

# Boldre Parish Council (BPC) - Meeting held on 7<sup>th</sup> April 2020

These minutes are from a virtual meeting held using on-line technology due to restrictions caused by Covid-19 pandemic

Invitees present:            Pamela Keen                            Patrick Kempe            Tina Carroll            Jo Humphreys  
    Caroline Trotter                            Peter Lock            Oliver Moore

## ----- Meeting minutes

			Actions
<b>1</b>	<b>Apologies</b>		Cllrs Bolton, England, Mortimer and White
<b>2</b>	<b>Declarations of Interest</b>		None declared
<b>2 (a)</b>	<b>Minutes of the last meeting</b>		The minutes of the meeting held on 9 <sup>th</sup> March 2020 were approved by Council for signature by Cllr Moore.
<b>3</b>	<b>Matters Arising</b>		
13 Aug 18	9.1	S.Baddesley	The School Travel Plan. Nothing received. Carry forward
8 Apr 19	8.1	Bridleway B6	Project to be Investigated by BPC sub-group.
8 July 19	5.2 (2)	Passford Farm	Enforcement Notices.
8 July 19	7.2.6	NB Repairs	The BWMH Notice Board repairs have been completed.
8 July 19	7.2.8	Parish Guide	Cllrs Keen & Humphreys to develop with help from the Clerk.
9 Dec 19	8.2.2	112 Bus on Saturdays	Meeting held with East Boldre PC confirming potential partnership. Notes to follow with agreed actions. Further contact made with County Council and Community First.
9 Dec 19	8.2.3	H&S Policy	Revised policy has been uploaded to the BPC website.
13 Jan 20	6	HCC Budget	Detailed information still due from Cllr White.
13 Jan 20	8.1	Burnt House Lane entry	Grasscrete (or similar) received for the entrance area. Awaiting appropriate conditions to install.
13 Jan 20	9.4	ID Cards	Due for Councillors and Groundsman. <b>Photographs still required from some Councillors.</b>
13 Jan 20	14.2	Footpath 14 Lymington River bridge	This footbridge remains in a dangerous condition. <ul style="list-style-type: none"> <li>• On 27/Feb/20 – The BPC Lengthsman offered to replace temporary barriers which the Clerk agreed.</li> <li>• On 06 Mar 20 - Email sent to HCC requesting the bridge be made impassable to prevent any use until repaired by HCC. No reply as at 2<sup>nd</sup> April 2020.</li> </ul> Cllr Keen suggested the Brockenhurst Fly Fishing Club should be informed about the bridge – and will send contact details to the Clerk
10 Feb 20	7.1.1	Safety Mirror Boldre Lane	Decision made (February 2020) to purchase and install a mirror on Perkins Piece with funding help from the Boldre Speedwatch group. A heavy-duty mirror (600mm diameter) plus a galvanized post would cost about £330. Costs for installation by the Lengthsman have been requested. A possible donation from Speedwatch is to be verified.

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10 Feb 20	7.1.2.1	HGV restrictions	A proposed HGV restriction strategy due for the website – to be then progressed with H.Highways.	Cllr Moore
10 Feb 20	7.1.2.2	Hampshire Roads – Safety issues	Discussions with the HHC Team Leader (Safer Roads – Traffic) took place on 10 Feb 20. Awaiting details of suitable contractors who can undertake End-to-End investigations of traffic/Speeds in the parish.	HHC
10 Feb 20	12.2	Freshwater Habitats Forum	Recent analysis of the Lymington River and Sewage Woks discharge was requested by Cllr Bolton. Request for information sent to Environment Agency. Reply received asking what analysis is required.	C/Forward
9 Mar 20	8.1.1	Wild Play	Clerk to ask the Play Area Inspector for advice about Wild Play area inspections. Very limited advice received. Possible installation on-hold for now.	C/Forward
9 Mar 20	8.1.2	Car Parking and Access	A right of access to the recreation ground needs to be established with the BWMH committee. A new car parking area will then be proposed. BWMH members hoped the view South from the hall would not be obstructed. Meeting minutes are awaited.	Cllr Moore
9 Mar 20	13	NFDC Boundaries	Thanks noted to Cllr Duke for her support, and the BPC submission has been sent to her by Cllr Moore.	Close
9 Mar 20	14	Policies	Default docs from HALC requested to assist with reviews but little is available. Emergency Plan – Cllr Keen will draft this new document	C/Forward Cllr Keen
9 Mar 20	15.1	Corona Virus & Covid-19	The pandemic is being closely monitored by Councillors, several of whom are involved offering assistance in conjunction with the Community Shop and help groups in Norley Wood, Pilley/Boldre, and Sandy Down.  Further public health notices and community information will be posted on the Council Notice Boards and website.	C/Forward
9 Mar 20	15.2	Campsite	Clerk to ask the NPA re: status of the site near Lisle Court Road.	C/Forward
9 Mar 20	15.3	Oak Trees	Decided that BPC does not have a suitable site for oak saplings that have been offered. Cllr Moore to decline the offer.	Cllr Moore
9 Mar 20	17	BPC Vacancy	Item carried forward to a future meeting	C/Forward
<b>4</b>	<b>Planning</b>			
5.1		BPC Planning	The full agreed Planning recommendations to the NFNPA are attached at the bottom of these minutes, to be sent to their Development Control section. <i>In summary, the following comments were approved:</i>	Clerk
	NPA	20/00148	9 Gilpin Close, Boldre - Comment 5 Proposed by Cllr Moore, seconded by Cllr Trotter	
	NPA	20/00098	5 Pilley Hill, Pilley – retention of conservatory	

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	NPA	17/00649	<p>The meeting noted that the permission recommended by BPC in February 2020 was confirmed to the NPA despite their officers recommending refusal. This case will now go to the NPA Planning Committee in April.</p> <p>Monks Cottage, Pilley Bailey The owners of the cottage have appealed against the NFNPA decision about a small parcel of land. BPC supported the change at the time and will not alter their recommendation.</p>	
<b>5</b>	<b>Finance</b>			
	5.1	Payments	Payments of £1353.00 were approved for April 2020.	
	5.2	Bank Reconciliation	The reconciliation for March 2020 was confirmed.	
	5.3	Finance Policy	The meeting agreed that the Clerk could sign all cheques raised at this April meeting including his own salary and expenses, with one additional signature. Proposed by Cllr Moore, seconded by Cllr Trotter. This decision will be reviewed at any other virtual meeting.	
	5.4	Annual Audit		
	5.4.1	Financial Risk	A Financial Risk Assessment has been created to meet new requirements from BPC's External Auditors. BPC agreed the contents of this document. Proposed by Cllr Moore, seconded by Cllr Kempe. This assessment will need to be reviewed before 31 <sup>st</sup> March 2021	
	5.4.2	Internal Audit	A draft Annual Governance and Accountability Return has been produced in preparation for the Internal Audit due on 8 <sup>th</sup> April, as sent earlier to the Finance sub-group. BPC agreed this could be sent to the Internal Auditor. Proposed by Cllr Trotter, seconded by Cllr Moore.	
<b>6</b>	<b>Any Other Business</b>			
6.1	Policy – Standing Orders		Cllr Carroll has drafted a revised policy, circulated to all Councillors for review please	All
	Community Shop		Cllr Duke has offered a grant to the shop to help improve security measures. BPC acknowledged this proactive action.	
<b>7</b>	<b>Next Meeting</b>		The next BPC meeting is on Monday 11 <sup>th</sup> May 2020 at 18:30	

The meeting closed at 19:20 hrs

### Log of Parish Recommendations to the New Forest NPA in April 2020

20/00148	9 Gilpin Close, Pilley, Lymington, SO41 5RY	Retention of ground floor rear extension and construction of first floor rear extension with gable roof.	Comment 5
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#### 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.