

# Boldre Parish Council (BPC) - Meeting held on 13<sup>h</sup> July 2020

13 Jul 2020 These minutes are from a virtual meeting held using on-line technology due to Covid-19 restrictions

Invitees present: Pamela Keen Patrick Kempe Alison Bolton  
 Jo Humphreys Lester Mortimer Peter Lock Tine Carroll  
 Oliver Moore Michael White Jacqui England Caroline Trotter

## Meeting minutes

			Actions	
1	<b>Apologies</b>		Cllr Duke (NFDC)	
2	<b>Declarations of Interest</b>		Cllr Moore - Planning Application 20/00316 (NPA) Cllr Trotter – Planning Applications 20/00433 (NPA) and 20/10628 (NFDC)	
3	<b>Minutes of the last meeting</b>		The minutes of the meeting held on 8 <sup>th</sup> June 2020 were approved by Council for signature by Cllr Moore.	
4	<b>Matters Arising</b>			
13 Aug 2018	9.1	S.Baddesley	The School Travel Plan. Nothing received. Cllr White has asked HCC for further information but no result. On-hold until September.	On-hold
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 has been suggested.  Mandy Ware (HCC) has informed us that Automatic Number Plate Recognition (ANPR) surveys can track how many vehicles are passing through an area without stopping. Companies such as Intelligent Data, or Tracsis, offer this specialist data collection.  Another suggestion was that two persons could log vehicles at either end of the village roads to establish a valid count.  Cllr White explained that HCC were very busy but could provide a quote for basic data collection (just volumes and speeds) at several locations, as has been done before.	Progress or close at next BPC meeting
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 has been installed in the entrance gate at Burnt House Lane	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	15.1	Corona Virus & Covid-19	Councillors and the Clerk continue to offer assistance in conjunction with the Community Shop and help residents in the parish.	C/Forward

## Boldre Parish Council (BPC) - Meeting held on 13<sup>th</sup> July 2020

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 for: 1. Appeal regarding the Lodge 2. Appeal regarding The Lodge Annex 3. Appeal against an Enforcement for the whole site BPC awaits the results due after 5 <sup>th</sup> June 2020.	Monitor
8 Jun 2020	5.1	Kingston Cottage  20/00229	Cllr England, with Cllr Bolton and the Clerk joined the NPA Planning Committee to explain the BPC recommendation to refuse this planning application. Unfortunately, the NPA 'Teams' software did not allow Cllr England to be seen or heard. The BPC statement was read to the meeting by a NPA officer but particular additional information was not considered. The application was approved against the recommendation of BPC.	Close
8 Jun 2020	5.1	Enforcement	A request was sent to the NPA following a tree inspection at Teelings, South Baddesley on 9 <sup>th</sup> June 2020. The NPA have responded that there is no evidence that there has been a breach of planning control in this case.	Close
8 Jun 2020	5.1	Ferry Notice Board	Planning approval has been checked by various councillors and the Clerk. Awaiting resumption of Ferry services, due apparently on 13 <sup>th</sup> July. Check on sign intensity/advertising to be made, then close issue.	Close
8 Jun 2020	6.1	Highway issues	A listing of six top issues was sent to Andy Harding and Mandy Ware on 13 <sup>th</sup> June 2020. Mandy Ware has responded about one item - the traffic measurements, (see above) but not about other issues. Andy Harding has not responded at all. A reminder to be sent with copy to Cllr White.	Clerk
8 Jun 2020	8.2	Community Shop.	Recreation Ground access, BPC office and Community Shop. News awaited from BWMH and Shop Committees.  The Charity Commission's response to the request for re-siting the shop was NO on the basis that the Community Shop has a non-a charitable purpose. This decision is being appealed. The shop is a community asset not trading for profit.	Cllr Moore
<b>5</b>	<b>Planning</b>			
5.1		BPC Planning	The full agreed Planning recommendations to the NPA and NFDC are attached at the bottom of these minutes, to be sent to their Development Control sections. <i>In summary, the following recommendations were made:</i>	
	NPA	20/00316	The Bungalow, Pilley Street, PILLEY Not discussed as Boldre Parish Council has a policy of not commenting upon planning applications from members of the Parish Council.	
	NPA	20/00343	Little Boldre House, Lower Sandy Down, BOLDRE Email notification of this application and Briefing Notes were not sent to BPC until 10/6/20 after our previous Parish meeting and no extension was granted by the NPA, so no comments were submitted. However, Comment 5 applies.	
	NPA	20/00389	3 New Cottages, The Green, EAST END - Comment 4 Proposed by Cllr England, seconded by Cllr Carroll. Agreed unanimously	

## Boldre Parish Council (BPC) - Meeting held on 13<sup>h</sup> July 2020

	NPA	20/00433	The Barn, Hundred lane, PORTMORE - Comment 5 Proposed by Cllr England, seconded by Cllr Moore. Cllr Trotter declared an Interest. Otherwise agreed unanimously.	
	NPA	20/00437	Jan Ruis Nurseries, Shirley Holmes Road, BOLDRE – Comment 5 Proposed by Cllr Moore, seconded by Cllr Carroll. Cllr England voted against this proposal; the remainder voted in favour.	
	NFDC	20/10628	Haven Marine Park, Undershore Road, BOLDRE – Comment 5 Proposed by Cllr Kempe, seconded by Cllr Carroll Cllr Trotter declared an Interest. Otherwise agreed unanimously.	
5.2	Whitelink Mobile phone mast		The permission granted on appeal for the temporary siting of 1 No. 15 metre high monopole (including 3 antennas) 1 No. electrical meter cabinet, 1 No. equipment cabinet, 1 No. 0.3 metre dish mounted on the top of the mast, within a compound comprised of 2.1 metre high chain-link fence with 3 strands of barbed wire elapses on 25 <sup>th</sup> July 2020.	Monitor
5.3	The Planning Process		<p>Cllr Humphreys suggested that BPC should improve its' communications and relations generally with the community where there can be quite a lot of misunderstanding. Feedback received shows a degree of frustration with BPC which can be seen as aloof. Residents attending BPC meetings may find the experience daunting if speaking in public.</p> <p>This is certainly not helped when NPA and NFDC planning authorities appear to give inconsistent decisions.</p> <p>Whilst it is not BPC's job to help applicants, or those objecting, persons most negatively affected by decisions can sometimes be those with least ability to fight back. Improved communication with residents is desirable. Current feedback may be seen as poor.</p> <p>Initially, the Planning Group will review the process documents that are used by BPC. Cllrs Humphreys and Trotter will form a sub-group to discuss ways to improve the way in which BPC might assist applicants in the planning process.</p>	BPC sub-Group
<b>6</b>	<b>County &amp; District</b>			
6.1	Hampshire County Council		An up to date listing of priority highway issues in the parish had been sent to HCC officers. One officer had not replied. Cllr White asked to be copied into a reminder.	
	New Forest District Council		Cllr Duke could not be at this meeting but had sent a report, which is appended to these minutes. Cllr Moore highlighted some aspects.	
<b>7</b>	<b>Highways</b>			
7.1	Safety Mirror Boldre Lane/Rope Hill junction		<p><u>Community Views</u> A number of residents, including councillors, reported strong support for the proposed mirror at this junction. Financial support remains a possibility when full costs are established.</p> <p><u>Risk Assessment</u></p>	

## Boldre Parish Council (BPC) - Meeting held on 13<sup>h</sup> July 2020

		<p>Council decided that an independent Risk Assessment should be obtained despite the costs involved following comments received from our insurers and Hampshire County Council. One quote has been received but two more will be requested.</p> <p>Cllr Moore proposed that the mirror be installed, seconded by Cllr Humphreys. This was approved. Five councillors voted in favour (Cllrs Carroll, Kempe, Trotter, Humphreys and Moore). Four councillors voted against (Cllrs Mortimer, England, Keen and Bolton). A budget ceiling of £2000 was agreed.</p>	Cllr Moore	
<b>8</b>	<b>Amenities</b>			
8.1	Play Area Reopening	<p>Posters and notices are being prepared by Cllrs Kempe and Humphreys. A Guidance and Risks document has been prepared by the Clerk. Documents will be added to the website. The area will be opened as soon as this paperwork is ready. Proposed by Cllr Moore, seconded by Cllr Bolton.</p>	Cllrs Humphreys, Kempe & Clerk	
8.2	Pavilion – late night activity	<p>Late night group activity has occurred near the pavilion in recent weeks. Noise for neighbours is a problem. and litter/waste left behind is unacceptable. Decisions made to:</p> <ul style="list-style-type: none"> <li>• Provide a waste bin for discarded rubbish</li> <li>• Display a notice advising that alcohol is not permitted on the recreation ground and asking for consideration for nearby residents.</li> </ul>	Clerk	
8.3	Football	<p>Brockenhurst FC requested that their first team and u18 players be allowed to train on the recreation ground. This has been agreed for Tuesday and Thursday evenings between 19:00 and 20:30. A short term six week contract has been agreed. The pavilion is not included and will remain closed. Cars will park inside the Burnt House Lane access gate.</p> <p>Lymington Sprites are expected to agree a contract for three pitches and the use of the pavilion from 1<sup>st</sup> September 2020 until 31<sup>st</sup> May 2021.</p>		
<b>9</b>	<b>Finance</b>			
	9.1	Payments	<p>Payments of £ 1864.89 were approved for July. Groundsman is content to wait to present his cheques when his bank reopens.</p>	Close
	9.2	Bank	<p>The reconciliation for June 2020 was confirmed.</p>	
<b>10</b>	<b>NFDC Electoral Review</b>			
		<p>As part of their recommendations, the Local Government Boundary Commission for England (LGBCE) has proposed that Boldre Parish remains entirely within a ward with Beaulieu, East Boldre &amp; Exbury &amp; Lepe. The Commission received persuasive evidence arguing that splitting Boldre Parish would damage community ties in this area.</p> <p>Cllr Moore will contact the other parishes to suggest the name “Forest and Solent” for this new ward. BPC will write to the LGBCE in support of the draft recommendations – this will reinforce to the Commission that we wish this proposal to be included in the final version.</p>	<p>Cllr Moore</p> <p>Clerk</p>	

## Boldre Parish Council (BPC) - Meeting held on 13<sup>h</sup> July 2020

<b>11</b>	<b>IT Summary</b>	<p>The Clerk's mobile phone has been replaced. A phone using the existing number and the O2 network has been purchased, The existing Pay as you Go credit will be run down and a SIM only contract will be obtained. Proposed by Cllr England, seconded by Cllr Moore.</p> <p>The Open Reach quote for high speed broadband to Properties in the Bull Hill &amp; Pilley Bailey is still awaited. Cllr Moore has this under review.</p>	Clerk
<b>12</b>	<b>External Meetings</b>	Cllr Moore had attended a BWMH meeting. It is hoped that the next BPC meeting can be held in the hall, but only one hall meeting per day is likely to be allowed.	
<b>13</b>	<b>Policies</b>	<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>Further recently reviewed policies were unanimously approved by block vote:</p> <ul style="list-style-type: none"> <li>• Standing Orders</li> <li>• Code of Conduct by Councillors</li> <li>• Equal Opportunities</li> <li>• Freedom of Information</li> </ul> <p>These policies will be uploaded to the parish website Other policies are still to be reviewed and circulated.</p>	
<b>14</b>	<b>A.O.B.</b>		
14.1	Groundsman's Pay	The BPC Groundsman is to be paid for holidays accrued since commencing work in 2014. A pro-rata calculation will determine the payment. His hourly rate is also due for review.	Clerk Councillors
14.2	Norley Wood phone kiosk	Cllr Keen will submit a grant application for repairs and shelving.	Cllr Keen
14.3	Electoral Roll	The Clerk receives an annual version of the complete roll, plus monthly updates. Councillors are advised to ask the Clerk for any information required as, for some reason, councillors are not allowed this information direct from the NFDC.	
<b>15</b>	<b>Next Meeting</b>	The next BPC meeting is on Monday 10 August 2020, at 18:30	
<b>15.1</b>	Meeting location	The meeting may be possible in the BWMH. The public will not be permitted to attend in person but will be able to use Zoom technology (or the telephone) to attend remotely, as will those councillors who decide to stay away in person.	
<b>16</b>	<b>BPC Vacancy</b>	Two residents have discussed joining the Parish Council with several councillors. Both candidates demonstrated strengths that would be applicable to our work. A unanimous decision was made to offer the role to Mr Sherwin Small. Proposed by Cllr Moore, seconded by Cllr Trotter.	

The meeting closed at 21:15 hrs

**Log of Parish Recommendations to the New Forest NPA in July 2020**

20/00316	The Bungalow Pilley Street, Pilley SO41 5QG	Replacement dwelling and 2No.outbuildings	Comment NONE Boldre Parish Council has a policy of not commenting upon planning applications from members of the Parish Council.
20/00343	Little Boldre House, Lower Sandy Down Boldre, Lymington, SO41 8PP	Outbuilding with associated landscaping	Observation Date given as 25/06/2020 Extension to 15 July requested. Request refused.  Email notification of this application and Briefing Notes were not sent to BPC until 10/6/20 after our previous Parish meeting. Comment 5 now agreed by Parish Council on 13/7/20
20/00389	3 New Cottages The Green Lymington Rd East End, Lymington, SO41 5SL	Outbuilding	Comment 4 While not objecting to a summerhouse in principle it is felt that this design in this very rural, grazed Forest situation does not comply with either the local planning policies or national planning policies, Sections 12, 15 and 16. These were former agricultural workers cottages which, as such, have been classified as non-designated heritage assets in this Conservation Area and the size and design of the proposed summerhouse is thought to be inappropriate.
20/00433	The Barn Hundred Lane Portmore, Lymington, SO41 5RG	New roof to existing house and extension	Comment 5
20/00437	Jan Ruis Nurseries, Shirley Holms Road, Boldre, Lymington, SO41 8NG	Toilet block	Comment 5

**New Forest District Council (NFDC) Planning Applications:**

20/10628	HAVEN MARINE PARK, UNDERSHORE ROAD, BOLDRE SO41 5SB	Variation / Removal of Condition  Variation of conditions 3 (approved plan numbers),5 (landscaping),7 (ecology) & 8 (parking layout) of 18/10541 to allow amended plans reflecting the relocation and increase in size of the SINC area, provide additional car parking.	Comment 5
----------	---	--	-----------

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
Code of Conduct by Councillors	v1.3	1	Reviewed & Adopted	On website
Complaints	v1.3	1	Reviewed & Adopted	On website
Equal Opportunities	V1.3	1	Reviewed & Adopted	On website
Freedom of Information	V1.3	1	Reviewed & Adopted	On website
Health & Safety	V1.4.3	1	Reviewed & Adopted	On website
Investment Strategy	V1.0	1	Reviewed & Adopted	On website
Operating Framework	V1.3	1	Reviewed & Adopted	On website
Reserves	V1.0	1	Reviewed & Adopted	On website
Risk Management	V1.3	1	Reviewed & Adopted	On website
Standing Orders	V1.3	1	Reviewed & Adopted	On website
Use of Council Facilities	V1.5	1	Reviewed & Adopted	On website
Business Continuity	V1.0	2	Circulated to Councillors	BPC 10 <sup>th</sup> August
Employee Disciplinary	V1.1	2	Circulated to Councillors	BPC 10 <sup>th</sup> August
Employee Grievance	V1.1	2	Circulated to Councillors	BPC 10 <sup>th</sup> August
Retention of Documents	V1.3	2	Circulated to Councillors	BPC 10 <sup>th</sup> August
Data Protection	V1.2	4	To be reviewed	Cllr Trotter
Emergency Plan	Draft	4	To be reviewed	Cllr Keen
Financial Regulations	V1.3	4	To be reviewed	Cllr Carroll
GDPR Privacy Statement		4	To be reviewed	Cllr Trotter
Grants	V1.2	4	To be reviewed	Cllr Carroll
Reporting at Meetings	V1.1	4	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

**REPORT TO BOLDRE PARISH COUNCIL**  
**NFDC Councillor Janette Duke - 13 July 2020**

In my last report to the meeting held on 11 May 2020 I reported on the effects the Covid-19 pandemic had had on all areas of our lives and how much work was going into dealing with this at all levels of NFDC. It has been a rather strange and extremely challenging two months since that report.

For those of us who thought virtual worlds only existed on their grandchild's X-Box it has amazed me how quickly virtual meetings have become the new 'norm'. I am quite happy to Zoom here and Skype there at the drop of an invitation in my electronic mailbox. Who would have thought it !

The sterling work being carried out at NFDC continues. I cannot begin to express my gratitude to all the officers there who have helped and guided us councillors into this new way of working. They have been nothing short of magnificent – especially Daniel Reynafarje who is part of the Democratic Services team under Matt Wisdom who has had the unenviable task of bringing 60 councillors to a level of competence which allows them to attend virtual meetings. It is bad enough your fellow councillors being party to your less than Oscar meriting performance on Skype without the added pressure of members of the public being able to watch our Cabinet, Council and Planning meetings via YouTube. Just think how many unedited highlights you can enjoy via that medium !

However, business is very much at the forefront and NFDC moved last month from the protection and limitation phase over to the recovery phase. Four new Task and Finish groups have been set up to look at different aspects of the recovery process. One of the most important is the Finance and Resources group. The lockdown occurred approaching the end of the financial year and projections for the following year and ongoing had already been based on figures to hand. Clearly this group has the unenviable task of looking at how NFDC as a business has been affected by this crisis and the impact on our future budget projections. I think all credit must go to the current administration who, although criticised by our opposition for what they consider a sometimes parsimonious approach, have always ensured that NFDC have had reserves to hand should a crisis occur – although I think nobody could have foreseen one on this scale.

We also have a Community Stakeholder Engagement group, a Local Economy group and a Council Services group of which I am a member. All groups have had at least one meeting now to gain a clear picture of the current situation and how they can move forward with the recovery process in line with Government guidelines and any assistance available. On the Council Services group we are particularly looking at how we can safely re-open Health and Leisure Centres owned by NFDC once the green light is given but there are many more aspects of this group that will need to be discussed going forward.

I know you were all delighted, as was I, at the draft recommendations of the Electoral Boundary Commission which, in their draft recommendations, determined that Boldre Parish should not be split but should remain within one electoral ward. All credit should go to Boldre Parish Council for their outstanding efforts in putting forward a reasoned and substantiated case in this regard.

I 'attended' the meeting of the Electoral Boundary Commission Task & Finish group on Wednesday 7 July and it would seem to me that given the Commissions views on Boldre and also Bransgore, Burley and Sopley that they have given some weight to the importance of Parishes being important boundaries for consideration. It was pleasing to note that they allowed relaxation of their own +/- 10% adjustment guidance to accommodate this. I was hoping that Cllr England would attend given the relevance to Boldre Parish so she could answer any questions at your meeting but she was not in attendance so if you have any questions please refer them to myself or directly to Matt Wisdom although I would appreciate being copied into the latter.



## Boldre Parish Council (BPC) - Meeting held on 13<sup>h</sup> July 2020

---

As this stands Boldre will unlink with Sway as a ward and link up with East Boldre, Beaulieu and Exbury & Lepe. This to me seems a more sensible split given they are all largely rural areas and also, whereas Sway has good transport links in the form of a main railway line Boldre and those it will link with share many similar problems specific to rural community issues.

As you are aware these reviews are undertaken to ensure fair representation across areas per head of population. This brings its own challenges in rural areas in that the density of population means the ward comprises particularly large areas. Instead of two Parish Councils serviced by two NFDC councillors it will mean one councillor servicing four parish councils, Boldre, East Boldre, Beaulieu and Exbury & Lepe. I think you can understand the challenges this presents but, should I be given the option of going forward for the next election, I believe my way of working with you as a Parish Council could be extended to the others by presenting a general report across all with specific detail relating to each added in and day to day issues dealt with via email or ad hoc attendance at meetings.

Obviously this is the situation as it stands and I didn't hear any dissent from the NFDC side to the proposals so hopefully it will be well received at the next round of consultations which run up to September.

There are two items I would ask for you to consider -

1. All councillors will be asked to comment on the proposals in relation to their particular ward and I would be grateful if you could please advise me of any comments you would like me to make asap.
2. The new ward, if approved, will need a name. Currently East Boldre, Beaulieu and Exbury & Lepe are under 'Brockenhurst and Forest South East'. Any suggestions welcome. I realise this would require the involvement of the other PCs but it might be something you would like to moot pending ward boundary approval ?

Although there has been a lot going on at NFDC I hope that the above matters prove of particular interest and will assure you that, without exception, everyone is working very hard in challenging circumstances to ensure the residents of the New Forest are able to pick up 'normal' life as quickly and safely as possible and that the support and guidance they need to assist them with this is accessible and effective.

On a separate issue and not wearing my hat as a councillor but as a resident of the New Forest it may interest you to know that myself and another resident, Kate Collison, have worked together to gain support for a ban on the sale of disposable single use barbecues in the UK. I am pleased to say that the attached Petition was presented by our MP, Dr Julian Lewis, on Tuesday 30 June. He has now applied for it to be allocated time during an Adjournment Debate. I will keep you updated on progress.

Cllr Jan Duke  
New Forest District Council