

EAST BOLDRE PARISH COUNCIL

Minutes of the Parish Council meeting held in East Boldre Village Hall on Tuesday 11th January 2022 at 7pm

Present:

Chair - Cllr B Hawker
 Vice Chair Cllr I Moyes
 Cllr L Clark
 Cllr D Drodge
 Cllr K Holmes
 Cllr M Husband
 Cllr R Gabzdyl

In attendance: Liz Welch, Parish Clerk.

1.0. To accept apologies for absence

Cllr K Mans, County Councillor

2.0. Declaration of Interest in items on the agenda

None

3.0. To confirm minutes of the meeting held on 14th December 2021.

Resolved: The council meeting minutes were agreed and they were signed by the Chairman as a true record of the meeting.

3.1. Matters arising from the minutes

- i. An email was sent to defibrillator volunteers thanking them for their work this past year. A kind acknowledgment was received by reply.
- ii. Speedwatch camera: Ms S Adams, who initiated plans to purchase a SID, notified the clerk that she had resigned from the East Boldre Community Speedwatch team in December. Cllr Gabzdyl spoke to Pat Langfelder, leader of Pilley speed watch team, who has confirmed she is prepared to continue to support and liaise with volunteers of an East Boldre community speed watch group. Some members of the EBCS are still prepared to volunteer. Councillors agreed to encourage and promote community involvement and to proceed with plans to purchase the SID. Boldre Parish Council has confirmed that they will continue to support the joint initiative. The Clerk has written to the CDA and Friends of the NFA informing them of our decision and it is hoped they will continue to support the project. **Action** Clerk to invite interest in EBCS through the Parish website, FB and in the forthcoming parish Newsletter.

Cllr Clark noted the timeliness as the new '20 is Plenty' campaign gathers momentum in Hampshire. While not necessarily appropriate across East Boldre, Councillors agreed in principle that a 20mph limit could be beneficial in certain areas. Councillors agreed with Cllr Gabzdyl that any proposals would require wider consultation with the community beforehand. See Clerk's report below.

4.0. Clerk's report (Circulated) FOR INFORMATION ONLY

- i. Allotments: Potential asbestos hazard identified by an allotment holder investigated and resolved.
- ii. A FOI request was received on 14th December. Subsequently withdrawn the following week. Several hours of work from the Clerk and at least 3 Councillors towards fulfilling the request.
- iii. Greening campaign: The Phase 1 pack is purchased and outlines ideas to maximise community engagement at the outset. The Clerk will report back in more detail at the February meeting.
- iv. Parish Assembly speaker: Patrick Fairweather was grateful for the invite to speak but is not available. A Director from the CIC Wild New Forest was available at a cost of £75. Given concerns about Covid-19 and room capacity, Cllrs agreed the safest option was not to have a guest speaker in 2022.

Chairman's signature:

Date: 08/02/2022

- v. Clerk induction update.
- vi. Software security renewed with 50% discount from provider.
- vii. 20 is Plenty for Us: East Boldre resident, Grace Brennan, emailed EBPC urging support for this campaign and to consider introducing a motion. Cllr Hawker will contact Ms Brennan about speedwatch plans and invite involvement with the EB initiative.
The Clerk also received notice of the NFALC zoom AGM on 27/1/22 and asking Councillors to consider two motions from HALC and Clanfield PC regarding implementation of 20mph speed limits. Councillors discussed this and felt that the speedwatch project could provide data which would contribute towards more informed decisions in the future. Cllr Husband will be attending the NFALC meeting.
- viii. Guidance to Clerk from NPA re tree works applications
- ix. Lengthsman: outstanding tasks – hedgecutting around allotments and installing EBPC noticeboard at East End bus shelter. Scheduled for end Jan/Feb
- x. The Clerk read out an update received on 10/1/22 from Anna Rostand, Chairman of the East Boldre Community Stores Committee.

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

None.

5.1 To receive questions on the report by the County Councillor

N/A

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

None

6.1 To receive questions on the report by the District Councillor

N/A

7.0 Public session

None

8.0 Finance

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

Resolved: Payments to 11th January 2022 were received as shown on the table below:

East Boldre Parish Council payment schedule					
Date	Payee	Detail	Folio	trans	Amount
Payments					
16/12/2021	Marsh Commercial	Annual allotment insurance	72	bacs	£83.64
16/12/2021	SoundCloud	Yearly Pro Unltd Plan	73	d/d	£90.00
22/12/2021	Norton	annual software refund	74		-£44.99
22/12/2021	Norton	annual software refund	75		-£14.99
24/12/2021	Greening Campaign	Phase 1 sign up	76	bacs	£50.00
30/12/2021	CDA	Refund CDA contrib for SID	77	bacs	£200.00
31/12/2021	plusnet	Parish CI Phone	78	d/d	£7.80

Chairman's signature:

Date: 08/02/2022

05/01/2022	E Welch	Clerk salary	79	bacs	£645.99
05/01/2022	E Welch	Clerk expenses	80	bacs	£50.72
05/01/2022	microsoft	office 365	81	d/d	£5.99
06/01/2022	Royal Mail	po box	82	d/d	£36.60
Total payments					£1,110.76
Receipts					
12/12/2021	HSBC	bank interest	57		£0.16
03/12/2021	NFA SID	Bacs	56		£350.00
Total receipts					£350.16
Money transferred			58		£1,000.00
Bank reconciliation					
Balance as at date					
HSBC Current					£874.41
HSBC Savings					£17,803.59
Less unpresented cheques					
Net bank balance as at date					£18,678.00
The net balances reconcile to the cash book for the year to date, as follows					
Opening balances					£15,695.92
Add receipts					£18,203.05
less payments					- £15,220.97
Closing balance as per the balance sheet					£18,678.00

Monthly report to 06/01/2022

	20/21	21/22		22/23	
	Actual	Budget	YTD	Forecast	Budget
Council business					
Income	£15,010.00	£16,010.00	£16,001.35	£16,002.00	£16,002.00
Expenditure	£15,801.00	£16,315.00	£10,736.79	£15,271.27	£15,955.00
Expenditure as % of precept	105.34	102.0	67.1	95.4	99.71875
Surplus (deficit)	-£791.00	-£305.00	£5,264.56	£730.73	£47.00
Projects					
Income	£6,676.00	£0.00	£550.00	£0.00	£0.00
Expenditure	£12,255.00	£3,300.00	£810.00	£3,700.00	£2,300.00
Surplus (deficit)	-£5,579.00	-£3,300.00	-£260.00	-£3,700.00	-£2,300.00

Chairman's signature:

Date: 08/02/2022

Allotments					
Income	£1,587.00	£1,423.00	£1,423.00	£1,423.00	£1,585.00
Expenditure	£2,037.00	£1,500.00	£642.90	£1,546.00	£1,560.00
Surplus (deficit)	-£450.00	-£77.00	£780.10	-£123.00	£25.00
VAT recovered	£2,912.00		£228.70		
VAT paid	£2,643.00		£536.28		
net	£269.00	£0.00	-£307.58	£0.00	£0.00
Total surplus (deficit)	-£6,551.00	-£3,682.00	£5,477.08	-£3,092.27	-£2,228.00
Reserve brought forward	£17,262.00	£10,695.92	£10,695.92	£10,695.92	£7,603.65
Reserve carried forward	£10,711.00	£7,013.92	£16,173.00	£7,603.65	£5,375.65
Cash at bank	£15,696.00	£12,021.00	£18,678.00		
Adjustments					
Cash book balance	£15,696.00	£12,021.00	£18,678.00	£0.00	
Reserves	£10,711.00	£7,021.00	£16,173.00	£7,603.65	
Commitment	£5,000.00	£5,000.00	£2,505.00	£2,505.00	
Total	£15,711.00	£12,021.00	£18,678.00	£10,108.65	

8.2 Financial regulations and Annual Risk Management

- i. Financial regulations policy and Annual Risk Management due for update; Cllrs agreed that this should be actioned once Clerk has undertaken ILCA course
- ii. Agreed EBPC Financial Timetable for 2022/3 (Appendix)
- iii. Cllr Gabzdyl recommended that annual forecasts earmark funding for specific projects.

9.0 To consider planning applications

9.1 Planning applications

Resolved:

21/01033	MAIN ROAD, EAST BOLDRE Broadreach	Application under part 16 of the Town & Country Planning (General Permitted Development) Order in respect of subterranean works	30/12/21	We recommend PERMISSION, for the reason that it will benefit the community. Prompt approval requested.
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9.2 Tree works application: CONS/22/0007

Resolved: No concerns raised.

10.0 To receive a broadband update

Cllr Husband gave the following update on the Fibre Project:

Chairman's signature:

Date: 08/02/2022

1. Regular fortnightly meetings are being held with the Openreach representative. Following the last EBPC update two of the four 'structures', should have been completed, clearly they haven't. At this meeting was a planning application relating to two 'structures' relating to street works and ducting.

- a. Junction of Gaza Avenue 10 metres
- b. Opposite Sunnycot 23 metres
- c. Junction of Heath Lane 10 metres
- d. Opposite Forest View 31 metres
- e. Junction of Pages Lane 12 metres
- f. Junction of Withers Lane 40 Metres.

The planning application can be seen on the National Park Planning site 21/01033.

This application was unanimously approved with a comment to stress the urgency of approval by the NPA.

2. Everyone wishing a Fibre connection should register on the Openreach website.

3. East End Community Fibre Scheme.

A new method for completing the project has been identified. We were advised that approval for this should be expected in 10 days time. The new method would resolve the Natural England issues Currently more than enough residents have registered interest to cover the costs involved.

11.0 To receive reports from external meetings

- i. Cllr Hawker and the Clerk met before Christmas to complete setting of targets which will be appraised in December.

12.0 Agenda items for next meeting

- i. Newsletter content
- ii. Progress towards Village Hall refurbishment
- iii. Annual Assembly meeting 8/3/22
- iv. Greening Plan Phase 1.

13.0 To confirm the next Parish Council meeting as 7.00pm on Tuesday 8th 2022 – East Boldre Village Hall subject to Covid-19 guidance

The meeting closed at 8.20pm.

Appendix 1:**East Boldre Parish Council Financial Timetable – 2022/23**

April	<ol style="list-style-type: none"> 1. Review draft 21/22 financial statements 2. Verify bank reconciliation
May	<ol style="list-style-type: none"> 1. Review monthly accounts; verify bank reconciliation 2. Review effectiveness of internal control systems 3. Internal Audit
June	<ol style="list-style-type: none"> 1. Approve and sign annual governance and accountability return (AGAR) 2. Accounting statements completed signed and approved 3. Submit to external auditor <ul style="list-style-type: none"> • date for commencement of public rights • Annual governance and accountability return • Accounting statements • Bank reconciliation • explanation of variances • report of internal auditor
July	Review monthly accounts; verify bank reconciliation
August	Review monthly accounts; verify bank reconciliation
September	<ol style="list-style-type: none"> 1. Completed AGAR and external audit report put on public display 2. Review grant applications 3. Review monthly accounts; verify bank reconciliation
October	<ol style="list-style-type: none"> 1. Review monthly accounts; verify bank reconciliation 2. Appoint internal auditor
November	<ol style="list-style-type: none"> 1. Review monthly accounts; verify bank reconciliation 2. Discuss projects proposed for the next financial year 3. Prepare three-year financial outlook; approve precept
December	Review monthly accounts; verify bank reconciliation
January	Review monthly accounts; review bank reconciliation
February	<ol style="list-style-type: none"> 1. Review monthly accounts; review bank reconciliation 2. Review first draft budget
March	<ol style="list-style-type: none"> 1. Review monthly accounts; review bank reconciliation 2. Approve annual budget

Chairman's signature:

Date: 08/02/2022