

**East Boldre Parish Council  
Minutes of the meeting held at the Village Hall  
on Tuesday 14 May 2024**

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

In attendance: 2 members of public, County Cllr Mans, District Cllr Poole, Liz Welch (Parish Clerk).

**1.0 Election of Chairman**

MU proposed BH as Chair for the year ahead. AR seconded. All in favour.

**2.0 Signature of Chairman's Declaration and Acceptance of Office**

BH signed the above.

**3.0 Election of Vice-Chairman**

BH proposed IM as Vice-Chair for the year ahead. AR seconded. All in favour.

IM signed the Vice-Chairman's Declaration and Acceptance of Office.

**4.0 To review Councillors' allocation of responsibilities**

Cllrs agreed the following allocation of duties:

Chair General Purposes, Finance and Amenities including allotments. Representative to NFNPA South East Quadrant.	BH
Vice-Chair General Purposes, Finance and Planning. Representative on New Forest Consultative Panel.	IM
General Purposes. Village Hall Trustee and contact for broadband upgrade. Representative on the New Forest Association of Local Councils	MH
Environment matters, planning. Representative on New Forest Consultative Panel	MU
Representative to NFNPA South East Quadrant	TM
Representative for highways and Passenger Transport Forum. Representative for School Fields Trust and NFDC Community Forum.	AR

**5.0 To accept apologies for absence**

Michael Husband (MH).

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

AR declared a pecuniary interest in item 13.1 planning.

MU declared a pecuniary interest in item 13.5 planning.

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

Cllrs approved the minutes of the meeting held on 9 April 2024.

Chairman's signature:

Date: 11/06/2024

### 7.1 Matters arising

Item 4. BH advised that HCC, recognising EBPC as having a strong emergency plan, have invited the parish to be involved in a county wide emergency planning exercise in the near future.

### 8.0 To receive Clerk's report

HALC are encouraging members to respond to the Independent Committee on Standards in Public Life - public consultation on accountability. LW circulated the details. AR emphasised the importance of this matter.

Allotments: A coffee morning/open day was organised by the EBAA Committee, LW praised their hard work and the growing community. Two neighbouring parishes have been asked to advertise vacant plots. There has been some take up, but plots are still available. Most renewals have been received, although a few holders with overgrown plots have not responded.

Piers Rochford from the Hampshire and Isle of Wight Constabulary, is responsible for cyber and cyber fraud related (scams) advice to the public. He is offering presentations to local groups. LW invited Cllrs to consider hosting an information event. LW also reminded Cllrs that the local SSEN representative has been highly recommended as a good speaker for parish council events.

#### ACTION:

1. All Cllrs to draft joint response to public consultation on accountability in advance of next meeting.
2. LW to send final reminders to allotment holders with contracts still outstanding.
3. Cllrs to consider opportunities to host public information events.

### 9.0 To receive a report by the County Councillor for East Boldre

Cllr Mans advised that additional funds have been received from central government for highway repairs and is hopeful that works will help prevent further deterioration. IM asked if the funding includes drainage. AR asked if HCC have responded to the request for signage to the community stores, Cllr Mans advised that it is still pending. AR stressed the urgency of this to encourage more passing trade. BH suggested a sign on the phone kiosk. Cllr Mans agreed that signage is very important, noting the impressive sign on the Pilley bus shelter for their community shop. Commenting on the HCC consultation on future public services, Cllr Mans advised that recycling in the county was the area most commented on.

9.1 To receive questions on the report by the County Councillor  
Item 9.0.

### 10.0 To receive a report by the District Councillor for East Boldre

Cllr Poole advised that the NFDC community safety team have organised a series of bicycle anti-theft awareness events. Cllr Poole recently attended the Gardeners' World at Beaulieu, where a show garden was on display organised jointly by the NFDC, NPA and a homeschooling group in Bramshaw.

10.1 To receive questions on the report by the District Councillor

Chairman's signature:

Date: 11/06/2024

Cllr Poole was invited to provide more information about the bike marking events for the clerk to publicise.

### 11.0 Public session

None.

### 12.0 Finance

12.1 To review monthly accounts and to note bank reconciliation (appendices 1 and 2)  
BH pointed out that monthly report showed a carry forward total of £13,568 from 2023-24, a little more than expected due to underspends in council business and project funding. The monthly report (appendix 1) shows final expenditure for 2023-24.

RESOLVED:

1. The monthly report and bank reconciliation for April were approved.
2. Cllrs approved final year accounts for 2023-24.
3. Chair and RFO signed the bank reconciliation for year ending 2023-24.

### 13.0 To review planning applications

13.1 24/00371FULL. Pond Cottage, Main Road, East Boldre, Brockenhurst, SO42 7WD  
AR left the room.

24/00 371F ULL	Pond Cottage, MAIN ROAD, EAST BOLDRE, BROCKENHU RST, SO42 7WD	Single-storey side extension; garden room	We 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 proposal appears to fall within the 30% development criteria. Cllrs stipulate that blinds should be fitted on outbuilding roof windows.
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13.2 24/00361FULL Little Hillcroft, Hatchet Lane, Beaulieu, Brockenhurst, SO42 7WA  
Noting the velux window proposed, Cllrs didn't see this as a light pollution issue for a garage.

24/00 361FU LL	LITTLE HILLCROFT, HATCHET LANE, BEAULIEU, BROCKENHURST SO42 7WA	Single storey rear extension (demolition of existing conservatory)	We 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 garage is only to be used as described in the planning application. The parish council was unable to verify that conservatory floorspace calculations are correct.
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Chairman's signature:

Date: 11/06/2024

## 13.3 24/00382LDCE 9, Gaza Avenue, East Boldre, Brockenhurst, SO42 7WH

24/0038 2LDCE	9, GAZA AVENUE, EAST BOLDRE, BROCKEN HURST, SO42 7WH	Application for a Certificate of Lawful Development for Existing outbuilding	We are happy to accept the decision reached by the National Park Authority's Officers under their delegated powers. Cllrs not aware of evidence to the contrary of this retrospective application. And do not have evidence to comment on the removal of the kitchen. Cllrs emphasise that it should not be used as a dwelling.
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## 13.4 24/00384FULL 9, Gaza Avenue, East Boldre, Brockenhurst, SO42 7WH

24/0038 4FULL	9, GAZA AVENUE, EAST BOLDRE, BROCKEN HURST, SO42 7WH	Lean-to shed attached to side of dwelling house	We are happy to accept the decision reached by the National Park Authority's Officers under their delegated powers.
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## 13.5 23/00134FULL updated - Tregonals Bungalow, Lymington Road, East End, Lymington, SO41 5SS

A member of public expressed ongoing concern about overdevelopment and the siting of outbuildings. MU crossed the floor and chair invited his comments as a member of public. He expressed concern about the process of publishing a proposed legal agreement on the NPA website without notifying neighbours or members of public who had previously submitted comments on the application. They were in effect denied the opportunity to comment on the proposal. MU went on to express concern that there had been no mention at any point before April 2024 of previous application 10/95257, which he believed had been revoked by the NPA in granting subsequent permission for application 22/00564. Commenting on overdevelopment, IM advised that it can be subjective and that current guidance is inconsistent.

MU left the room.

Noting that Cllrs had not yet received an up-to-date briefing from the NPA that reflected latest developments, BH suggested that the EBPC position remains unchanged. IM added that nothing in the application has yet changed to reflect the parish council's original recommendations. Cllrs agreed and requested that the NPA provides more information to enable them to review their decision.

23/0013 4FULL updated	Tregonals Bungalow, Lymington	Proposed NPA legal statement	We continue to recommend REFUSAL, for the reasons listed below.
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Chairman's signature:

Date: 11/06/2024

	Road, East End, Lymington, SO41 5SS		We are clear that nothing has fundamentally changed in way of design or otherwise since our comments to the original proposal at our parish council meeting on 11 April 2023. The parish council awaits an updated briefing note.
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**ACTION:**

Clerk to relay decisions to the NPA.

**14.0 Governance**

14.1 To review parish council insurance renewal from Clear Councils (formerly BHIB) 2024-25 Due for renewal in June, LW reminded Cllrs that a discounted fixed premium for 3 years had been agreed with the parish council insurers last year. She recommended that Cllrs increase contents insurance to £10,000 which would increase the premium from £488.13 to £490.12.

14.2 To confirm Lengthsman Fund 2024-2026  
Cllrs approved the renewed Lengthsman Fund agreement, to cover two years from April 2024. The allocation is £1,000 per annum. There is a carry forward amount from the previous year of £244.10. Cllrs considered works to be carried out for the current year. Work to be carried out: Repaint two red phone/defibrillator kiosks, install a bench rest in one bus shelter, autumn cut back of two road facing allotment hedges, fix crooked East End sign.

14.3 To confirm membership of Hants Association of Local Councils and the Society for Local Council Clerks (SLCC)  
Cllrs agreed that EBPC will continue as a HALC member at a cost of £382 for 2024-25, and that the clerk's membership of SLCC continues to be paid for by EBPC.

14.4 To agree finance risk management record (Circulated)  
Cllrs approved the draft finance risk management record.

14.5 To review asset register (Circulated)  
Cllrs reviewed the asset register and confirmed that the old laptop should be removed from the register and disposed of.

**RESOLVED:**

1. Cllrs approved insurance renewal with Clear Councils, and increase of contents insurance to £10,000
2. Lengthsman Fund contract approved for two years and work priorities for the coming year were agreed.
3. Cllrs confirmed continued membership of HALC and clerk's membership of SLCC.
4. Cllrs adopted finance risk management record.
5. The asset register was confirmed as correct.

**ACTION:**

1. LW to renew parish council insurance with Clear Councils.

**Chairman's signature:**

**Date: 11/06/2024**

2. LW to inform lengthsman of tasks for current year
3. LW to upload revised documents onto the website.

**15.0 To receive reports from external meetings**

BH advised that four speedwatch exercises had taken place, monitoring 408 vehicles in total. The next police surgery will take place at Chapel Stores on 6 June.

AR attended the recent Schoolfields Trust committee meeting. Bookings are going relatively well, but there was disappointment that the play group didn't continue. Summer camps for children are being considered. TM noted that lots of community groups have been seeking donations over the past year.

**16.0 Agenda items for next meeting**

Independent Committee on Standards in Public Life public consultation on accountability.

**15.0 Date of next meeting**

The next parish council meeting will take place at 7pm on Tuesday 11 June 2024 at East Boldre Village Hall.

The Chair closed the meeting at 8.30 pm.

## Appendix 1 Monthly report

## Monthly report end April 2024

	2023-24	24/25	
	Actual	Budget	YTD
	£	£	£
<b>Council business</b>			
Income	16,340.00	16745.00	8,273.81
Expenditure	14,241.00	15875.00	1,235.76
Surplus (deficit)	2,099.00	870.00	7,038.05
<b>Projects</b>			
Income			-
Expenditure	100.00	1000.00	-
Surplus (deficit)	100.00	-1000.00	-
<b>Allotments</b>			
Income	1,829.00	1921.00	1,024.68
Expenditure	1,648.00	2580.00	174.00
Surplus (deficit)	181.00	-659.00	850.68
<b>VAT recovered</b>	225.00		543.74
<b>VAT paid</b>	581.00		8.66
<b>net</b>	356.00		535.08
<b>Total surplus (deficit)</b>	1,825.00	-789.00	8,423.81
<b>Reserve brought forward</b>	11,743.00	0.00	13,568.00
<b>Reserve carried forward</b>	13,568.00	-789.00	21,991.81
<b>Cash at bank</b>	13,573.00		21,996.93
<b>Adjustments</b>			
<b>Cash book balance</b>	13,573.00		21,996.93
<b>Reserves</b>	13,568.00		21,991.81
<b>Commitment</b>	5.00		5.14
<b>Total</b>	<b>13,573.00</b>		<b>21,996.95</b>
<b>Council business Income</b>			
precept	16,000.00	16500.00	8,250.00
bank interest	340.00	245.00	23.81
<b>Total</b>	<b>16,340.00</b>	16745.00	<b>8,273.81</b>
<b>Council business expenditure</b>			
salary	9,227.00	9300.00	798.99
stationery/post/phone	623.00	630.00	39.47
travel	216.00	400.00	-
office	312.00	400.00	-
equipment	737.00	200.00	-
training	125.00	300.00	-

Chairman's signature:

Date: 11/06/2024

newsletter	50.00	300.00	-
hall hire	300.00	330.00	-
audit	190.00	200.00	-
insurance	481.00	500.00	-
defibrillators	396.00	440.00	-
Speedwatch			-
football pitch	225.00	225.00	-
subscriptions	1,247.00	1650.00	397.30
election expenses	75.00		-
maintenance	37.00	1000.00	-
<b>Total</b>	<b>14,241.00</b>	<b>15875.00</b>	<b>1,235.76</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>-</b>
<b>Allotments income</b>	1,829.00	1921.00	1,024.68
<b>Allotments expenditure</b>			
Administration		700.00	
rent refund	41.00		-
Rent,insurance	669.00	600.00	174.00
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>174.00</b>

Chairman's signature:

Date: 11/06/2024



## Appendix 2 Monthly payment schedule

<b>East Boldre Parish Council payment schedule - April 2024</b>					
<i>Date</i>	<i>Payee</i>	<i>Detail</i>	<i>Folio</i>	<i>trans</i>	<i>Amount</i>
<b>Payments</b>					
05-Apr-24	NSALG	EBAA membership	1	BP	£174.00
11-Apr-24	ROYAL MAIL FINANCE	PO Box	2	DD	£39.60
21-Apr-24	HSBC	TOTAL CHARGES TO 30MAR	3	DR	£5.00
22-Apr-24	EE LIMITED	Parish cl phone	4	DD	£6.47
22-Apr-24	GOCARDLESS	Office 365	5	DD	£12.36
25-Apr-24	HMRC	PAYE	6	DD	£127.69
25-Apr-24	HALC	EBPC membership 24-25	7	BP	£382.00
25-Apr-24	E Welch	Clerk pay	8	BP	£671.30
<b>Total payments</b>					<b>£1,418.42</b>
<b>Receipts</b>					
03-Apr-24	[Name withheld]	Allot rent	1	CR	£75.90
03-Apr-24	[Name withheld]	Allot rent	2	CR	£56.93
04-Apr-24	[Name withheld]	Allot rent	3	CR	£37.95
04-Apr-24	[Name withheld]	Allot rent	4	CR	£37.95
05-Apr-24	[Name withheld]	Allot rent	5	CR	£25.30
07-Apr-24	[Name withheld]	Allot rent	6	CR	£25.30
07-Apr-24	[Name withheld]	Allot rent	7	CR	£56.93
07-Apr-24	[Name withheld]	Allot rent	8	CR	£25.30
07-Apr-24	[Name withheld]	Allot rent	9	BP	£37.95
08-Apr-24	[Name withheld]	Allot rent	10	CR	£37.95
08-Apr-24	[Name withheld]	Allot rent	11	CR	£25.30
09-Apr-24	[Name withheld]	Allot rent	12	CR	£25.30
11-Apr-24	[Name withheld]	Allot rent	13	CR	£37.95
12-Apr-24	HSBC Interest	Interest	14	INT	£23.81
12-Apr-24	[Name withheld]	Allot rent	15	CR	£37.95
15-Apr-24	[Name withheld]	Allot rent	16	CR	£56.93
15-Apr-24	[Name withheld]	Allot rent	17	BP	£56.93
20-Apr-24	[Name withheld]	Allot rent	18	CR	£37.95
22-Apr-24	HMRC VTR	VAT refund	19	CR	£543.74
22-Apr-24	[Name withheld]	Allot rent	20	CR	£37.95
22-Apr-24	[Name withheld]	Allot rent	21	CR	£37.95
23-Apr-24	[Name withheld]	Allot rent	22	CR	£56.93
23-Apr-24	[Name withheld]	Allot rent	23	BP	£37.95
24-Apr-24	[Name withheld]	Allot rent	24	CR	£56.93

Chairman's signature:

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28-Apr-24	[Name withheld]	Allot rent	25	CR	£37.95
29-Apr-24	NEW FOREST D.C.	Precept	26	CR	£8,250.00
30-Apr-24	[Name withheld]	Allot rent	27	CR	£37.95
30-Apr-24	[Name withheld]	Allot rent	28	CR	£25.30
<b>Total receipts</b>					<b>£9,842.23</b>
<b>Money transferred</b>					
none					
<b>Bank reconciliation</b>					
<b>Balance as at date</b>					
HSBC Current					<b>£571.75</b>
HSBC Savings					<b>£21,425.18</b>
Less unrepresented cheques					
<b>Net bank balance as at date</b>					<b><u>£21,996.93</u></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					£9,842.23
less payments					<b>-£1,418.42</b>
<b>Closing balance as per the balance sheet</b>					<b><u>£21,996.93</u></b>

Chairman's signature:

Date: 11/06/2024