

**East Boldre Parish Council**  
**Minutes of the annual meeting held at the Village Hall**  
**on Tuesday 9 May 2023**

Councillors present:

Beverley Hawker (BH)	P	Michael Husband (MH)	P	Anna Rostand (AR)	P
Ian Moyse (IM)	P	Teresa Morrissey (TM)	NP	Mike Urwin (MU)	P

Present (P); Not Present (NP).

Also present: Liz Welch (Parish Clerk)

**1.0 Election of Chair**

BH invited nominations for Chair. BH was proposed by MH, seconded by MU, and unanimously elected.

DECISION:

Resolved unanimously to elect BH as Chair.

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

Accepted by BH.

**3.0 Election of Vice-Chair**

BH asked for nominations for Vice Chair. IM was proposed by MH, seconded by AR, and unanimously elected. IM signed the Vice-Chair's Declaration and Acceptance of Office.

DECISION:

Resolved unanimously to elect IM as Vice-Chair.

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

Councillors present agreed on the following allocation:

BH NF NPA SE Quadrant, General Purposes, Finance, Amenities including allotments  
 IM New Forest Consultative Panel, General Purposes, Finance  
 MH NF ALC, General Purposes, Village Hall, Broadband  
 AR Highways & Passenger Transport Forum, School Fields Trust  
 MU Environment.

**5.0 To accept apologies for absence**

Received from County Cllr Mans, District Cllr Poole, TM.

**6.0 Declaration of interest in agenda items**

None declared.

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

Cllrs approved the minutes of the meeting held on 11 April 2023. Matters arising have been actioned or are in hand. BH advised that the planned Community Stores' volunteer event, the Big Help Out, has been rescheduled for 14 May.

**8.0 To receive the Clerk's report**

The community insurance renewal for 1 June 2023 of £583.26 (£481 in 2022-23) has been received, with an option to fix this rate over the next three years. The Clerk negotiated a further £50 reduction for 2023-24. Cllrs felt that the discount could be requested for the next three year block, and failing this, it was suggested that a comparative quote was sought.

Chairman's signature:

Date: 13/6/2023

Public Space Protection Orders will enter into force from 1 July. The Clerk has put notices on display.

The Clerk has promoted the forthcoming police beat surgeries locally and reported that a good working relationship is being fostered.

Allotments - initial survey work has now been carried out and the Clerk will consider findings and next steps with BH before engaging with the Allotment Association Committee. The next inspections will take place 25 May – holders have been notified. MH requested that allotment holders assist the village hall by ensuring that the gate to the car park is kept shut.

The Clerk has drafted a timetable to review the Parish Council's policies, to be presented to Cllrs at a future meeting.

**ACTION:**

1. Clerk to seek further reduction to community insurance quote.
2. Clerk to meet with BH for initial review of allotment survey findings.
3. Request EBAA Committee to remind allotment holders to shut car park gate.
4. Cllrs to agree policy review dates.

**9.0 Report from New Forest District Councillor**

Not present.

- 9.1 To receive questions on the report from the District Councillor

None.

**10.0 Report from Hampshire County Councillor**

Not present.

- 10.1 To receive questions on the report from the County Councillor

None.

**11.0 Public session**

None.

**12.0 Finance**

- 12.1 To review monthly accounts and to note bank reconciliation (circulated)

Cllrs reviewed monthly accounts and noted the bank reconciliation for April (appendices 1 and 2). Noting high interest rates nationally, IM asked about the implications for the Parish Council. The Clerk advised that both current and savings accounts were held with HSBC and monthly savings interest is currently around £17.

**RESOLVED:**

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

**13.0 To confirm membership of HALC and the SLCC**

Hants Association of Local Councils membership for 2023-24 is £343.10, plus £198 for bronze affiliation. Society for Local Council Clerks membership stands at £139 per annum. The Clerk advised that these affiliations have both been beneficial and their services used over the past year.

Chairman's signature:

Date: 13/6/2023

## RESOLVED:

Cllrs approved continued membership of HALC and SLCC for 2023-24.

**14.0 Planning**

Councillors considered recent planning applications and agreed the following recommendations.

## 14.1

23/00340FULL	8, Broomhill, East End, Brockenhurst, SO42 7WU	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"> <li>1. The proposed extension does not fit in with the character of the road.</li> <li>2. It is disproportionately bulky in relation to the existing building.</li> <li>3. The skylight should comply with NPA guidelines.</li> </ol>
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## 14.2

23/00442FULL	Sheepwash Cottage, NORLEY WOOD ROAD, EAST END, LYMINGTON, SO41 5S	Side extension	We recommend REFUSAL, for the reasons listed below. The proposed works are: <ol style="list-style-type: none"> <li>1. totally out of keeping with the locality</li> <li>2. marginally oversized</li> <li>3. wholly inappropriate and uncomplimentary to an 18<sup>th</sup> Century cottage</li> <li>4. distracting from the attractiveness of the main cottage.</li> </ol>
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## 14.3

23/00193FULL	THE OLD CHAPEL, LYMINGTON ROAD, EAST END, LYMINGTON, SO41 5SS	Change of use from B1 (business) to C3 (dwelling houses); rooflights; door; window	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"> <li>1. SP21 restricts the size of new dwellings and these proposed works are substantially oversized.</li> <li>2. The Parish Council are very uncomfortable about the proposed change of use and the negative impact on employment opportunities in the longer term.</li> </ol>
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## ACTION:

Chairman's signature:

Date: 13/6/2023

Clerk to inform the NPA Planning Department of Cllrs' decisions.

### **15.0 Governance**

15.1 To agree Parish Council meeting dates for 2023-24 (circulated).

15.2 To confirm membership of HALC and SLCC

Item 13 above.

#### **RESOLVED:**

Cllrs approved meeting dates for 2023-24, remaining as the 2<sup>nd</sup> Tuesday of each month from 7pm, with the exceptions of August and December (unless required for urgent business only).

### **16.0 Broadband update**

After further consultation, MH reported that the completion date has been brought forward to the end of June 2023 (previously 29 November). MH will continue to engage with contractors and the Forestry England land agent.

### **17.0 To receive reports from external meetings**

BH offered feedback to the NF NPA SE Quadrant meeting (circulated). Two items were highlighted. The meeting between Steve Avery and Beaulieu Parish Council concerning works at Hatchet Pond car park is still pending. BH along with MU will follow progress. The NPA have launched a Community Engagement Consultation inviting feedback before 11 June on the NPA's interaction with the wider community. AR asked for clarification on plans to revise the definition of permitted development. BH advised that the NPA was looking into the implications of national government proposals on Article 4.

Speedwatch initiative: BH reported that volunteers undertook four sessions, recording 212 cars. Of these, five were recorded above the national speed limit. Community Policy Officer Pressey will attend a future session. In response to a question from MU, BH advised that speedwatch locations need to be pre-approved.

Emergency Planning: MH advised that the committee met recently and is currently reviewing procedures.

MH attended the recent NFALC meeting. The longstanding (and greatly valued) Chair from Lyndhurst is due to retire. MH also noted that the recent Volunteer Fair held in Brockenhurst was organised by the NPA.

#### **ACTION:**

MU to draft a response to the Community Engagement Consultation for Cllrs to consider.

### **18.0 Agenda items for next meeting**

Broadband.

### **17.0 Date of next meeting**

The next parish council meeting will take place at 7pm on Tuesday 13 June at East Boldre Village Hall.

The Chair closed the meeting at 8.20pm.

Chairman's signature:

Date: 13/6/2023

## Appendix 1 Monthly payment schedule

<b>East Boldre Parish Council payment schedule - April 2023</b>					
<i>Date</i>	<i>Payee</i>	<i>Detail</i>	<i>Folio</i>	<i>trans</i>	<i>Amount</i>
<b>Payments</b>					
05/04/2023	NSALG	EBAA membership	1	bacs	£165.00
13/04/2023	HMRC	PAYE/NIC	2	bacs	£144.54
13/04/2023	HMRC	PAYE/NIC	3	bacs	£20.32
21/04/2023	HSBC	bank charges	4	dd	£5.00
24/04/2023	Go Cardless	Office 365	5	dd	£11.28
27/04/2023	Royal Mail	PO Box	6	dd	£38.10
28/04/2023	Forestry England	Allotment rent	7	bacs	£345.00
28/04/2012	E Welch	Salary	8	bacs	£362.36
<b>Total payments</b>					<b>£1,091.60</b>
<b>Receipts</b>					
01/04/2023	[Name withheld]	Allot rent	1	bacs	£51.75
02/04/2023	[Name withheld]	Allot rent	2	bacs	£51.75
03/04/2023	[Name withheld]	Allot rent	3	bacs	£34.50
03/04/2023	[Name withheld]	Allot rent	4	bacs	£69.00
03/04/2023	[Name withheld]	Allot rent	5	bacs	£34.50
03/04/2023	[Name withheld]	Allot rent	6	bacs	£23.00
04/04/2023	[Name withheld]	Allot rent	7	bacs	£34.50
04/04/2023	[Name withheld]	Allot rent	8	bacs	£23.00
04/04/2023	[Name withheld]	Allot rent	9	bacs	£34.50
04/04/2023	[Name withheld]	Allot rent	10	bacs	£34.50
05/04/2023	[Name withheld]	Allot rent	11	bacs	£34.50
08/04/2023	[Name withheld]	Allot rent	12	bacs	£51.75
08/04/2023	[Name withheld]	Allot rent	13	bacs	£23.00
10/04/2023	[Name withheld]	Allot rent	14	bacs	£69.00
10/04/2023	[Name withheld]	Allot rent	15	bacs	£34.50
12/04/2023	HSBC	Interest	16	bacs	£17.05
13/04/2023	[Name withheld]	Allot rent	17	bacs	£51.75
16/04/2023	[Name withheld]	Allot rent	18	bacs	£34.50
17/04/2023	[Name withheld]	Allot rent	19	bacs	£103.50
17/04/2023	[Name withheld]	Allot rent	20	bacs	£51.75
18/04/2023	[Name withheld]	Allot rent	21	bacs	£34.50
19/04/2022	[Name withheld]	Allot rent	22	ch	£23.00
23/04/2023	[Name withheld]	Allot rent	23	bacs	£86.25
25/04/2023	[Name withheld]	Allot rent	24	bacs	£34.50
27/04/2023	NFDC	Precept	25	bacs	£8,000.00
<b>Total receipts</b>					<b>£9,040.55</b>
<b>Money transferred</b>					
<b>Bank reconciliation</b>					

Chairman's signature:

Date: 13/6/2023

<b>Balance as at date</b>					
HSBC Current					<b>£405.38</b>
HSBC Savings					<b>£22,828.80</b>
Less unrepresented cheques					
<b>Net bank balance as at date</b>					<b><u>£23,234.18</u></b>
<b>The net balances reconcile to the cash book for the year to date, as follows</b>					
Opening balances					<b>£15,285.23</b>
Add receipts					£9,040.55
less payments					-£1,091.60
<b>Closing balance as per the balance sheet</b>					<b><u>£23,234.18</u></b>

Chairman's signature:

Date: 13/6/2023

## Appendix 2 Monthly Report

	2022-23	23/24		24/25
	Actual £	Budget £	YTD £	Forecast £
<b>Council business</b>				
Income	16,076.03	16012.00	8,017.05	
Expenditure	13,408.43	16325.00	573.37	
Expenditure as % of precept	83.80		7.17	
Surplus (deficit)	2,667.60	-313.00	7,443.68	
<b>Projects</b>				
Income			-	
Expenditure	4,104.49	-1000.00	-	
Surplus (deficit)	4,104.49	-1000.00	-	
<b>Allotments</b>				
Income	1,530.00	1748.00	1,023.50	
Expenditure	2,599.02	-1695.00	510.00	
Surplus (deficit)	1,069.02	53.00	513.50	
<b>VAT recovered</b>	1,308.61		-	
<b>VAT paid</b>	1,073.63		8.23	
<b>net</b>	234.98		8.23	
<b>Total surplus (deficit)</b>	2,270.93	-1260.00	7,948.95	
<b>Reserve brought forward</b>	14,014.15	9786.00	11,743.22	
<b>Reserve carried forward</b>	11,743.22	8526.00	19,692.17	
<b>Cash at bank</b>	15,285.23		23,234.18	
<b>Adjustments</b>				

Chairman's signature:

Date: 13/6/2023

<b>Cash book balance</b>	15,285.23		23,234.18	
<b>Reserves</b>	11,743.22	8526.00	19,692.17	
<b>Commitment</b>	3,542.37	2509.00	3,542.37	
<b>Total</b>	<b>15,285.59</b>	<b>11035.00</b>	<b>23,234.54</b>	
<b>Council business Income</b>				
precept	16,000.00	16000.00	8,000.00	
bank interest	76.03	12.00	17.05	
<b>Total</b>	<b>16,076.03</b>	<b>16012.00</b>	<b>8,017.05</b>	
<b>Council business expenditure</b>				
salary	8,427.88	9000.00	527.22	
stationery/post/phone	669.16	600.00	31.75	
travel	216.50	400.00	-	
office	366.63	400.00	-	
equipment		600.00	-	
training	306.42	300.00	-	
newsletter	556.00	450.00	-	
hall hire	300.00	250.00	-	
audit	190.00	200.00	-	
insurance	481.65	500.00	-	
defibrillators	396.00	400.00	-	
Speedwatch	28.00		-	
football pitch	225.00	225.00	-	
subscriptions	1,211.82	1500.00	14.40	
election expenses		500.00		
maintenance		1000.00	-	

Chairman's signature:

Date: 13/6/2023

<b>Total</b>	<b>13,375.06</b>	<b>16325.00</b>	<b>573.37</b>	
<b>Projects income</b>				
grants				
donations				
<b>Total</b>	<b>-</b>		<b>-</b>	
<b>Projects expenditure</b>				
EBOH salary			-	
EBOH other	90.00		-	
grants	4,014.49	1000.00	-	
defibrillators			-	
seats				
bus shelters etc				
notice boards			-	
public transport			-	
<b>Total</b>	<b>4,104.49</b>	<b>1000.00</b>	<b>-</b>	
<b>Allotments income</b>	1,530.00	1748.00	1,023.50	
<b>Allotments expenditure</b>				
rent refund				
Rent,insurance	670.32	570.00	510.00	
water	282.60	125.00	-	
hedging	480.00	600.00	-	
fencing		200.00	-	
maintenance	1,166.10	200.00	-	
<b>Total</b>	<b>2,599.02</b>	<b>1695.00</b>	<b>510.00</b>	

Chairman's signature:

Date: 13/6/2023