

**EAST BOLDRE PARISH COUNCIL**

Minutes of the Parish Council meeting held in East Boldre Village Hall on Tuesday 9<sup>th</sup> November 2021 at 7pm

**Present:**

Chair - Cllr B Hawker  
Cllr M Husband  
Cllr D Drodge

Vice Chair Cllr I Moyes  
Cllr K Holmes

In attendance: Mrs Nicola Curzon, Parish Clerk; Cllr Harris, District Councillor; five members of the public  
Cllr Hawker introduced and welcomed Liz Welch who will take over the role as parish clerk in December.

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

Cllr Mans, Cllr Clark, Cllr Gabzdyl

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

None

**3.0. To confirm minutes of the meeting held on 12<sup>th</sup> October 2021.**

**Resolved:** The council meeting minutes were agreed and they were signed by the Chairman as a true record of the meeting.

**3.1. Matters arising from the minutes**

- Cllr Hawker and Sue Adams (East Boldre Speed Watch Representative) have received an invitation to attend the next Boldre Parish Council meeting to consider joint purchase of a speed gun.
- The council has responded to the NFNPA article 4 consultation document.

**4.0. Clerks' report (Circulated) FOR INFORMATION ONLY**

- The clerk has corresponded with a member of the public and a councillor, regarding the planning application for the Barton Villa. Both the NFDC monitoring officer and NFNPA planning department have been copied in to the email communications.
- Local Government Employers have now made a final pay offer to NJC unions. A pay increase of 1.75% has been agreed and applies from 1<sup>st</sup> April 2021.

**5.0 To receive a report by County Councillor for East Boldre. FOR INFORMATION ONLY**

None

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

None

**6.0 To receive a report by the District Councillor for East Boldre. FOR INFORMATION ONLY**

New Forest District Council has declared a climate and nature emergency, areas of focus are:

1. Waste and recycling, with an initiative to increase recycling. See [Parish Council website](#) for further information. There are currently issues with the number of drivers available to collect refuse. NFDC has standby plans which involve reduced garden waste and glass collection.
2. Encouraging residents to shop locally. NFDC held a High Street Conference to champion local amenities. [\(see website for further details\)](#)

In partnership with Winchester City Council, Test Valley and Eastleigh Borough Council, NFDC has established the Youth Hub initiative which aims to provide employment support for 16–24-year-olds. See the [parish council website](#) for more details.

The District Council works consistently to resolve affordable housing issues for local people.

**6.1 To receive questions on the report by the District Councillor.**

- The clerk asked, on behalf of a member of the public, if there would be any grant initiatives linked to the declaration of a climate and nature emergency, Cllr Harris responded that there would not.
- Cllr Hawker requested an update on the NFDC waste and recycling strategy. Cllr Harris informed the council that the details of the proposed plan are not yet complete.

Chairman's signature:

Date: 14/12/2021

**7.0 Public session.**

A member of the public asked if they could speak on agenda item 9.1 planning application 21/00894  
Another member of the public requested time to speak on agenda item 8.6

**8.0 Finance.**

8.1 To receive payments in accordance with the budget and to note bank reconciliation (circulated).

**Resolved:** Payments for November 2021 were received as shown on the table below:

<b>East Boldre Parish Council payment schedule</b>					
<b>Date</b>	<b>Payee</b>	<b>Detail</b>	<b>Folio</b>	<b>trans</b>	<b>Amount</b>
<b>Payments</b>					
29/10/2021	plusnet	parish council phone	56	d/d	£15.50
01/11/2021	Royal Mail	po box	57	d/d	£36.60
02/11/2021	Community Heartbeat	annual support costs	58	bacs	£475.20
02/11/2021	N Curzon	Clerk Salary	59	bacs	£723.76
02/11/2021	N Curzon	Clerk expenses	60	bacs	£44.23
06/11/2021	microsoft	office 365	61	d/d	£5.99
<b>Total payments</b>					<b>£1,301.28</b>
<b>Receipts</b>					
12/10/2021	HSBC	bank interest	49		£0.13
<b>Total receipts</b>					<b>£0.13</b>
<b>Money transferred</b>			50		<b>£1,000.00</b>
<b>Bank reconciliation</b>					
<b>Balance as at date</b>					
HSBC Current					<b>£683.44</b>
HSBC Savings					<b>£19,453.26</b>
Less unpresented cheques					
Microsoft office 365					<b>-£5.99</b>
<b>Net bank balance as at date</b>					<b><u>£20,130.71</u></b>
<b>The net balances reconcile to the cash book for the year to date, as follows</b>					
Opening balances					<b>£15,695.92</b>
Add receipts					<b>£17,424.02</b>
less payments					<b>-£12,989.23</b>
<b>Closing balance as per the balance sheet</b>					<b><u>£20,130.71</u></b>

Chairman's signature:

Date: 14/12/2021

## 8.2 To review the budget for 2021-22

**Resolved:** The YTD and forecast for end of year are shown on the table below.

Monthly report - date: 6/11/21					
	20/21	21/22			22/23
	Actual	Budget	YTD	Forecast	Budget
<b>Council business</b>					
Income	£15,010.00	£16,010.00	£16,001.02	£16,002.00	£16,002.00
Expenditure	£15,801.00	£16,315.00	£8,913.78	£15,321.27	£15,955.00
Expenditure as % of precept	105.34	102.0	55.7	95.8	99.71875
Surplus (deficit)	-£791.00	-£305.00	£7,087.24	£680.73	£47.00
<b>Projects</b>					
Income	£6,676.00	£0.00	£0.00	£0.00	£0.00
Expenditure	£12,255.00	£3,300.00	£670.00	£3,700.00	£0.00
Surplus (deficit)	-£5,579.00	-£3,300.00	-£670.00	-£3,700.00	£0.00
<b>Allotments</b>					
Income	£1,587.00	£1,423.00	£1,423.00	£1,423.00	£1,585.00
Expenditure	£2,037.00	£1,500.00	£408.37	£1,546.00	£1,560.00
Surplus (deficit)	-£450.00	-£77.00	£1,014.63	-£123.00	£25.00
<b>VAT recovered</b>	£2,912.00		£0.00		
<b>VAT paid</b>	£2,643.00		£502.08		
<b>net</b>	£269.00	£0.00	-£502.08	£0.00	£0.00
<b>Total surplus (deficit)</b>	<b>-£6,551.00</b>	<b>-£3,682.00</b>	£6,929.79	<b>-£3,142.27</b>	£72.00
<b>Reserve brought forward</b>	£17,262.00	£10,695.92	£10,695.92	£10,695.92	£7,553.65
<b>Reserve carried forward</b>	£10,711.00	£7,013.92	£17,625.71	£7,553.65	£7,625.65
<b>Cash at bank</b>	£15,696.00	£12,021.00	£20,130.71		
<b>Adjustments</b>					
<b>Cash book balance</b>	£15,696.00	£12,021.00	£20,130.71	£0.00	
<b>Reserves</b>	£10,711.00	£7,021.00	£17,625.71	£7,553.65	
<b>Commitment</b>	£5,000.00	£5,000.00	£2,505.00	£2,505.00	
<b>Total</b>	<b>£15,711.00</b>	<b>£12,021.00</b>	<b>£20,130.71</b>	<b>£10,058.65</b>	

Chairman's signature:

Date: 14/12/2021

## 8.3 To approve the budget for 2022-23

**Resolved:** The draft budget is shown on the table below

	20-21 Actual	21-22 Budget	21-22 YTD	21-22 Forecast	22-23 Budget
<b>Council business income</b>					
precept	£15,000.00	£16,000.00	£16,000.00	£16,000.00	£16,000.00
bank interest	£10.00	£10.00	£1.02	£2.00	£2.00
<b>Total</b>	<b>£15,010.00</b>	<b>£16,010.00</b>	<b>£16,001.02</b>	<b>£16,002.00</b>	<b>£16,002.00</b>
<b>Council business expenditure</b>					
salary	£8,905.00	£9,000.00	£5,167.92	£9,000.00	£9,000.00
stationery/post/phone	£595.00	£550.00	£314.70	£550.00	£550.00
travel	£175.00	£400.00	£87.20	£200.00	£400.00
office	£401.00	£400.00	£266.64	£400.00	£400.00
equipment	£677.00	£600.00	£73.61	£200.00	£600.00
training	£83.00	£500.00	£366.00	£500.00	£500.00
newsletter	£378.00	£500.00	£0.00	£450.00	£450.00
hall hire	£8.00	£300.00	£250.00	£250.00	£250.00
audit	£430.00	£450.00	£440.00	£440.00	£440.00
insurance	£439.00	£440.00	£450.27	£450.27	£440.00
defibrillators	£505.00	£450.00	£396.00	£396.00	£400.00
election exp.	£0.00	£0.00	£0.00	£0.00	£0.00
football pitch	£225.00	£225.00	£225.00	£225.00	£225.00
subscriptions	£1,254.00	£1,500.00	£876.44	£1,260.00	£1,300.00
maintenance	£1,726.00	£1,000.00	£0.00	£1,000.00	£1,000.00
<b>Total</b>	<b>£15,801.00</b>	<b>£16,315.00</b>	<b>£8,913.78</b>	<b>£15,321.27</b>	<b>£15,955.00</b>
<b>Projects income</b>					
grants	£6,021.00		£0.00		
donations	£655.00		£0.00		
<b>Total</b>	<b>£6,676.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	
<b>Projects expenditure</b>					
EBOH salary	£1,952.00		£0.00	£0.00	£0.00
EBOH other	£4,614.00	£1,000.00	£0.00	£1,000.00	£0.00
grants	£1,759.00		£100.00	£400.00	£0.00
defibrillators	£3,930.00	£250.00	£0.00	£250.00	
seats		£50.00		£50.00	
bus shelters etc		£1,000.00		£1,000.00	
notice boards		£1,000.00	£570.00	£1,000.00	
public transport	£0.00	£0.00	£0.00	£0.00	
<b>Total</b>	<b>£12,255.00</b>	<b>£3,300.00</b>	<b>£670.00</b>	<b>£3,700.00</b>	<b>£0.00</b>
<b>Allotments income</b>	£1,587.00	£1,423.00	£1,423.00	£1,423.00	£1,580.00
<b>Allotments expenditure</b>					
rent refund	£15.00	£12.50	£12.50	£12.50	£0.00
Rent,insurance	£774.00	£550.00	£345.00	£536.00	£550.00
water	£339.00	£350.00	£50.87	£250.00	£250.00
hedging	£360.00	£200.00	£0.00	£360.00	£360.00
fencing		£200.00	£0.00	£200.00	£200.00
maintenance	£564.00	£200.00	£0.00	£200.00	£200.00
<b>Total</b>	<b>£2,037.00</b>	<b>£1,500.00</b>	<b>£395.87</b>	<b>£1,546.00</b>	<b>£1,560.00</b>

Chairman's signature:

Date: 14/12/2021

8.3 To agree the precept for 2022 -23

**Resolved:** the precept will remain unchanged at £16,000.

8.4 To review the asset register (circulated)

**Resolved:** Amendments to the asset register were agreed, the updated register is available on the [parish council website](#).

8.5 To review Standing Orders and code of conduct

Cllr Hawker reiterated to councillors that if they have any concerns about the conduct about a meeting, they should refer them to the clerk or monitoring officer. She reminded councillors that they should also be careful about the statements they make in the public arena which might be viewed as predetermined or defamatory. For the avoidance of doubt and despite some public comments to the contrary, our last meeting was totally compliant with our code of conduct and standing orders.

**Resolved:** The amended Standing Orders and Code of Conduct have been uploaded to the [parish council website](#).

8.6 To consider a grant request for a Christmas coffee morning.

**Resolved:** The parish council grants policy stipulates that grant payments must be made to an organisation, not an individual. The parish council will therefore pay £100 to the Village Hall Trust who will make the funds available to the volunteers who have established the monthly coffee morning.

### **9.0 To consider planning applications**

A member of the public requested permission to speak about planning application

**Resolved:**

21/00899	Application for a Certificate of Lawful Development for retention of house and outbuilding as existing	ORCHARD LODGE, MAIN ROAD, SO42 7WL	6/10/21	We are happy to accept the decision reached by the National Park Authority's Officers under their delegated powers.	9/11/21
21/00894	First floor extension; Single storey rear extension; roof alterations; removal of dormer window; replacement dormer windows; terrace; garden studio attached to existing outbuilding	THORWALDS, MAIN ROAD, EAST BOLDRE, BROCKENHURST, SO42 7WU	8/10/21	The owners of Thorwalds presented updated plans which were not available on the NFNPA planning portal. (Sept2021 23-DIO) The parish council considered these amended plans and recommend PERMISSION, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers. The parish council would like a condition put in place to ensure that the outbuildings (gym and office) should not be converted for residential use. A councillor also commented that from the street, the cladding is not as attractive as the Beaulieu Buff brickwork (however this is a matter of personal preference)	9/11/21

Chairman's signature:

Date: 14/12/2021

21/00946	Two storey rear extension; single storey rear extension; demolition of existing conservatory	17 WARTON CLOSE, EAST BOLDRE, BROCKENHURST, SO42 7WW	27/10/21	We recommend PERMISSION, but would accept the decision reached by the National Park Authority's Officers under their delegated powers: This is subject to the proposed building work being within the permitted 30% and as long as there is no significant impact on the two adjacent properties in the terrace.	9/11/21
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**9.2 To consider tree applications: CONS/21/0564 (prune poplar) CONS/21/0563 (fell yew)**

**Resolved:** Coucillors expressed concerns about cons/21/0563 and asked if there was any way around felling the yew tree.

**10.0 To consider allotment rent increase for 2023 and the introduction of a deposit for all tenants.**

Over the past 10 years, the parish council has spent in excess of £10,000 on the village allotments. This sort of expenditure is not sustainable. Allotment plots rents need to rise by 10% per year until a sizeable fund has accumulated for maintenance, hedging and other unexpected costs.

**Resolved:** Allotment holders will be informed of the rent increase for 2023.

There has historically been poor clearance of plots when a tenant leaves the allotments.

**Resolved:** The parish council and East Boldre allotment association agreed a £50 per deposit should be taken from every allotment tenant and held in the Parish Council savings account. The deposit will be returned to tenants when they leave, provided that plots are left weed free and rubbish free (wording to be finalised). The deposit will be charged as a one-off fee (the same amount to each tenant) and will be payable along with the annual rent in 2023. The funds will be held in the parish council savings account. The introduction of a deposit for allotment plots will need to be added to the tenancy agreement and to allotment rules. A year's notice will have to be given to allotment holders – before 1<sup>st</sup> April 2022. The clerk has sought advice on this matter from NSALG legal team. New tenants will be charged £50 deposit when they take on a plot.

**11.0 To receive a broadband update**

**Resolved:** The four Open Reach broadband schemes are currently live and in progress (see website for details) 72 properties in the parish of East Boldre will be covered by the Community Fibre Scheme (see the website for details). Cllr Moyse and Stuart Newey canvased these properties in the village and currently 40 properties and an additional 12 businesses have signed up for the scheme. Cllr Husband has requested a meeting with the engineer responsible for this project.

**12.0 To consider items for the next parish council newsletter.**

**Resolved:** The following items will be included in the next newsletter; the clerk will ask councillors and others to contribute articles.

- Village Coffee Morning (organised by volunteers)
- Broadband update
- Parish Council contribution to the NFNPA Management plan
- Parish Council planning process
- Emergency plan update
- Allotment update
- Village Hall activities
- Hatchet Pond update

The clerk asked Cllr Holmes if he would be able to format the newsletter as he has previously done, however he was reluctant to commit due to lack of time.

**13.0 To consider a guest speaker for the annual parish assembly.**

**Resolved:** Cllr Hawker will ask Patrick Fairweather if he would give a practical and interactive talk about Nature Recovery through planting. The parish clerk will ensure that the Annual Parish Assembly is well advertised.

Chairman's signature:

Date: 14/12/2021

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

None

**15.0 Agenda items for next meeting.**

Broadband update

Allotment tenancy agreement and rules

This was the clerks final Parish Council meeting. Cllr Hawker thanked the clerk on behalf of the councillors and residents of East Boldre for her hard work and support over the last 4 years .

**16.0 To confirm the next Parish Council meeting as 7.00pm on Tuesday 14<sup>th</sup> December 2021 in East Boldre Village Hall.**

The meeting closed at 8.50pm

Chairman's signature:

Date: 14/12/2021