



BURSLEDON PARISH COUNCIL

The Lowford Centre, Portsmouth
Road, Bursledon, Southampton,
Hampshire, SO31 8EF

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To All members of the Council
Councillor S Holes (Chair)
Councillor M Garrett (Vice-Chair)
Councillor T Craig
Councillor G Gill
Councillor K House
Councillor M Penn
Councillor J Rich
Councillor K Whitlock

Dear Councillor

You are hereby summoned to attend the meeting of the Full Council of Bursledon
Parish Council to be held on:

Date: **Wednesday 29 September 2021** Time: **7.00 pm**

Place: Bursledon Parish Council Library

Yours Sincerely

R Potter

Roland Potter

Parish Clerk

Public Participation

Members of the public can participate in the meeting, however due to room capacity considerations, if the number of people attending exceed the occupation limit, the meeting will be adjourned to another room or date. To comply with Health & Safety requirements all people who are attending this meeting are requested to register their attendance at the meeting in the attendance register which will be available at the meeting.

Bursledon Parish Council

Agenda Full Council

Wednesday 29 September 2021 at 7pm

1. Apologies for Absence

To receive and consider apologies for absence.

2. Declarations of Interest

To receive from members, in respect of any items included on the agenda for this meeting, disclosures of any personal or pecuniary interest in line with the Parish Councils Code of Conduct and gifts and hospitality in line with government legislation.

District & County Councillors on the Council will make their comments and decisions based upon information available at the time of this meeting. It is accepted that District & County Councillors may come to different decisions in the light or more information being made at District or County Council Planning Meetings.

3. Minutes of Previous Meetings.

To receive and approve the [minutes](#) of the Council meeting held on Wednesday 28 July 2021 as a correct record of the meeting.

4. Questions from the Public

The Chair will invite members of the public who have registered to speak or ask any questions on any Local Government matter, not included on the agenda to which an answer will be given or if necessary, a written reply will follow within 10 working days, or the questioner will be informed of the appropriate contact details.

The Chair will invite members of the public who have registered to indicate which item on the agenda if any, they would like to speak.

5. Chair's Communications

To receive any communications from Councillor Steve Holes the Chair of Bursledon Parish Council

6. Planning Applications

Application No: [H/21/91269](#)

Address: River Barn, Salterns Lane, Bursledon, Southampton, SO31 8DH

Description: Proposed single storey rear extension alterations to fenestration and erection of detached single storey summer house following demolition of existing outbuildings (amendment to application H/18/84424) and proposed single storey extension of existing undercroft to main house and the erection of 2no. detached timber framed car ports

Application No: [H/21/91411](#)

Address: Menelaus, Providence Hill, Bursledon, Southampton, SO31 8AT

Description: Single storey rear extension, Alterations to the fenestration to include 2no. dormer windows, extension to first floor balcony and garage alterations

Application No: [H/21/91433](#)

Address: Fairport Cottage, Lands' End Road, Bursledon, Southampton, SO31 8DN

Description: Installation of solar panels on annexe roof

7. Staff Structure – Council Administration

To consider a restructuring of the Council's staffing for administration

8. Annual Audit Report

To receive and accept the report of the external auditors on the Councils accounts for the year ended 1 March 2021.

9. Finance Reports

- To receive and note the schedule of bank payments for 20 August and September 2021.
- To receive and note the budget report on 31 August 2021.

10. Close of the Meeting