

EAST BOLDRE PARISH COUNCIL

Minutes of the Parish Council meeting held Online via Teams on Tuesday 4th May 2021 at 7pm

Present:

Cllr K Holmes

Cllr B Hawker

Cllr M Husband

Cllr I Moyse

Cllr Gabzdyl

Cllr D Drodge

In attendance – Mrs Nicola Curzon, Parish Clerk

1.0. Election of Chairman.

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

Resolved: Proposed by Cllr Husband and seconded by Cllr Drodge to elect Cllr Hawker as Chairman.

Cllr Hawker thanked Cllr Holmes for his hard work as Chairman. He has shown commitment to the community and has demonstrated high levels of governance. On behalf of all residents of the parish we thank him for all his contributions as Chairman.

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

Resolved: Cllr Hawker, as elected Chairman, will sign the declaration in person when feasible (Covid restrictions).

3.0. Election of Vice Chairman.

Resolved: Proposed by Cllr Husband and seconded by Cllr Gabzdyl to elect Cllr Moyse as Vice Chairman.

4.0. Delivery of Councillors' Acceptance of Office forms.

Resolved: Cllr Moyse, as elected Vice Chairman, will sign the declaration in person when it is feasible (Covid restrictions)

5.0. To accept apologies for absence.

Cllr Mans, County Councillor; Cllr Harris, District Councillor.

6.0. Declaration of Interest in items on the agenda.

None

7.0. To confirm minutes of the meeting held on 13th April 2021.

The council meeting minutes were agreed and will be signed by the Chairman in due course, as a true record of the meetings.

7.1. Matters arising from the minutes

None

8.0. Election of Working Parties/Representatives.

Resolved: The following were agreed:

8.1. Amenities (including allotments). Cllr Hawker and Cllr Gabzdyl

8.2. Finance & General Purposes (to include staffing and general administration). Cllr Hawker and Cllr Gabzdyl

8.3. Planning. Cllr Moyse and Cllr Husband

8.4. Highways. Cllr Drodge and Cllr Husband

Cllr Gabzdyl noted that Cllr Husband has been working on broadband issues in the village he is happy to continue this role.

9.0. Election of Representatives on outside bodies.

Resolved: The following were agreed:

9.1. New Forest Association of Local Councils. Cllr Holmes

9.2. NF Consultative Panel. Cllr Husband

9.3. NFNPA South East Quadrant. Cllr Hawker

9.4. Passenger Transport Forum Group. Cllr Gabzdyl and Cllr Drodge

Chairman's signature:

Date: 8/6/2021

10.0. To confirm membership of HALC and SLCC.

Resolved: Membership of both bodies confirmed

11.0. To agree meeting dates for 2021/22 (Circulated).

Resolved as shown: June 8th 2021, July 13th 2021, August 10th 2021 (only if urgent business), September 14th 2021, October 12th 2021, November 9th 2021, December 14th 2021 (only if urgent business), January 11th 2022, February 8th 2022, March 8th 2022 (Council meeting followed by Annual Parish Assembly to include speakers and refreshments), April 12th 2022

12.0. Clerks' report (Circulated) FOR INFORMATION ONLY

Cllr Hawker, Debbie Drodge (allotment representative) and the clerk carried out an allotment inspection and risk assessment on 29th April. Several issues were raised and a general letter was sent out to all plot holders to highlight these. A new risk assessment form was used to carry out the risk assessment. The completed form was shared with councillors.

1. A copy of the completed form and an emergency contact list will be displayed in the allotment community shed. **Action DD**
2. Cllr Holmes suggested that a poster notifying allotment holders of the NPA fire risk status, ensuring no plot holders light bonfires during high-risk periods. All Plot holders have recently received a copy of the rules and they specifically state that bonfires must be avoided during periods of high risk as instructed by Forestry England.
3. Rules to be displayed in the community Shed. **Action DD**
4. Amend risk assessment document to include no bonfires during high-risk periods. **Action NC**
5. Allotment holders should be encouraged to visit the community shed for updates and notices. This will be mentioned again at the next allotment meeting on 23/6/21

13.0. To receive a report by County Councillor for East Boldre. FOR INFORMATION ONLY**Annual Report 2021 – Cllr Keith Mans, Leader of Hampshire County Council**

This last year has been dominated by the pandemic. At the start of this difficult year, I made it clear to the County Council that our aim was to reduce and eventually stop the spread of the virus. We should do so by working as one team within in the public sector and with our colleagues in the private and voluntary sectors, and by helping each other through this crisis. In my view the whole community has stepped up to the mark and worked brilliantly together. We now have low rates of infection, reducing hospital admissions and very few deaths. Throughout the pandemic Hampshire's figures in all three areas above have been below the national average. This indicates how well relatively speaking we have managed across the Forest and across the County. In the weeks and months ahead, the County will be helping the recovery in any way we can. Finally, I would like to thank this Council and all the local community groups for all their help and assistance during the crisis.

13.1. to receive questions on the County Council report.

None

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

None.

14.1. To receive questions on the District Councillor report.

None.

15.0. Public session

None

Chairman's signature:

Date: 8/6/2021

16.0. Finance.**16.1 To agree payments in accordance with the budget and to note bank reconciliation. (Circulated)**

Resolved: Payments were received as shown on table below.

East Boldre Parish Council payment schedule					
Date	Payee	Detail	Folio	trans	Amount
Payments					
06/04/2021	microsoft	office 365	3	d/d	£5.99
14/04/2021	S J Adams	allotment refund	4	bacs	£12.50
26/04/2021	Royal Mail	po box	5	d/d	£36.60
27/05/2021	Forestry England	Allotment rent	6	bacs	£345.00
27/04/2021	HALC	annual subscription	7	bacs	£336.75
06/05/2021	N Curzon	Clerk salary	8	bacs	£634.88
06/05/2021	N Curzon	Clerk expenses	9	bacs	£44.23
Total paid					£1,415.95
Amount transferred to current account					£0.00
Receipts					
12/04/2021	Allotment holder	annual rent	20	bacs	£75.00
12/04/2021	Allotment holder	annual rent	21	bacs	£45.00
12/04/2021	Allotment holder	annual rent	22	bacs	£20.00
12/04/2021	Allotment holder	annual rent	23	bacs	£75.00
12/04/2021	Allotment holder	annual rent	24	bacs	£30.00
12/04/2021	HSBC	bank interest	25		£0.12
13/04/2021	Allotment holder	annual rent	26	bacs	£45.00
13/04/2021	Allotment holder	annual rent	27	bacs	£45.00
13/04/2021	Allotment holder	annual rent	28	bacs	£45.00
13/04/2021	Allotment holder	annual rent	29	bacs	£30.00
16/04/2021	Allotment holder	annual rent	30	bacs	£45.00
21/04/2021	Allotment holder	annual rent	31	bacs	£30.00
22/04/2021	Allotment holder	annual rent	32	bacs	£45.00
Total receipts					£530.12
Bank reconciliation					
Balance as at date					
HSBC Currrent					£4,037.73
HSBC Savings					£19,452.36
Less unrepresented cheques					-£679.11
Net bank balance as at date					£22,810.98
The net balances reconcile to the cash book for the year to date, as follows					
Opening balances					£15,695.92
Add receipts					£9,210.12
less payments					-£2,095.06
Closing balance as per the balance sheet					£22,810.98

16.2. To approve placement of council insurance.

Resolved: last year the parish council agreed a three-year insurance package.

Chairman's signature:

Date: 8/6/2021

17.0. Planning.

Cllr Moyses attended the NFNPA planning committee meeting to discuss Thorwalds.

Resolved: The clerk will ensure tree felling applications are highlighted. Cllr Husband will invite Steve Avery to a parish council meeting to answer questions on the decision-making process for applications heard by the planning committee. Cllr Husband requested that councillors compile questions in advance. **Action MH**

18.0. Amenities.**18.1. To receive a report on allotment uptake for 2021/22.**

Resolved: All allotment plots on the newly consolidated site have been filled and there is a waiting list for East Boldre residents who would like to take on a plot.

18.2. To consider costs of running the allotments (circulated)

Allotments						
Income	rent	1520	1235	1587	1587	1430
	rent refund			-15	-15	
	water	603				
	Total	2123	1235	1572	1572	1430
Expenditure	Rent, insurance	806	800	774	774	550
	water 1	274	650	295	339	350
	water 2			44		
	hedging	340	500	360		200
	fencing		500	0		200
	maintenance	156	1000	564	617	200
	Total	1576	3450	2036	1730	1500

- Several fence posts on the internal and external fences of the allotment site need to be replaced. The parish council has allowed £200 in the budget for this; however, it may cost more than this.
- The cost of hedge cutting was underestimated (£200 budgeted) it cost £360 to cut the hedges this spring.
- The council should consider a small rent increase to cover these costs and to build up a reserve.
- The clerk recommends a 10% rent increase for 2022: £10 for a whole plot (from £75 to £85), £5 for ½ plot (from £45 to £50), £3 for ¼ plot (from £30 to £33) and £2 for 1/8 plot (from £20 to £22) This will increase allotment income from £1435 to £1605.

Resolved: The council agreed to increase allotment rents by the suggested 10% when invoices are sent out in April 2022. In future, any new plot holders who are not residents of the Parish of East Boldre will be charged an additional 20% rent for a plot.

19.0. To receive reports from external meetings.

Cllr Hawker attended an emergency planning meeting. They are working on a welcome pack for residents new to the Parish. Mike Upton will be testing the emergency plan telephone tree in the near future.

20.0. Agenda items for next meeting.

Football pitch post maintenance
Maintenance of bus shelters
Hatchet Pond update

21.0. To confirm that the next meeting of East Boldre Parish Council will be held on Tuesday 8th June 2021 at 7.00pm in East Boldre Village Hall. Cllr Hawker and the clerk will carry out a risk assessment.

The meeting closed at 8.05pm.

Chairman's signature:

Date: 8/6/2021