

## East Boldre Parish Council

### Minutes of the meeting held at the village hall on Monday 26 September 2022

Councillors present: Bev Hawker (Chair); Ian Moyse (Vice-chair); Teresa Morrissey

Also present: Liz Welch, Parish Clerk

In attendance: 2 members of the public

#### 1.0 To accept apologies for absence

Received from Cllrs Husband, Gabzdyl, Holmes, County Cllr Mans, District Cllr Harris.

#### 2.0 Declaration of interest in agenda items

Cllr Hawker declared a non-pecuniary interest in item 11 (EBCS Ltd).

#### 3.0 To confirm minutes of the previous parish council meeting

Cllrs approved the minutes of the meeting held on 12 July 2022. Two matters arising covered in Clerk's report and agenda.

#### 4.0 To receive the Clerk's report

- Parish Council **elections** due 4 May 2023.
- The **Lengthsman** has been instructed to recoat bus shelters (inside and out), repaint white road railings; replace warped bench seats. The Clerk hopes to find alternative quotes for hedge trimming the two sides of the allotments that are not road facing. ACTION: Clerk to liaise with Lengthsman to delay replacing warped bench seats until invoice received for latest works.
- **Broom Cottage** C22/00473 amended planning letter from NPA. No concerns were raised by Cllrs; email response sent to NPA Planning Officer on 15/9 reflecting Cllr Moyse and Cllr Husband's recommendation to support NPA decision.
- Successful **upgrade of Microsoft 365** and migration of files during the summer, working with Rejuvenate in Bournemouth. Facebook has been problematic and needs work. Clerk suggested a review of how Cllrs access emails and will contact existing host company for advice.
- **Autumn 2022 newsletter** is with the printers. Will Cllrs be able to organise distribution in good time for the Green Canopy event? Emergency Planning leaflet has been produced with financial support from EBPC and distributed.
- New Forest NPA **Planning Committee** considered the Clubhouse proposal at their postponed meeting on 23 September. Committee supported the proposal from Beaulieu PC and took a dim view that neither the applicant nor EBPC were represented. The Clerk had emailed apologies that Cllr Husband was unable to attend on 14 September but this was not noted at the Planning Committee meeting. The Clerk phoned during livestream to request that Committee members were made aware of this before the end of the meeting.
- **No age for abuse** – NFDC free Cllr training sessions in November. Flier circulated.
- **EBOH timeline** invitation has been sent to contributors to attend the Green Canopy event on 22 October (circulated).
- Letter received from Beaulieu Parish Council regarding the proposed **car park at Hatchet Pond** (circulated). Clerk to inform Beaulieu Parish Council of EBPC's support for points raised in Cllr Steele's letter to Forestry England dated 16 September.
- The Clerk has received complaints about **illegal motorbike and car racing** at Beaulieu airfields. This was forwarded but no response yet. Cllr Hawker will contact police to establish who the new community police officer is.

Chairman's signature:

Date: 11/10/2022

- Clerk to attend **SLCC Hants meeting** on 28 Sep at Alresford and meet her mentor.
- The **allotment association** held a meeting in August. Cllr Holmes was nominated to act as interim chair until elections for all posts are held in November.

**RESOLVED:**

- Cllrs resolved to include local election costs in 2023/24 draft budget.
- Cllrs fully support the letter from Sarah Steele, Chair of Beaulieu Parish Council planning committee regarding plans for a replacement car park at Hatchet Pond.

**5.0 Report from Hampshire County Councillor**

Cllr Mans not present.

**6.0 To receive questions on the County Councillor's report**

N/A

**7.0 Report from New Forest District Councillor**

Cllr Harris not present.

**8.0 Public session**

Members of the public were invited to contribute under items 10 and 11 respectively.

**9.0 Finance**

9.1 The Clerk summarised the Smaller Authorities' Audit Appointments (SAAA) process for appointing external auditors to all smaller authorities for five year blocks. Parish councils are required to consider whether to opt out of the SAAA sector led appointment scheme.

RESOLVED: to remain opted into the central procurement regime for external audits managed by SAAA (no further action required).

9.2 The payment schedules for July and August, and the monthly reports for July and August were circulated:

**Finance reports July/August 2022**

Monthly report					
	2021/22	22/23			23/24
	Actual	Budget	YTD	Forecast	Budget
	£	£	£	£	£
<b>Council business</b>					
Income	16,001.66	16,002.00	8,004.14		
Expenditure	13,581.84	15,955.00	5,105.46		
Expenditure as % of precept		99.72	63.82		
Surplus (deficit)	2,419.82	47.00	2,898.68		
<b>Projects</b>					

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Income	4,797.58	-	-	
Expenditure	3,262.00	2,300.00	-	
Surplus (deficit)	1,535.58	- 2,300.00	-	
<b>Allotments</b>				
Income	1,423.00	1,585.00	1,520.00	
Expenditure	1,563.11	1,560.00	629.27	
Surplus (deficit)	- 140.11	25.00	890.73	
<b>VAT recovered</b>	228.70		397.25	
<b>VAT paid</b>	725.36		519.85	
<b>net</b>	- 496.66	-	- 122.60	
<b>Total surplus (deficit)</b>	3,318.63	- 2,228.00	3,666.81	
<b>Reserve brought forward</b>	10,695.52	14,014.15	14,014.15	
<b>Reserve carried forward</b>	14,014.15	11,786.15	17,680.96	
<b>Cash at bank</b>	18,455.55		20,189.36	
<b>Adjustments</b>				
<b>Cash book balance</b>	18,455.55		20,189.36	
<b>Reserves</b>	14,014.15		17,680.96	
<b>Commitment</b>	4,442.00		2,509.00	
<b>Total</b>	18,456.15		<b>20,189.96</b>	
<b>Council business Income</b>				
precept	16000.00	16,000.00	8,000.00	
bank interest	1.66	2.00	4.14	
<b>Total</b>	16,001.66	<b>16,002.00</b>	<b>8,004.14</b>	
<b>Council business expenditure</b>				
salary	8,397.87	9,000.00	3,167.81	
stationery/post/phone	742.26	550.00	242.67	
travel	157.15	400.00	71.10	
office	433.29	400.00	133.32	
equipment	73.61	600.00	-	
training	491.00	500.00	46.42	
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	-	
Speedwatch		-	28.00	
football pitch	225.00	225.00	225.00	
subscriptions	1,136.24	1,300.00	519.49	

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maintenance	239.20	1,000.00	-	
<b>Total</b>	<b>13,581.84</b>	<b>15,955.00</b>	<b>5,105.46</b>	
<b>Projects income</b>				
grants	4,247.58		-	
donations	550.00		-	
<b>Total</b>	<b>4,797.58</b>		-	
<b>Projects expenditure</b>				
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		-	-	
<b>Total</b>	<b>3,262.00</b>	<b>2,300.00</b>	-	
<b>Allotments income</b>	1,423.00	1,580.00	1,520.00	
<b>Allotments expenditure</b>				
rent refund	12.50	-		
Rent,insurance	428.64	550.00	568.00	
water	221.97	250.00	61.27	
hedging	500.00	360.00	-	
fencing	400.00	200.00	-	
maintenance		200.00	-	
<b>Total</b>	<b>1,563.11</b>	<b>1,560.00</b>	<b>629.27</b>	

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## Payment schedule July/August 2022

East Boldre Parish Council payment schedule - July-Aug 2022					
Date	Payee	Detail	Folio	trans	Amount
<b>Payments</b>					
01/07/2022	Plusnet	Parish Cl phone	28	dd	£9.54
05/07/2022	Microsoft	Office 365	29	dd	£5.99
15/07/2022	NSALG	9 EBAA members	30	bacs	£27.00
15/07/2022	Forestry England	Annual rent football pitch	31	bacs	£225.00
18/07/2022	Royal Mail	PO Box	32	bacs	£38.10
21/07/2022	HSBC	Bank charges to end June	33	dd	£5.00
29/07/2022	Plusnet	Parish Cl phone	34	dd	£8.52
29/07/2022	E Welch	Salary	35	bacs	£645.99
29/07/2022	E Welch	Mileage and expenses July	36	bacs	£53.13
04/08/2022	Microsoft	Office 365	37	dd	£5.99
18/08/2022	Royal Mail	PO Box	38	bacs	£38.10
21/08/2022	HSBC	Bank charges to 30 July	39	dd	£5.00
22/08/2022	HALC	Clr training (Moyse)	40	bacs	£55.70
26/08/2022	Viking	Stationery (refunded)	41	bacs	£0.00
31/08/2022	Plusnet	Parish Cl phone	44	bacs	£8.52
31/08/2022	E Welch	Salary	45	bacs	£645.99
31/08/2022	E Welch	Mileage and expenses Aug	46	bacs	£39.63
<b>Total payments</b>					<b>£1,817.20</b>
<b>Receipts</b>					
12/07/2022	HSBC	bank interest	49	bacs	£0.55
20/07/2022	Lester	Allotment rent	50	bacs	£20.00
21/07/2022	Petrova (for J Young)	Allotment rent	51	bacs	£20.00
12/08/2022	HSBC	interest	53	bacs	£1.92
30/08/2022	Norton	Virus software refund	42	bacs	£5.63
30/08/2022	Norton	Virus software refund	43	bacs	£16.39
<b>Total receipts</b>					<b>£64.49</b>
<b>Money transferred</b>			52 &54		<b>£2,000.00</b>
<b>Bank reconciliation</b>					
<b>Balance as at date</b>					
HSBC Current					<b>£949.74</b>
HSBC Savings					<b>£19,239.86</b>
Less unrepresented cheques					
<b>Net bank balance as at date</b>					<b>£20,189.60</b>
<b>The net balances reconcile to the cash book for the year to date, as follows</b>					
Opening balances					<b>£18,455.79</b>
Add receipts					£10,171.39
less payments					<b>-£8,437.58</b>
<b>Closing balance as per the balance sheet</b>					<b>£20,189.60</b>

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RESOLVED: Payment schedules and monthly reports for the months of July and August approved.

### 10.0 Planning applications

**22/00572 Clovelly.** Cllr Moyse noted that the drawing plans were not clear, that the style reflected a precedent set by a similar property nearby and the brick colour was inappropriate. A hedge to the front would help reduce the visual impact since it fronts a road and the open forest. Cllr Hawker commented on the immediate neighbour's response concerning height, colour of brick and en-suite window.

**22/00515 Sheepwash Cottage.** A member of the public expressed concern about the height of the proposed home office which would obstruct her view of the open forest, adding that the outbuildings would be disproportionate to the size of the property.

Cllrs Hawker and Moyse shared concerns about the height and size and questioned why the building would need to be so high for a non-residential development.

RESOLVED: The following recommendations:

22/00572	CLOVELLY, LYMINGTON Rd, EAST END, SO41 5SW	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. <b>NOTE:</b> Cllrs request that bricks are a different colour in keeping with the surrounding area; hedging is planted to the front and the roof height is lowered.
22/00515	SHEEPWASH COTTAGE, NORLEY WOOD ROAD, EAST END, LYMINGTON, SO41 5SW	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. <b>NOTE:</b> Cllrs stipulate that the building is not for residential use. The high roof is not necessary for office use and request that the roof pitch/height is lowered as the current proposal impacts upon neighbours, the road and open forest.

### 11. To consider two grant requests

**East Boldre Community Stores Ltd (EBCS Ltd)**– Director Judith Richardson presented the proposal in more detail, explaining that this was a one-off opportunity to purchase the Baptist Church (Chapel) to serve the community with a village shop and to preserve an important heritage asset. An offer has been submitted to the vendors, pending decision. EBCS Ltd are seeking a grant from the Parish Council for £3,400 towards the initiative, which will benefit all East Boldre residents, emphasising the need to act quickly to secure funds and secure the purchase. The proposals are subject to the Post Office agreeing to transfer the existing lease and the current shop owner has agreed to commit to plans contractually. EBCS Ltd would seek to demolish the front hall

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to create space for parking and deliveries and install solar panels. Cllr Moyse raised concern that the Chapel's location is away from Main Rd and thoroughfare; Ms Richardson recognised this concern and EBCS Ltd have factored in signage and other ideas. In response to Cllr Hawker, Ms Richardson confirmed that the project will preserve as much of the Chapel's heritage as possible. Cllr Morrissey raised concerns from residents who are tired of continued uncertainty on the village shop; acknowledging past issues, Ms Richardson advised that email and materials are being circulated and they have received no negative feedback. Further, the current shop owner will agree contractually to support these plans.

The project is in response to work underway at the present shop to reduce its size substantially and offer in place a small kiosk to the side. The shop owner has put renovation on hold until the Chapel sale is confirmed.

Cllr Hawker reminded all who were present that the Parish Council has been and is committed to keeping a shop in East Boldre Parish. The budget for this year is currently on target and we budgeted for an £11,786 carry forward into the next financial year. Included in this figure was the £2,500 returned from EBCS Ltd in January. It is advisable to maintain at least an £8,000 reserve and therefore it would not be appropriate at this time to grant £3,400 towards this project. Cllr Hawker proposed that a grant of £2,500 should be given towards the overall costs of this project.

RESOLVED: To allocate £2,500 to the EBCS Ltd grant request.

**Victim support** – Cllrs considered a grant request from Victim Support for £50 towards the purchase of items such as personal alarms and small security items for the home. Cllr Hawker was unclear about the services of direct benefit to East Boldre. Cllr Moyse requested that Victim Support provide more specific information in a future grant request, adding that the parish council could then consider offering greater support to promote the service, including contact information in parish Emergency Planning materials.

RESOLVED: To allocate £50 to the Victim Support grant request.

ACTION:

- i. Clerk to invite Victim Support to provide more details of work in the parish in future grant requests.
- ii. Clerk to share details of Victim Support's services with Mike Upton.

## 12. Green Canopy event 22 October

Cllr Hawker updated Cllrs on plans to plant an oak tree near the village hall as part of Her Late Majesty's Green Canopy initiative. Debbie Rickman and Stuart Newey are inviting younger members to attend, and invites have been sent out to contributors of the East Boldre oral history project. Discussions are underway to secure music for the day. South Central Ambulance will offer CPR demonstrations. Mike Morris and Nicola Henshaw are working to create a 70-year timeline of the village in memory of the late Queen's Platinum Jubilee. All Cllrs are encouraged to attend on the day. Cllr Hawker has approached Cllr Mans for a further grant of £250. £1,000 has been earmarked for the celebration of which £550 will be for tree and protective fencing; £150 for a plaque made by RBL veterans and £33 for fliers. The clerk circulated artwork for fliers.

ACTION:

- i. Cllrs requested to attend on 22 October and to offer to help on the day.

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- ii. Clerk to arrange printing of fliers for urgent distribution along with parish council newsletters.

### **13 Broadband update**

Cllr Husband offered an update circulated prior to the meeting:

1. On the live schemes all cabling is complete and the 'jointer' was due to start 12/9. I will be advised when schemes are complete. This will take fibre down to Bagshot Moor.
2. The Community Fibre Scheme for the remaining part of main from Bagshot Moor down to East End has been approved by openreach. Back stop completion date June 2023 but pressing for earlier. This now gives certainty to those properties of a fibre connection"
3. I am awaiting further information about FTTP for Massey's Lane and a few properties in Main Road in the latest DCMS tender process.

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

None received.

### **15 Agenda items for next meeting**

Presentation from Nick Gruber NPA tree planning officer (tbc). Cllr Morrissey asked Cllrs to into broken and inaccessible styles towards Beaulieu on the Bulls Wood path as older users have access difficulties.

ACTION: Clerk to write to Beaulieu Estate with a request to replace the styles.

### **16 Date of next meeting**

The next parish council meeting will take place at 7pm on Tuesday 11 October at East Boldre village hall.

The Chair closed the meeting at 8.16pm.