMPTON, SO31 8AS

Description: Demolition of rear single storey rear extension, erection of two storey side and rear extension with alterations to the fenestration

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application but were concerned that due to the properties location was there appropriate vehicular access to the site and was parking adequate for the number of bedrooms proposed.

Application No: [H/23/95171](#)

Address: WALTON, PRIORS HILL LANE, BURSLEDON, SOUTHAMPTON, SO31 8FG

Description: New carport

Suggested Comments for the Councils Officers to consider:

Councillors had no objection to this planning application.

Hampshire Highways response to Cemex negotiations of Hamble Lane

Councillors noted the update from Hamble Peninsular Residents Group, regarding negotiations that Cemex has been having with Hampshire County Council Highways Authority.

Close of the Meeting 19:41



Bursledon Parish Council

Agenda Item 10

Finance Reports

Schedule of Bank Payments 20 October 2023
Budget Comparison Report on 30 September 2023.
Six months Accounts ended 30 September 20023

Bursledon Parish Council

Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3402	FPS231020 AcornTree	£3,156.00		29/07/23	Acorn Tree Specialists Ltd - Tree Work at Bursledon Gully Restoration - Lionheart Way	
1		£2,376.00	607/1/1		Work as per CBA Tree to trees T1,T2,T3 and T4	
2		£360.00	607/1/1		Hydraulic platform costs	
3		£420.00	607/1/1		Grinding of Stumps T2,T3 and T4	
		£3,156.00			Acorn Tree Specialists Ltd - Total	
2907	FPS231020 BDO	£756.00	221/1	31/03/23	BDO LLP - External Audit Fees 2022/23	0424778
		£756.00			BDO LLP - Total	
3424	FPS231020 BDCA	£500.00	202/1	15/09/23	Bursledon and District Community Association - Service charges Octoberr pay at £500 per month	
		£500.00			Bursledon and District Community Association - Total	
3393	FPSCame& co221020	£4,639.73	219	21/09/23	Came and Company - General Insurance	527124803
		£4,639.73			Came and Company - Total	
3391	FPS231020 Carters	£332.12		27/09/23	Carters of Swanwick - Various	1/146509
1		£29.33	419		ROLLER	
2		£186.51	419		BELT	
3		£116.28	419		BLADES	
		£332.12			Carters of Swanwick - Total	

Signature

Signature

Date

Bursledon Parish Council

Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3406	FPS231020 CBATrees	£1,212.00		14/09/23	CBA Trees - Element 1 – Tree Re-Survey Report - Schedule and Plan ☐ Visit site to survey trees, groups and hedges (tree numbers as per the information we hold on file) – see notes. ☐ Update the previous tree survey schedule including root protection areas. ☐ Update the tree survey plan using the previous tree survey plan, showing tree locations and tree numbers as per the tree survey schedule. The tree survey plan will show crown spreads and theoretical root protection areas. ☐ Provide an emailed copy of the tree survey schedule and plan in pdf format. This report will be the base data for any further reports required. Element 2 – Arboricultural Report for the Planning Application ☐ Provide advice on implications of the proposed scheme. At this stage, please provide the proposed plan in dwg format and information on: levels, services, construction techniques (including foundation design) to enable assessment of any impact on the trees, agree tree protection measures for retained trees, any tree loss and mitigation measures if appropriate. ☐ Produce an arboricultural report for the planning application on the implications of the proposed scheme with supporting tree protection method statement and specification, tree protection plan and other information as appropriate. ☐ Provide an emailed copy of the report in .pdf format.	
1		£378.00	420/8/1		Tree Survey Report Schedule and Plan	
2		£834.00	420/8/1		Arboricultural Report for Planning	
		£1,212.00			CBA Trees - Total	
3385	FPS231020 DSquared	£962.57	213/2	10/10/23	D Squared Electrical Services - Install and set up a new network switch in the existing data cabinet. Wire a new double data outlet in the office as discussed on site. Investigation in to the existing CAT5e cables in the two offices and they shall be tested and relabelled to show which cabinet they go back to and then have them patched in to achieve correct functionality.	7917
		£962.57			D Squared Electrical Services - Total	
3408	FPS231020 EBCProje ct	£5,131.00	607/1/1	03/10/23	Eastleigh Borough Council - Stage 2 Ecology Works Invoice 2	02649888
		£5,131.00			Eastleigh Borough Council - Total	

Signature

Signature

Date

Bursledon Parish Council

Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3410	FPS231020 Eversonfuel	£811.50		06/10/23	Evesons Fuels - 500litres of white diesel for ride on mowers & parish vehicles Delivery to: Pavilion Long Lane Recreation Ground Long Lane Bursledon Southampton SO31 8BZ (post code is for the village hall which is opposite the recreation ground)	2624321
1		£811.50	404		500litres of white diesel	
		£811.50			Evesons Fuels - Total	
3404	FPS231020 RPotterEXP	£71.58		20/10/23	R Potter - Expenses paid By Clerk	
1		£40.44	213/4/2		Adobe	
2		£31.14	213/4/2		Win zip	
3403	FPS231020 RPotterEXP	£28.98		04/10/23	Royal British Legion Poppy Appeal - Wreath of all Poppies Product Code: AA23DW104499ONZ	
1		£28.98	305		Wreath of all Poppies	
		£28.98			Royal British Legion Poppy Appeal - Total	
3414	FPS231020 Screwfix	£16.99	455/1	09/10/23	Screwfix Direct Ltd - Squire Padlock 40mm	1422545008
		£16.99			Screwfix Direct Ltd - Total	
3392	FPS231020 Snows	£444.14	405/2/2	28/09/23	Snows Peugeot - Replace rear brake pads & disc	43511762
		£444.14			Snows Peugeot - Total	
3413	FPS231020 SLCC	£153.30		10/10/23	Society of Local Council Clerks - The Clerks' Manual 2023	ORD509347-1
1		£142.50	218		The Clerks' Manual 2023 3no	
2		£10.80	218		Delivery	
		£153.30			Society of Local Council Clerks - Total	
3382	FPS231020 Viking	£88.91	211	14/09/23	Viking - Printer cartridges	3007484

Signature

Signature

Date

Bursledon Parish Council

Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
3409	FPS231020 Viking	£107.52		10/10/23	Viking - Stationery	3141849
1		£14.36	211		Viking Diary A4 2024	
2		£10.55	211		Rubbermaid Recycling Bin	
3		£5.39	211		Viking Annual Planner	
4		£6.35	211		Stronghold Cleaning Cloths	
5		£35.99	211		Carex Hand Soap Refill	
6		£16.79	211		Energizer AA Alkaline Batteries	
7		£2.99	211		Niceday Whiteboard Magnets	
8		£15.10	211		Cambridge Notebook Jotter A5	
		£196.43		Viking - Total		
3412	FPS231020 VisionICT	£30.00	217/2	10/10/23	Visionict - Webinar on Accessibility for S Hannen	17320
		£30.00		Visionict - Total		
		£11,746.64		Confidential		
Total		£30,188.98				

Signature

Signature

Date

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/24	Reserve Movements	Actual Net	Balance
Parish Office Central Charges					
Income					
100	Precept	£238,783.00	£0.00	£238,795.72	£12.72
103	Other Income	£0.00	£0.00	£0.00	£0.00
105	Office Services	£0.00	£0.00	£0.00	£0.00
110	Interest	£475.00	£0.00	£0.00	-£475.00
112	Intrest	£0.00	£0.00	£1,439.69	£1,439.69
Total Income		<u>£239,258.00</u>	£0.00	<u>£240,235.41</u>	<u>£977.41</u>
Expenditure					
201	Community Centre Rent	£2,300.00	£0.00	£2,100.00	£200.00
202	Community Centre Service Charges	£6,400.00	£0.00	£3,500.00	£2,900.00
203	Property Costs	£1,098.00	£0.00	£88.22	£1,009.78
210	Postage	£82.00	£0.00	£3.85	£78.15
211	Stationery/Printing	£439.00	£0.00	£183.42	£255.58
212	Photocopier Hire & Charges	£769.00	£0.00	£376.78	£392.22
213	Information Technology	£5,655.00	£0.00	£6,615.15	-£960.15
216	Telephone	£1,647.00	£0.00	£1,020.33	£626.67
217	Website	£1,537.00	£0.00	£401.50	£1,135.50
218	Subscriptions & Publications	£2,140.00	£0.00	£1,963.71	£176.29
219	General Insurance	£4,941.00	£0.00	£4,639.73	£301.27
220	Legal Fees	£3,000.00	£0.00	£801.00	£2,199.00
221	Audit Fees	£1,867.00	£0.00	£0.00	£1,867.00

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/24	Reserve Movements	Actual Net	Balance
222	Bank Charges	£192.00	£0.00	£67.20	£124.80
225	Salaries	£70,375.00	£0.00	£28,895.83	£41,479.17
226	Staff Overheads	£1,515.00	£0.00	£962.67	£552.33
230	COviD expenses	£0.00	£0.00	£0.00	£0.00
998	Suspence Petty cash	£0.00	£0.00	£0.00	£0.00
999	Suspence	£0.00	£0.00	£0.00	£0.00
Total Expenditure		<u>£103,957.00</u>	£0.00	<u>£51,619.39</u>	<u>£52,337.61</u>
Community Library					
Income					
150	Income	£0.00	£0.00	£21.16	£21.16
Total Income		<u>£0.00</u>	£0.00	<u>£21.16</u>	<u>£21.16</u>
Expenditure					
365	Library - Operational Costs	£5,350.00	£1,865.00	£5,063.57	£2,151.43
Total Expenditure		<u>£5,350.00</u>	£1,865.00	<u>£5,063.57</u>	<u>£2,151.43</u>
Civic Expenditure					
Expenditure					
300	Newsletter	£0.00	£0.00	£0.00	£0.00
305	Chairmans Allowance	£200.00	£0.00	£50.00	£150.00
306	Councillor Expenses	£100.00	£0.00	£0.00	£100.00
307	Councillor IT Expenses	£714.00	£0.00	£604.24	£109.76
308	Councillor Training	£439.00	£0.00	£48.00	£391.00
309	Civic projects	£100.00	£0.00	£0.00	£100.00
310	Room Hire	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/24	Reserve Movements	Actual Net	Balance
315	Election Expenses (RESERVE)	£5,250.00	£24.00	£24.00	£5,250.00
Total Expenditure		<u>£6,803.00</u>	£24.00	<u>£726.24</u>	<u>£6,100.76</u>
Community Development					
Expenditure					
360	Community Development	£4,500.00	£0.00	£3,500.00	£1,000.00
Total Expenditure		<u>£4,500.00</u>	£0.00	<u>£3,500.00</u>	<u>£1,000.00</u>
Grants					
Expenditure					
350	Grants	£2,300.00	£0.00	£81.00	£2,219.00
Total Expenditure		<u>£2,300.00</u>	£0.00	<u>£81.00</u>	<u>£2,219.00</u>
Allotments					
Income					
120	Allotment Rents	£1,240.00	£0.00	£0.00	-£1,240.00
Total Income		<u>£1,240.00</u>	£0.00	<u>£0.00</u>	<u>-£1,240.00</u>
Expenditure					
500	Salary Costs	£0.00	£0.00	£0.00	£0.00
502	Administration Costs	£225.00	£0.00	£242.85	-£17.85
505	Operational Costs	£563.00	£0.00	£206.23	£356.77
Total Expenditure		<u>£788.00</u>	£0.00	<u>£449.08</u>	<u>£338.92</u>
Cemetery Services					
Income					
125	Income	£6,000.00	£0.00	£2,811.00	-£3,189.00
Total Income		<u>£6,000.00</u>	£0.00	<u>£2,811.00</u>	<u>-£3,189.00</u>
Expenditure					

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/24	Reserve Movements	Actual Net	Balance
550	Bursledon Cemetery Staff Costs	£0.00	£0.00	£0.00	£0.00
552	Bursledon Cemetery	£910.00	£0.00	£1,003.90	-£93.90
555	St Leonnards Staff Costs	£0.00	£0.00	£0.00	£0.00
557	St Leonnards Cemetery (Closed)	£0.00	£0.00	£0.00	£0.00
560	Mauseleum Salaries	£0.00	£0.00	£0.00	£0.00
Total Expenditure		<u>£910.00</u>	<u>£0.00</u>	<u>£1,003.90</u>	<u>-£93.90</u>

Grounds Maintenance

Income

130	Income - Outside Services- Long Lane	£1,860.00	£0.00	£719.38	-£1,140.62
135	Income - Outside services - King George V	£1,553.00	£0.00	£30.00	-£1,523.00
Total Income		<u>£3,413.00</u>	<u>£0.00</u>	<u>£749.38</u>	<u>-£2,663.62</u>

Expenditure

400	Administration Costs	£1,131.00	£0.00	£1,020.87	£110.13
402	Health & Safety	£549.00	£0.00	-£39.01	£588.01
403	Equipment Costs	£4,000.00	£0.00	£470.25	£3,529.75
404	Fuel	£3,000.00	£0.00	£59.70	£2,940.30
405	Vehicle Costs	£3,843.00	£0.00	£2,735.20	£1,107.80
406	Illegal Tipping	£563.00	£0.00	£0.00	£563.00
407	Notice Boards	£0.00	£0.00	£126.06	-£126.06
408	Salaries	£96,843.00	£0.00	£42,210.00	£54,633.00
409	Staff Overheads	£2,068.00	£0.00	£911.38	£1,156.62
419	Grounds Services	£31,842.00	£0.00	£665.95	£31,176.05

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/24	Reserve Movements	Actual Net	Balance
420	Long Lane Recreation Ground	£0.00	£0.00	£3,697.86	-£3,697.86
430	King George V Playing Fields	£0.00	£0.00	£568.57	-£568.57
440	Pilands Wood Open Space	£0.00	£0.00	£1,189.80	-£1,189.80
445	Woodlands Way	£0.00	£0.00	£124.90	-£124.90
450	Great Down Park	£0.00	£0.00	£2,062.28	-£2,062.28
455	Lionheart Way Ecology Park	£0.00	£0.00	£1,330.00	-£1,330.00
460	Hungerford Bottom Ecology Park	£0.00	£0.00	£0.00	£0.00
465	Pocket Park Kew Lane	£0.00	£0.00	£0.00	£0.00
470	Fishers Piece	£0.00	£0.00	£0.00	£0.00
475	The Laurels	£0.00	£0.00	£0.00	£0.00
480	The View Point	£0.00	£0.00	£0.00	£0.00
485	Bursledon Station Woods	£0.00	£0.00	£0.00	£0.00
490	Peewit Hill	£0.00	£0.00	£0.00	£0.00
Total Expenditure		<u>£143,839.00</u>	£0.00	<u>£57,133.81</u>	<u>£86,705.19</u>
Capital Projects					
Income					
160	Developers Contributions & Grants	£0.00	£0.00	£0.00	£0.00
Total Income		<u>£0.00</u>	£0.00	<u>£0.00</u>	<u>£0.00</u>
Expenditure					
601	Parish Council Offices	£0.00	£0.00	£0.00	£0.00
602	Bursledon Community Library	£0.00	£0.00	£0.00	£0.00
603	Long Long Lane Recreation Ground	£0.00	£0.00	£0.00	£0.00

Financial Budget Comparison

Comparison between 01/04/23 and 30/09/23 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/23

		2023/24	Reserve Movements	Actual Net	Balance
604	King George V Recreation Ground	£0.00	£0.00	£0.00	£0.00
605	Bursledon Cemetery	£0.00	£0.00	£0.00	£0.00
606	Great Down Park	£0.00	£0.00	£0.00	£0.00
607	Lionheart Way Ecology Park	£0.00	£0.00	£57,754.17	-£57,754.17
608	Pilands Wood Open Space	£0.00	£0.00	£0.00	£0.00
609	Woodlands Way	£0.00	£0.00	£0.00	£0.00
Total Expenditure		<u>£0.00</u>	£0.00	<u>£57,754.17</u>	<u>-£57,754.17</u>
Old Accounts					
Expenditure					
1465	Tree Maintenance	£0.00	£0.00	£0.00	£0.00
Total Expenditure		<u>£0.00</u>	£0.00	<u>£0.00</u>	<u>£0.00</u>
Pilands Wood Community Centre					
Expenditure					
700	Asset Management	£2,000.00	£0.00	£0.00	£2,000.00
Total Expenditure		<u>£2,000.00</u>	£0.00	<u>£0.00</u>	<u>£2,000.00</u>
Total Income		£249,911.00	£0.00	£243,816.95	
Total Expenditure		£270,447.00	£1,889.00	£177,331.16	
Total Net Balance		<u>-£20,536.00</u>		<u>£66,485.79</u>	

Income and Expenditure Account

31/03/23 £		30/09/23 £
	INCOME	
6,905.00	Cemetery Income	2,921.00
1,118.34	Allotment Rents	0.00
219,425.00	Precept	238,795.72
1,185.45	Interest on Investments	1,439.69
3,957.35	Income	749.38
18,710.81	Grants Received	0.00
0.00	Library Income	21.16
251,301.95	TOTAL INCOME	243,926.95
	EXPENDITURE	
19,823.78	Capital Projects	57,754.17
90,483.42	Parish Office Central Charges	53,739.46
1,440.66	Grants	81.00
3,978.62	Library	5,247.59
669.50	Civic Expenditure	523.73
3,588.00	Community Development	3,500.00
594.76	Allotments	449.08
2,031.78	Cemetery Services	1,003.90
113,293.02	Grounds Maintenance	57,124.31
750.00	Pilands Wood Community Centre	0.00
236,653.54	TOTAL EXPENDITURE	179,423.24
82,782.41	Balance as at 01/04/23	87,355.82
251,301.95	Add Total Income	243,926.95
334,084.36		331,282.77
236,653.54	Deduct Total Expenditure	179,423.24
0.00	Stock Adjustment	0.00
-10,075.00	Transfer to/ from reserves	-88,260.00
87,355.82	Balance as at 30/09/23	63,599.53

Consolidated Balance Sheet

31/03/23

£

30/09/23

£

Current assets

0.00	Investments	0.00
0.00	Loans Made	0.00
0.00	Investment	0.00
0.00	Stocks	0.00
3,423.84	VAT Recoverable	2,270.88
1,180.28	Debtors	401.70
3,497.00	Payment in Advance	1,389.10
255,993.86	Cash in Hand & at Bank	391,214.64
264,094.98	TOTAL CURRENT ASSETS	395,276.32
264,094.98	TOTAL ASSETS	395,276.32

Current liabilities

0.00	Loans Received	0.00
0.00	Temporary Borrowing	0.00
0.00	VAT Payable	0.00
5,692.16	Creditors	72,369.79
0.00	Receipts in Advance	0.00
5,692.16	TOTAL CURRENT LIABILITIES	72,369.79
258,402.82	TOTAL ASSETS LESS CURRENT LIABILITIES	322,906.53
0.00	Long Term Borrowing	0.00
0.00	Deferred Liabilities	0.00
0.00	Deferred Credits	0.00
0.00		0.00
258,402.82	NET ASSETS	322,906.53

Represented by

87,355.82	General Fund	63,599.53
0.00	3 Month Reserve	90,149.00
900.00	Buildings Reserves	48,843.00
136,111.00	Machinery & Equipment Reserves	86,000.00
0.00	Playground Reserves	2,168.00
7,500.00	Elections	7,476.00
8,000.00	Tree works funding bought forward	8,000.00
500.00	Library Project	500.00
17,811.00	County Councillor Grant	15,946.00
225.00	Deposits	225.00

Consolidated Balance Sheet

31/03/23		30/09/23
£		£
0.00	LONG TERM Investment Accounts	0.00
0.00	Liability Reserves e.g. deposits	0.00
258,402.82		322,906.53
171,047.00	Reserves total excluding general fund and liabilities	259,307.00
0.00	Reserves total of liabilities e.g. deposits	0.00
87,355.82	General fund total	63,599.53
258,402.82		322,906.53

Signed _____

Chairman

Date _____

Responsible Financial Officer