

## **East Boldre Parish Council**

Minutes of the Parish Council meeting on Tuesday 9<sup>th</sup> April 2019 at 7pm in the East Boldre Village Hall.

**Present:**

Cllr B Mulhall, Chairman  
Cllr B Hawker

Cllr D Drodge  
Cllr M Husband

**In attendance** – Mrs Nicola Curzon, Parish Clerk and Cllr Mans, County Councillor.

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

Cllr Holmes and Cllr Moyse

The Parish Council would like to offer their condolences to Cllr Holmes, whose mother has very sadly passed away.

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

The parish clerk has an interest in item 12.

**3.0. To confirm minutes of the meeting held on 12<sup>th</sup> March 2019.**

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

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

- Cllr Hawker met the clerk on 27<sup>th</sup> March to go through the parish council accounts for 2018-19. The accounts were cross referenced with bank statements and invoices to ensure they are in order for the end of the financial year.
- The clerk is pleased to report that the Hampshire County Council Lengthman Fund will be available to East Boldre for this financial year.
- The clerk received several phone calls over the weekend of 30-31<sup>st</sup> March, to say that cows had breached the fencing and hedging on allotment 2 and were trampling over cultivated plots. Allotment holders put up temporary barriers to deter the cows, which were ineffective. The clerk met Cllr Hawker, Ruth McDermott and the Lengthsman on Tuesday 2<sup>nd</sup> April, to establish the most effective and economical solution to the problem. The Lengthsman has now made various repairs to the fence line using barbed wire.
- The clerk has now sent out all allotment invoices and served letters of notice to plot holders who are not adhering to the allotment rules.
- Since posting agendas for this month, the clerk has received several tree applications for East Boldre, which have been forwarded to councillors. Comments must be made before the next meeting. **Resolved:** No comments were made by councillors.

**5.0 To receive a report by County Councillor for East Boldre. For information only.**

- Cllr Mans was pleased to report that this academic year, 94% of Hampshire primary school children received a place at the school of their choice and 98% of children received a place at one of their choices of schools.
- He also told the council that he has recently become a trustee for East Boldre Education Trust. This is a charity which was set up when East Boldre Primary School was closed. Money can be granted to children who live in the parish who have educational needs or who have a particular talent. Last year the trust purchased several violins for a group of children in East Boldre. The trust will be meeting next week and Cllr Mans will report back at the next parish council meeting.

- Councillor Mans also informed the council about a new device called a Colbot, which increases strength when worn. This will be very useful for carers who might need to lift elderly or infirm patients.
- Brexit contingency plans have been created by Hampshire County Council and will be implemented in the event of a no deal Brexit.
- Cllr Mans advised the council that the County Councillor grant scheme will be available again from next month.

**5.1. To receive questions on the report by the County Councillor**

- Cllr Husband asked for a broadband update from HCC, Cllr Mans advised him to email Glenn Peacey at HCC for information.
- Cllr Husband also told the County Councillor that many Hampshire Highways road signs are in a poor state, with green algae deposits. Cllr Mans agreed to follow this up.

**6.0. To receive a report by District Councillor for East Boldre. For information only.**

Cllr Harris was not present

**7.0. Public session.** No members of the public were present.

**8.0. Finance.**

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

**Resolved:** Payments agreed as shown on table below.

<i>Payee</i>	<i>Bacs details</i>	<i>Item</i>	<i>Payment</i>
<b><u>Payments date</u></b>			
N Curzon	06/04/2019	Clerk salary	£619.66
N Curzon	09/04/2019	Clerk expenses	£60.61
NFDC	09/04/2019	3xA0 Maps of East Boldre	£30.00
<b><u>Total to pay</u></b>			<b><u>£680.27</u></b>
<b><u>Amount to be transferred to current account</u></b>			<b><u>£1,000.00</u></b>
<b><u>Receipts as at date</u></b>			
		<i>Detail</i>	<i>Amount</i>
Allotment rents			£219.00
Bank interest			£3.10
<b><u>Bank reconciliation</u></b>			
<b><u>Balance as at date</u></b>			
HSBC Current	05/04/2019		£423.87
HSBC Savings	05/04/2019		£22,320.83
Uncleared payments	03/04/2019	Oct-Mar vat claim not received	£566.25
<b><u>Total</u></b>			<b><u>£23,310.95</u></b>
<b><u>Net bank balance as at date</u></b>			
The net balances reconcile to the cash book for the year to date, as follows			
Opening balances			£22,984.54
Add receipts			£20,537.30
Less payments			-20,210.89
<b><u>Total</u></b>			<b><u>£23,310.95</u></b>

Chairman's signature:

Date:14/5/19

**8.2. To confirm the end of year accounts and final budget for 2019-2020.**

**Resolved:** The end of year accounts and budget were agreed, signed and are shown in the tables below. The Certificate of Exemption from external audit was signed and will be sent by post to the external auditors.

<b>East Boldre Parish Council Income 2018-2019</b>									
<b>Receipts &amp; Payments Account</b>									
for the year ended 31st March 2019									
				2018/19	Note ref	2017/18			
				£		£			
<b>Income</b>									
	Precept			15,000.00	2	15,000.00			
	Interest			30.96		9.33			
	Allotments			1,722.25	3	1,884.00	-£161.75	-8.50%	Reduction in rent collected
	Parish Guide			-		-			
	Grants			500.00	3	763.20	-£263	-34%	
	Misc								
	Training			450.00	3				
	VAT recovered			2,615.09		233.56			
				<b>20,318.30</b>		<b>17,890.09</b>			
<b>Expenditure</b>									
	Administration			9,659.60	4	10,945.75	-£1,286.15	-11%	No change of clerk
	Audit fees			190.00	6	478.43	-£288.43	-60%	No external audit
	Hall hire			296.57	6	340.00	-£42.43	-5%	
	Subscriptions			1,582.00	6	798.79	£823.21	50%	Community heartbeat, VETS, Football pitch
	Training			1,017.10	6	690.60	£326.50	32%	Several new councillors
	Parish newsletter			470.00	6	-	£420	100%	Two newsletters printed
	Allotments			3,931.25	6	848.07	£3,083.18	363%	Water leak, pipe repairs
	Parish maintenance			842.52	6	-	£842.52	100%	Removal of fencing around football pitch
	Insurance			416.00	6	400.00	£16	4%	
	Grants S137			400.00	6	400.00			
	Grants			324.34	6	266.66	£58	17%	Increased cost of fireworks
	Vat paid on this year's expenditure			1,081.51	6	454.23	£627.28	58%	Purchase of equipment
				<b>20,210.89</b>		<b>15,622.53</b>			
<b>General Fund</b>									
	Opening balance			22984.54		19,818.44			
	Additional income			20,318.30		17,890.09			
				43,302.84		37,708.53			
	Deduct total expenditure			20,210.89		15,622.53			
	Balance as at 31 March 2019			<b>23,091.95</b>		<b>22,086.00</b>			
<b>Bank balances</b>									
	Current			204.87		1,193.28			
	Adjustments(unpresented cheques)			566.25		367.1			
	Savings			22,320.83		21,989.87			
				<b>23,091.95</b>		<b>23,550.25</b>			
	Mr K Holmes			Mrs N Curzon.....					
	Chairman			Responsible Financial Officer					
	Date.....			Date.....					

Chairman's signature:

Date:14/5/19

<b>East Boldre Parish Council 2018-2019</b>			
Statement supporting the accounts for the year ended 31st March 2019			
The accounts have been prepared on a receipts and payments basis. No account has been taken of outstanding items.			
		Value	
<b>A. Assets</b>		<b>£1.00</b>	
Assets are valued at purchase value with the exception of Community land (including leased land) which is valued nominally at £1.00			
a. Movements in the year			
	None		
b. Community Assets			
	2 Public seats	600.00	
	2 Bus shelters	3,000.00	
	One noticeboard	700.00	
	3 BT Kiosks	3.00	
	Other fixed assets (see register)	22,561.00	
	<b>Total</b>	<b>26,864.00</b>	
<b>B. Borrowings</b>			
	At the close of business on 31st March 2019 there were no borrowings		
<b>C. VAT</b>			
	VAT has been treated as an expense when incurred and as a receipt when recovered		
<b>D S137 payments</b>			
	Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of <b>£7.57</b> per head of electorate for the benefit of the people in the Parish on activities or projects not specifically authorised by other powers		
<b>E Pensions</b>			
	No pension payments were paid in the year ended 31st March 2019		

<b>East Boldre Parish Council Expenditure 2018-19</b>						
Statement supporting the accounts continued for the year ended 31st March 2019						
<b>Expenditure Analyses</b>				<b>2018/19 (£)</b>	<b>2017/18 (£)</b>	
<b>1. Administration</b>						
Salary Clerk				7,622.92	8,919.30	
	Travel			288.90	445.75	
	Office allowance			266.78	266.58	
	<b>Total staff costs</b>			<b>8,178.60</b>	<b>9631.63</b>	
Other	Post, phone, stationery, equipment			1481.00	447.60	
	Parish newsletter			470.00	-	
	Books and Training			1017.10	690.60	
	Hall meeting costs			296.57	340.00	
	<b>Total admin other</b>			<b>3264.67</b>	<b>1478.2</b>	
	<b>Total admin</b>			<b>11443.27</b>	<b>11,109.83</b>	
<b>2. Allotments</b>						
	Rent to FC			626.00	626.00	
	Water No 1			389.79	91.81	
	Water No 2			1,223.62	46.42	
	Maintenance			931.20	-	
	Hedging			466.00	-	
	Insurance, NSALG				83.64	
				<b>3,636.61</b>	<b>847.87</b>	
<b>4. Audit &amp; Legal</b>						
	Internal audit			190.00	185.00	
	External audit			-	100.00	
	Employment advice			-	137.00	
	ICO Registration			35.00	35.00	
	Misc			-	-	
				<b>225.00</b>	<b>457.00</b>	
<b>5. Subscriptions</b>						
	HALC			180.00	291.00	
	SLCC			115.00	82.79	
	emango			360.00	300.00	
	Datacenta			60.00	125.00	
				<b>715.00</b>	<b>798.79</b>	
<b>6a. Grants S137</b>						
	NF Disability			200.00	200.00	
	Victim Support			200.00		
	Cruse bereavement				200.00	
				<b>400.00</b>	<b>400.00</b>	
<b>6b. Grants Other</b>						
	EB Village Trust(s19)	Fireworks		389.21	266.66	
				<b>389.21</b>	<b>266.66</b>	
Mr K Holmes.....				Mrs N Curzon.....		Page 3
Chairman		Date		Responsible Financial Officer		

Chairman's signature:

Date:14/5/19

<b>East Boldre Parish Council Income 2018-2019</b>						
<b>Analytical review</b>						
for the year ended 31st March 2019						
<b>Box No</b>	<b>Description</b>		<b>2018/19</b>	<b>2017/18</b>	<b>Change</b>	<b>Comment</b>
1	Brought forward		22,984.54	19,818.44		
2	Annual precept		15,000.00	15,000.00		
3	Total other receipts		5,318.30	2,985.58		78% Historic Vat claims made
4	Staff costs		8,178.60	9,631.63		-15% No change of clerk
5	Loan Interest		n/a	n/a		
6	Other payments		12,032.29	5,990.90		101% Allotment water leak, pipe repairs two newsletters
7	Balance carried forward		22,984.54	19,947.44		Councillor training, defibrillator costs, new projector,
8	Cash & investments		22,984.54	19,947.44		no external audit
9	Total fixed assets		22,561.00	22,363.00		1% Purchase of new projector
10	Total borrowings		n/a	n/a		
<b>Bank Reconciliation</b>						
	HSBC Current		204.87	1,193.28		
	HSBC Savings		22320.83	21,989.87		
			<b>22525.7</b>	<b>23,183.15</b>		
	Adjustments(unpresented cheques)			367.10		
	Add receipts- income not banked	(vat claim)	566.25	-		
	Bank balance		<b>23091.95</b>	<b>23,550.25</b>		
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	Mr K Holmes			Mrs N Curzon.....		
	Chairman			Responsible Financial Officer		
	Date			Date.....		

Chairman's signature:

Date:14/5/19

<b>East Boldre Parish Council - Account Variances 2018-2019</b>						
<b>Line</b>	<b>Amount</b>	<b>%</b>	<b>Explanation</b>			<b>Amount</b>
3	5,355.20	79	Several VAT claims made			2,615
			Allotment rent			1,722
			bank interest			31
			HCC grant			500
			Parish council hosting training			450
			unpresented cheque			40
						<b>5,358</b>
4	8,179	-15	Salary reduced - no change of clerk			7,622.92
			Mileage increase, clerk location			288.90
			office allowance			266.78
						<b>8,178.60</b>
6	12,032	101	increased allotment costs			3,931.25
			stationary costs			565.66
			purchase of office equipment			915.34
			parish maintenance			£843
			hall hire			£297
			audit			£190
			grants awarded			£724
			Increased subs (Defibrillator and SCAS)			£1,582
			Parish council training			£1,017
			two newsletters printed			£470
			insurance			£416
			vat paid			£1,082
						<b>£12,032</b>
9	22,561	1	Purchase of new projector and disposal of old projector			£22,363
						£598
						<b>-£400</b>
						<b>£22,561</b>

<b>East Boldre Parish Council</b>						
<b>Bank reconciliation</b>						
for the year ended 31st March 2019						
<b>Balance per bank statements</b>						
Bank statement current number			204.87			
Bank statement savings number			22320.83			
<b>Total</b>			<b>22525.7</b>			
Less uncleared payments			566.25			
<b>Date</b>		<b>Payee</b>		<b>Cheque No</b>		
<b>Total</b>						
<b>Net bank balances as at 31/3/19</b>			<b>23091.95</b>			
<b>The net balances reconciles to the cash book for the year, as follows</b>						
Opening balance			22,984.54			
Add:Receipts in the year			20318.3			
Less:payments in the year			-20,210.89			
<b>Closing balance per cash book</b>			<b>23,091.95</b>			
Mr K Holmes.....				Mrs N Curzon.....		
Finance Chairman				Responsible Financial Officer		
Date:				Date:		

Chairman’s signature:

Date:14/5/19



<b>East Boldre Parish Council - expenditure compared with budget to date</b>						
	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>To date</b>
	2017/18	2017/18	2018/19	2018/19	2019/20	2019/20
<b>Income</b>						
Precept	14,271.00	15,000.00	15,000.00	15,000.00	15,000.00	0.00
Bank Interest	10.00	8.45	10.00	30.96	15.00	0.00
Allotments rental	1,550.00	1,584.25	1,500.00	1,422.00	2,000.00	97.50
Allotments water	300.00	299.75	250.00	300.25	1,000.00	0.00
Training	0.00	0.00	50.00	450.00	300.00	121.50
DLPC Computer	133.00	0.00	0.00	0.00	0.00	0.00
Grants	729.00	763.20		500.00	0.00	0.00
Misc	0.00	0.00	0.00	40.00	0.00	0.00
VAT recovered	400.00	0.00	2,000.00	2,615.09	1000.00	0.00
<b>Total Income</b>	<b>17393.00</b>	<b>17655.65</b>	<b>18810.00</b>	<b>20,358.30</b>	<b>19315.00</b>	<b>219.00</b>
<b>Expenditure</b>						
<i>Administrative Expenditure</i>						
Salaries inc PAYE &NI	7,166.00	8,129.25	7,200.00	7,622.92	7436	0.00
Stationery & postage	400.00	386.00	400.00	565.66	400.00	0.00
Travel Allowance	300.00	445.75	500.00	288.90	500.00	0.00
Office Allowance	267.00	266.58	270.00	266.78	270.00	0.00
Equipment	500.00	866.52	1,000.00	915.34	2,000.00	0.00
Training	300.00	690.60	700.00	1,017.10	2,000.00	0.00
VAT Paid	400.00	454.23	400.00	1,081.51	1,000.00	0.00
<b>Total Admin cost</b>	<b>9,333.00</b>	<b>11,238.93</b>	<b>10,470.00</b>	<b>11,758.21</b>	<b>13606</b>	<b>0.00</b>
<i>Operating Expenditure</i>						
Newsletter	600.00	0.00	600.00	470.00	500.00	0.00
Hall Hire	300.00	340.00	300.00	296.57	300.00	0.00
Audit & Legal Fee	500.00	478.43	500.00	190.00	250.00	0.00
Insurance	380.00	400.00	420.00	416.00	500.00	0.00
Subscriptions	620.00	798.79	800.00	1,582.00	2,000.00	0.00
Advertising	100.00	61.80	50.00	0.00	100.00	0.00
S137 Grants	550.00	400.00	600.00	400.00	800.00	0.00
Grants	700.00	266.66	700.00	324.34	5,000.00	0.00
Chairman's expenses	60.00	0.00	60.00	0.00	60.00	0.00
Parish maintenance	100.00	0.00	100.00	842.52	2,000.00	0.00
Defibrillator	250.00	0.00	300.00	0.00	300.00	0.00
Public transprot subsidy	0.00	0.00	0.00	0.00	2,000.00	
Election expenses	0.00	0.00	0.00	0.00	1,500.00	0.00
<b>Total Op. Cost</b>	<b>4,160.00</b>	<b>2,745.68</b>	<b>4,430.00</b>	<b>4,521.43</b>	<b>15,310.00</b>	<b>0.00</b>
<i>Parish maintenance</i>						
Seats	50.00	0.00	50.00	0.00	50	0.00
Bus shelters	100.00	0.00	500.00	0.00	500	0.00
Notice boards	50.00	0.00	100.00	0.00	100	0.00
Speed Limit Reminder	400.00	0.00	0.00	0.00	0	0.00
<i>Allotments</i>						
Rent,insurance, NSALG	710.00	709.64	800.00	820.64	800	0.00
Water	300.00	138.23	150.00	1,613.41	650	0.00
Hedging	900.00	0.00	500.00	466.00	1000	0.00
Fencing	1,000.00	0.00	500.00	100.00	500	0.00
Maintenance	500.00	0.00	500.00	931.20	1000	0.00
<b>Total Maint. Cost</b>	<b>4,010.00</b>	<b>847.87</b>	<b>3,100.00</b>	<b>3,931.25</b>	<b>3950</b>	<b>0.00</b>
<b>Grand Total Expenditure</b>	<b>17,503.00</b>	<b>14,832.48</b>	<b>18,000.00</b>	<b>20,210.89</b>	<b>32,866.00</b>	<b>0.00</b>
<i>Summary</i>						
Total Income	17,393.00	17,655.65	18,810.00	20,358.30	19315.00	219.00
Total Expenditure	17,503.00	14,832.48	18,000.00	20,210.89	32,866.00	0.00
<b>Surplus (shortfall)</b>	<b>-110.00</b>	<b>2,823.17</b>	<b>810.00</b>	<b>147.41</b>	<b>-13551.00</b>	<b>219.00</b>
<i>General Fund</i>						
Opening balance	19,818.44	19,818.44		22,984.54		
Add surplus above	19,708.44	22,641.61		23,131.95		219.00
Ring fenced	3,500.00	3,500.00		3,500.00	3,500.00	3,500.00
<b>Closing balance</b>	<b>16,208.44</b>	<b>19,141.61</b>	<b>0.00</b>	<b>19,631.95</b>		<b>-3,281.00</b>
NB Cell B53 adjusted.33p						
Not on original budget						

Chairman's signature:

Date:14/5/19

**9.0. Planning.****9.1 To consider planning application: 19/00235 Woburn Lodge,**

19/002 35	Woburn Lodge, Masseys Lane, East Boldre	Flue	5/4/19	Comment 1. East Boldre Parish Council recommend PERMISSION, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.	9/4/19
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**10.0. To review parish council policies.**

The clerk has reviewed and updated all council policies, these are available to download on the [parish council website](#).

**Resolved:** Councillors have now reviewed all policies.

**11.0. To receive an update on the Village Community Hub.**

**Resolved:** The Village Hall Trust is in discussion with the verderers.

**12.0. To consider improving communication in East Boldre**

Cllr Hawker explained the communication issues for the village:

- East Boldre is a relatively small community, with a number of organisations attempting to communicate effectively. To make communication more cohesive, Cllr Hawker suggested joint initiatives.
- Most initiatives are on line. For wider accessibility of information, Cllr Hawker suggested a more effective use of Notice Boards.

Cllr Hawker also discussed the heritage of the village.

- There is an opportunity to capture memories of East Boldre from those residents who experienced them.
- Gathering social history would give a wonderful insight to East Boldre for those of us who were not born here and did not grow up here. This is a time limited opportunity which we should grasp.

**Resolved:** Cllr Hawker will work on an application for a grant from the National Park Authority, which she will present at the next council meeting. The parish council agreed to make a contribution of up to £500 to match fund the application.

**13.0. To receive an update on the 112 bus service**

- The clerk contacted Lisa Cooke from Hampshire County Council to see if East Boldre and Boldre Parish Councils could find a joint solution to the loss of the Saturday 112 bus service. At the councils' request, Lisa Cooke approached the bus company concerned, requesting costs of running one return bus from East Boldre to Lymington via Boldre on a Saturday:
- The bus company could potentially accommodate a bus arriving in Lymington at 1100 and a departure from Lymington at 14.50 (both from/to Beaulieu Village) on Saturdays for a price of £7,500 pa / £136.36 per day.
- The clerk queried the price increase from £6500 for 3x Saturday service to £7500 for 1x service. HCC responded that the bus company is revising its schedules at the end of May. The costs would be higher for various reasons, including the reduction in funding available from HCC and the need to improve the reliability of their commercial services. These changes mean that it is not operationally straightforward to re-introduce the 112 service hence the price increase.

- The clerk also requested costs of the Beaulieu taxi-share from HCC: On average, the service costs £15 each time someone travels. If the council were looking for a similar service offering a one in / one out taxi on Saturdays the cost would be approximately £60 per day, a monthly cost of approx. £260 so £3,118pa.
- The clerk has asked HCC to obtain 3 quotes for a similar service. HCC contacted a range of taxi providers on our contracting framework. They only had one response which was:

Boldre to Lymington	Minibus - £55	Car - £45
East Boldre to Lymington	Minibus - £65	Car - £55

On the basis of a car doing a return journey 51 weeks of the year (presuming the service does not operate over the Christmas period) the council would be looking at a cost of £5,610pa less any fares collected. However, having spoken to a local taxi provider, usual costs are more like:

East Boldre-Lymington: £15, Boldre-Lymington: £8-£12

**Resolved:** The cost of re-introducing the Saturday bus service was not considered a viable option. The clerk will contact Boldre Parish Council find out their response to the figures quoted by Hampshire County Council. The clerk will also contact Lisa Cooke and try to negotiate a more acceptable figure for the provision of a taxi share.

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

Cllr Husband attended the NPA planning committee and spoke on behalf of the Council's Recommendation to approve the planning application for 6 Pages Lane.

**Resolved:** The planning committee overturned the case officer's decision to refuse the planning application.

**15.0. Agenda items for the meeting on 9th April 2019.**

To receive an update from Cllr Mans following the East Boldre Education Trust meeting.

To receive an update on the replacement of the Saturday 112 bus service.

To review a parish council grant application for communication in East Boldre.

To receive a broadband update.

To consider a grant application from Funder Films CIC.

**16.0. To confirm the next Parish Council meeting as 7.00pm on 14<sup>th</sup> May 2019 in East Boldre Village Hall.**

Cllr Mulhall had decided not to stand for re-election on 2<sup>nd</sup> May, therefore this was his last parish council meeting. The council wholeheartedly thanked him for his dedication to the parish council for the past 12 years.

The meeting closed at 9pm.