

EAST BOLDRE PARISH COUNCIL

Minutes of the Parish Council meeting held in East Boldre Village Hall on Tuesday 14 June 2022 at 7pm.

Present:

Chair - Cllr B Hawker
 Cllr M Husband
 Cllr K Holmes
 Cllr A Rostand

In attendance: Cllr M Harris; 1 member of the public; Liz Welch, Parish Clerk.

1.0 To accept apologies for absence

Cllr I Moyse, Cllr T Morrissey.

2.0 Declaration of Interest in items on the agenda

None.

3.0 Welcome new Councillors

Cllr Hawker welcomed Cllr Rostand and thanked her for her decision to apply for the vacancy.

4.0 To confirm the minutes of the meeting on 10 May 2022

4.1 No matters arising.

5.0 Clerk's report (Circulated) FOR INFORMATION ONLY

New Councillors' Declarations of Interest have been forwarded to NFDC and training courses being explored.

Internal audit: Do The Numbers internal audit took place on 9 May. AGAR is now complete and ready for the Council's approval. The Internal Auditor made recommendations for the Parish Council to take on board.

Tree applications. The NPA Tree Officer, Nik Gruber, offered helpful guidance to the Clerk and offered to attend a Parish Council meeting with more information. Councillors present accepted this offer.

Action: Clerk

East Boldre Education Trust: Set up when village lost its primary school. The Clerk is seeking more information and hopes to come back to Councillors with more details at the next meeting. **Action:** Clerk

Local register update. Beaulieu airfield WW2 site included but not the WW1 site as Helen Wallbridge was not aware of any remains other than the Village Hall (already listed). Cllr Husband advised that there are still remains and offered to arrange a tour with Helen. **Action:** Clerk. Helen Wallbridge enjoyed Village Hall's Platinum Jubilee RAF exhibition, as did the Clerk.

Allotments: The final few renewals have been received after chasing up and most holders have now been registered with the NAS and EBAA informed. The Clerk was informed of a welfare issue concerning a chicken that had been rescued at short notice; the matter was resolved by holders. Having sought permission, the EBAA are co-ordinating repairs to the outer track following winter damage. Livestock agreements have been sent to all poultry holders for their signature. Cllrs agreed that EBPC should join the NAS as a local authority. **Action:** Clerk.

Cllrs considered their response to a concern raised by a member of public following the last allotment inspection in relation to conifer trees on their plot. **Action:** Clerk to inform holder that all the conifer trees on their plot should be removed by Christmas 2022.

EBPC Jubilee tree planting: Proposals are progressing and a member of the public, Stuart Newey, has continued to lend support and make helpful suggestions for the celebration event. Councillors agreed

Chairman's signature:

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that the site should be prepared and tree planted beforehand as required. It is envisaged that the Lengthsman will carry out this work. See item 16.0.

Annual leave: The Clerk advised that she will be on leave at the end of June for a week.

6.0 To receive a report by County Councillor for East Boldre. FOR INFORMATION ONLY

Not in attendance.

7.0 To receive questions on the report to County Councillor for East Boldre. FOR INFORMATION ONLY

None.

8.0 To receive a report by the District Councillor for East Boldre. FOR INFORMATION ONLY

Cllr Harris was pleased to share news of the Youth Club Project, a joint initiative between NFDC and two other Councils, with funding from the DWP. The aim is to support young people into work with 1:1 advice and support with letter writing and more. Through bases in Totton and Brockenhurst around 40 young people have been assisted to date.

The NFDC has published plans to improve recycling and reduce waste from 2024. This includes the introduction of plastic wheelie bins, and recyclable/non-recyclable waste will be collected on alternate weeks. At present 34% waste is recycled; the target is c.60% to meet government guidelines.

8.1 To receive questions on the report by the District Councillor

Cllr Rostand asked whether the bins were donkey proof; Cllr Harris replied that he believed they were. Cllr Husband raised concern that the published plan does not address concerns raised by many local residents who oppose the use of wheelie bins and stressed the importance of reflecting the public's views in such consultations. Acknowledging the concerns of many residents, Cllr Harris replied that he would look into that. Cllr Hawker considered that the wheelie bins would be beneficial.

Cllr Hawker congratulated Cllr Harris on his appointment as Chair of Brockenhurst Parish Council; Cllrs present went on to thank Cllr Harris for his invaluable contributions to EBPC.

9.0 Public session

A member of the public was present regarding a planning application. Raised under item 14.0.

10.0 To review and adopt Standing Orders

Cllr Hawker advised that the existing Standing Orders require updating and proposed that NALC's orders be adopted by EBPC with edits to ensure it is gender neutral. Cllrs approved the proposal. **Action:** Clerk to amend.

11.0 To confirm Parish Council meeting dates for 2022/23

2022: 12 April 2022, 10 May, 14 June, 12 July, 9 Aug (if required), 13 Sep, 11 Oct, 8 Nov, 13 Dec (if required)
2023: 10 Jan, 14 Feb, 14 March.

12.0 To confirm Clerk's hours, rates of pay and pension status

See item 13.4.

13.0 Finance

13.1 To review monthly accounts and verify bank reconciliation (Circulated).

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East Boldre Parish Council payment schedule - May 2022

<i>Date</i>	<i>Payee</i>	<i>Detail</i>	<i>Folio</i>	<i>trans</i>	<i>Amount</i>
Payments					
04/05/2022	Microsoft	Office 365	6	dd	£5.99
07/05/2022	Mint Gardens	Allotments hedge cutting	7	bacs	£595.20
07/05/2022	HALC	Annual subs	8	bacs	£343.10
07/05/2022	Forestry England	Allotment rent	9	bacs	£345.00
12/05/2022	E Welch	Salary	10	bacs	£645.99
12/05/2022	E Welch	Mileage	10	bacs	£19.80
12/05/2022	Do The Numbers	Internal Auditor	11	bacs	£190.00
16/05/2022	Royal Mail	PO Box	12	dd	£36.60
21/05/2022	HSBC	Bank charges 31/3 to 29/4	13	dd	£6.60
26/05/2022	Gallagher Insurance	Parish Cl annual insurance	14	bacs	£481.65
26/05/2022	NSALG	EBAA membership 7 x £3	15	bacs	£21.00
31/05/2022	Plusnet	Parish Cl phone	16	dd	£8.52
Total payments					£2,699.45
Receipts					
03/05/2022	New Forest DC	Cty grant SID	25	bacs	£250.00
06/05/2022	Plot holder	Allotment rent	26	bacs	£45.00
09/05/2022	Plot holder	Allotment rent	27	bacs	£30.00
09/05/2022	Plot holder	Allotment rent	28	bacs	£30.00
11/05/2022	Plot holder	Allotment rent	29	bacs	£50.00
12/05/2022	HSBC	Bank interest	30	bacs	£0.57
13/05/2022	Plot holder	Allotment rent	32	bacs	£30.00
14/05/2022	Plot holder	Allotment rent	33	bacs	£30.00
16/05/2022	Plot holder	Allotment rent	34	bacs	£45.00
17/05/2022	Plot holder	Allotment rent	35	bacs	£30.00
19/05/2022	Plot holder	Allotment rent	36	ch	£30.00
19/05/2022	HMRC VTR	VAT refund	37	bacs	£397.25
30/05/2022	Plot holder	Allotment rent	38	ch	£30.00
31/05/2022	Plot holder	Allotment rent	39	bacs	£30.00

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Total receipts				£457.25
Money transferred		31		£1,000.00
Bank reconciliation				
Balance as at date				
HSBC Current				£818.74
HSBC Savings				£24,736.76
Less unpresented cheques				
Net bank balance as at date				£25,555.50
The net balances reconcile to the cash book for the year to date, as follows				
Opening balances				£18,455.79
Add receipts				£9,958.29
less payments				-£2,858.58
Closing balance as per the balance sheet				£25,555.50

Monthly report

	2021/22 Actual £	22/23		
		Budget £	YTD £	Forecast £
Council business				
Income	16,001.66	16,002.00	8,001.04	
Expenditure	13,581.84	15,955.00	1,776.18	
Expenditure as % of precept		99.72	22.20	
Surplus (deficit)	2,419.82	47.00	6,224.86	
Projects				
Income	4,797.58	-	-	
Expenditure	3,262.00	2,300.00	-	
Surplus (deficit)	1,535.58	- 2,300.00	-	
Allotments				
Income	1,423.00	1,585.00	1,310.00	
Expenditure	1,563.11	1,560.00	474.00	
Surplus (deficit)	- 140.11	25.00	836.00	
VAT recovered	228.70		397.25	
VAT paid	725.36		112.40	
net	- 496.66	-	284.85	
Total surplus (deficit)	3,318.63	- 2,228.00	7,345.71	
Reserve brought forward	10,695.52	14,014.15	14,014.15	
Reserve carried forward	14,014.15	11,786.15	21,359.86	
Cash at bank	18,455.55		25,555.26	
Adjustments				
Cash book balance	18,455.55		25,555.26	
Reserves	14,104.15		21,359.86	
Commitment	4,442.00		4,196.00	
Total	18,546.15		25,555.86	

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Council business Income				
precept	16000.00	16,000.00	8,000.00	
bank interest	1.66	2.00	1.04	
Total	16,001.66	16,002.00	8,001.04	
Council business expenditure				
salary	8,397.87	9,000.00	645.99	
stationery/post/phone	742.26	550.00	83.24	
travel	157.15	400.00	19.80	
office	433.29	400.00	-	
equipment	73.61	600.00	-	
training	491.00	500.00	-	
newsletter	149.95	450.00	-	
hall hire	250.00	250.00	-	
audit	440.00	440.00	190.00	
insurance	450.27	440.00	481.65	
defibrillators	396.00	400.00	-	
election exp.		-	-	
football pitch	225.00	225.00	-	
subscriptions	1,136.24	1,300.00	355.50	
maintenance	239.20	1,000.00	-	
Total	13,581.84	15,955.00	1,776.18	
Projects income				
grants	4,247.58		-	
donations	550.00		-	
Total	4,797.58		-	
Projects expenditure				
EBOH salary		-	-	
EBOH other	90.00	-	-	
grants	2,602.00	-	-	
defibrillators		250.00	-	
seats		50.00		
bus shelters etc		1,000.00		
notice boards	570.00	1,000.00	-	
public transport		-	-	
Total	3,262.00	2,300.00	-	
Allotments income	1,423.00	1,580.00	1,310.00	
Allotments expenditure				
rent refund	12.50	-		
Rent,insurance	428.64	550.00	474.00	
water	221.97	250.00	-	
hedging	500.00	360.00	-	
fencing	400.00	200.00	-	
maintenance		200.00	-	
Total	1,563.11	1,560.00	474.00	

13.2 To review the annual accounts (Circulated)

Cllr Hawker stated that income/expenditure figures were under the £25,000 limit and an external audit was not required.

Of this, commitments remain in place for the Village Hall refurbishment, hedge cutting and for the SID.

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13.3 To approve internal audit return (Circulated).

The Annual Governance Statement 2021/22 (AGAR) was approved. **Action:** Clerk to submit

13.4 Internal audit action points (Circulated).

Cllr Hawker outlined matters arising from the internal audit by Do The Numbers to 31 March 2022: the P45 error was noted; allotment fencing has been reinstated on the asset register (£12,000); the Clerk works for 13 hours pw on NJC scale point 11 and has opted out of the pension scheme. It was agreed that the Clerk is to be paid on a monthly basis towards the end of each calendar month via bacs.

Cllr Hawker confirmed that EBPC accounts are managed on an accrual basis.

Cllr Hawker went on to praise the Parish Clerk for her hard work and achievements since taking up the role six months ago and requested that this be minuted. The Clerk thanked Cllrs for their kind words.

Picking up on the allotment fencing and the asset register (circulated), the Clerk proposed a new format to include values for insurance purposes. Approved by Cllrs.

14.0 To consider planning applications**14.1 Planning applications**

A member of the public offered plans and the context of application 22/00379 and was able to answer questions from Cllrs. They offered to email a history of the case to the Clerk.

Resolved:

22/00379	BROOMHILLS FARM, MAIN ROAD, EAST BOLDRE, BROCKENHURST, S042 7WU	Menage	12/5/22	A representative for the planning application stated at the EBPC meeting that: The menage was for private use only There will be no external lighting There would be sufficient hedging to keep the development from public view. Clerk to inform Enforcement Officer.
22/00383	CLUBHOUSE, STRAWBERRY FIELDS, EAST BOLDRE, HAMPSHIRE, S042 7PD	Replacement building; removal of fire damaged remains of existing building	20/5/22	TWO PARTS For removal of damaged remains of existing building: 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 site presents a high health and safety risk and should be demolished as a matter of urgency. For the replacement building application: We recommend REFUSAL, for the reasons listed below: Originally the Legion Building which fell into disuse - the village has other adequate provision for public meeting places and we seek further consultation on intended use of the site.

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22/00360	GORSE COTTAGE, LYMINGTON ROAD, EAST END SO41 5SS	Conservatory; demolition of existing pergola	We request a report from the NPA Planning Officer as previous regulations not available.
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14.2 Tree works application:**Noted:**

CONS/22/0245	Clovelly, Lymington Road, East End, Lymington, SO41 5SS	Fell 1 x Pine tree
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Action: Clerk to inform the NPA.**15.0 Broadband update**

Cllr Husband gave a progress update.

16.0 Review of Platinum Jubilee celebrations

Cllr Husband reported that the RAF Beaulieu exhibition had been a great success, bringing together groups with a shared passion for the history and the area. Around 1600 people visited over four days and received great local support. Cllr Holmes reported that the Coffee Cake & Chat group marked the Jubilee with strawberries and cream for all. Cllrs were aware of the Big Picnic hosted by the Schoolfields Trust and other community led events.

Cllr Husband added that the MG rally was back at the Village Hall recently after an absence of three years. Cllrs considered plans for planting the Jubilee tree at the Village Hall in the Autumn. An idea was suggested to link the event to the monthly Coffee Cake & Chat group, ideally in October when the theme is young people. The Clerk suggested this might be linked to a Greening Campaign event. A small working group will take forward the idea. **Action:** Clerk and Cllr Hawker.

18.0 To receive reports from external meetings

Cllr Holmes offered feedback from the New Forest Consultative Panel meeting.

Cllr Rostand asked about affordable housing opportunities for the area.

19.0 Agenda items for next meeting

Broadband; Standing Orders; Speedwatch.

13.0 To confirm the next Parish Council meeting as 7.00pm on Tuesday 14 June 2022 – East Boldre Village Hall.

The meeting closed at 8.20pm.

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