

EAST BOLDRE PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on Tuesday 12th May 2015 at 7.00 pm in the East Boldre Village Hall.

Present:

Cllr Mr K Holmes Chairman
Cllr B Mulhall Vice Chairman

Cllr D Drodge
Cllr B Gregory
Cllr M Sterling

In attendance –Mrs K Penna, Parish Clerk and four residents.

1.0. Election of Chairman

Cllr Holmes as outgoing Chairman, invited applications for Chairman for the coming year.

Resolved: Cllr Holmes elected as Chairman, proposed by Cllr Gregory and seconded by Cllr Sterling.

2.0. Signature of Chairman's Declaration and Acceptance of Office

Cllr Holmes, as elected Chairman, signed the declaration.

3.0. Election of Vice Chairman

Resolved: Cllr Mulhall elected as Vice Chairman, proposed by Cllr Holmes and seconded by Cllr Sterling.

4.0. Delivery of Councillors' Acceptance of Office forms.

Resolved: Councillors' Acceptance of Office forms received.

5.0. To accept apologies for absence

None.

6.0. Declaration of Interest in items on the agenda

Cllr Holmes and Cllr Drodge declared an interest in items. 20.1. 20.2. and 20.3.

7.0. To confirm minutes of the meeting held on 14th April 2015

The minutes were agreed and duly signed by the Chairman as a true record of the meeting.

8.0. Election of Working Parties/Representatives

Resolved: Representatives elected as follows.

8.1. Amenities (including allotments) – Cllr Mulhall and Cllr Sterling.

8.2. Finance & General Purposes (to include staffing and general administration - All councillors.

8.3. Planning – Cllr Gregory.

8.4. Highways – All councillors.

9.0. To confirm review of Standing Orders, Financial Regulations, Risk Management, Asset register and Member's Interests

Resolved: Standing Orders reviewed 09/14; Financial Regulations reviewed 09/14; Risk Management reviewed 03/15; Asset register reviewed 04/15; Updated Member's Interests forms completed and will be sent to NFDC.

ACTION KP

10.0. Election of Representatives on outside bodies

Resolved: Confirmed as New Forest Association of Local Councils – Parish Clerk, New Forest Consultative Panel – Cllr Holmes, New Forest National Park Association South East Quadrant – Cllr Gregory, Passenger Transport Forum Group – Cllr Mulhall and Cllr Sterling.

11.0. To confirm membership of HALC and SLCC

Resolved: Membership of both bodies confirmed.

12.0. To agree meeting dates for 2015/16

Resolved: The following dates confirmed as the second Tuesday of each month excepting August and December where a meeting will only be held if there is *urgent business**.
12/05/15 Annual meeting & first of new council, 09/06/15, 14/07/15, *11/08/15, 08/09/15, 13/10/15, 10/11/15, *08/12/15, 12/01/16, 09/02/16, 08/03/16 (Council meeting followed by Annual Parish Assembly to include speakers and refreshments), 12/04/16.

13.0. To receive a report by County Councillor for East Boldre

County Councillor not Present.

14.0. To receive a report by District Councillor for East Boldre

District Councillor not present.

15.0. Public session

A resident alerted the council to two issues in Chapel Lane. Firstly, there is a lot of dog excrement in the lane, both on the tarmac area and the gravel track. Secondly, there is a problem with cars speeding down Chapel Lane. The tarmac area (HCC responsibility) is thought to be a 30MPH zone and the gravel area (Beaulieu parish) is thought to be a 10MPH zone. The same resident raised the issues still being experienced by residents in Sweyns Lease of parking on pathways. They feel this is due to insufficient parking in the area. This parking problem narrows the pathways for pedestrians and forces them to have to walk on the road if they have pushchairs or wheelchairs. Although NFDC have introduced the drop curb incentive in Sweyns Lease, this does not appear to have solved the problem. The clerk will contact the relevant authorities about these issues and feedback at the next meeting.

ACTION KP

Another resident who is a member of the Pilley and Boldre Speedwatch group who kindly undertake SID deployments in the parish has said there is a need for volunteers in East Boldre to come forward. The resident would like to be able to assist with deployments in the Boldre parish by way of thanks for Boldre residents helping in East Boldre. The resident will enquire whether it would be possible for the police to give clearance for a deployment of the SID in Chapel Lane.

The Chairman gave permission for a resident to speak on item 20.2. at that point of the meeting.

16.0. Clerks' report and information received

16.1. A copy of the Parish Council newsletter was sent to the councillor who was featured in the main article on the front page. She has contacted the clerk to say how pleased she is with the article. She and her husband will be visiting the parish this weekend to celebrate their anniversary.

16.2. A letter of thanks has been received from the Village Hall Committee in regards to the grant they received from the council (read letter).

16.3. The clerk has undertaken a short webinar training course run by HMRC on using the PAYE tool.

16.4. A letter has been received from the East Boldre School Fields Trust to say they have to undertake some emergency fencing work to their boundary fencing. They will be making a grant application to the council for discussion at next month's meeting.

16.5. NFDC have fed back on the usage of the rubbish bins in the parish. The cost to the parish of replacing these bins with pony safe ones has been requested.

16.6. The clerk asked that councillors let her know their availability to attend the 'East Boldre Airfield Remembers WW1' event on Saturday 23rd May so that she may RSVP on behalf of the council as a whole.

16.7. The clerk had heard from the secretary of East Boldre School Field Trust to say that the flyer which was included in the recent newsletter had already raised around £100.00 for the Trust.

16.8. The 'Information received' and the 'Pending' list have been circulated to all councillors.

17.0. Finance

16.1. To agree payments in accordance with the budget and to note bank reconciliation.

Resolved: Payments agreed as shown on table below, income and bank reconciliation noted.

| <i>Payee</i> | <i>Cheque No</i> | <i>Item</i> | <i>Payment</i> |
|--|------------------|-----------------|-------------------|
| Payments 12/05/15 | | | |
| K Penna(Paid K Wright) | 100469 | Salary | £597.13 |
| K Penna(Paid K Wright) | 100470 | Expenses | £83.16 |
| HALC | 100471 | Stationary | £10.00 |
| Total to pay | | | £690.29 |
| Amount to be transferred to current account | | | £500.00 |
| | | Receipts | |
| Source | | Detail | Amount |
| NFDC | | Precept | £7,500.00 |
| Mills | | Allotm. rent | £41.00 |
| Gray | | Allotm. rent | £244.00 |
| Total income | | | £7785.00 |
| Bank Reconciliation | | | |
| Balance as at 08/05/15 | | | |
| HSBC Current | | | £1,264.45 |
| HSBC Savings | | | £20,459.59 |
| Total | | | £21,724.04 |
| Net bank balance as at 08/05/15 | | | |
| The net balances reconcile to the cash book for the year to date, as follows | | | |
| Opening balances | 14862.38 | | |
| Add receipts | 7850.66 | | |
| Less payments | 989.00 | | |
| Total | | | £21,724.04 |

17.2. To approve the annual accounts.

Resolved: Annual accounts approved.

17.3. To approve external audit return.

Resolved: External audit return approved and signed by Chairman **ACTION KP**

17.4. To approve placement of council insurance.

Resolved: This has already been approved as a 3 year agreement had been made in 2013. This will be up for renewal in 2016.

18.0. Planning.

18.1. To consider current planning application 15/00271 Wagtails, Masseys Lane;

15/00308 The Wheelhouse, Main Road.

Resolved: Planning applications resolved as shown on the schedule below.

| | | | |
|----------------------|---|---|--------------|
| 15/00271 K Pearce | Wagtails, Masseys Lane, East Boldre.SO42 7WE. | 2 Storey side extension. | Comment 5 |
| 15/00308 K Pearce | The Wheelhouse, Main Road. East Boldre. SO42 7WU. | First floor extension; single storey extension; enlargement of existing rear dormer window. | Comment 5 |

18.2. To consider Tree Work applications; 15/0363 Magnolia Cottage, Main Road.

15/0363.

Resolved: The council agreed to go along with the tree officer's decision on this matter but would comment that they hope that the tree in question is not one of significant age.

19.0. Highways.

19.1. To receive an update on SLR.

The council has been invited to attend the Beaulieu Parish Council meeting on the 18th of June, time to be confirmed, to discuss the SLR. The Chairman and clerk are able to attend the meeting and other councillors will advise on their availability nearer the time.

ACTION KP

19.2. To receive an update on the use of the Speedwatch device in the parish.

The East Boldre resident who is a member of the Speedwatch team noted there had been three deployments in the parish so far. Only speeds of over 35MPH are recorded and there have been nine speeding vehicles in total in all three deployments.

20.0. Amenities.

20.1. Allotments report to update on allotment uptake for 2015/16.

The clerk noted that there has been a good uptake on the allotments for 2015/16. It seems most plot holders are continuing their leases with two new plot holders taking on new plots. It is likely that there will be a quarter and an eighth plot vacant on site one and two and a half plot vacant on site two.

20.2. To consider more frequent allotment checks with more support for plot holders.

An East Boldre resident and the Representative at allotment site one was given permission by the chairman to speak on this item. The allotment representative had undertaken an allotment inspection as agreed by council at the end of April. She felt that more regular inspections would be useful and that the feedback from the inspections could be used as a baseline to follow up any issues arising more quickly and effectively. She also suggested that it would be useful for both allotment representatives to be able to feedback their findings as a regular agenda item at each PC meeting which the council agreed was a good idea.

The allotment representative also raised issues with spraying at the sites and the management of the growth between the boundary and rabbit fencing.

Resolved: The next meeting's agenda will contain an item to consider feedback on monthly inspections and the process to deal with issues arising. The clerk will contact other councils with the responsibility of allotment sites within an SSSI area to establish their policy on spraying.

The Lengthsman will be asked to look at the growth between the boundary and rabbit fencing on both sites and advise on the possibility of tending to this regularly. These matters will all be fed back at the next PC meeting.

ACTION KP

20.3. To discuss allotment hedging at site one.

A complaint was received via New Forest District Council in regards to the hedging which runs along the Main Road at allotment site 2. The complainant was invited to this council meeting to discuss the matter but did not attend or make any response to the invitation.

Resolved: No comment.

21.0. To receive an update on the Lengthsman Scheme.

The clerk gave an update on the work which had been completed by the Lengthsman in 2014/15 which included; Repairs to the bus shelter seat; clearance of vacant allotment plots including accumulated rubbish; boxing in water taps at site 2; clearance of growth between boundary and rabbit fencing; filling in a trench and cutting hedging at site 2. The clerk asked if any jobs the councillors felt would be useful for the Lengthsman to undertake be passed onto her. HCC will be funding the Lengthsman scheme for 2015/16 but it is expected that

The PC will be expected to contribute to the funding from 2016/17.

The Lengthsman had also cut the hedging at allotment site one at cost to the council and had been considered to have done a very good job. The clerk suggested that due to the difficulty in getting three quotes each year for the hedge cutting, not only the clerk's time involved in this but the disinterest of some contractors to quote, that the council consider adding this task to the work of the Lengthsman. This would require the council to agree extra funding for the Lengthsman.

Resolved: The clerk will establish an idea of the financial value of the work undertaken by the Lengthsman so far and feedback to council. The increase of the Lengthsman's hours and therefore funding to incorporate the hedge cutting will be added to the next agenda.

ACTION KP

22.0. To discuss support to purchase a defibrillator for the parish.

The resident who attended last month's meeting gave the council an update on the matter to date. The cost of purchasing a defibrillator is between £1400.00 and £2200.00 with fitting as an extra cost. Community Heartbeat will make a contribution of £500.00. The proprietor of the village shop has said he is happy for the device to be fitted outside his shop. All that remains is to raise the extra monies required to complete the purchase.

Resolved: The council agreed to start the fundraising off with a grant of £250.00. The clerk will contact the County and District councillors for their support. Contact will be made with EXON for a request for a donation. The clerk will also advertise the project through social media. The clerk will make a project assistance request to Community Heartbeat.

ACTION KP

23.0. To discuss the problem of dog excrement in Chapel Lane.

This item was raised in the public session.

Resolved: The clerk will advise the dog warden of this issue.

ACTION KP

24.0. To adopt Social Media policy and Protocol for public and press reporting at Council meetings.

The Chairman asked for clarification of one item on the Social Media policy and one item on the Protocol for public and press reporting at Council meetings.

Resolved: Both items will be clarified and the policies will then be brought to the next meeting for adoption.

ACTION KP

25.0. Agenda items for next meeting.

Resolved: None.

26.0. To confirm date of the next meeting of East Boldre Parish Council

Confirmed as Tuesday 9th June 2015 at 7.00 pm in East Boldre Village Hall.

Meeting closed at 8.40pm.