

EAST BOLDRE PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 13th February 2018 at 7pm in the East Boldre School Fields Trust Hall.

Present:

Cllr K Holmes Chairman

Cllr D Drodge

Cllr B Mulhall Vice-Chairman

Cllr M Husband

Cllr M Sterling

In attendance – Mrs Nicola Curzon, Parish Clerk; and five members of the public.

1.0. To accept apologies for absence

Cllr Gregory

2.0. Declaration of Interest in items on the agenda

Cllr Husband: Item 11.

3.0. To confirm minutes of the meeting held on 9th January 2018

The clerk reported that an error was made on the payment schedule for the figure showing salary, but the correct amount was paid.

It was noted that the incorrect date was written on the draft minutes for the next Parish Council meeting. The circulated agenda showed the correct date.

4.0 To receive the clerk's report. Information received and pending list.

For information only.

- The clerk attended a meeting with Mr & Mrs McDermot from the allotment association to ensure that the allotment plans match the plot sizes, that the use of water is correctly recorded, that charges reflect this and that all plot holders are correctly recorded.
- Initial ideas for this year's Taste of East Boldre were also discussed and relayed to plot holders.
- The clerk has received notice of termination from tenants of allotment plots 26a and 27a.
- The clerk has attended two HALC training courses this month: "What you need to know sessions 1&2" and "Minute taking".
- It has been agreed by Brockenhurst parish council that the lengthsman should have a pay increase. This will mean that he is contracted to East Boldre for 50hrs rather than the 55hrs which he currently does.
- At the last meeting, £784 was still available for East Boldre to spend on lengthsman jobs before the end of the tax year.
- The clerk has given the lengthsman a list of jobs to do these included: mending the door on the BT kiosk opposite the village shop; clearing the brambles around the bus shelter at East End; clearing brambles at the allotments and clearing a fallen tree at the allotments. This work has all been done. There is now around £450 of lengthsman funds available (The clerk is awaiting an exact figure from Brockenhurst Parish Clerk).
- The lengthsman has also asked if the council would like him to cut the hedges at both allotment sites. To cut all hedges will cost around £900, taking the council over the allotted lengthsman budget. This job needs to be done before March as no hedge cutting should take place during the nesting season. The clerk has advised the lengthsman to begin work on the most urgent hedges (prioritising the roadside hedge on allotment 2) and to do as much work as he can within our allotted budget.

Chairman's signature:

Date: 13/3/2018

- Cllr Drodge has agreed to go to an awareness raising event for invasive plants, run by Hampshire and IOW wildlife trust.
- The clerk confirmed that the internal audit has been booked for Monday 23rd April.

5.0 To receive a report by County Councillor for East Boldre. For information only.

Cllr Mans informed the council that the Hampshire County Council meeting to set the budget has taken place and the precept for Hampshire has now been set. He outlined the following:

- Council Tax will increase by 5.99% (the maximum allowed without calling a local referendum)
- This will include 3% rise in expenditure for the elderly.
- HCC has good reserves to fund capital costs.
- The County Council has budgeted for project work which will reduce revenue expenditure.
- All primary schools in Hampshire are performing above the national average. Secondary schools are also performing extremely well.
- The NHS in Hampshire still has problems with bed-blocking in hospitals because of difficulties in employing care workers.
- The County Councillor's allowance for this financial year, for distribution within his ward, has now been spent. A further £8,000 for the next financial year will be available in May.

6.0. To receive a report by District Councillor for East Boldre. For information only.

- Cllr Harris informed the Council that NFDC council tax will rise by 3% per household per annum.
- He outlined his responsibilities for the Council which focus on economic development: Cllr Harris aims to help improve broadband and mobile phone access and to help local businesses.
- Cllr Harris advised the council about the New Forest Leader grant program (available until 2020) which offers European funded grant awards offering successful applicants 40% funding towards local rural business and community enterprises. He left information which the clerk will display on the Parish Council notice board. For further information see newforestleader.org.uk
- Cllr Harris also reminded the council about the Chairman's volunteer awards for unsung heroes and asked if the Parish Council had any nominations.
- Cllr Harris advised the Council that his allowance for spending within the ward will be £600 for the next financial year.
- Cllr Harris also kindly mentioned that he is happy to judge the baking competition at the Taste of East Boldre this year.

7.0. Public session.

One member of the public asked if they could discuss items on the agenda about planning application **17/00989 West Moors**. The Chairman agreed that this would be considered under item 9.

Chairman's signature:

Date: 13/3/2018

8.0. Finance.

8.1. To agree payments in accordance with the budget and to note back reconciliation (Circulated)

<i>Payee</i>	<i>Cheque Number</i>	<i>Item</i>	<i>Payment</i>
Payments 13/2/18			
Nicola Curzon	100630	Salary	£543.05
Nicola Curzon	100631	Expenses	£39.01
Nicola Curzon	100637	mileage	£93.60
Royal Mail	100633	re-instating PO Box	£318.00
School Fields Trust	100634	Hall rental	£60.00
British Telecom	100635	Adopting kiosks	£2.00
HALC training	100638	What you need to know	£90.00
HALC training	100636	Minute taking	£48.00
Margaret Gaylard	100639	Training	£266.50
HMRC	100340	Outstanding tax and NI	£154.30
Total to pay			£1,614.46
Amount to be transferred to current account			£2,000.00
Receipts as at 29/1/18		Detail	Amount
Bank reconciliation			
Balance as at 29/1/18			
HSBC Current			£2,042.88
HSBC Savings			£23,987.92
Unbanked allotment cash			£20.00
Uncleared cheque (cruise grant)	100619		-£200.00
Uncleared cheque (NF disability grant)	100620		-£200.00
Uncleared cheque (Halc)	100604		-£13.00
Uncleared cheque (EBSFT hall)	100626		-£30.00
Total			£25,607.80
Net bank balance as at 29/1/18			
The net balances reconcile to the cash book for the year to date, as follows			
Opening balances			£19,818.44
Add receipts			£17,654.58
Less payments			-11,865.22
Total			£25,607.80

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

Chairman's signature:

Date: 13/3/2018

The clerk notified the council that there have been difficulties with both PAYE and HMRC due to password changes and the Parish PO box due to an un-presented cheque. The clerk will do a full report to Council explaining the problems and actions once they have been resolved and confirms that it is all in hand. **Action NC**

8.2. To discuss the purchase of a compatible projector, a laptop mouse and case, computer cable, a new mobile phone, chair and filing cabinet.

Resolved:

1. Before purchasing a new projector, it was suggested that the council should explore whether an adaptor could be purchased so that the projector could be used with the new laptop. **Action MS**
2. The clerk now has a computer mouse for the laptop.
3. The clerk should now purchase a computer case for the new laptop.
4. The clerk now has the computer cable for the printer.
5. The clerk will purchase a mobile phone for council use and will obtain a sim only contract for it. The clerk will inform the councillors of the cost of this before purchasing the phone and contract.
6. The clerk can manage with her own office chair.
7. The clerk will wait to see if the council could find a 2nd hand filing cabinet. The council will allow two weeks to see if one becomes available before purchasing a new one. **Action DD**

9.0. Planning.

9.1. To consider planning 17/01102 The Old School, Main Road

Resolved: See planning comments on table below.

Appl.No & Officer	Applicant's Site Address	Description of Works	N.P.A. Date	Comment made to N.P.A..
17/01102	The Old School, Main Road, East Boldre, SO42 7WT	Detached garage, demolition of existing outbuilding	13/2/18	Comment 1 The council felt that in view of their discussion, they recommend permission of this application. They believe what is proposed is an enhancement of both the property and the area.

9.2. To consider tree work applications cons/18/0018, cons 18/0051, cons 18/0070, cons 18/0114, cons 18/0125

Resolved: No comment.

9.3. To discuss the West Moors Planning application and forthcoming NFNPA planning committee meeting on 20th February.

Resolved: The clerk will let NFNPA know that the council is happy for Cllr Mulhall and Cllr Husband will attend the planning meeting. Cllr Mulhall noted that NFNPA places strict limitations on planning applications for new builds, therefore most applications received in East Boldre are for extensions. He suggested that the parish council should be wary about allowing every house in the village to extend their property by 30%. **Action NC**

9.4. To discuss temporary events notice - sale of alcohol East Boldre Village Hall 1/3/18-3/3/18

Resolved: The council has no objection.

Chairman's signature:

Date: 13/3/2018

9.5 To discuss the Waterside Development.

The clerk has spoken to NFDC planning department and asked if East Boldre could be kept informed about planning applications. It was agreed that the Chairman could be added to the consultation list. Cllr Harris also advised that NFDC has agreed to improve the efficiency of the junctions surrounding the new development.

10.0. To discuss emergency planning for East Boldre.

Resolved: Cllr Husband has tried to contact Neil Jenkins who will help with the East Boldre emergency plan on behalf of both NFDC and HCC. The Clerk spoke to HALC who advised that a village emergency plan should cover the first three days of an emergency. It should be well sign posted with information on the Parish Council website. Cllr Harris also advised Cllr Husband to email both Cllr Mans and himself for guidance. Cllr Husband agreed to write an article about the emergency plan for the East Boldre Parish Council newsletter. Cllr Drodge said she would gather information about the effects of the storm on properties in the village. **Action DD/ MH**

11.0. To receive a Village Hall update

Resolved: Repairs to the Village Hall are going well. The hall is now operational and will be fully functioning by the beginning of April. Cllr Husband advised the council that there will be a meeting on 9th March to decide what to do with the changing rooms at the hall. These could either be re-instated or removed to provide a further small meeting room. Cllr Husband will update the council on the outcome of the meeting.

12.0. To receive a broadband update.

Working on the damage inflicted by the recent storm has taken priority this month.

Resolved: Progress on broadband will be added to the agenda in April. **Action MH**

13.0. To discuss the condition of Chapel Lane.

Resolved: The clerk spoke to Claire Gregory at the Beaulieu Estate Office. Ms Gregory said that it would be difficult to carry out proper maintenance to the gravel track at this time of year, but temporary filling of pot holes could be done now, and more permanent repairs will be scheduled for the spring when the weather improves. Cllr Mulhall also suggested that there is a secondary problem on Chapel lane where the inconsistent footpath causes trip hazards. He suggested that the clerk should email Cllr Mans to request whether HCC could extend the footpath as far as possible. This may not be possible as the Chairman believes that the hoggin path is owned by the Forestry Commission. The clerk will contact the Forestry commission to ask if they can fill in the pot hole in the hoggin path. **Action NC**

14.0. To discuss the Forestry Commission and Natural England's proposed new management plan for Hatchet Pond.

Resolved: The clerk will use social media and put a notice up on the Parish Council notice board to encourage residents to go online and express their opinions about the proposal. Cllr husband will contact the Forestry Commission to request feedback before a decision is made. **Action NC/MH**

15.0. To receive an update on GDPR.

Resolved: The clerk has spoken to HCC IT department who are currently looking into how ongoing changes to HCC email addresses can be funded. At present HCC does not know who will bear these costs or what they will be. They will be in touch as soon as they have a clear plan of how and when the HCC email addresses can be rolled out to all councillors who do not currently have HCC addresses. The Chairman agreed to contact the IT department to find out more information.

Action KH

16.0 To receive reports from external meetings.

The Chairman attended the Quadrant meeting. The effect of the Waterside development on the surrounding road infrastructure was discussed.

Cllr Husband and Cllr Mulhall attended a meeting with a member of the public to discuss the inclusion of the West Moors planning application at the forthcoming NFNPA planning meeting.

17.0. Agenda items for next meeting.

Resolved: To receive an update on the Village Hall meeting of 9th March.

18.0. The next Parish Council meeting was confirmed as 7.00 pm on 13th March 2018 and Annual Council meeting at 8.00pm in East Boldre School Fields Trust Hall.

Meeting closed 9.00pm

Chairman's signature:

Date: 13/3/2018