

## Boldre Parish Council (BPC) - Meeting held on 13<sup>th</sup> June 2022

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Those present: Alison Bolton Jacqui England Pamela Keen  
 Jo Humphreys Eileen Morton Vincent Slattery Peter Lock

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### Meeting minutes

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<b>1</b>	<b>Apologies</b>		Received from Cllrs Kempe, Moore, Mortimer and Small	
<b>2</b>	<b>Declarations of Interest</b>		Conflicts of Interest were declared by Cllr Humphreys (Haywards Farm planning applications) and Cllr Keen (Norley Wood grassed triangle)	
<b>3</b>	<b>Minutes of the last meeting</b>		The minutes of the meeting held on 9 <sup>th</sup> May 2022 were approved by BPC for signature by Cllr Moore.	
<b>4</b>	<b>Matters Arising</b>			
13 Aug 2018	9.1	S.Baddesley school Travel Plan	Cllr Dunning has been to the school and will ask Cllr Oppenheimer for more news. A Traffic Management Plan is still mentioned on the school website but cannot be found. Carried forward.	Cllr Dunning
10 Aug 2020	7.5	Tanners Lane & Foreshore	Clerk reminded <u>HCC</u> on 6 <sup>th</sup> March 2021 - with particular reference to Health & Safety aspects if an ambulance cannot reach the foreshore when required. Clerk contacted Cllr Dunning and Forestry England again. Carried Forward.	Cllr Dunning F/England
9 Nov 2020	12	Policies	Documents still to be reviewed are: <ul style="list-style-type: none"> <li>• Data Protection and The GDPR Statement (Carried Forward)</li> </ul>	Cllr Moore
08 Mar 2021	8.1	Community Shop	Joint zoom meetings with Boldre War Memorial Hall and Pilley Community Shop Ltd representatives have continued. Next meeting due on 30 <sup>th</sup> June 2022.	Continues
08 Mar 2021	11	Parish Guide	The Bridge - Parish Guide information due to be included.	C/Forward
13 Sep 2021	5.2	Durns	The reference number for this Enforcement case is QU/21/0160. BPC has received some information from Ethan Townsend (NPA)	Monitor
11 Oct 2021	12.1	Junior Parish Council	Cllrs Small and Humphreys will investigate possible interest in Boldre Parish. Carried Forward.	Councillors
8 Nov 2021	6.1.2	Shallows Lane bollards	The bollards have been replaced. However, only 13 of 20 keys received. The shortfall has been requested again from HCC on 1 <sup>st</sup> May 2022	HCC
8 Nov 2021	8.4	Dog Signs	The six 'no dogs' signs have finally been received.	Close
8 Nov 2021	9.1	Pavilion Electricity	An agreement with Scottish & Southern Electricity is likely to continue. A proposed Smart meter installation is still being considered.	Close for now
8 Nov 2021	12.3	Access gate	Hudson Davies Close - Clerk has contacted Abri/Radian requesting replacement of the gate with self-closing version. 'Holding' reply received.	Abri
13 Dec 2021	5.1	BPC Precept	Now received for April-September 2022	Close

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10 Jan 2021	6.1	HCC Pilley Hill	BPC has been informed that Pilley Hill does not now qualify for repairs under Operation Resilience, although promised for at least 5 years, as the required repair length is less than 50 metres. Further incident raised on 9 <sup>th</sup> June by The Clerk.	Monitor
10 Jan 2021	7.6	Footpaths F27 and F33	Clerk contacted HCC Countryside Service (Helen Barber) again on 10 <sup>th</sup> Feb 2022 requesting work on F27 and F33. No response as at 17/4/22. Recent tree work on-site has been noted.	HCC Cllr Dunning
14 Mar 2022	7.2	William Gilpin school	An email supporting the school's request for 20 MPH safety warning lights on the highway was sent to Ma Alison Woodward (HCC) on 13 <sup>th</sup> May 2022 but no reply received. Further email sent on 25 <sup>th</sup> June.	Clerk HCC
11 Apr 2022	9.3	BPC Strimmer	The 'new' strimmer has been repaired Free of Charge under warranty. But this is subject to a successful claim by SPG Machinery with their supplier (Echo). Clerk will thank SPG if this proves to be the case.	Monitor
11 Apr 2022	10.1	Payroll & HMRC	A payroll specialist has been employed to calculate and supply the HMRC with monthly information. This arrangement was approved unanimously as proposed by Cllr Slattery, seconded by Cllr Keen.	Monitor
11 Apr 2022	13.1	Fireworks: November 2022	Approved – to be managed by the Boldre Club and must be run by an organisation with £10M Public Liability Insurance. A bonfire will only be permitted if weather conditions (particularly wind direction) are favourable. Clerk will inform BPC's insurers of the event. Carried forward	Cllr Moore  Clerk
11 Apr 2022	13.2	13.2.1 Pavilion Keys	The back door can now be bolted on the inside. Groundsman and Cllr Small intend to replace the lock. Spare keys will then be obtained by the Clerk.	Groundsman & Cllr Small Clerk
11 Apr 2022	A.O.B	Post Box Rope Hill	Missing Post Box – Awaiting action by Royal Mail	Monitor
9 May 2022	9.2	N/Wood triangle	The Norley Wood Society are investigating the tarmac issue with Hampshire Highways. BPC have sent a supporting email. No progress as at 7 <sup>th</sup> June 2022.	HCC
9 May 2022	10.1	Emergency Plan	Councillors asked for feedback to be sent to Cllr Slattery	ALL
9 May 2022	10.6	Football Pitch (11x11)	Groundwork quotes received by Cllr Small	Cllr Small
9 May 2022	13.6	Death of a senior figure	Plans required to combine thoughts of BPC and local churches.	Cllr Humphreys & Clerk
<b>5</b>	<b>Planning</b>			
5.1	The full agreed planning <u>recommendations</u> to the New Forest National Park Authority (NPA) and/or the New Forest District Council (NFDC) are <b>attached at the bottom of these minutes</b> , to be sent to their Development Control sections. These Planning Authorities <u>decide</u> upon these applications.			
	NPA	22/00311	Electricity Sub Station by Railway Line, Beaulieu Road, Brockenhurst (Land exchange at Norley Farm) Comment 5 - Proposed by Cllr Slattery, seconded by Cllr Keen. Agreed unanimously	

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	NPA	22/00349 & 22/00350	Haywards Farm House, Church Lane, Boldre, Lymington Both Comment 5 - Proposed by Cllr Morton, seconded by Cllr Keen. Agreed by five Councillors with one Conflict of Interest	
	NPA	22/00411	Elmers Court Country Club, South Baddesley Road, Walhampton Comment 5 - Proposed by Cllr Slattery, seconded by Cllr Morton. Agreed unanimously	
	<b>NPA 22/00228</b>		Myrtle Cottage BPC recommended Comment 4 (refusal) of this application in May 2022 due to the scale of the outbuilding approved by the NPA under a Certificate of Lawful Development without the knowledge of the Parish Council. BPC decided not to attend the NPA Planning Committee where this will be discussed on 21 <sup>st</sup> June 2022 but a further representation will be sent to the Planning Officer.	Planning sub-group and Clerk
<b>6</b>	<b>Reports</b>			
6.1 & 6.2	Hampshire CC & NFDC		Cllrs Dunning and Duke were not at this meeting	
<b>7</b>	<b>Queen's Jubilee Celebrations</b>		Cllr Morton led an initial review. <ul style="list-style-type: none"> <li>Overall, a very successful event was noted, particularly: parishioner attendance numbers; the hog roast; bar facilities; Tug-of-War; Flight of the Flags; memorial tree planting.</li> <li>Lessons learned included the need for more communication; advertising; earlier planning for future events; improving post event cleaning</li> <li>Some thought the band was loud and the choir could not be heard.</li> <li>Emails or letters of thanks to be sent when a final list is agreed</li> </ul>	Clerk
<b>8</b>	<b>Highways</b>			
8.1	BPC Highways		Separate discussions held in May were inconclusive Discussion points included: <ul style="list-style-type: none"> <li>Sub-group very desirable to represent the Parish Council</li> <li>No nominations for sub-group chair or members were forthcoming</li> <li>Possibility of a Roads Warden from the community</li> <li>Needs to chase issues that require attention and promote ideas</li> <li>Communication path to Hampshire Highways</li> <li>Focus Groups desirable including interested parishioners</li> <li>Occasional meetings with Cllr Dunning and HCC Officer</li> </ul> <p>The Clerk had outlined the Discussion Draft of the potential Parish Strategy at the Annual Assembly assuming that a sub-group would exist.</p> <p>Further discussion will be required at the July meeting.</p>	
<b>9</b>	<b>Amenities</b>			
9.1	Lease Exclusions  New Play Area		<u>Landlord and Tenant Act</u> Some Councillors stated that they were not aware of the detail but Councillor Vincent Slattery, proposed that BPC agree to the exclusions from the Landlord and Tenant Act for the purposes of the proposed play area lease with Boldre War Memorial Hall, and that council delegates the authority to sign this agreement to the Chair (Oliver Moore), and for the Chairman to arrange for the necessary witness to this document. Seconded by Cllr Bolton. Five Councillors voted in favour with one abstention.	

9.2	Lease Agreement  New Play Area	<u>Lease Agreement</u> Some Councillors stated that they were not aware of the detail but Councillor Vincent Slattery proposed that BPC agree to the play area lease with Boldre War Memorial Hall, and that the council delegates the authority to sign this agreement to the BPC Chair (Oliver Moore) and the chair of Amenities (Sherwin Small). Seconded by Cllr Bolton. Five Councillors voted in favour with one abstention.	
9.3	Funding & Progress	Cllr Small provided an Amenities update in his absence but only the following items were discussed:	
9.3.1	Play Area: Funding to date	<p>a) Many grant sources have been considered. Many do not accept applications from local authorities. Also, a number of funding pots are targeting 'recovery from covid' projects,</p> <p>b) About 15 applications have been submitted, but only about 6 are still "open".</p> <p>c) As yet, we have only secured one grant of £2,000, so a very long way to go.</p> <p>d) Donations have been received from the Boldre WI, BWMH and two from parishioners.</p> <p style="text-align: center;">Total funding raised so far: £ 2,994. Target is £ 55,000</p>	
9.3.2	Proposed Crowd Funding	<p>a) Crowdfunder UK <a href="http://www.crowdfunder.co.uk/">www.crowdfunder.co.uk/</a></p> <p>b) No platform charges.</p> <p>c) 2.4% + 20p plus VAT transaction fee (£3.12 taken from a donation of £100, if calculated correctly by Cllr Small.</p> <p>d) Although billed as the "UK's #1 platform", I haven't been able to verify that yet, but its transaction fees are slightly lower than its competitors and there is a pot of extra funding that we may / may not be able to tap into (depending on their current funding partners).</p> <p><b>The Amenities sub-group would like to propose that a Crowdfunder account for the play project is set up.</b> When asked, the Clerk confirmed that such activity could not be expected from the new Payroll contractor). A proposed approach is requested for the July BPC meeting.</p>	Cllr Small
9.3.3	Football pitch groundworks	<p>A quote for £915 has been received to level the goalmouth nearest the pavilion. If we can secure a £200 contribution from Lynington Town FC, the cost reduces to £715.</p> <p><b>The Amenities sub-group proposed that this cost be approved so that work can commence and be completed before the start of the next season.</b></p> <p><b>BPC agreed subject to receiving a letter of intent from LTFC</b></p>	Cllr Small
Cllr England had to leave the meeting at this time (20:35). Cllr Humphreys took over the Chair			
9.4	Norley Bus Shelter	Roof repairs - carried forward to July meeting	
<b>10</b>	<b>Finance</b>		
10.1	Payments	BPC Payments of £ 4,642.01 were approved for June 2022	

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10.2	Bank	The reconciliation for May 2022 was not complete but will be prepared for agreement with The Chairman on 15 <sup>th</sup> June.	Clerk
10.3	Internal Audit	Completed by Lightatouch who noted that the (Financial) Risk Assessment had not been revised in 2021-22, but has been completed since. A further review will be produced by the Finance sub-group later in 2022.	
10.4	AGAR	The Annual Governance and Accountability Return was approved and signed as below – to be sent to the External Auditors	Clerk
	10.4.1 Governance Statement	Section 1 of the AGAR was signed by the meeting Chair (Cllr England) and the Responsible Finance Officer (The Clerk).	
	10.4.2 Accounting Statements	Section 2 of the AGAR had been signed by the Responsible Finance Officer prior to the meeting on 12 <sup>th</sup> June 2022. Cllr England (the meeting Chair) counter signed.	
10.5	Clerk's Pay Review	The Clerk left the meeting at 19:34 for a few minutes. The Clerks pay increase proposal was agreed unanimously. The Groundsman pay review was deferred	
<b>11</b>	<b>IT Summary</b>	Item Carried Forward to July meeting	
<b>12</b>	<b>External meetings</b>		
12.1	Consultative Panel	Solar Panels were mentioned as part of the NPA sustainability fund. The NFDC is determined to introduce wheelie bins.	
12.2	Quadrant meeting - Not attended		
<b>12.3</b>	<b>Core Skills</b>	Cllr Morton will be attending HALC Knowledge and Core Skills training on 15 <sup>th</sup> June.	
<b>13</b>	<b>A.O.B.</b>		
13.1	BPC Tree Inspections	Following advice from the NPA, the NFDC Corporate Tree Officer met Cllr Kempe, Mr Bell and The Clerk on-site. The NFDC offer a Health & Safety inspection service that Mr Mark Bursey estimates would take about 2-3 hours to complete and produce a report for any required work orders. This survey would be repeated about every 2 years for the entirety of Boldre Parish land chargeable at a current rate of £44 per hour. Clerk to send the proposed Service Level Agreement to BPC.	Clerk
13.2	Ferry Terminal 24 hours Licence	Although not a planning issue, the Planning sub-group are due to suggest a representation to Christa Ferguson Licensing Manager of the NFDC. Note that the final date for representations is 21 June 2022.	
13.3	Passenger Transport Services	Cllr Morton asked that an agenda item be included in July.	
13.4	Targeted Speed Limits	Inconclusive discussion again took place for locations including Portmore, N/Wood, Pilley shop, W.Gilpin School, Boldre Lane, S.Baddesley school	
<b>14</b>	<b>Next Meeting</b>	The next BPC meeting is now due on Monday 18 <sup>th</sup> July 2022	

The meeting closed at 21:05 hrs

## New Forest National Park (NPA) Planning Applications:

22/00311	Electricity Sub Station by Railway Line Beaulieu Road Brockenhurst	Change of use of land to Sui Generis operational railway land; installation of 1no. HV module, 2no. Auxiliary Transformer and 2no. Isolation Transformer units; fence and gates.  A site to the north east of Norley Farm, Thatchers Lane in Norley Wood is included in the application proposals (0.095 hectares) as proposed compensation. This compensation site is located within a conservation area.	Land exchange at Norley Farm <b>Comment 5</b> This very confusing application, with most unhelpful location map only applies to Boldre parish with regard to the land exchange at Norley Farm where it is proposed to take back into the Open Forest a strip of agricultural land in exchange for that required at Woodfidley. There is a query over the use of the word 'temporary' in this context.
22/00349 & 22/00350	Haywards Farm House, Church Lane, Boldre, Lymington, SO41 5PG	Application to vary condition 2 of Listed Building Consent 21/00553 for Two storey extension; single storey extension to replace existing conservatory; alterations to doors and windows; internal alterations; flue; greenhouse. (and Application for Listed Building Consent)	Both Comment 5
22/00411	Elmers Court Country Club South Baddesley Road Walhampton SO41 5ZB	Two storey extension to Health, Leisure & Fitness Spa building; alterations to and new doors and windows; balconies; external staircase; walkway and terraces; associated landscaping	<b>Comment 5</b> While not objecting in principle to the proposed extended facilities there are concerns about extra light pollution caused by the increased fenestration and also provision of adequate parking – also mentioned by the case officer.

### Comments Key:

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 have no objection to this planning application and are happy to accept the decision reached by the National Park or NFDC Authority's Officers under their delegated powers.