

**EAST BOLDRE PARISH COUNCIL**

Minutes of the Parish Council meeting held on Tuesday 9<sup>th</sup> October 2018 at 7pm in the East Boldre Village Hall.

**Present:**

Cllr K Holmes Chairman

Cllr D Drodge

Cllr M Husband

Cllr B Hawker

Cllr I Moyse

In attendance – Mrs Nicola Curzon, Parish Clerk; Cllr Mans, County Councillor, Cllr Harris, District Councillor and three members of the public.

**1.0. To accept apologies for absence**

Cllr B Mulhall Vice-Chairman

**2.0. Declaration of Interest in items on the agenda**

None

**3.0. To confirm minutes of the meeting held on 11<sup>th</sup> September 2018**

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

**4.0. To receive the clerk's report. For information only**

- Further to the discussion about uses for the two BT kiosks, the clerk contacted the two members of the public who expressed an interest in helping to manage the BT Kiosk near School fields Trust. Both agreed to monitor the kiosk however, minor concerns were raised about vandalism in the area.
- The clerk also contacted Jim Mitchell from the National Park Authority to discuss using the kiosk by Hatchet Pond as a local information point.
- The clerk requested maps from the Forestry Commission, outlining the proposed HLS verge work in East Boldre. These maps are available in the village shop, as well as via a link on the Parish Council website and social media. The clerk also arranged a meeting between councillors and Nick Wardlaw of the Forestry Commission, to discuss the plans in greater detail. This took place on Friday 28<sup>th</sup> October.
- As previously minuted, there was a significant water leak on allotment 2 in March this year. Because the source of the leak was underground, it lay undetected for a long time. As a result, the council was faced with a water bill which is in excess of £2000. The clerk submitted a claim to South West Water leak allowance. The clerk thought the claim had been resolved and the bill paid, but having just heard from South West Water, this has not yet been confirmed and the case is still ongoing.
- Cllr Husband confirmed that The Village Hall trust has received written support for the Community Hub from Natural England. The Village Hall trust will hold public meetings on 12<sup>th</sup> and 13<sup>th</sup> October, to brief residents on the proposal for the Village Hub.

Chairman's signature:

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

- Cllr Mans informed the parish council that HCC continues to spend a large percentage of their budget on adult and child social care.
- He confirmed that the plans to create step down unit at Southampton General Hospital are moving forward. HCC will cover the majority of capital costs, funding for revenue costs are yet to be determined, most will be covered by the NHS.
- Cllr Mans is continuing to strive for broadband improvements locally, working on the BT Open Reach clawback agreement which should fund further broadband coverage. He will do what ever he can to ensure the installation of comprehensive coverage in East Boldre, promised by BT Open Reach for the end of 2019

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

- Cllr Harris apologised for his absence at recent meetings.
- He continues to strive for better broadband coverage in the New Forest and mentioned that some parish councils have set up broadband groups, allowing them to concentrate on achieving local solutions to broadband issues. At a recent meeting, Cllr Harris met the Southern Uk director of Open Reach, and has invited him to the New Forest to discuss broadband coverage.
- In a period of local cost cutting, Cllr Harris has been concentrating on income generation, for example: introducing advertising on parking clocks; Film New Forest continues to provide a steady income for the New Forest with over £200,000 spent on film and television in the forest over the past two years.
- Cllr Harris noted that the parking in Sweynes Lease requires improvement, he will make enquiries into providing parking on the green area of the development.

**7.0. Public session.**

A member of the public asked to discuss the first aid training (item10.0.) and two members of the public asked if they could discuss the HLS verge restoration scheme (item 15.0.)

**8.0. Finance.**

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

<i>Payee</i>	<i>Bacs details</i>	<i>Item</i>	<i>Payment</i>
<b>Payments date</b>			
N Curzon	02/10/2018	clerk salary	£543.05
RTS Fencing	09/10/2018	fencing - football pitch	£780.00
Kimbolton fireworks ltd	09/10/2018	5th November display	£389.21
SLCC	09/10/2018	Annual membership fee	£115.00
N Curzon	09/10/2018	clerk expenses	£67.61
Forestry Commission	09/10/2018	lease of football pitch	£225.00
<b>Total to pay</b>			<b>£2,119.87</b>
<b>Amount to be transferred to current account</b>			
			-
			£2,000.00
<b>Receipts as at date</b>			
		<i>Detail</i>	<i>Amount</i>
NFDC		Precept	£7,500.00
HSBC		interest	£2.19
<b>Bank reconciliation</b>			
<b>Balance as at date</b>			
HSBC Current	02/10/2018		£1,009.07
HSBC Business	02/10/2018		£30,697.46
<b>Total</b>			<b>£31,706.53</b>
<b>Net bank balance as at date</b>			
The net balances reconcile to the cash book for the year to date, as follows			
Opening balances			£22,984.54
Add receipts			£18,752.42
Less payments			-10030.43
Less uncleared cheques			
<b>Total</b>			<b>£31,706.53</b>

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

Chairman's signature:

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**8.2. To review the budget to date. (Circulated)****East Boldre Parish Council - expenditure compared with budget to date**

	<b>Actual</b>	<b>Budget</b>	<b>Forecast</b>	<b>Budget</b>	<b>Forecast</b>	<b>To date</b>
	2016/17	2017/18	(Actual as late)	2018/19	t 2018/19	2018/19
<b>Income</b>						
	15,000.0	14,271.0		15,000.0		15,000.0
Precept	0	0	15,000.00	0		0
Bank Interest	10.23	10.00	8.45	10.00		7.59
Allotments rental	1,542.63	1,550.00	1,584.25	1,500.00		1,424.30
Allotments water	174.37	300.00	299.75	250.00		297.50
Parish Guide	0.00	0.00	0.00	0.00		0.00
Training	75.00	0.00	0.00	50.00		450.00
DLPC Computer	64.00	133.00	0.00	0.00		0.00
Grants	1,350.00	729.00	763.20			0.00
Miscellaneous	150.00			0.00		
VAT recovered	0.00	400.00	0.00	2,000.00		1,532.58
	<b>18,366.2</b>	<b>17,393.0</b>		<b>18,810.0</b>		<b>18,711.9</b>
<b>Total Income</b>	<b>3</b>	<b>0</b>	<b>17,655.65</b>	<b>0</b>		<b>7</b>
<b>Expenditure</b>						
<i>Administrative Expenditure</i>						
Salaries inc PAYE & NI	7,165.56	7,166.00	8,129.25	7,200.00		4,350.75
Stationery & postage	196.17	400.00	386.00	400.00		187.41
Travel Allowance	409.86	300.00	445.75	500.00		143.10
Office Allowance	288.90	267.00	266.58	270.00		155.54
Equipment	810.00	500.00	866.52	1,000.00		268.94
Training	420.00	300.00	690.60	700.00		1,017.10
VAT Paid	650.23	400.00	454.23	400.00		639.26
				<b>10,470.0</b>		
<b>Total Admin cost</b>	<b>9,940.72</b>	<b>9,333.00</b>	<b>11,238.93</b>	<b>0</b>		<b>6,762.10</b>
<i>Operating Expenditure</i>						
Newsletter	245.00	600.00	0.00	600.00		245.00
Parish guide	0.00	0.00	0.00	0.00		0.00
Hall Hire	296.52	300.00	340.00	300.00		251.76
Audit & Legal Fee	343.33	500.00	478.43	500.00		190.00
Insurance	371.63	380.00	400.00	420.00		416.00
Subscriptions	621.95	620.00	798.79	800.00		1,311.00
Advertising	27.00	100.00	61.80	50.00		0.00
S137 Grants	0.00	550.00	400.00	600.00		200.00
Grants	1,330.20	700.00	266.66	700.00		324.34
Chairman's expenses	0.00	60.00	0.00	60.00		0.00
Parish maintenance	0.00	100.00	0.00	100.00		650.00
Defibrillator	2,231.00	250.00	0.00	300.00		0.00
Election expenses	0.00	0.00	0.00	0.00		0.00

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<b>Total Op. Cost</b>	<b>5,466.63</b>	<b>4,160.00</b>	<b>2,745.68</b>	<b>4,430.00</b>	<b>3,588.10</b>
<i>Parish maintenance</i>					
Seats	0.00	50.00	0.00	50.00	0.00
Bus shelters	0.00	100.00	0.00	500.00	0.00
Notice boards	0.00	50.00	0.00	100.00	0.00
Speed Limit Reminder	0.00	400.00	0.00	0.00	0.00
<i>Allotments</i>					
Rent,insurance, NSALG	788.33	710.00	709.64	800.00	626.00
Water	174.37	300.00	138.23	150.00	242.90
Hedging	1,568.28	900.00	0.00	500.00	0.00
Fencing	0.00	1,000.00	0.00	500.00	0.00
Maintenance	864.85	500.00	0.00	500.00	931.20
<b>Total Maint. Cost</b>	<b>3,395.83</b>	<b>4,010.00</b>	<b>847.87</b>	<b>3,100.00</b>	<b>1,800.10</b>
<b>Grand Total</b>	<b>18,803.5</b>	<b>17,503.0</b>		<b>18,000.0</b>	<b>12,150.3</b>
<b>Expenditure</b>	<b>1</b>	<b>0</b>	<b>14,832.48</b>	<b>0</b>	<b>0</b>
<i>Summary</i>					
	18,366.2	17,393.0		18,810.0	18,711.9
Total Income	3	0	17,655.65	0	7
	18,803.5	17,503.0		18,000.0	12,150.3
Total Expenditure	1	0	14,832.48	0	0
<b>Surplus (shortfall)</b>	<b>-437.28</b>	<b>-110.00</b>	<b>2,823.17</b>	<b>810.00</b>	<b>6,561.67</b>
<i>General Fund</i>					
	20,255.7	19,818.4			
Opening balance	2	4	19,818.44		
		19,708.4			
Add surplus above	-437.28	4	22,641.61		6,561.67
Ring fenced		3,500.00	3,500.00		3,500.00
<b>Closing balance</b>	<b>4</b>	<b>16,208.4</b>	<b>19,141.61</b>	<b>0.00</b>	<b>3,061.67</b>

**Resolved:** The council reviewed the budget and noted that maintenance costs will be higher than anticipated due to the cost of removing fencing on the football pitch and installing new water pipes on allotment 2. The bill for the water leak on allotment 2 will hopefully be covered by the Southern Water claims fund, however, the council could be responsible for some or all of the bill costs. This will have an effect on the budget.

### **9.0. Planning.**

9.1 To consider planning applications: 18/00620, 18/00621, 18/006916, 18/00639, 18/00706 and 18/00718

#### **Resolved:**

<b>18/00620</b>	Cripplegate Farm, Cripplegate Lane, East Boldre, Brockenhurst,	Sewage treatment plant	9/10 /18	Comment 1 The council recommend PERMISSION, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.
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<b>18/00621</b>	Cripplegate Farm, Cripplegate Lane, East Boldre, Brockenhurst, SO42 7WR	Internal and external alterations; demolition of existing porch and 3No.outbuildings	9/10 /18	Comment 1 The council recommend PERMISSION, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.
<b>18/00691 6</b>	Pages Lane, East Boldre, Brockenhurst, SO42 7WG	Two storey side extension	9/10 /18	Application withdrawn
<b>18/00639</b>	Fir Tree Cottage, Main Road, East Boldre, Brockenhurst, SO42 7WT	New outbuilding with basement; demolition of 2No. existing outbuildings	9/10 /18	Comment 3 The council felt that in view of their discussion, they could recommend permission of this application, provided that the development has a condition is put in place to prevent the outbuilding from becoming part of the habitable space
<b>18/00706</b>	Manor Bank Cottage, Main Road, East Boldre, Brockenhurst, SO42 7WT	Single storey extension	9/10 /18	Comment 1 The council recommend PERMISSION, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.
<b>18/00718</b>	Blackthorns, Main Road, East End SO41 5ST	Erection of new outbuilding	9/10 /18	Comment 1 The council recommend PERMISSION, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.

**10.0. To discuss running a CPR and Aid training course for volunteers in East Boldre.**

**Resolved:** Cllr Hawker obtained three quotes for CPR, AED and basic first aid training. Under the umbrella of South Central Ambulance Service, community first responder Johnathan Dowe can offer free CPR and AED training for 12 volunteers, as well as basic first aid training for £25 per hour. The council agreed to instigate this training and Cllr Hawker will contact Johnathan to discuss potential dates to run the courses in late November. The clerk will create posters for the village shop, the village hall and at the Turf Cutters as well as sign up sheets for the training. Several councillors and members of the public expressed interest in undertaking the training. Action NC

**11.0. To discuss possible uses for the BT telephone Kiosks, recently adopted by the parish council.**

**Resolved:** The council is permitted to use the lighthouseman's fund to help towards labour costs incurred renovating the two kiosks.

**Kiosk 1 (Hatchet pond):** NFNPA have previously assisted parishes with content of kiosks. For example: they supported three in Lyndhurst Parish, as well as kiosks in Emery Down and Bank. The Chairman's signature:

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basic offer to parishes is of a map panel, history/wildlife panel and then possibly a little funding towards renovation (paint, gravel, glass) depending on what the NPA has in their budget. The content is flexible and would depend on what the parish would like. East Boldre has considerable heritage and wildlife of interest. Jim Mitchell from NFNPA is happy to meet up on site to talk through content options. The biggest cost is renovation time, which Lyndhurst Parish covered with volunteers and paid local contacts. The clerk will contact Jim again and discuss the funding of materials for the renovation of this kiosk. Action NC

**Kiosk 2 (School Fields Trust):** Further to the clerk's communications with two residents who agreed to help manage the kiosk, the council confirmed that they would like to instigate the proposal to create a book swap. Several councillors agreed to help monitor the kiosk.

**12.0. To consider a grant application for New Forest Disability.**

**Resolved:** The council awarded a grant of £200.

**13.0. To consider partial funding of digitalization of historical diaries relating to Beaulieu airfield.**

**Resolved:** Cllr Husband would like to research the relevance of the diaries to East Boldre before the council agrees to partial funding of the project. Cllr Mans is happy to offer £300 of the HCC devolved budget to fund the work if it is of historic interest to the parish. Action MH

**14.0. To discuss the proposal to create an emergency plan for East Boldre.**

**Resolved:** Cllr Husband has realised that he does not have time to instigate an emergency plan for East Boldre. Cllr Hawker will consider committing to taking over the project. Action BH

**15.0. To discuss 15.0. To discuss the HLS verge restoration scheme.**

**Resolved:** Several members of the public are still very concerned about the proposed verge restoration work which the Forestry Commission have planned for East Boldre. The clerk will invite Nick Warlock of the Forestry Commission to the next parish council meeting. Action NC

**16.0. To receive reports from external meetings.**

**Resolved:** Cllr Hawker, Cllr Holmes and Cllr Mulhall met Nick Wardlaw and Jayne Allbery to discuss the proposed HLS verge restoration scheme for East Boldre. The Forestry Commission will deploy Rangers to carry out a leaflet drop to all houses in East Boldre, explaining the proposed work and giving residents the opportunity for discussion.

Cllr Hawker also attended the NPA Quadrant meeting:

- Hythe and Dibden parish council has become a flagship council for the neighbourhood plan. This allows the community to shape the area where they live.
- Access Ranger (NPA) Adam Vassey talked about the Historic routes and Pathways project. This encourages people into the National Park and ensures they value its heritage. The NPA hope to create 5 routes using some of the 700 existing rights of way. They will provide guided walks ensuring that visitors learn about folklore, myths, mysteries, local stories. For more info contact Gareth.Owen@New Forestnps.gov.uk
- The NPA Local plan has been updated and submitted for examination. This will take place in November.

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- NPA is supporting the Fawley development by using an identified piece of land to build 120 affordable homes, .in return the Fawley chimney will be removed. A prospectus for Waterside is now available on web browser: “Fawley Waterside Development”.

**17.0. Agenda items for the meeting on 13<sup>th</sup> November**

To receive an update on the Village Hub..

The meeting closed at 8.40pm

**18.0. To confirm the next Parish Council meeting as 7.00pm on 13<sup>th</sup> November 2018 in East Boldre Village Hall.**

Chairman’s signature:

Date:13/11/2018