

Boldre Parish Council (BPC) - Meeting held on 8th June 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 Alison Bolton Jo Humphreys
 Peter Lock Oliver Moore Michael White Jacqui England

Meeting minutes

			Actions	
1	Apologies		Cllrs Carroll, Mortimer and Trotter	
2	Declarations of Interest		None declared	
3	Minutes of the last meeting		The minutes of the meeting held on 11 th May 2020 were approved by Council for signature by Cllr Moore.	
4	Matters Arising			
13 Aug 2018	9.1	S.Baddesley	The School Travel Plan. Nothing received. Cllr White will ask HCC for further information. BPC will assist with creation if asked.	Cllr White
08 Apr 2019	8.1	Bridleway B6	Project to be Investigated further by a BPC sub-group. Initial discussion with the landowner may be the next step.	C/Forward
08 July 2019	7.2.8	Parish Guide	Cllrs Keen & Humphreys to develop with help from the Clerk.	C/Forward
09 Sept 2020	7.1.1	Traffic & Speeding	End-to-end investigation, to establish volumes and proportion of through traffic. Mandy Ware to suggest suitable contractors.	Awaiting Mandy Ware
09 Dec 2019	8.2.2	112 Bus on Saturdays	Meeting held with East Boldre PC confirming a potential partnership. Notes to follow with agreed actions.	Cllrs Trotter On-hold
13 Jan 2020	8.1	Burnt House Lane entry	Turfmesh received for the entrance area. Awaiting appropriate conditions to install.	Cllr Kempe Clerk
13 Jan 2020	14.2	Footpath 14	Lymington River bridge - Repairs completed.	Close
10 Feb 2020	7.1.2.1	HGV restrictions	A proposed HGV restriction strategy due for the website – to be then progressed with H.Highways. Carried forward.	Cllr Moore
09 Mar 2020	8.1.1	Wild Play	Possible installation on-hold for now.	C/Forward
09 Mar 2020	8.1.2	Recreation Ground	Access and Community Shop. News awaited from BWMH and Shop Committee	Monitor
09 Mar 2020	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 the parish.	C/Forward
09 Mar 2020	15.2	Campsite	Status on-hold pending easing of virus restrictions	C/Forward
11 May 2020	5.2 (2)	Passford Farm	BPC awaits the result of three appeals submitted by the applicants to the Planning Inspectorate in Bristol.	C/Forward

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11 May 2020	13.3	Audit	Papers sent to the External Auditor Copies loaded onto BPC website allowing public rights examination	Close
5	Planning		The Planning sub-group confirmed that Cllr Bolton has agreed to continue as sub-group chairman	
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 recommendations were approved unanimously:</i>	Clerk
	NPA	20/00215	Ryeland House, Snooks Lane, Walhampton – Comment 4 Proposed by Cllr Moore, seconded by Cllr England	
	NPA	20/00314	Sandy Mull, Lower Sandy Down, Boldre – Comment 2 Proposed by Cllr England, seconded by Cllr Moore	
	NPA	20/00229	This application for Kingston Cottage, Lower Sandy Down, was recommended for refusal at the May 2020 BPC meeting, The application will be discussed at the NPA Planning Committee on 16 th June 2020. Cllr England will attend, on behalf of BPC to explain the reasons for the recommended refusal.	Cllr England
	NPA	Enforcement	An enforcement investigation will be requested, by the NPA, following a report of the garden at Teelings Cottage, South Baddesley, being extended into Agricultural Land to the south of the property.	Clerk
	NFDC	19/11232	Clerk to contact NFDC planning about the final approval for the electronic notice board at the Ferry terminal concerning: <ul style="list-style-type: none"> • Brightness of the illumination • Advertisements 	Clerk
6	County & District			
6.1	Hampshire		Cllr White reported that many HCC staff continue to work from home during this 'lockdown' period. Some £52m has been received by the council, but a shortfall of about £909m is still anticipated. Cycling and walking are being recommended to all residents as long term options to avoid the use of public, as well as private, transport. Cllr White is aware of the issues being faced by the Community Shop following the information received from the Charity Commission, and suggested that professional help might be wise. The Town Clerk at Lymington may be able to suggest suitable assistance. Further, an up to date listing of priority highway issues in the parish should be sent to HCC officers.	Clerk
7	Highways			
7.1	Hampshire Highways		Maintenance work has taken place surfacing long stretches of several roads by HH across the Parish, including Norley Wood, Portmore, Sandy Down and Church Lane. This work involves laying bitumen and chippings.	

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7.2	Safety Mirror Boldre Lane/Rope Hill junction		<p><u>Community Views</u> Cllr Carroll was not at the meeting so views are awaited. Clerk to contact councillor</p> <p><u>Risk Assessment</u> Further quotes may still be required depending on the feedback received.</p>	Clerk Cllr Moore
8	Amenities			
8.1	Football			
	8.1.1	Lymington Sprites	Lymington Sprites remain interested in an annual contract for three pitches on the recreation ground but this is likely to be delayed until at least October 2020 due to Covid-91. Councillors approved the fees that BPC will charge, and the additional expense of moving the larger pitch and goal posts.	Monitor
	8.1.2	Safety	The larger pitch is likely to be moved to the western side of the ground minimising any risk to any people in the Play Area.	
	8.1.3	Turf Repairs	Repairs are on-hold as the change to pitch layout reduces the need for repairs at this time.	
8.2	BPC Office		A small planned Parish Office is due to be incorporated into the design for a new Community Shop if this can be established. A likely rent of £50 per month was agreed by councillors. Cllr Moore will confirm with the Shop Committee.	Cllr Moore
9	Finance			
	9.1	Payments	Payments of £ 1719.45 were approved for June. Wage payments to the Groundsman will be continued by cheque as normal, but his bank remains closed so the cheques are not being presented. Clerk to review with Groundsman	Clerk
	9.2	Bank	The reconciliation for May 2020 was confirmed.	
10	IT Summary		<p>The Clerk's mobile phone is to be replaced. A modern phone using the existing number and the O2 network will be purchased, retaining the existing Pay as you Go credit if possible.</p> <p>Open Reach have confirmed that the costs for high speed broadband to Properties in the Bull Hill & Pilley Bailey area has dropped from £160k to £50k. Cllr Moore has this under further review.</p>	Clerk
11	External Meetings		<p>Cllr England confirmed that the NFDC faced financial challenges caused by the virus and would keep BPC informed.</p> <p>Cllr Humphreys conformed that year 1 and year 6 pupils were returning to the William Gilpin school.</p>	

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12	Policies and Emergency Plan	<p>BPC policy documents are subject to current review. The status of each document, including the possible new Emergency Plan are listed on a table at the end of these minutes.</p> <p>Some recently reviewed policies were approved including:</p> <ul style="list-style-type: none"> • Risk Management (proposed Cllr Moore, seconded Cllr England) • Complaints (proposed Cllr Moore, seconded Cllr Keen) • Use of Council Facilities (proposed Cllr Moore, seconded Cllr Kempe) • Operating Framework (proposed Cllr Moore, seconded Cllr England) <p>The Standing Orders policy has been partially reviewed by Cllr Moore, Cllr Carroll and the Clerk. Cllr Moore will circulate to remaining councillors.</p> <p>The possible Emergency Plan has been included as part of this listing.</p>	
13	BPC Vacancy	<p>Some residents have shown interest in joining the Parish Council.</p> <p>A questionnaire is to be prepared – and then to be sent to ask new candidates about their skills and experience.</p>	Councillors Clerk
14	A.O.B.	None raised	
15	Next Meeting	The next BPC meeting is on Monday 13 th July 2020, at 18:30	

The meeting closed at 20:45 hrs

Log of Parish Recommendations to the New Forest NPA in June 2020

20/00215	Ryeland House, Snooks Lane, Walhampton, Lymington SO41 5SF	Gate; walls	Comment 4 It is felt that the suburban appearance of these proposed gates and entrance is totally inappropriate in the very rural setting of Snooks Lane. There is concern that there are also plans for the access to be tarmacked increasing this urban appearance.
20/00314	Sandy Mull Lower Sandy Down Boldre, Lymington SO41 8PP	Replacement dwelling; bin store; demolition of existing dwelling and garage	Comment 2 While not objecting in principle to a replacement dwelling, there is some doubt about the increased height and floor area as the calculations were not available. Increased light pollution, with greater window area, should always be considered in the National Park especially when the site is adjacent to an SSSI as in this case.

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.

BPC Policy Reviews

Policy	Version	Status		Reviewer
Business Continuity	V1.0	1	Reviewed & Adopted	
Complaints	Draft v1.3	1	Reviewed & Adopted	
Heath & Safety	V1.4.3	1	Reviewed & Adopted	
Investment Strategy	V1.0	1	Reviewed & Adopted	
Operating Framework	V1.3	1	Reviewed & Adopted	
Reserves	V1.0	1	Reviewed & Adopted	
Risk Management	V1.3	1	Reviewed & Adopted	
Use of Council Facilities	V1.5	1	Reviewed & Adopted	
Code of Conduct by Councillors	Draft v1.3	3	Reviewed for Comment	Clerk
Equal Opportunities	V1.3	3	Reviewed for Comment	Clerk
Standing Orders	V1.4 ?	3	Reviewed for Comment	Cllr Moore
Retention of Documents	V1.3	4	To be progressed	Clerk
Emergency Plan	Draft	5	To be reviewed	Cllr Keen
Financial Regulations	V1.3	5	To be reviewed	Cllr Carroll
Grants	V1.2	5	To be reviewed	Cllr carroll
Data Protection	V1.2	5	To be reviewed	Cllr Moore
Employee Disciplinary	V1.1	5	To be reviewed	Cllr Keen
Employee Grievance	V1.1	5	To be reviewed	Cllr Keen
Freedom of Information	V1.2	5	To be reviewed	Cllr Moore
GDPR Privacy Statement		5	To be reviewed	Cllr Moore
Reporting at Meetings	V1.1	5	To be reviewed	Cllr Humphreys

1. Green - reviewed and adopted
2. Yellow - reviewed and circulated to all Councillors
3. Orange - Reviewed but not circulated to Councillors
4. Red - review in progress
5. White - assigned for review