

East Boldre Parish Council

Notice of Meeting of the Parish Council

The next council meeting will held be on Tuesday 9th April 2019 in **East Boldre Village Hall** at 7.00 p.m.

All members of the Council are hereby summoned to attend a meeting of East Boldre Parish Council to be held for the purpose of transacting the following business.

Public Participation

Members of the public and press are warmly invited to attend the Parish Council meeting as observers and can speak once on any agenda item, during the public session. Speeches shall not exceed three minutes and the session shall not normally exceed 15 minutes.

AGENDA

- 1.0. To accept apologies for absence.
- 2.0. Declaration of Interest in items on the agenda.
- 3.0. To confirm minutes of the meetings held on 12th March 2019.
- 4.0. To receive clerks' report. FOR INFORMATION ONLY (Circulated-pg2)
- 5.0. To receive a report by County Councillor for East Boldre. FOR INFORMATION ONLY
 - 5.1. To receive questions on the report by the County Councillor.
- 6.0. To receive a report by District Councillor for East Boldre. FOR INFORMATION ONLY
 - 6.1. To receive questions on the report by the District Councillor.
- 7.0. Public session.
- 8.0. Finance.
 - 8.1 To receive payments in accordance with the budget and to note bank reconciliation. (Circulated-pg2).
 - 8.2. To confirm the end of year accounts and final budget for 2019-2020. (Circulated-pg3-9)
- 9.0. Planning.
 - 9.1 To consider planning applications: 19/00235 Woburn Lodge, Masseys Lane, East Boldre
- 10.0. To review parish council policies. See website
- 11.0. To receive an update on the Village Hub.(Circulated-pg10)
- 12.0. To consider improving communication systems in East Boldre.(Circulated-pg10)
- 13.0. To receive an update on the 112 bus services. (Circulated-pg10)
- 14.0. To receive reports from external meetings – verbal only.
- 15.0. Agenda items for next meeting.
- 16.0. To confirm the next Parish Council meeting as 7.00pm on Tuesday 14th May. in **East Boldre Village Hall**.

N Curzon

Parish Clerk to East Boldre

03/04/19

East Boldre Parish Council contact -Parish Clerk – Nicola Curzon

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4.0. To receive clerks' report.

- Cllr Hawker met the clerk on 27th 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 lengthman fund will be available for this financial year, giving the council - The fund ideally should be allocated to Highway (75%) or Rights of Way (25%).
- The clerk received several phone calls over the weekend of 30-31st 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 2nd 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.

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

<i>Payee</i>	<i>Bacs details</i>	<i>Item</i>	<i>Payment</i>
Payments date			
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
Total to pay			£680.27
Amount to be transferred to current account			£1,000.00
Receipts as at date		Detail	Amount
Allotment rents			£219.00
Bank interest			£3.10
Bank reconciliation			
Balance as at date			
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
Total			£23,310.95
Net bank balance as at date			
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
Total			£23,310.95

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

East Boldre Parish Council Income 2018-2019									
Receipts & Payments Account									
for the year ended 31st March 2019									
		2018/19	Note ref	2017/18					
		£		£					
Income									
	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					
		20,318.30		17,890.09					
Expenditure									
	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		
		20,210.89		15,622.53					
General Fund									
	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	23,091.95		22,086.00					
Bank balances									
	Current	204.87		1,193.28					
	Adjustments(unpresented cheques)	566.25		367.1					
	Savings	22,320.83		21,989.87					
		23,091.95		23,550.25					
	Mr K Holmes			Mrs N Curzon.....					
	Chairman			Responsible Financial Officer					
	Date.....			Date.....					

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East Boldre Parish Council 2018-2019			
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	
A. Assets		£	
Assets are valued at purchase value with the exception of Community (including leased land) which is valued nominally at £1.00		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	
	Total	26,865.00	
B. Borrowings			
At the close of business on 31st March 2019 there were no borrowings			
C. VAT			
VAT has been treated as an expense when incurred and as a receipt when recovered			
D S137 payments			
Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £7.57 per head of electorate for the benefit of the people in the Parish on activities or projects not specifically authorised by other powers			
E Pensions			
No pension payments were paid in the year ended 31st March 2019			

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East Boldre Parish Council Expenditure 2018-19						
Statement supporting the accounts continued for the year ended 31st March 2019						
Expenditure Analyses				2018/19 (£)	2017/18 (£)	
1. Administration						
Salary Clerk				7,622.92	8,919.30	
	Travel			288.90	445.75	
	Office allowance			266.78	266.58	
	Total staff costs			8,178.60	9631.63	
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	
	Total admin other			3264.67	1478.2	
	Total admin			11443.27	11,109.83	
2. Allotments						
	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	
				3,636.61	847.87	
4. Audit & Legal						
	Internal audit			190.00	185.00	
	External audit			-	100.00	
	Employment advice			-	137.00	
	ICO Registration			35.00	35.00	
	Misc			-	-	
				225.00	457.00	
5. Subscriptions						
	HALC			180.00	291.00	
	SLCC			115.00	82.79	
	emango			360.00	300.00	
	Datacenta			60.00	125.00	
				715.00	798.79	
6a. Grants S137						
	NF Disability			200.00	200.00	
	Victim Support			200.00		
	Cruse bereavement				200.00	
				400.00	400.00	
6b. Grants Other						
	EB Village Trust(s19)	Fireworks		389.21	266.66	
				389.21	266.66	
Mr K Holmes.....			Mrs N Curzon.....			Page 3
Chairman		Date		Responsible Financial Officer		

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

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East Boldre Parish Council - Account Variances 2018-2019						
Line	Amount	%	Explanation			Amount
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
						5,358
4	8,179	-15	Salary reduced - no change of clerk			7,622.92
			Mileage increase, clerk location			288.90
			office allowance			266.78
						8,178.60
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
						£12,032
9	22,561	1	Purchase of new projector and disposal of old projector			£22,363
						£598
						-£400
						£22,561

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

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East Boldre Parish Council - expenditure compared with budget to date						
	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>To date</u>
	2017/18	2017/18	2018/19	2018/19	2019/20	2019/20
Income						
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
Total Income	17393.00	17655.65	18810.00	20,358.30	19315.00	219.00
Expenditure						
<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
Total Admin cost	9,333.00	11,238.93	10,470.00	11,758.21	13606	0.00
<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 transport 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
Total Op. Cost	4,160.00	2,745.68	4,430.00	4,521.43	15,310.00	0.00
<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
Total Maint. Cost	4,010.00	847.87	3,100.00	3,931.25	3950	0.00
Grand Total Expenditure	17,503.00	14,832.48	18,000.00	20,210.89	32,866.00	0.00
<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
Surplus (shortfall)	-110.00	2,823.17	810.00	147.41	-13551.00	219.00
<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
Closing balance	16,208.44	19,141.61	0.00	19,631.95		-3,281.00
NB Cell B53 adjusted.33p						
Not on original budget						

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11.0. To receive an update on the Village Hub.

- To update the Council on the discussions with the Verderers and the potential for opening land for commoners in the village.
- To outline progress on planning application for the Hub.

12.0. To consider improving communication systems in East Boldre.

Current communication

- East Boldre is a relatively small community, with a number of organisations attempting to communicate effectively. Would joint initiatives be more effective if communication was more cohesive?
- Most initiatives are on line. For wider accessibility of information, should East Boldre consider a more effective use of Notice Boards?

Our heritage

- There is an opportunity to capture memories of East Boldre from those residents who experienced them.
- This is a wonderful insight 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.
- **13.0. To receive an update on the 112 bus services.**

Lisa Cooke from HCC has approached the bus company requesting costs of running one return bus from East Boldre to Lymington via Boldre on a Saturday:

Bus This depends whether Go South Coast can use the railway station as a layover point (not yet known) If possible, the bus company could accommodate 1100 arrival in Lymington and a 1450 departure from Lymington (both from/to Beaulieu Village) on Saturdays for a price of £7,500 pa / £136.36 per day. If New Milton Station cannot be used to layover then the 112 journeys could only be accommodated by revising the 119 service which HCC would rather not do unless I had no choice.

The clerk queried the price increase from £6500 for 3x Saturday service to £7500 for 1x service: The bus company are revising their schedules at the end of May 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

Taxi The clerk requested costs of the Beaulieu taxishare from HCC: On average, the service costs £15 each time someone travels. If the council were looking for a one in / one out service on Saturdays the cost would be approximately £60 per day, a monthly cost of approx. £260 so £3,118pa. The clerk has asked for 3 quotes for this.

HCC have 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