

**East Boldre Parish Council**  
**Minutes of the meeting held at the Village Hall**  
**on Tuesday 11 June 2024**

Councillors present: Beverley Hawker (Chair); Ian Moyse (Vice-Chair), Mike Husband, Teresa Morrissey, Anna Rostand, Mike Urwin

In attendance: County Cllr Mans, Liz Welch (Parish Clerk).

**1.0 To accept apologies for absence**

None.

**2.0 Declaration of interest in items on the agenda**

None.

**3.0 To confirm minutes of the previous Parish Council meeting**

Cllrs approved the minutes of the meeting held on 14 May 2024.

3.1 Matters arising

BH advised that the emergency plan exercise organised by Hants CC and involving East Boldre is set for 15 July. East Boldre planning group committee members are involved. BH praised Mike Upton for his hard work, noting that the emergency plan team swiftly used the process to alert volunteers regarding the recent village water supply cut and ensuring that vulnerable parishioners were notified. BH forwarded a card to thank volunteers. MH noted that HCC are impressed with the work of the emergency planning group.

AR and BH met to discuss the public consultation on accountability in public life. However, they felt that the time involved in preparing a detailed response was too long and not a priority.

**4.0 To receive Clerk's report**

LW reported it was a busy month. The internal audit was carried out on 29<sup>th</sup> May. The report has been circulated (agenda item 8.2). Aside from finance, Eleanor Greene advised that the Ofcom regulation on 98% relates to postcode area and not national. MH noted the reference.

Allotments: All rents have now been received. Three holders of large plots have given up, all were overgrown and contributing to a rabbit and rat problem. However, it allows the parish council to move towards its target for a well cultivated site and thriving community. LW and BH met with committee members Debra Rickman and Stuart Newey on 4 June to agree the way forward. BH subsequently met two committee members and a plot holder on site and agreed that the vacant overgrown plots would be cleared of any items and then cut using tractor and rotavated. Once completed the next steps would be considered. LW emphasised to cllrs that we can only achieve objectives with such a small budget with the support of holders themselves, and we are fortunate to have so many people who are willing to offer their time. The outer tracks are rutted after a few holders ignored the no access rule over winter. A bollard solution was agreed by cllrs earlier this year. The new poultry rules are in force and LW has given permission to one holder to keep up to six hens.

LW received an email from the HCC countryside access group about maintaining rights of way and asking for our understanding at a time of ongoing financial pressure. MU agreed to investigate which footpaths and rights of way are affected in the parish, to enable cllrs to consider the best course of action.

LW has not yet heard back from a parishioner who expressed interest in joining the parish council as a co-opted member. The Good Councillor guide has been updated and circulated. LW will be on annual leave w/c 24 June.

Chairman's signature:

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MH asked about the longer term work plan for allotments. BH explained that priorities have been agreed with Stuart Newey and Debra Rickman and that we are working within the budget allocated for allotment maintenance in 24-25. The work itself falls within the allotment strategy that BH presented to cllrs previously.

**ACTION:**

Action MU to contact HCC countryside access group to clarify the public rights of way in East Boldre that might be affected by cutbacks.

**5.0 To receive a report by the County Councillor for East Boldre**

Cllr Mans offered an overview of rights of way, footpaths and bridleways, and unofficial paths which afford a public right of way. There is a responsibility at county level but it is not clear cut and agreed that the best way forward was for the parish council to approach HCC in the first instance. Cllr Mans received details about different types of community funding where applications are invited up to the end of August, and some relate to parish investment. He will forward the email to LW. BH asked if any grants have been stopped; Cllr Mans replied that the date for announcing cutbacks has been pushed forward due to the forthcoming general election on 4 July. The HCC annual meeting took place and Cllr Mans was elected as Chair. Applications are now invited for grant funding from Cllr Mans' allocated budget.

5.1 To receive questions on the report by the County Councillor

MH mentioned that the village hall rebuild is a parish priority and that trustees will be in contact. BH congratulated the county cllr and wished him a successful and productive year ahead.

**ACTION:**

Cllr Mans to forward grant guidance to LW for circulation.

**6.0 To receive a report by the District Councillor for East Boldre**

Not present.

6.1 To receive questions on the report by the District Councillor

None.

**7.0 Public session**

None.

**8.0 Finance**

8.1 To review monthly accounts and to note bank reconciliation (Circulated).

MH asked about the bank charge; LW advised this is a monthly charge for managing the accounts, offset by interest that the savings account accumulates.

8.2 To receive and note the annual Internal Audit report for 31 March 2024.

The annual IA report was received promptly after Eleanor Greene's visit on 29/5/24 and circulated to cllrs beforehand. Cllrs noted all recommendations.

BH thanked LW, and IM as co-signatory.

8.3 RFO to present AGAR return for 2023-24 Form 2 for review and approval.

Previously circulated by the RFO, the Chair summarised the final accounting statement for the year ending 31 March 2024 as set out in the Annual Governance and Accountability Return. Confirming the bank reconciliation statement for year ending 31 March 2024, cllrs approved the AGAR 2023/24 Form 2 certificate of exemption and the accounting statements set out in Section 2.

**Chairman's signature:**

**Date: 09/07/2024**

Cllrs confirmed the bank reconciliation statement reconciliation for year ending 31 March 2024.

8.4 To confirm precept total for the period 2024-25.

LW confirmed that NFDC approved the increased precept request for 2024-25 and that the total precept is £16,500. The first instalment reached the EBPC bank account on 29/04/24.

8.5 To confirm Exercise of Public Rights 14 June to 25 July 2024.

LW advised that notices have been prepared and will be made available on the parish website and noticeboards from 12/6/24.

**RESOLVED:**

1. The monthly report and bank reconciliation for May were agreed (appendices).
2. Cllrs noted the IA report and its recommendations.
3. Cllrs approved the bank reconciliation statement for year ending 31 March 2024.
4. Cllrs approved the AGAR 2023/24 Section 2 accounting statements. Signed by the chair.
5. Cllrs approved the AGAR 2023/24 certificate of exemption. Signed by the chair.
6. Cllrs agreed the exercise of public rights period from 14/6/24 to 25/7/24.

**ACTION:**

1. LW to publish on 12 June the notice of the Exercise of Public Rights 2024.
2. LW to submit documents to external auditors BDO LLP in accordance with their guidance.

**9 To receive reports from external meetings**

BH thanked the village hall trust in particular Steve Antzcak and Tony Johnson for collating the impressive Romani exhibition to celebrate the Romany community. 1500 visitors attended.

BH advised that a further speedwatch meeting was held, two drivers were picked up speeding; letters have been sent out by Hampshire Constabulary. MH advised that a parishioner has raised concern about a speeding driver late at night in East End, IM confirmed the driver continues along Main Rd. Cllrs will contact the PCSO to relay these concerns. TM reported there has been late night racing on the Beaulieu airfields once again; LW advised that the Forestry England contact number to report incidents is on the parish council homepage.

**10.0 Agenda items for next meeting.**

None.

**11.0 Date of next meeting**

The next parish council meeting will take place at 7pm on Tuesday 9 July 2024 at East Boldre Village Hall.

The Chair closed the meeting at 19.55 pm.

Chairman's signature:

Date: 09/07/2024

## Appendix 1 Monthly report

Monthly report to end May 2025

	Actual	Budget	YTD
	£	£	£
<b>Council business</b>			
Income	16,340.00	16745.00	8,300.33
Expenditure	14,241.00	15875.00	2,641.95
Surplus (deficit)	2,099.00	870.00	5,658.38
<b>Projects</b>			
Income			-
Expenditure	100.00	1000.00	-
Surplus (deficit)	100.00	-1000.00	-
<b>Allotments</b>			
Income	1,829.00	1921.00	1,639.33
Expenditure	1,648.00	2580.00	519.00
Surplus (deficit)	181.00	-659.00	1,120.33
<b>VAT recovered</b>	225.00		543.74
<b>VAT paid</b>	581.00		17.32
<b>net</b>	356.00		526.42
<b>Total surplus (deficit)</b>	1,825.00	-789.00	7,305.13
<b>Reserve brought forward</b>	11,743.00	0.00	13,568.00
<b>Reserve carried forward</b>	13,568.00	-789.00	20,873.13
<b>Cash at bank</b>	13,573.00		20,878.25
<b>Adjustments</b>			
<b>Cash book balance</b>	13,573.00		20,878.25
<b>Reserves</b>	13,568.00		20,873.13
<b>Commitment</b>	5.00		5.14
<b>Total</b>	<b>13,573.00</b>		<b>20,878.27</b>
<b>Council business Income</b>			
precept	16,000.00	16500.00	8,250.00
bank interest	340.00	245.00	50.33
<b>Total</b>	<b>16,340.00</b>	16745.00	<b>8,300.33</b>
<b>Council business expenditure</b>			
salary	9,227.00	9300.00	1,470.29
stationery/post/phone	623.00	630.00	78.94
travel	216.00	400.00	-

Chairman's signature:

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office	312.00	400.00	-
equipment	737.00	200.00	-
training	125.00	300.00	-
newsletter	50.00	300.00	-
hall hire	300.00	330.00	-
audit	190.00	200.00	190.00
insurance	481.00	500.00	490.12
defibrillators	396.00	440.00	-
Speedwatch			-
football pitch	225.00	225.00	-
subscriptions	1,247.00	1650.00	412.60
election expenses	75.00		-
maintenance	37.00	1000.00	-
<b>Total</b>	<b>14,241.00</b>	<b>15875.00</b>	<b>2,641.95</b>
<b>Projects income</b>			
grants			
donations			
<b>Total</b>			-
<b>Projects expenditure</b>			
EBOH other			-
grants	100.00	1000.00	-
defibrillators			-
notice boards			
public transport			-
<b>Total</b>	<b>100.00</b>	<b>1000.00</b>	-
<b>Allotments income</b>	1,829.00	1921.00	1,639.33
<b>Allotments expenditure</b>			
Administration		700.00	
rent refund	41.00		-
Rent, insurance	669.00	600.00	519.00
water	194.00	280.00	-
hedging	500.00	600.00	-
fencing			-
maintenance	244.00	400.00	-
<b>Total</b>	<b>1,648.00</b>	<b>2580.00</b>	<b>519.00</b>

Chairman's signature:

Date: 09/07/2024

## Appendix 2 Monthly payment schedule

East Boldre Parish Council payment schedule - May 2024						
Date	Payee	Detail	Folio	trans	Amount	
<b>Payments</b>						
13-May-24	ROYAL MAIL FINANCE	PO Box	9	DD	£39.60	
21-May-24	EE LIMITED	Parish cl phone	10	DD	£6.47	
21-May-24	HSBC	TOTAL CHARGES TO 29APR2024	11	DR	£5.00	
22-May-24	GOCARDLESS	Office 365	12	DD	£12.36	
29-May-24	Clear Insurance	Parish cl insurance 24-25	13	BP	£490.12	
29-May-24	FORESTRY ENGLAND	Allotment site rent 24-25	14	BP	£345.00	
29-May-24	E Welch	Clerk pay	15	BP	£671.30	
30-May-24	Do The Numbers Ltd	Internal audit	16	BP	£190.00	
<b>Total payments</b>					<b>£1,759.85</b>	
<b>Receipts</b>						
01-May-24	Holder	Allot rent	29	CR	£37.95	
06-May-24	Holder	Allot rent	30	CR	£37.95	
08-May-24	Holder	Allot rent	31	CR	£56.93	
08-May-24	Holder	Allot rent	32	CR	£56.93	
08-May-24	Holder	Allot rent	33	CR	£38.00	
10-May-24	Holder	Allot rent	34	CR	£56.93	
12-May-24	HSBC	Interest	35	INT	£26.53	
14-May-24	Holder	Allot rent	36	CR	£39.00	
14-May-24	Holder	Allot rent	37	CR	£37.95	
17-May-24	Holder	Allot rent	38	CR	£56.93	
26-May-24	Holder	Allot rent	39	CR	£37.95	
28-May-24	Holder	Allot rent	40	CR	£37.95	
29-May-24	Holder	Allot rent	41	CR	£37.95	
30-May-24	Holder	Allot rent	43	CR	£82.23	
<b>Total receipts</b>					<b>£641.18</b>	
<b>Money transferred</b>						
29-May-24	HSBC	Internet transfer	42	TFR	£1,500.00	
<b>Bank reconciliation</b>						
<b>Balance as at date</b>						
HSBC Current					<b>£926.55</b>	
HSBC Savings					<b>£19,951.70</b>	
Less unpresented cheques						
<b>Net bank balance as at date</b>					<b>£20,878.25</b>	
<b>The net balances reconcile to the cash book for the year to date, as follows</b>						
Opening balances					<b>£13,573.12</b>	
Add receipts					<b>£10,483.40</b>	
less payments					<b>-£3,178.27</b>	
<b>Closing balance as per the balance sheet</b>					<b>£20,878.25</b>	

Chairman's signature:

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