

**EAST BOLDRE PARISH COUNCIL**

Minutes of the Parish Council meeting held Online on Tuesday 9<sup>th</sup> June 2020 at 7pm

**Present:**

Cllr K Holmes Chairman

Cllr B Hawker Vice Chair

Cllr L Clark

Cllr M Husband

Cllr D Drodge

Cllr I Moyse

Cllr R Gabzdyl

In attendance –Mrs Nicola Curzon, Parish Clerk, Cllr Harris District Councillor, and 7 members of the public

**1.0. To accept apologies for absence.**

None

**2.0. Declaration of Interest in items on the agenda.**

**Cllr Husband:** “I wish to declare an interest in the Village Hub planning application (agenda item 7.00).

Having taken advice from Hampshire Association of Local Councils, my interest is clearly non-pecuniary, and I should be able to take part in the discussion and vote.

However, the other elements potentially are bias or pre-determined. Bias is defined as ‘the action of supporting or opposing a particular person or thing in an unfair way because of allowing personal opinions to influence your judgement’. The diligent research, consultation and checking we have done on this planning application satisfies me that is not the case. Pre-determined, I maybe, based on the above reasons. I have therefore decided not to vote, so that it cannot be misinterpreted at a later stage but wish to take part in the discussion as I have extensive knowledge of the application.”

**Cllr Gabzdyl:** “Like Cllr Husband, I wish to declare an interest in the Village Hub planning application (agenda item 7.00). My interest is non-pecuniary. I would like to speak but will abstain from voting to avoid any conflict of interest.”

**Cllr Clark:** “I wish to declare an interest in the Village Hub planning application (agenda item 7.00). I was involved in the initial group to save our village shop. However, I have not been involved in the Village Hub project over the past two years. I would therefore like to take part in the discussion and vote.

**3.0. To confirm minutes of the meeting held on 12<sup>th</sup> May 2020.**

The minutes were agreed as a true record of the meeting. They will be signed by the Chairman when the Parish Council is able to resume public meetings.

**3.1. Matters arising from the minutes.**

5.2 The clerk has contacted Came and Cable insurance brokers and the parish council has now signed up for a 3-year policy with Axa.

8.0

- Allotment plot 16E is an irregular shape, a section of grass can be seeded to allow for additional parking without reducing the size of the plot.
- Water use is constantly monitored by the allotment association. Further emails have been sent to all plot holders reminding them about the allotment rules on water.
- All untidy plots have now been cleared (at no cost to the council)
- The cost of moving the standpipes from allotment 2 will be covered by the allotment association. All work will be certified by Tamsin Ralph (the plumber who did the work at site 2)

9.0

- Amendments to allotment rules will be reviewed at the July meeting.

Chairman’s signature:

Date: 14/7/2020

- The water on allotment 2 has now been disconnected. Bournemouth water will remove the meter. The remaining standpipe will be relocated to allotment 1 within the next couple of weeks.

**4.0. To receive the clerk's report. For information only**

- The allotments are now full, and the parish council now has an active waiting list for East Boldre residents.
- Mike Upton has done a fantastic job putting the village Emergency Plan into action during lockdown. Following the continued success of our plan, Boldre Parish Council has requested guidance in creating their own emergency plan.
- The parish council internal audit took place on 15<sup>th</sup> May. The clerk is delighted to report that a £50 discount in fees was given because the parish council records were excellent. The audit is available to view on the website. All finance, annual accounts and external audit forms will be signed once the Covid 19 lockdown is lifted and Parish Council meetings are resumed in the Village Hall. The government has offered an extension to the deadline for external audit submissions.

**5.0. To receive a report from the District Councillor. For information only**

- Cllr Harris was pleased to report that regular NFDC activities have continued during the Covid 19 lockdown - including refuse and garden waste collection.
- Planning services continue and the New Forest shared ownership project initiative will allow first home buyers to invest in a share of a new house, whilst continuing to partially rent the property. When affordable the scheme allows for an increased share of ownership.
- NFDC IT has implemented new technology, enabling all employees to work remotely. However, due to the Covid 19 crisis, NFDC is facing a shortfall of £1000,000 each month.
- NFDC has worked hard on the active distribution of £38,000,000 in grant funding to help local businesses effected by Covid 19. A further £2000,000 has now been made available to help businesses who were not eligible for other grant funding (such as B&B's). Applications must be made by 12<sup>th</sup> June. Solent Let has generously made £50,000 available in a match funding scheme.

**6.0. Public session**

- A member of the public requested an update on the Parish Council's purchase of CCTV cameras. This was discussed further during agenda item 9.0.
- A member of the public emailed a request for an update on the convex mirror to be installed opposite the entrance of Mathews Lane. Cllr Gabzdyl told the council that the parish council's proposal will be discussed at the Verderers Court later this month. An update will be given at next month's meeting.
- 3 members of the public spoke in favour of the Village Hall planning application, stating the socio and economic benefits to the village.
- Cllr Holmes confirmed that the Parish Council offered formal written support for the Village Hub project in 2018 and has also pledged £5000 of grant funding.
- Cllr Harris Thanked Cllr Husband for the enormous amount of work that he and the Village Hub team have invested in their project. He offered huge praise and stated that the plans were beautifully presented, saying the project would be great for the village and the local economy. He offered enthusiasm for the initiative and stated that it was a great example to case study for future projects in the New Forest and across Hampshire.

**7.0. Finance.**

7.1 To receive payments for May 2020 in accordance with the budget and to note bank reconciliation.

**Resolved:** Payments were received as shown on table below.

<b>East Boldre Parish Council payment schedule</b>				
<b>Payee</b>	<b>Bacs date</b>	<b>Item</b>	<b>Payment</b>	<b>folio</b>
<b>Payments</b>				
Royal Mail	13/05/2020	subscription	£36.00	15
Bournemouth Water	28/05/2020	Allotment 2 water	£43.66	16
Bournemouth Water	28/05/2020	Allotment 1 water	£121.07	17
Community Heartbeat	28/05/2020	subscription	£120.00	18
HALC	28/05/2020	LCPD subscription	£192.00	19
Black Box AV	28/05/2020	EBOH audio equipment	£4,099.20	20
Do the Numbers ltd	28/05/2020	Internal audit	£190.00	21
Plusnet	29/05/2020	Parish council phone	£7.35	22
Allotment refund	01/06/2020	relinquished 1/4 plot	£15.00	23
HMRC	03/06/2020	Employers NI contributions	£1,490.00	24
N Curzon	03/06/2020	Clerk salary	£729.66	25
N Curzon	03/06/2020	Clerk expenses	£27.62	26
Came and Cable	03/06/2020	Council insurance	£438.61	27
Viking Direct	03/06/2020	stationery	£87.41	28
<b>Total paid</b>			<b>£7,597.58</b>	
<b>Amount transferred to current account</b>			<b>£6,000.00</b>	46
<b>Receipts as at date</b>		<b>Detail</b>	<b>Amount</b>	
Allotment payment	06/05/2020	annual charge	£30.00	38
Allotment payment		cheque annual charge	£30.00	39
Allotment payment	06/05/2020	annual charge	£30.00	40
Allotment payment	13/05/2020	annual charge	£45.00	42
Allotment payment	14/05/2020	annual charge	£20.00	43
Allotment payment	27/05/2020	additional water payment	£50.00	44
Allotment payment	27/05/2020	annual charge	£30.00	45
Bank interest		monthly interest	£3.50	41
<b>Total receipts</b>			<b>£238.50</b>	
<b>Bank reconciliation</b>				
<b>Balance as at date</b>				
HSBC Current			£1,254.75	
HSBC Savings			£20,373.70	
<b>Total</b>			<b>£21,628.45</b>	
<b>Net bank balance as at date</b>				
The net balances reconcile to the cash book for the year to date, as follows				
Opening balances			<b>£22,261.97</b>	
Add receipts			£11,459.45	
less payments			-£12,092.97	
uncleared cheques			0.00	
<b>Total</b>			<b>£21,628.45</b>	

Cllr Drodge queried the payment of Employers NI contributions. This payment was made because the internal auditor realised that the PAYE tools default setting made the parish council incorrectly exempt from NI contributions. Adjustments to the software calculated the annual payment due.

Chairman's signature:

Date: 14/7/2020

7.2. To confirm the end of year accounts for 2019-2020 (circulated).

**Resolved:** The end of year accounts will be signed by the chairman when Covid restrictions are lifted. Forms will be sent to external auditors when it is safe for the chairman to sign them. It was resolved to respond 'Yes' in all boxes of the Governance Statement, Section 1 of the Annual return for 2019/20. It was resolved to adopt the Accounting Statement in Section 2 of the Annual Return for 2019/20. The NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN will be displayed on the website and on the parish council notice board.

**8.0. Planning - To consider planning applications:**

**Resolved:**

20/00315	VILLAGE HALL, MAIN ROAD, EAST BOLDRE, SO42 7WU	<b>Renovation; first floor extension; single storey extension; basement; demolition existing single storey extensions</b>	9/6/20	<b>Comment 3</b> We recommend PERMISSION, for the reasons listed below: This is an exemplary planning application which will safeguard the future of the village shop and post office. The design fits extremely well into the location, with an awareness to the environment. It will improve all round facilities for the local community. The Village Hub will offer a healthy and safe environment for residents to meet and a wide variety of cultural experiences. The shop will benefit the local economy, creating a sustainable and resilient community.
----------	---	---	--------	--

Cllr Holmes requested that each councillor offer comments on the planning application for the Village Hall.

- Cllr Husband and Cllr Gabzdyl explained the design and business plans for the Village Hub project, which will include the relocation of the village shop and post office. They outlined the positive environmental outcomes for the village including the use of renewable energy, as well as the shop's initiatives for recycling and reusing plastics. They told the council that the project will generate inclusivity, creating a sustainable and resilient village community. Cllr Husband thanked the parish council for their support of the project.
- Cllr Clark voiced the importance of the Community Hub and shop in East Boldre because of the remoteness of the village. She offered her full support to the project.
- Cllr Hawker offered huge praise for the team who put together the planning application. She commented on the tremendous amount of work involved and said that the presented documents were outstanding – this made it very easy to cross reference the planning documents against the relevant NFNPA documents and relevant sections of the local plan. “The essence of the community Hub is so important. It will improve all facilities and offer a wider variety of cultural experiences to residents. It will also ensure that the historic part of the building is maintained.” Cllr Hawker offered her full support to the project.
- Cllr Drodge praised the design of the Village Hub. However, she expressed concerns about overflow parking along the verges between the Village Hall and the Turfcutters. She also questioned the need for two meeting rooms.
- In response to Cllr Drodge's comments, Cllr Gabzdyl stated that currently both meeting rooms are often hired concurrently. The Village Hub will have a pop-up café for 4hrs each week, encouraging residents to meet and socialise but without attracting use from outside East Boldre. The two rooms will offer unique and alternative venues for hire. Several overflow parking options are available for the Village Hub, including an informal arrangement with Strawberry Fields. The business plans for the Hub include between 4 and 7 sessions per annum where overflow parking may be necessary. With advanced notice, verge parking will be avoided.
- Cllr Moyse praised the design updates for the Village Hub saying that the more contemporary look is a great improvement. He enthused about the healthy and safe environment which the Village Hub

Chairman's signature:

Date: 14/7/2020

would provide for all residents, young and old. The project will also ensure the continuation of the village shop. He offered his full support to the project.

**9.0 To receive an update on the criminal damage in the village.**

Cllr Hawker expressed concerns about the continued criminal damage in the village. All Damage has been reported to the police by residents and Cllr Hawker has followed up reports with the community police officers.

**Resolved:** The clerk will email PC Eastwood (who has been on paternity leave) to arrange a walk through the village with advice on CCTV locations.

Cllr Hawker will discuss the implementation of a Neighbourhood Watch scheme with PC Pressey. Cllr Hawker will also arrange for a representative to talk to councillors about youth crime. **Action NC/BH**

**10.0. To receive reports from external meetings**

Cllr Clark and Cllr Hawker attended a virtual meeting for the School Fields Trust Hall. The hall and playground are currently closed due to Covid 19 restrictions, however there have been complaints about people using the play equipment. Tennis courts are open for limited use. Following recent criminal damage, the SFT hall are investigating the installation of CCTV cameras. (Hopefully PC Eastwood can advise on an appropriate location for a camera.)

Both the Village Hall and The SFT Hall have received £10,000 grant funding for small charities from NFDC.

**11.0. Agenda items for next meeting.**

To review the amendments to the allotment rules

To receive an update on the CCTV cameras

To receive an update on the Convex mirror

To address issues arising from the internal audit

**12.0 To confirm the next Parish Council meeting as 7.00pm on 14<sup>th</sup> July 2020. This meeting will be held online due to Covid 19 restrictions.**

Meeting closed 8.30pm