

Boldre Parish Council (BPC) - Meeting held on 11th June 2018

Present: Alison Bolton Pamela Keen Oliver Moore Michael White
 Roger Bell Colin Wise Jo Humphreys Peter Lock
 Lester Mortimer Jacqui England Patrick Kempe James Eden

Mrs Jo Humphreys was welcomed to the meeting as a new co-opted member of the Parish Council.

Mr Tim Bigg spoke to the meeting about the NFDC Panning Application 18/10541 for Haven Marine Park. The papers from NFDC were considered very misleading with significant errors. Mr Bigg asked that BPC reconsidered their recommendation for this application.

Mr Paul Chapman then spoke to BPC about insurance issues, particularly those involving 3rd parties using BPC land and facilities. Clerk is to liaise with Mr Chapman to prepare a communication to the BPC insurers to help establish the approach that should be taken to 3rd parties.

Meeting minutes

			ACTION	
1		Apologies for Absence	None	
2		Declarations of Interest	Cllrs Eden and Bell declared an interest in Planning Applications 18/00375 and 18/00395 respectively.	
3		Minutes of the last meeting	The minutes of the meeting held on 14 May 2018 were approved by Council and signed by Cllr Moore.	
4		Matters Arising		
		10 Apr 2017 Item 15.7	<i>Missing Post Box</i> - reference 171106-001792 Clerk to chase yet again.	Clerk
		9 Oct 2107 Item 9.3b	<i>Legionella risk minimisation in the pavilion</i> <ul style="list-style-type: none"> Copies of Risk Management and Control Log to be made by Cllr Bell Clerk to manage the control requirements and log with the Groundsman 	Cllr Bell Clerk
		13 Nov 2017 Item 9.2	Birds Nest Swing <ul style="list-style-type: none"> The Last Post have still not quoted for fitting the replacement beam 	Clerk
		13 Nov 2017 Item 13.2	<i>Fleur-de-Lys car park area</i> Land ownership – Papers available to complete and send	Clerk
		13 Nov 2017 Item 13.3	<i>Recreation Ground - Encroachment from mobile home(s)</i> Awaiting promised action from owner/tenant	Clerk
		11 Dec 2017 Item 8.2f	<i>Gravel area opposite William Gilpin School</i> Awaiting improvement by Hampshire Highways.	H.Highways

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		12 Mar 2018 Item 8.5	<i>Lengthsman funding</i> Lengthsman has been selected. Training to be checked and contract then sent. Agreement to be sent to Hampshire County Council.	Cllr Bell Clerk
9 Apr 2018	8.5	Hill House School	Clerk to contact their Estates Department about new drainage that is required to prevent spring surface water reaching the Rope Hill highway	Clerk
9 Apr 2018	9.4	Police in the Community	Open Meeting to be held when the Police Inspector is available, probably in September 2018	Cllr Bell
9 Apr 2018	11.1	Internet Banking	Facility withdrawn by Lloyds due to alleged lack of use. Cllr Eden now has access.	Close
14 May 2018	11.1	Pavilion Water Supply	Clerk has requested a water meter. Charges for the last 3 years have been: £70.20, £69.67 and £72.26	Pennon Water Services
14 May 2018	12.1	HGVs on small Parish roads	Limited access signs suggested to be applied to: Undershore North, Newtown Lane, Brookhill and ford at Norley Wood, Lower Sandy Down and Tweed Lane. Councillors to discuss signage on these roads as an agenda item in July.	Close
14 May 2018	12.2	Tidal Gates	Impact on The Shallows. Awaiting reply from Environment Agency	Close
14 May 2018	14	BWMH	Clerk to contact BWMH chairman about access gate and fencing the Play Area (when costs are available)	Clerk
14 May 2018	18.1	Complaint	Church Lane resident Chairman has written to Dr Julian Lewis	Close
14 May 2018	18.2	Parking	Fleur-de-Lys. Cllr Bell has spoken to the landlord about roadside parking.	Close
		Parish Guide	Work still to be done on a welcoming leaflet for new residents.	Cllr Keen Cllr Bolton
5		Planning		
	5.1	BPC Planning recommendations	The NFDC Panning Application 18/10541 for Haven Marine Park was discussed again in the light of the new information supplied by Mr Tim Bigg. Contact is to be made by Cllr Wise with NFDC Development Control, who will then be advised of any revised thoughts by BPC. The full agreed recommendations to the New Forest NPA are attached at the bottom of these minutes, to be sent to Development Control section. Recommendations (in summary) were as follows:	Cllr Wise Clerk Clerk

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			<p>18/00296 <u>Island View</u> - Comment 5 as reported in May 2018</p> <p>18/00374 <u>Pylewell Home Farm House</u> - Comment 2 proposed by Cllr Mortimer, seconded by Cllr England</p> <p>18/00375 <u>Walhampton School</u> - Comment 5 proposed by Cllr Kempe, seconded by Cllr England</p> <p>18/00380 <u>Orchard House</u> - Comment 5 proposed by Cllr Eden, seconded by Cllr Moore</p> <p>18/00395 <u>Sunny Side</u> - Comment 4 proposed by Cllr Mortimer, seconded by Cllr England</p> <p>Note that 18/00330 <u>Rodlease Rough</u> had not been received by BPC. Councillors will investigate the site to consider if an Enforcement Notice or Planning Application is required.</p>	Cllrs Bell & Mortimer
6		County Council		
	6.1	Councillor's Report	<p>Cllr White mentioned several topics:</p> <ul style="list-style-type: none"> • 20mph speed limits appear to have little effect on traffic speeds • Utilities will have to apply for permission to work on Council land • Fly tipping has allegedly reduced on public land in the New Forest • Waste licences and red diesel checks have recently been carried out locally. • A temporary one-way system is to be set up on Market Days in Lymington • A Public Transport and Street Lighting consultation is due. Suggested Boldre Parish co-ordinates with Lymington Town. <p>Councillors then asked Cllr White about several recent issues that require investigation and reports as soon as possible:</p> <ul style="list-style-type: none"> • The inefficient organisation of recent road repairs in the Parish (letter sent to Cllr White on 5th May 2018). • The increase in pothole number over the last year despite the relatively high levels of Council Tax paid by Boldre Parishioners. • The lack of response about stronger signs at Bull Hill crossroads • The request for information about training and insurance needed for Councillors and council staff working on, or adjacent to, live roads • The edges of Undershore Road 	

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			<p>Cllr White gave an assurance that replies to these points would be provided at, or before, the next Parish Council meeting.</p> <p>Clerk to invite H.Highways officers to a separate meeting to discuss the various highway issues outstanding in Boldre Parish, including their Contracts Officer.</p>	<p>Cllr White</p> <p>Clerk</p>
7		Finance		
	7.1	Payments	Payments of £2,048.63 for June 2018 were approved.	
	7.2	Bank Reconciliation	The reconciliation for May 2018 was confirmed.	
	7.3	Internal Audit	The Internal Audit has been completed and was signed by Mr Tim Light on 1 st June 2018	
	7.3.1		The Annual Governance Statement 2017/18 was approved unanimously by BPC and signed by Cllr Oliver Moore (Chairman) and Mr Peter Lock (Clerk) at this meeting.	
	7.3.2		In addition, the Accounting Statements for 2017/18 were agreed unanimously by BPC and signed by Mr Peter Lock (Responsible Finance Officer) and Cllr Oliver Moore (Chairman) at the meeting.	
			The Annual Governance and Accountability Return will now be sent the External Auditor.	Clerk
			The key Audit pages will be scanned and copied to the BPC website by Friday 15 th June	Clerk Cllr Moore
8		Highways		
	8.1	Church Lane	<p>Ditches, gullies, culverts to the Lymington River. Ditch work completed by landowner. Awaiting gully and culvert work by H.Highways.</p> <p>Roadside parking at St John the Baptist cannot be banned by H.Highways. Church should erect more “no parking” and “Car Park at rear” signs.</p> <p>Road bridge to the East of the church. Barriers will be erected by H.Highways</p>	<p>H.Highways</p> <p>Clerk & Cllr Mortimer</p> <p>H.Highways</p>
	8.2	Shallows Lane		
	8.2.1		<u>Funding</u> - Further details sent to Ms Fiona Wynne to seek help from the New Forest Park’s Sustainable Communities Fund. Still awaiting a response.	Response is awaited
	8.2.2		<u>Bollards</u> have been installed by H.Highways with no warning to BPC. Keys were not delivered, but a few have now been collected by Cllr Bell, who has ordered 20 more.	
	8.2.3		An initial list of proposed <u>Key Holders</u> has been sent to Cllr Bell by the Clerk. Keys need to be distributed as soon as	

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		8.2.4	possible, particularly to the Emergency Services and neighbours. All key holders will need to sign for their keys and allow BPC to retain a record of their contact details.	
		8.2.5	Ditch <u>Clearance</u> and Lane cleaning can now commence. Cllr Bell has contacted the Hampshire and IOW Community Rehabilitation Company (Community Payback) organisation to plan work, subject to a maximum fee of £100 per day.	
			The feasibility of raising the level of the Shallows highway, to minimise flooding problems, will be considered.	
	8.3	8.3.1	<u>Rope Hill</u> H.Highways have been asked what has, or will be done, to the culverts and drains below the ditch that has been cleared opposite Tweed Lane.	H.Highways
		8.3.2	<u>Norley Wood Road</u> No response from either landowners adjacent to this road near Thatchers Lane. Ditches need clearing on both sides of the road.	
		8.3.3	Cllr Mortimer has cut back the grass at the <u>Sandy Down junction</u> with the A337 to improve sight lines. Cllr Bell has a record of <u>60+ potholes</u> within the parish.	
9		Amenities		
	9.1	BPC Assets	Cllr Kempe is reviewing the assets owned by BPC. He is also scanning all the documents from the Lloyds Safe Deposit box, which will then be returned to the bank along with the handover document for the Wheelbed.	Cllr Kempe Clerk
	9.2	S.Baddesley School	Work continues on the Traffic Plan with the school, and the proposed increase in Pupil Admission Numbers. A meeting with some of the Governors is expected.	Cllrs Keen & England
9.2				
	9.3	Recreation Ground		
		9.3.1	The New Forest NPA has no issues expected with a <u>new access</u> to the Recreation Ground. However, this access is likely to depend on the landowner achieving significant local interest in cottage industries on his site. Cllrs have been asked to make the landowner aware of such local interest. The NPA are thought to have a record of such interested parties.	
		9.3.2	The initial findings of the Futures sub-group were briefly discussed. An outline plan and costings for the main suggestions is to be prepared for the July BPC meeting. The initial (inexpensive) ideas include:	Cllr Kempe

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		9.3.3	<ul style="list-style-type: none"> • Mown Running/Cycling track around Grounds (400 metres) and Running Lanes (100 Metres) • Benches/Picnic tables (Sponsored benches/tables?) • Dog exercise area (fenced). Quotes obtained. • Wild flower area • Outdoor Table Tennis • Outdoor chess/draughts • BBQ area • Rounders/mini-cricket/mini-football, Netball hoops • Caravans – Clerk is contacting Caravan Club • Waste Bins for bottles, recycle <p>Council decided that the proposed charity football match could take place free of charge in August, but the pitch would have to be marked by the organisers.</p>	Clerk																
9.4		The Wheelbed	Ownership transferred to BPC & Insurance is now in place																	
10		Clerk's Report	(and information received)																	
	10.1	NPA Panel Tour	Following on from a recent NPA meeting, Cllrs may wish to attend the Panel Tour on Wednesday 8 August. Cllr Bolton will be attending.																	
	10.2	Fete	Grounds requested by Graham Edmiston for Saturday 7 th July 2018. Reply sent seeking assurance about 3 rd party insurance. To be chased by Cllr Eden (with Mr Paul Chapman).	Cllr Eden																
	10.3	Grant of Premises Licence (S17)	CURIOUS ARTS FESTIVAL PYLEWELL PARK, PYLEWELL, EAST END Grant of a Time Limited Premises Licence for the 20th July 2018 to 23rd July 2018 only to permit Plays, Films, Recorded Music, Performance of Dance,																	
	10.4	BWMH Bookings	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>11th June 2018</td> <td>14th January 2019</td> </tr> <tr> <td>9th July 2018</td> <td>11th February 2019</td> </tr> <tr> <td>13th August 2018</td> <td>11 March 2019</td> </tr> <tr> <td>10th September 2018</td> <td>18 March 2019</td> </tr> <tr> <td>8th October 2018</td> <td>8th April 2019</td> </tr> <tr> <td>12th November 2018</td> <td>13th May 2019</td> </tr> <tr> <td>10th December 2018</td> <td>These dates have been booked for 2018-19</td> </tr> <tr> <td></td> <td></td> </tr> </table>	11 th June 2018	14 th January 2019	9 th July 2018	11 th February 2019	13 th August 2018	11 March 2019	10 th September 2018	18 March 2019	8 th October 2018	8 th April 2019	12 th November 2018	13 th May 2019	10 th December 2018	These dates have been booked for 2018-19			
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11		IT Summary	Cllr Moore reported that website hosting service will be terminated in February 2019, as the current supplier is stopping hosting due to cost. Supplier will suggest an alternative host and assist with migration. Supplier will continue to offer support should BPC wish. Councillor Moore to work on this further in Autumn.																	
12		External Meetings	Cllr Bolton attended a recent Consultative panel but nothing of interest to BPC was raised																	

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			Cllr England has information about the Elderly in the Community. More information at the next meeting	
13		Councillor Training	Cllrs Bell, England and Humphreys are due to attend in June and July 2018	
14		Data Protection	<p>Clerk reported that the Internal Auditor maintained that all known contacts need to be contacted for permission to hold their data, and that a positive response is required.</p> <p>Cllrs suggested that our communication should ask that our contacts reply only if they do not wish BPC to retain such information.</p> <p>In addition, an appropriate disclaimer is required for the BPC website.</p>	<p>Clerk</p> <p>Cllr Moore</p>
15		Other Business		
	15.1	BWMH	Cllr Eden reported that the Committee are considering Internet access for the hall.	
16		Next Meeting	The next BPC meeting is on Monday 9th July 2018 , in Boldre War Memorial Hall at 6.30pm	

The meeting closed at 21:45 hrs

Log of Parish Recommendations to the **New Forest NPA** in June 2018

Application	Site Address	Description and Recommendation	
18/00296	Island View, Pilley Street, Pilley, Lyminster SO41 5QG	Addition of roof to existing timber framed structure to create car port	(AMENDED DESCRIPTION) <u>Comment 5</u>
18/00374	Pylewell Home Farm House, Lyminster Road, East End, Lyminster SO41 5SL	Single storey extension (demolition of existing conservatory)	<u>Comment 2</u> As Pylewell Farm House is a building of Heritage Quality within the conservation Area, Boldre Parish Council feels it would not be enhanced by this proposed garden room. In spite of copious paperwork, the relevant plans and elevations provided are not adequate to make as informed an opinion as we would wish. We wish to quote the NPA Design Guide page 33 para. 2 – Conservatories – ‘However, poor proportions and schemes that have to go through contortions to fit are seldom successful. Traditional dwellings need quite delicate looking conservatories’.
18/00375	Walhampton School, Main Road, Walhampton, Lyminster SO41 5ZG	Retention of alterations to existing car park	<u>Comment 5</u>

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18/00380	Orchard House, Boldre Lane, Boldre, Lymington SO41 8PA	4 no. dormer windows; car port; 4no. rooflights	<u>Comment 5</u> However, this is on condition that the proposed development is within the permitted 30%. BPC only received the Briefing Note today, after our Parish meeting, which indicates the development is in excess of 30%. If this is the case, BPC seeks a time extension to re-evaluate the application.
18/00395	Sunny Side Pilley Bailey, Pilley, Lymington SO41 5QT	Replacement outbuilding; car port; alterations to existing outbuildings; demolition of 2no. existing outbuildings.	<u>Comment 4</u> The size, in particular the height, of the replacement outbuildings on the Forest edge boundary, in such a conspicuous site, are thought to be out of scale with the dwelling and an eyesore rather than an enhancement to this picturesque cluster of dwellings at Pilley Pond. Great care should be taken on this site as the adjacent Pilley Pond is a breeding site for considerable numbers of Great Crested Newts which inhabit the nearby land when not breeding.

Comments

1. 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.
2. We recommend REFUSAL, for the reasons listed below, but would accept the decision reached by the National Park Authority's Officers under their delegated powers.
3. We recommend PERMISSION, for the reasons listed.
4. We recommend REFUSAL, for the reasons listed.
5. We are happy to accept the decision reached by the National Park Authority's Officers under their delegated powers.