

**East Boldre Parish Council
Minutes of the meeting held at the Village Hall
on Tuesday 11 July 2023**

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

In attendance: District Cllr Dan Poole, Liz Welch (Parish Clerk)

1.0 To accept apologies for absence

Received from County Cllr Mans, Cllr Morrissey.

2.0 Declaration of interest in items on the agenda

None. The Chair noted that the NPA had already approved item 10.1.

3.0 To confirm minutes of the previous Parish Council meeting

Cllrs approved the minutes of the meeting held on 13 June 2023.

3.1 Matters arising

Actions are in hand or completed.

4.0 To receive Clerk's report

Allotments: Of the 3 notices to quit, 2 holders have now paid. The surveyor carried out his follow up visit the site to measure plot sizes; unfortunately not all the canes were in place and a follow up surveyor visit will be organised. The EBAA Committee coordinated a tree works application following a site meet with the NPA Tree Officer.

Internal audit: External auditors BDO LLP acknowledged receipt of forms AGAR 2 and the exemption certificate and that documents are in order.

Data management: The Clerk has been in touch with e-Mango, the website support company. Once they receive the Parish Council's privacy notice they will include a cookies option for quality and monitoring purposes.

ACTION:

Clerk to forward revised Privacy Notice to web hosting company.

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

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

District Cllr Poole offered an update as follows: NFDC has just adopted a new cultural strategy to support and promote future arts and culture initiatives; a community safety scheme is underway in partnership with Hants Constabulary; NFDC staff have ventured out to car parks and public spaces to raise awareness on the new PSPOs; upgrades have been made to the Appletree Care Line which supports older and vulnerable members of the community; a £300,000 CCTV upgrade has been approved; a quality objective to improve air quality has been met - monitoring will continue; the Waterside Festival is underway, supported by NFDC. Cllr Poole added that he has made enquiries about replacing the rubbish bin outside the village hall on behalf of the Parish Council and understands that the replacement is logged.

6.1 To receive questions on the report by the District Councillor

Chairman's signature:

Date: 12/09/2023

On publicising the new PSPOs, MU noted that posters are very small. Cllr Poole anticipates more public awareness actions shortly. MH asked Cllr Poole about disposable BBQs signs. Cllr Poole noted that several local shops are already on board with this. BH suggested that large, clear signage is key to success. BH asked for clarification about the new wheelie bin charging scheme for garden waste. Cllr Poole understands that there will be a one off £25 charge for the bin for households which are not already registered for garden waste collection.

7.0 Public session

BH offered the floor to the Chair of the Emergency Planning Committee, Mike Upton.

8.0 Emergency Planning Committee update

Mike Upton circulated the latest emergency plans for East Boldre, updated on 15 June 2023. Last updated before the pandemic, the strategy prepares for fires and weather damage among other emergencies, and involves individual volunteers and local businesses. In all there are 65 member volunteers, with 12 road reps. All new residents receive a copy of the emergency planning leaflet (funded by the Parish Council). Mike Upton drew Cllrs' attention to the useful Telephone Tree, with a tested flow diagram to show plans of action with key telephone numbers. Cllrs were reminded that these handouts are strictly confidential. Mike Upton added that the East Boldre welcome leaflet for new residents, also funded by the Parish Council, contains useful information. In reply to a question from MH, Mike Upton advised that he is contacted by 999 control when an emergency is reported to them. MH and BH thanked Mike Upton and all those involved with such an important service to the community, including those who regularly check the defibrillators. Mike Upton noted that new volunteers would be both welcomed and valued.

A relevant part of item 12, Broadband, was brought forward.

Openreach informed MH that Masseys Lane now falls under a different network as part of Norleywood, with some 700 properties. MH contacted them to express his concern and called for Masseys Lane and the nearby properties to remain within the East Boldre community fibre scheme. MH will continue to pursue. The East Boldre project has gone as far as Heath Lane.

Mike Upton and Cllr Poole left the meeting.

9.0 Finance

9.1 To review monthly accounts and to note bank reconciliation

Cllrs reviewed monthly accounts and noted the bank reconciliation for April (appendices 1 and 2).

BH confirmed that the Parish Council is still on budget with its required reserves.

RESOLVED:

Cllrs approved the monthly accounts and bank reconciliation for June 2023.

10.0 To review planning applications

10.1 3/00782CONS: East Boldre Allotment Gardens, Main Road, East Boldre, SO42 7WD

No comments made.

10.2 23/00794CONS: Manor Bank Cottage, Main Road, East Boldre, Brockenhurst, SO42 7WT

No concerns raised.

10.3 23/00818CONS: Rowes Lane, East End, Lymington, SO41 5SU.

Noting the helpful feedback from the NPA Tree Officer, no concerns were raised.

10.4 23/00340FULL: 8, Broomhill, East End, Lymington SO41 5SX (Amended).

Chairman's signature:

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Cllrs felt that their concerns raised previously have not been addressed in the amended plans.

23/00340F ULL	8, Broomhill, East End, Brockenhurst, SO42 5SX (AMENDED)	Single storey front and side extension; raised patio; raised platform	We recommend REFUSAL, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers. <ol style="list-style-type: none"> 1. The proposed extension does not fit in with the character of the road. 2. It is disproportionately bulky in relation to the existing building. 3. The skylight should comply with NPA guidelines.
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As general points, Cllrs noted that it is often difficult to retrieve applications on documents online which hinders their ability to research and comment on applications. A discussion took place on the value of a training update on NPA planning processes.

RESOLVED:

As above.

ACTION:

Clerk to inform NPA Planning Department of Cllrs Decisions.

11.0 Governance

11.1 To agree timetable for reviewing policies

BH thanked Clerk for her work. BH presented a provisional timetable for reviewing Council policies, this was agreed.

11.2 To approve privacy policy and website accessibility statement

Circulated prior to the meeting, BH noted that the website accessibility statement was a good font size.

11.3 To approve the data protection and information policy

In reply to a question from MU, BH advised that the Clerk had followed guidance from SLCC, or HALC and NALC where appropriate, and picked up on internal audit recommendations. The Clerk reminded Cllrs of their responsibilities also.

11.4 To approve the publication scheme

Cllrs approved the publication scheme.

11.5 Lengthsman priorities 2023-24

BH invited Cllrs' views on priorities for repairs to the village under the Lengthsman scheme for 2023/24. Priorities include repainting telephone boxes housing defibrillators, cleaning/checking white road bridges, bus shelters' roof maintenance, and cutting back road facing hedgerows. Quotes to be sought.

11.6 Parish noticeboards

BH noted that when the existing shop closes, the noticeboard will need to be re-sited. MH suggested the Community Stores could be an excellent alternative, perhaps integrated into a larger public noticeboard as an asset to the village. BH proposed to write to EBCS to ask if they'll find space outside. Cllrs were not clear if a noticeboard would require planning consent.

Chairman's signature:

Date: 12/09/2023

RESOLVED:

1. Items 11.1, 11.2, 11.3 and 11.4 were approved for immediate adoption by Cllrs.
2. 2023-24 priorities for Lengthsman were agreed.

ACTION:

1. Clerk to update policies and website.
2. Clerk to update Lengthsman and request quotes.
3. BH to contact East Boldre Community Stores in the first instance about siting a noticeboard.

12.0 Broadband update

Continuing from item 8, MH reported that the Government had given just 3-4 weeks for the community fibre scheme to complete under the voucher scheme. MH wrote to Openreach CEO to express concern, who personally replied to say that works in East Boldre would start on 16 July. MH was assigned a new senior contact to liaise with, yet disappointingly MH today received a message to say the project has been put back to November once again. The understanding is that those who were already signed up to the voucher scheme would receive a new one to extend the project.

13.0 To receive reports from external meetings

MU circulated a note of a meeting with Steve Avery, Leanne Sargent, MH and two Cllrs from Beaulieu PC. He felt it was very productive. The Cllr highlighted a discussion about regrowth between car park and the road.

IM attended the Consultative Panel in June. Tour buses will operate again, with 3 routes this summer; concessions are available for Hampshire Forest residents. Changes in subsidies for Commoners are affecting livestock numbers on the forest, and in turn, carbon emissions. For short term holiday lets, the NPA are exploring requirement for planning permission and revised planning regulations on temporary campsites are being introduced.

AR advised Cllrs that she has stood down as Chair of the EBCS Committee. MH thanked Anna for all her work and support of the initiative, reiterated by other Cllrs. AR attended the recent Passenger Transport Forum and recommended that EBPC responds to the public consultation, expressing concern that focus is more on built up areas. Cango has been replaced by new buses 'Connect'. IM is aware that government funds have been made available but built up areas seem to be getting the priority.

BH attended the School Fields Trust AGM. BH went on to advise that several speedwatch sessions have been organised, monitoring 178 cars in total. The highest incidence rate of cars over the speed limit was in East End. It is encouraging to note that cars visibly slow down when drivers spot speedwatch volunteers. BH met with PCSO Pressey who has been very supportive and two further sites have been identified for Lymington Rd. Three sessions are planned for July.

ACTION:

Clerk to chase up passenger transport meeting notes and forward consultation link to Cllrs for comment.

18.0 Agenda items for next meeting

Report of allotment survey work. Broadband

17.0 Date of next meeting

The next parish council meeting will take place at 7pm on Tuesday 12 September at East Boldre Village Hall; a meeting will be scheduled for August only if required for urgent matters.

The Chair closed the meeting at 8.45 pm.

Chairman's signature:

Date: 12/09/2023

Appendix 1 - Monthly payment schedule

East Boldre Parish Council payment schedule - June 2023					
Date	Payee	Detail	Folio	trans	Amount
Payments					
13/06/2023	Do The Numbers	Internal auditor	21	bacs	£190.00
21/06/2023	HSBC	bank charges	22	dd	£6.60
22/06/2023	Go Cardless	Office 365	23	dd	£14.83
29/06/2023	Royal Mail	PO Box	24	dd	£38.10
30/06/2023	Plusnet	Parish CI phone	25	dd	£8.52
30/06/2023	NSALG	Allot LA membership	26	bacs	£66.00
30/06/2023	[Name withheld]	Allot refund 13C	27	bacs	£34.50
30/06/2023	Bournemouth Water	Allotment water	28	bacs	£48.89
30/06/2023	E Welch	Allotment canes & tape	29	bacs	£38.84
30/06/2023	E Welch	Salary	30	bacs	£626.16
30/06/2023	HMRC	PAYE/NIC	31	bacs	£155.34
Total payments					£1,227.78
Receipts					
12/06/2023	HSBC	Interest	41	bacs	£25.41
22/06/2023	[Name withheld]	Allot rent	42	ch	£23.00
Total receipts					£48.41
Money transferred			43	bacs	£1,000.00
Bank reconciliation					
Balance as at date					
HSBC Current					£618.25
HSBC Savings					£19,375.34
Less unpresented cheques					
Net bank balance as at date					£19,993.59
<i>The net balances reconcile to the cash book for the year to date, as follows</i>					
Opening balances					£15,285.23
Add receipts					£9,736.84
less payments					-£5,028.48
Closing balance as per the balance sheet					£19,993.59

Chairman's signature:

Date: 12/09/2023

Appendix 2 - Monthly Report

Monthly report June 23

	2022-23	23/24	
	Actual	Budget	YTD
	£	£	£
Council business			
Income	16,076.03	16012.00	8,038.18
Expenditure	13,408.43	16325.00	3,695.01
Expenditure as % of precept	83.80		46.19
Surplus (deficit)	2,667.60	-313.00	4,343.17
Projects			
Income			-
Expenditure	4,104.49	-1000.00	-
Surplus (deficit)	- 4,104.49	-1000.00	-
Allotments			
Income	1,530.00	1748.00	1,673.25
Expenditure	2,599.02	-1695.00	652.73
Surplus (deficit)	- 1,069.02	53.00	1,020.52
VAT recovered	1,308.61		-
VAT paid	1,073.63		36.87
net	- 234.98		- 36.87
Total surplus (deficit)	- 2,270.93	-1260.00	5,326.82
Reserve brought forward	14,014.15	9786.00	11,743.22
Reserve carried forward	11,743.22	8526.00	17,070.04
Cash at bank	15,285.23		23,234.18
Adjustments			
Cash book balance	15,285.23		23,234.18
Reserves	11,743.22	8526.00	17,070.04
Commitment	3,542.37	2509.00	3,542.37
Total	15,285.59	11035.00	20,612.41
Council business Income			
precept	16,000.00	16000.00	8,000.00
bank interest	76.03	12.00	38.18
Total	16,076.03	16012.00	8,038.18

Chairman's signature:

Date: 12/09/2023

Council business expenditure			
salary	8,427.88	9000.00	2,198.68
stationery/post/phone	669.16	600.00	127.30
travel	216.50	400.00	37.80
office	366.63	400.00	66.66
equipment		600.00	-
training	306.42	300.00	-
newsletter	556.00	450.00	-
hall hire	300.00	250.00	-
audit	190.00	200.00	190.00
insurance	481.65	500.00	481.02
defibrillators	396.00	400.00	-
Speedwatch	28.00		-
football pitch	225.00	225.00	-
subscriptions	1,211.82	1500.00	593.55
election expenses		500.00	
maintenance		1000.00	-
Total	13,375.06	16325.00	3,695.01
Projects income			
grants			
donations			
Total	-		-
Projects expenditure			
EBOH salary			-
EBOH other	90.00		-
grants	4,014.49	1000.00	-
defibrillators			-
seats			
bus shelters etc			
notice boards			-
public transport			-
Total	4,104.49	1000.00	-
Allotments income	1,530.00	1748.00	1,673.25
Allotments expenditure			
rent refund			
Rent,insurance	670.32	570.00	565.00
water	282.60	125.00	48.89
hedging	480.00	600.00	-
fencing		200.00	-
maintenance	1,166.10	200.00	38.84
Total	2,599.02	1695.00	652.73

Chairman's signature:

Date: 12/09/2023