

EAST BOLDRE PARISH COUNCIL

Minutes of the Annual Parish Council meeting held on Tuesday 10th May 2016 at 7.00 pm in the East Boldre Village Hall.

Present:

Cllr Mr K Holmes Chairman
Cllr B Mulhall Vice Chairman

Cllr D Drodge
Cllr B Gregory
Cllr M Sterling
Cllr M Gregory (from 7.10pm)

In attendance – Councillor Ken Thornber, County Councillor; Mrs K Penna, Parish Clerk; Roy Charman, New Forest Bee-Keepers Association, Mrs Jo Holmes; Allotment Representative for site one and three residents.

1.0. Election of Chairman

Cllr Holmes as outgoing Chairman, invited applications for Chairman for the coming year.

Resolved: Cllr Holmes elected as Chairman, proposed by Cllr Drodge and seconded by Cllr B Gregory.

2.0. Signature of Chairman's Declaration and Acceptance of Office

Cllr Holmes, as elected Chairman, signed the declaration.

3.0. Election of Vice Chairman

Resolved: Cllr Mulhall elected as Vice Chairman, proposed by Cllr Holmes and seconded by Cllr Sterling.

4.0. Delivery of Councillors' Acceptance of Office forms.

Resolved: Councillors' Acceptance of Office forms received.

5.0. To accept apologies for absence

Cllr Howard Green and Councillor Michael Harris, District Councillor.

6.0. Declaration of Interest in items on the agenda

Cllr Holmes and Cllr Drodge declared an interest in items. 19.1. 19.2. and 19.3.

7.0. To confirm minutes of the meeting held on 12th April 2016

The minutes were agreed and duly signed by the Chairman as a true record of the meeting.

8.0. Election of Working Parties/Representatives

Resolved: Representatives elected as follows.

8.1. Amenities (including allotments) – Cllr Sterling.

8.2. Finance & General Purposes (to include staffing and general administration) - All councillors.

8.3. Planning – Cllr Gregory.

8.4. Highways – All councillors.

9.0. To confirm review of Standing Orders, Financial Regulations, Risk Management, Asset register and Member's Interests

Resolved: Standing Orders reviewed 11/15; Financial Regulations reviewed 11/15; Risk Management reviewed and agreed on 10/05/16; Asset register reviewed and agreed 10/05/16; Member's Interests forms reviewed by councillors and no changes.

10.0. Election of Representatives on outside bodies

Resolved: Representatives elected as follows.

10.1. New Forest Association of Local Councils – Kim Penna, Parish Clerk.

10.2. New Forest Consultative Panel – Cllr Holmes.

10.3. New Forest National Park Association South East Quadrant – Cllr Gregory.

10.4. Passenger Transport Forum Group – Cllr Mulhall.

11.0. To confirm membership of HALC and SLCC

Resolved: Membership of both bodies confirmed and noted that SLCC membership cost will decrease due to sharing with Denny Lodge Parish Council.

12.0. To agree meeting dates for 2016/17

Resolved: The following dates confirmed as the second Tuesday of each month excepting August and December where a meeting will only be held if there is *urgent business**.
10/05/16 Annual meeting & first of new council; 14/06/16; 12/07/16; *09/08/16; 13/09/16;
11/10/16; 08/11/16; *13/12/16; 10/01/17; 14/02/17;
14/03/17 (Council meeting followed by Annual Parish Assembly to include refreshments);
11/04/17.

13.0. To receive a report by County Councillor for East Boldre

Cllr Thornber informed the council that following the previous parish council meeting he had contacted the Public Health Officer in relation to the withdrawal of the doctor's surgery from East Boldre. He stated that the withdrawal would leave a number of vulnerable people in the parish isolated. The Public Health Officer has advised the Waterside surgery that they must consult the residents of East Boldre before withdrawing the service.

British Telecom have nationally repaid Government a £240m subsidy due to the higher uptake of broadband in rural areas. It is possible that this will be paid back to counties. There are suggestions that Government is beginning to back track on its aim to provide 95% coverage due to the difficulties in rural areas. The suggestions are that applications be made by individual areas.

On a positive note, it is likely that a new position has been found for the new broadband cabinet in East Boldre. There are still discussions to be held but it is looking quite positive. A meeting is due to be held with the stakeholders of the New Forest to discuss the difficulties which have been faced and to try and find a working solution.

14.0. To receive a report by District Councillor for East Boldre

District Councillor not present having given apologies.

15.0. To receive a report from the Allotment Representative.

The Chairman agreed that this report could be given in item 19.0.

16.0. Public session

Roy Charman from the New Forest Bee Keepers Association was present to give an outline on bee-keeping on allotment sites and to answer any questions residents may have. Mr Charman, a co-ordinator for the New Forest and education officer was born in East Boldre. He was pleased to learn that East Boldre Parish Council are allowing bees on their allotment sites as many other Parish Councils do not. Mr Charman told the meeting that an improvement to the allotments will be evident in around 2-3 years. Bees do not like certain pitch of noise which can come from machinery and they do not like pheromones. Although swarming can seem quite disturbing, it is actually the safest time as the bees are so full of honey, they are unlikely to sting. When moving bees they must either be moved three feet or at least three miles to prevent confusion. Mr Charman stated that he was happy to be contacted with any questions the council may have. Cllr M Gregory asked about the dangers of hornets. Mr Charman explained that most hornets were not to be concerned about and it is only the Asian hornet which has possibly been spotted in the country which could cause a problem due to its aggressive nature.

A member of the public raised concerns about damage being done to the forest ground outside her property. She was concerned about the erosion which has taken place. In light of item 22.0. the resident was asked to mark out her property on the Forestry Commission map.

17.0. Clerks' report and information received

17.1. The clerk has five days holiday brought over from 2015/16 to 2016/17. This is in line with the East Boldre Parish Council Leave Policy.

17.2. Cattle managed to get in between the main fencing and the rabbit fencing at allotment site 2. The Lengthsman has re-fenced the two areas which had been broken. On previous visits to the site it was noted that it would not be possible to fence the whole length of the right side of the site due to the shrubbery. The clerk suggests that gradually the Lengthsman fences any areas of weakness until eventually the whole length is enclosed.

17.3. The 'Knowledge' training session is being held tomorrow evening (Wednesday 11th May) for councillors. Four councillors will be attending from other local parish councils.

17.4. The clerk has a HCC broadband document supplied by Councillor Thornber for any councillors who wish to look at it.

17.5. The clerk has not heard back yet from Southern Electric about the defibrillator grant application. A decision is expected shortly.

17.6. The clerk has been trying to contact the new plot holder who is keeping bees at allotment site 1 but has received no response. A request was made for the hives to be moved away from the central path, for the hives to be faced towards the heath and for a five foot high enclosure to be placed around the hives. None of these requests have been completed so the clerk will have no option but to give notice to the plot holder to remove the hives from the site.

17.7. The clerk has just completed a tree work application form to enable the pruning of the tree at allotment site 1.

17.8. The clerk has received lots of positive comments from residents about the new notice-board. The clerk, on behalf of the council would like to thank Cllr Barry Gregory for making the notice-board.

17.9. The clerk had attended the HALC Local Finance training on the 21st April. This highlighted that the council's finance system was a good one but thoughts needed to be given to the increased reserves.

17.10. A copy of the Governance and Accountability for Smaller Authorities in England was available for councillors to view if they wished.

17.11. Councillors should have received the Information received list and pending list. If there are any items on either for which you require more information please advise the clerk.

18.0. Finance

18.1. To agree payments in accordance with the budget and to note bank reconciliation.

Resolved: Payments agreed as shown on table below, income and bank reconciliation noted.

<i>Payee</i>	<i>Cheque No</i>	<i>Item</i>	<i>Payment</i>
Payments 10/05/16			
K Penna(Paid K Wright)	100526	Salary	£597.13
K Penna(Paid K Wright)	100527	Expenses	£84.48
HALC	100528	Training	£90.00
Total to pay			<u>£771.61</u>
Amount to be transferred to current account			<u>£0.00</u>
Receipts as at 10/05/16		Receipts	
<i>Source</i>		<i>Detail</i>	<i>Amount</i>
HSBC bank		Interest	£0.79
NFDC		1 st Precept	£7,500.00
Allotment rents		Rent	£321.00
Total income			<u>£7,821.79</u>
Bank Reconciliation			
Balance as at 10/05/16			
HSBC Current			£1963.81
HSBC Savings			£24,171.10
Total			<u>£26,134.91</u>
Net bank balance as at 31/03/16			
The net balances reconcile to the cash book for the year to date, as follows			
Opening balances	20,255.72		
Add receipts	7821.79		
Less payments	2,426.60		
Less unclear cheque	484.00		
Total			<u>£26,134.91</u>

18.2. To approve the annual accounts.

Resolved: Annual accounts approved.

18.3. To approve external audit return.

Resolved: External audit return approved and signed by Chairman

ACTION KP

18.4. To approve placement of council insurance.

Resolved: This has already been approved as a 3 year agreement had been made in 2013. This will be up for renewal in later in 2016.

18.5. To consider costs of purchasing a small public address system.

Resolved: This item was deferred to the next meeting as the clerk had not yet received quotations.

ACTION KP

Chairman's signature: K Holmes

Date: 14/06/16

18.6. To discuss financial arrangements between East Boldre and Denny Lodge Parish Councils.

Resolved: The arrangement was agreed and it was noted that it would be beneficial to both parish councils. The agreement is attached to the back of these minutes.

19.0. Amenities.

19.1. Allotments report to update on allotment uptake for 2016/17.

The clerk noted that there has been a good uptake on the allotments for 2016/17 with most plot holders continuing their leases. There are currently one and a half vacant plots at site two and an eighth plot vacant at site one. The clerk has been contacted by someone who is interested in taking on a half or whole plot and will be meeting with them this week.

19.2. To consider costs of running the allotments.

The councillors were given a copy of the document which outlined the costs of running the allotments and possible future costs. It was noted that the high costs of allotment fencing over the years had been inflated by a mistake made by a contractor a few years ago. It was noted that with almost full occupation of the plots and a currently good state of fencing on both sites, there was a possibility to build up some funds to replace fencing when necessary. Cllr B Gregory suggested that rather than wait for a large amount of fencing to be replaced, the fencing be more closely monitored and replaced in sections when needed.

Resolved: It was agreed that the fencing would be added to the regular allotment inspection and that funds which had been budgeted for fencing would be earmarked for that future spending.

19.3. To discuss costs to assist clearance of previously vacant allotment plots.

The Allotment Representative informed the council that the new plot holders who had taken on the untidy plots had worked incredibly hard in clearing the plots and had saved the council a considerable amount of money. There was a lot of rubbish which had been left by the previous tenant which it was felt was unacceptable to expect the new plot holders to have to remove. It was also noted by the representative that now the more regular inspections and tighter allotment rules are in place, the situation of the untidy plots will be prevented from arising to such an extreme again.

Resolved: Council agreed to pay for one 6 yard skip at a cost of £260.00 including VAT. If there was much more rubbish after this consideration would be given to hiring another skip.

20.0. To receive an update on superfast Broadband in the parish.

This update was given at item 13.0.

21.0. To receive and discuss a report on animal accidents in the New Forest.

An email had been received from Cllr Thornber again highlighting the concerning animal accident figures for the New Forest. Highlighted again was the fact that the B3054 from Lymington to Hatchet Pond is still one of the top four most dangerous roads for livestock. The clerk suggested that the Parish Council could highlight these issues further and lead a campaign in which other parish councils might wish to become involved.

Resolved: The council will consider ideas for a campaign for discussion at a future meeting.

ACTION KP

22.0. To discuss Forestry Commission map to highlight parking on verges in the parish.

A map had been sent to the Council by the Forestry Commission and the council have been asked to mark out areas in the parish which are being regularly used for parking vehicles.

Resolved: Cllr Barry Gregory took the map and other councillors will consider areas they feel should be included on the map for discussion at the next meeting. **ACTION KP**

23.0. To receive an update on the possibility of installing a phone line in East Boldre Village Hall.

The clerk had contacted the Village Hall Committee to assess their interest in having a phone line installed. They had previously looked into the possibility of this but the costs were considered to outweigh the benefits with a figure of thousands being estimated.

24.0. To receive reports from external meetings.

The clerk had been on a forest tour with Brockenhurst Parish Councillor, Harry Oram. He had given a brief outline of the Forestry Commission's Inclosure Consultation and some of his thoughts on how this would affect the Forest. The clerk will forward Harry Oram's notes to the councillors for information. **ACTION KP**

25.0. Agenda items for next meeting.

Resolved: Council email address system.

26.0. To confirm date of the next meeting of East Boldre Parish Council

Confirmed as Tuesday 14th June 2016 at 7.00 pm in East Boldre Village Hall.

Meeting closed at 9.15pm.

Financial arrangements between East Boldre Parish Council and Denny Lodge Parish Council 2016

Costs based on ; 13 hours per week East Boldre 6 hours per week Denny Lodge	East Boldre Parish Council	Denny Lodge Parish Council	In the event that the clerk gives up one or both councils;
Office Allowance	13/19ths (£22.22) (£22.25 on month 12)	6/19ths (£11.11) (£11.12 on month 12)	Councils will revert to their own arrangements.
Training Courses- with prior agreement of both councils	1/2	1/2	N//A
Travel to training - with prior agreement of both councils	1/2	1/2	N/A
Stationery costs- each council has its own printer.	Separate costs on basis of use	Separate costs on basis of use	N/A
Computer- East Boldre asset.		DL will pay £8 per month for the use of the EB computer. This accruing sum will then be used in future to replace the computer which will then become a joint asset.	Councils will discuss and agree a fair proportioning of the asset/finance.
All other office assets	Each council has its individual assets which are listed on the asset register.	Each council has its individual assets which are listed on the asset register.	N/A
Joint memberships e.g. SLCC will be split on a 13/19:6/19 basis with prior council agreement.			Councils will discuss and agree a fair proportioning of the membership remaining.