

Boldre Parish Council (BPC) - Meeting held on 7th September 2020

These minutes are from a hybrid meeting held using on-line technology due to restrictions caused by Covid-19 pandemic, but three persons chose to attend in person at Boldre War Memorial Hall.

Invitees present: Oliver Moore Alison Bolton Peter Lock
 Pamela Keen Patrick Kempe Tine Carroll Jacqui England

Meeting minutes

A resident outlined her plans to replace cladding on 2 Slade Cottages covered by NPA Planning Application 20/00598

Another resident explained his further concerns to BPC about the proposed NFDC Planning Application 20/10628 - Haven Marine Park, Undershore Road, Boldre, Lymington - which may be summarised as:

- The proposed variation intrudes into the Site of Importance for Nature Conservation (SINC) area that the applicant has been requested to restore. The proposed new grassed area exchange is not equitable and leaves the remaining SINC open to further creep from industrial activity. The existing permission creates a clear and enforceable delineation between industrial use and the SINC.
- BPC notes that the application variation includes drawings that show a mezzanine floor. This is contrary to approval condition 17 and NFDC's parking guidelines.
- The proposed variation introduces a second entrance to a larger planned car parking area. It is not clear why this is required and does not appear to be justified.

			Actions
1	Apologies	Cllrs Duke, Humphreys, Mortimer and White	
2	Declarations of Interest	Cllr Moore – 20/00598 Slade Cottages, and 20/00586 The Bungalow. Cllr Small – Football arrangements for Lymington Sprites	
3	Minutes of the last meeting	The minutes of the meeting held on 10 th August 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 has asked HCC for further information but no result. Key HCC contacts are: Travel Planner Michelle Spellman and Portfolio Holder Cllr Rox Chadd.
08 Apr 2019	8.1	Bridleway B6	Project to be Investigated further by a BPC sub-group. Awaiting news of possible change of land ownership.
08 July 2019	7.2.8	Parish Guide	Cllrs Keen & Humphreys due to develop with help from the Clerk.
09 Sept 2020	7.1.1	Traffic & Speeding	An End-to-End investigation, to establish volumes and proportion of through traffic has been suggested. An in-house investigation by BPC will be explored when traffic levels return to normal.
09 Dec 2019	8.2.2	112 Bus on Saturdays	Meeting held with East Boldre PC confirming a potential partnership in March 2020. Clerk to ask Caroline Trotter for her recall of that meeting.
09 Mar 2020	8.1.1	Wild Play	Possible installation on-hold for now.
09 Mar 2020	15.1	Corona Virus & Covid-19	Councillors and the Clerk continue to help in conjunction with citizens to support residents in the parish.
09 Mar 2020	15.2	Campsite	Lisle Court Road Status on-hold pending any easing of virus restrictions

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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. Results due after 5 th June 2020. No news to date.	Monitor
8 Jun 2020	8.2	Community Shop.	Awaiting further news from the Shop and BWMH	
13 Jul 2020	5.2	Whitelink - phone mast	Temporary siting of this mast elapsed on 25 th July 2020. Time extension agreed by NFDC due to Covid-19 complications	Monitor
10 Aug 2020	6.2	Highway Issues	A revised listing of priority highway issues in the parish was sent to Cllr White on 19 August 2020 but no response yet received from HCC officers.	HCC
10 Aug 2020	7.2	HGV Restrictions	Cllr Moore has noted the site of four existing restriction signs and suggested the location of ten more to the Highways sub-group who are asked to create a proposal to BPC.	Highways sub-group Cllr England
10 Aug 2020	7.3	Drain cover - Norley Wood	Cllr Keen sent details to Cllr White. A crew has attended site and will return now that details are understood.	HCC
10 Aug 2020	7.4	Road Works signage	Clerk included a request for various large yellow signs to be removed in his email to Cllr White, which was passed to HCC officers. No action to date.	HCC
10 Aug 2020	7.5	Tanners Lane & Foreshore	Email sent to Cllrs White and Duke about an influx of vehicles and visitors to this location, asking about ownership and parking restrictions. Some 50+ cars have been noted parking on this lane. Cllr Duke is seeking information within NFDC. No further news.	Cllr Duke Cllr White
10 Aug 2020	15.1	Marker Poles	Large red/white poles have been placed across fields marking the location of the Perenco oil pipeline. NPA Enforcement have ruled that this is classed as Permitted Development.	Close
10 Aug 2020	15.2	Footpath Stiles and greenery	<ol style="list-style-type: none"> 1. Stile on F502 requires attention by Pylewell park. 2. Stile at N/Wood end of F17 needs repairs (Lengthsman?) 3. Greenery on F19. Cllr Keen monitoring. 	Clerk Clerk Cllr Keen
10 Aug 2020	15.4	NFDC Boundaries	Cllrs Bolton, Carroll and Moore submitted comments to the Boundary Commission in addition to those from BPC.	
10 Aug 2020	15.5	Perkins Piece	The Lengthsman has been asked to fell and remove the dying Silver Birch and plant a replacement Acer Campestre nearby, as approved by the NPA.	On-going
5	Planning			
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. Cllr England was not present for Item 5.1 <i>In summary, the following recommendations were made:</i>	Clerk
	NPA	20/00540	Lake House, Walhampton - Comment 3 Proposed by Cllr Kempe, seconded by Cllr Carroll. Agreed unanimously.	
	NPA	20/00585	Birch Springs, Walhampton - Comment 5 Proposed by Cllr Moore, seconded by Cllr Carroll. Agreed unanimously.	

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	NPA	20/00586	No comment is offered as this application has been made by a member of the Parish Council.	
	NPA	20/00598	2 Slade Cottages, Pilley - Comment 5 Proposed by Cllr Kempe, seconded by Cllr Small. Cllr Moore had declared an interest. Remaining councillors agreed unanimously.	
	NPA	20/00599	Passford Farm Cottage – Comment 4 Proposed by Cllr Moore, seconded by Cllr Carroll	
5.2	NFDC 20/10628		Haven Marine Park, Undershore Road, Boldre, Lymington. This application was discussed again by BPC further to the concerns noted above. BPC decided unanimously to write to the NFDC changing its' recommendation to Comment 4 (Refusal) with detailed reasons.	Clerk
5.3	Planning information and other reporting to residents		Several Councillors met to consider how BPC might better communicate issues that may affect residents. Specific actions for Cllrs will be investigated for presentation to the next BPC meeting including: <ul style="list-style-type: none"> • Planning feedback • Website information • The Bridge • Social Media 	Cllr Humphreys
6	County & District			
6.1	Hampshire County Council and NFDC		Cllrs White and Duke were not at this meeting. Cllr Duke has submitted a written report (attached below). Some feedback has been received supporting the proposed name for a new NFDC Ward – <i>Forest and Solent</i> which is likely to include Beaulieu, Boldre, East Boldre & Exbury & Lepe, to reflect the rural and coastal nature of the parishes it represents.	
7	Highways			
7.1	Safety Mirror Boldre Lane/Rope Hill junction		A convex safety mirror has been installed by residents on a utility company telegraph pole at the junction. The improved road view has generally been welcomed by the community. However, as this pole is on BPC land, and is in use by Open Reach, the council decided to go-ahead with an independent Risk Assessment in order that the mirror may be moved to nearby land. The Lengthsman will be invited to cut back the greenery around the likely mirror location. Proposed by Cllr Moore, seconded by Cllr Bolton. The Chairman and Treasurer of the Lymington & District NHW has indicated that funding for the whole project may still be available.	Clerk
8	Amenities			
8.1	Lymington Sprites football (part of Lymington Town FC)		Lymington Sprites (LS) are expected to agree a contract for three pitches and potential use of the pavilion from September 2020 until 31 st May 2021. A layout for 11 v 11, 9 v 9, and 5 v 5 groups has been prepared, as agreed.	

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		<p>A signed Contract and the Use of Council Facilities by Third Parties BPC Policy is awaited, plus up to date copies of LS insurance certificate and Risk Assessment.</p> <p>The first LS match is due on Saturday 12th September 2020.</p> <p>LS are now in contact with the owner of the adjacent western field concerning the return of any stray footballs.</p>	<p>Lymington Sprites</p> <p>Lymington Sprites</p>	
8.2	Pavilion & Recreation Litter problem	The provision of a suitable waste bin for discarded rubbish is being further investigated by Cllr Kempe.	Cllr Kempe	
9	Finance			
	9.1	Payments	Payments of £ 2585.72 were approved for September 2020.	
	9.2	Bank	The reconciliation for August 2020 was confirmed but a discrepancy of minus £87 is being investigated.	
	9.3	<p>Groundsman - holiday pay</p> <p>Groundsman - pay review</p>	<p>Advice will be taken from the Hampshire Association of Local Councils (HALC) regarding holiday and bank-holiday pay for the groundsman. Finance group will report back to the October meeting.</p> <p>A calculation will determine any payment to the groundsman as none has been paid since 2014.</p> <p>A pay review for the Groundsman increased his hourly rate by 2.75% from 1st April 2020. Proposed by Cllr Small, seconded by Cllr England.</p>	Cllr Carroll
	9.4	<p>The Clerk – holiday pay</p> <p>The Clerk - pay review</p>	<p>Advice will be taken from the Hampshire Association of Local Councils (HALC) regarding holiday and bank-holiday pay for the Clerk. Finance group will report back to the October meeting.</p> <p>A calculation will determine any payment to the Clerk as none has been paid since 2015.</p> <p>A pay review for the Clerk increased his hourly rate by 2.75% from 1st April 2020. Proposed by Cllr Small, seconded by Cllr England.</p>	Cllr Carroll
10	IT Summary	The updated Open Reach quote for high speed broadband to properties in Bull Hill & Pilley Bailey is due within two weeks.	Cllr Moore	
11	External Meetings	The remote Consultative Panel was not attended.		
12	Policies	<p>BPC policy documents are subject to current review. The status of each document is listed on a table at the end of these minutes.</p> <p>Further recently reviewed policies that were unanimously approved are:</p> <ul style="list-style-type: none"> • Business Continuity • Employee Disciplinary • Employee Grievance • Retention of Documents • Grants <p>Proposed by Cllr Moore, seconded by Cllr England</p> <p>These policies will be uploaded to the parish website by the Clerk.</p>	Clerk	

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		<p>Other policies are still to be reviewed and circulated include:</p> <ul style="list-style-type: none"> • Data Protection and The GDPR Statement • Financial Regulations • Reporting at Meetings <p>In addition, a BPC Emergency Plan may be produced.</p>	<p>Cllr Moore Cllr Carroll Cllr Humphreys</p>
13	Clerk Notes	None Issued.	
14	A.O.B.		
14.1	Bull Hill Footbridge	Cllr Kempe broached the question of the footbridge over the stream adjacent to the busy B3054 near Lees Nurseries and Bull Hill Farm. BPC may help fund replacement planking if budget is available. The Finance sub-group will report back to the October meeting.	Cllr Carroll
14.2	Norley Wood Society	The society have written to record their thanks for the grant received to help refurbish the village telephone box.	
14.3	Dragons Teeth	Information has been received from Forestry England about further installation of Dragons Teeth in Pilley Bailey	
14.4	Smart Meter	SSE (electricity) have asked to install a Smart Meter, free of charge, at the pavilion. SSE will contact the groundsman to arrange the installation	
14.5	Play Area damage	The climbing frame has been damaged by 'large' users drinking alcohol. The Groundsman has made the apparatus safe. Clerk will contact HAGS to order replacement boarding for repairs.	Clerk Cllr Kempe
14.6	Camping Pylewell Park	Mr. James McGill has contacted BPC about increased camping and extra traffic along Lisle Court Road. Clerk to write to NPA Enforcement about this increased camping at the Embers site in Pylewell Park.	Clerk
14.7	Road Encroachment Sandy Down	Some 14 letters to householders are to be sent. Most will be 'initial' letters requesting that hedges and trees are cut back as required in legislation Two letters will be 'stronger' to residents (the main offenders) who have taken little action following requests sent in February 2020.	Clerk
15	Next Meeting	The next BPC meeting is on Monday 12 th October 2020, in BWMHall at 18:30. Some councillors may attend on site. 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.	

The meeting closed at 21:30 hrs

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

20/00540	Lake House Main Road, Walhampton, Lymington SO41 5RE	Replacement dwelling and 2No. outbuildings.	Comment 3 This appears to be an acceptable replacement for the existing property
20/00585	Birch Springs South Baddesley Road Walhampton, Lymington SO41 5SG	Outbuilding	Comment 5
20/00586	The Bungalow Pilley Street, Pilley SO41 5QG	Replacement dwelling and 2No. outbuildings	No comment offered by BPC as this application has been submitted by a member of the Parish Council.
20/00598	2 Slade Cottages Pilley Street, Pilley, Lymington, SO41 5QP	Replacement cladding	Comment 5
20/00599	Passford Farm Cottage, Southampton Road, Boldre, Lymington SO41 8ND	Outbuilding; demolition of existing outbuilding	Comment 4 Three other enforcement investigations are underway at this site. This appears to be another overly large and inappropriate replacement outbuilding.

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.

**REPORT TO BOLDRE PARISH COUNCIL, Cllr Jan Duke (NFDC)
7 SEPTEMBER 2020**

My last report was to the meeting held on 13 July 2020 when I reported that the four task and finish groups set up had moved from a reactive mode dealing with the onset of the Covid-19 pandemic into a proactive mode looking towards recovery strategies to ensure the best possible outcome going forward.

We now have our Health and Leisure Centres open and allowing both those with membership and casual users access to the facilities in a safe manner in line with government guidance. I know there has also been considerable effort put into ensuring that the swimming pools will be able to recommence swimming sessions for schoolchildren as soon as possible after the schools return in September. I am sure all of us recognise how important it is that children are taught to swim and behave in a safe way near water and the value of access to lessons is vital especially in a coastal area such as ours.

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Since re-opening the Leisure Centres they have been running at approximately 50% - 60% capacity. We have lost some members but others are joining and it is hoped that as confidence returns there will be an upward trend. One of the measures very much welcomed by all is the installation of automatic temperature checking at every admission barrier – no one with a temperature is allowed to enter.

I have enormous respect and sympathy for those officers and councillors working within the Portfolio for Finance, Investment and Corporate Services who, having put a budget in place for the coming year along with projections for future years have had them blown out of the water when this pandemic hit. The task they faced in putting together an Emergency Budget for 2020/21 and updating the medium-term financial plan for the years 2020/21 – 2023/24 has been gargantuan to say the least.

I do not pretend to understand much of the financial information put out but I know enough to thank heavens the present Conservative administration at NFDC has kept a firm finger on the fiscal pulse both leading up to this crisis and going forward.

I am optimistic that we are now very close to achieving what you all worked so hard towards with the review of the Electoral Boundary Commission. The proposals have been recommended to Cabinet to form the new **Forest and Solent Ward** comprising the whole of Boldre Parish, East Boldre, Beaulieu and Exbury & Lepe. I will be away when Cabinet meets on September 2nd but I do not foresee any problem and I hope that all of the hard work of BPC is rewarded in what I feel is a very happy marriage of rural communities.

The dialogue going forwards says –

Beaulieu, Boldre, East Boldre & Exbury & Lepe

The Council welcomes the adjustment made in other areas of the District alongside a proposed Council size of 48, to accommodate a ward which does not split Boldre Parish. The Council confirms its support for the ward boundaries as it enables a good electoral equality, strong boundaries and reflects local community identities and interests.

*Having consulted local ward councillors, including comments from Boldre Parish Council, the Council requests that the ward name be amended to **Forest & Solent** to reflect the rural and coastal nature of the parishes it represents.*

As you can imagine there is a lot of work going on at District level as well as in the Parish and Town Councils largely due to the impact of the Covid-19 pandemic and it is impossible to report on everything however, it may interest you to know that to date NFDC has delivered over £40m in various government grants 'swiftly and efficiently' and are 2nd in a National league table in terms of the percentage of grants distributed and available funds spent. I believe that the current administration and NFDC officers have been absolutely amazing in their prompt and effective response to a situation that none of us could have foreseen.

Cllr Jan Duke
Boldre & Sway Ward
New Forest District Council

BPC Policy Reviews

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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	1	Reviewed & Adopted	On website
Employee Disciplinary	V1.1	1	Reviewed & Adopted	On website
Employee Grievance	V1.1	1	Reviewed & Adopted	On website
Retention of Documents	V1.3	1	Reviewed & Adopted	On website
Grants	V1.2	1	Circulated by Cllr Carroll	On website
Data Protection	V1.2	5	To be reviewed	Cllr Moore
Financial Regulations	V1.3	5	To be reviewed	Cllr Carroll
GDPR Privacy Statement		5	To be reviewed	Cllr Moore
Reporting at Meetings	V1.1	5	To be reviewed	Cllr Humphreys
Emergency Plan	Draft	6	To be considered	Cllr Keen

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