

## BOARHUNT PARISH COUNCIL MEETING - Minutes of 7th February 2018

<u>Present</u>	<u>Others present</u>	<u>Apologies/Absence</u>
Cllr J. Parker (Chair)	Clerk – G. Wright	None
Cllr R. Crowe (Vice Chair)	WCC Cllr N. Cutler (from 7.35pm)	
Cllr B. Dell	HCC Cllr P. Stallard (left at 8.30pm)	
Cllr D. Pynigar	6 members of the Public (left at 8.30pm)	
Cllr E. Schofield	Mr S. Brunet	
Item	Description	Action
<b>177/17</b>	<b>Apologies for absence</b>	
177.1/17	No apologies for absence were received.	
<b>178/17</b>	<b>To receive declarations of Disclosable Pecuniary Interests for items on the Agenda</b>	
178.1/17	<b>Cllr Parker</b> declared a non-pecuniary interest (NPI) regarding the Social Club in that he was the husband of the Chair of the Club. <b>Cllr Schofield</b> declared a NPI for agenda item 184 (i) as the land owner for the Planning Application.	
<b>179/17</b>	<b>To formally receive a Co-opted Member to the Parish Council</b>	
179/17.1	The Clerk confirmed that there was one remaining vacancy on Boarhunt Parish Council (BPC) and that Mr Sam Brunet had formally applied to fill it. Cllr Parker invited Mr Brunet to introduce himself to the Council. Mr Brunet addressed the meeting and provided details about himself, how he came to be living in the Parish and why he wanted to join the Parish Council. He explained that he and his young family were very happy residing in Boarhunt and that by joining the PC he hoped that he could help preserve the Village's character, enhance its facilities and maintain the attractiveness of its location for all to enjoy. Cllr Parker thanked Mr Brunet for his address and for expressing a desire to join the Council; he then formally proposed that Mr Brunet be Co-opted on to the Parish Council. <b>RESOLVED to unanimously APPROVE that Mr Sam Brunet become Co-Opted Member of Boarhunt Parish Council.</b>	<b>The Clerk</b>
<b>180/17</b>	<b>To receive resolution to suspend Standing Orders for no more than 10 minutes to allow members of the Public present to raise questions regarding items on the agenda.</b>	
180.1/17	<b>Public Participation</b> – Standing Orders were suspended and the meeting was adjourned for Public Participation. <b>Members of the Public (MOTP) raised the following matters:</b> (i) <b>Precept – had it been set yet?</b> <b>The Clerk</b> referred the MOTP to the minutes of the PC meeting held on 6 <sup>th</sup> December 2017 and the article in the Feb/March 2018 edition of the Parish Magazine. He confirmed at that meeting the budget for next financial year (2018/2019) had been set at £24,665 and Boarhunt's Parish requirement (Precept and Council Tax Support Grant) had been set at £23,000. This resulted in the Parish element of Council Tax, for a Band D property increasing by £5.10 to £74.15 per annum. (ii) <b>Traffic Speed Monitor (TSM) – situation report requested.</b> <b>Cllr Parker</b> said that the TSM had been returned to its manufacturers (WESTCOTEC) for fault investigation and to provide an estimate of repairs. The PC concluded that the estimated repair costs (£715) did not currently represent a good use of its funds and requested the company return the equipment so that the PC could consider the TSM's future at a later date. (iii) <b>Front Door of the Social Club – maintenance required.</b> <b>The Social Club Manager</b> reported that the run off of water combined with the camber of the road was continuing to cause damage to the front door of the Club. <b>Cllr Parker</b> said that this item would be added to the PC's list of projects. (iv) <b>Use of Village Hall – notification.</b> <b>The Social Club Manager</b> asked to be informed when the PC was using the Village Hall, so that he was aware that it was not available for other bookings. <b>Cllr Parker</b> agreed to this request.	<b>Cllr Parker</b>        <b>Cllr Parker/The Clerk</b>
180.2/17	<b>Hampshire County Councillor's (HCC) Report for February 2018 – HCC Cllr Stallard</b> had sent her report prior to the meeting and urged everyone to read it as lots of useful information were contained within the report which can be viewed on BPC's website at: <a href="http://www.boarhuntparishcouncil.org/2018_Agendas_Minutes_and_Councillor_Reports.aspx">http://www.boarhuntparishcouncil.org/2018_Agendas_Minutes_and_Councillor_Reports.aspx</a> Items covered in the report were: Road Repairs, Meals on Wheels for Young People, Employment Growth in Hampshire, Be Sugar Smart, School Transport, New Special Free School in Wymering, Short Breaks for Children with Disabilities and the Bayeux Tapestry. <b>HCC Cllr Stallard</b> said that she hoped the Parish made good use of the £2,000 Grant awarded to them (towards the cost of the proposed new Zip Wire and Log Trail) as this was the highest amount granted to any of her Parishes!	<b>All</b>
180.3/17	<b>Winchester City (District) Councillor's (WCC) Report -</b> <b>WCC Cllr Cutler</b> said the pre-submission <b>Gypsy and Traveller Document (G&amp;T DPD)</b> had now been published by WCC and only awaiting final Public comments before being submitted to the	



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	<p>hardstanding for Small Private Livery Yard. <b>Note: Cllr Schofield left the Council for this item. The PC supported the application</b>, subject to the following conditions:</p> <ol style="list-style-type: none"> <li>1) that if the existing access is moved and a new access created, then sufficient new hedging be planted to establish a healthy, robust and appropriate hedge in the space left by the old access and</li> <li>2) that it is confirmed that the owner of the private road (Bere Farm Lane) is satisfied with all aspects of the Planning Application, prior to permission being granted.</li> </ol> <p>(ii) <b>18/00125/TPO – Grey House, Southwick Road, North Boarhunt, PO17 6JW</b> – Fell 1 x Oak, 3 x Spruce, Tip Prune 1 oak and remove 2 metres. <b>The PC objected to the application</b> on the following grounds:</p> <ol style="list-style-type: none"> <li>1) that the scale of the tree work identified appears to be excessive and is contrary to the Landscape Guidelines contained in the Parishes Village Design Statement – ‘<i>Landowners are encouraged to retain existing hedgerows and trees ... The mature trees that line the main thoroughfares should be protected in order to preserve the natural screening that they provide ... The trees and hedges are much valued for their appearance and this attractive feature of the village should be encouraged as it is important for any village setting. The existing trees and landscape should be vigorously protected and maintained</i>’.</li> <li>2) The documentary evidence cited in the application (reports) has not been made available for public consumption. If WCC are minded to approve this application, then it should be conditional upon the replacement of all trees removed with similar native species of sufficient size and quality to negate as far as possible the removal of the existing trees.</li> </ol>	
<b>186/17</b>	<b>Planning Appeals</b>	
186/17.1	<p><b>The following Planning Appeal was noted:</b></p> <p>(i) <b>17/02641/FUL - Appeal Ref: 18/00002/REF – Mount Folly Cottage, Southwick Road, North Boarhunt, PO17 6JH</b> – Replacement of existing dwelling with single detached dwelling.</p>	
<b>187/17</b>	<b>Planning Decisions</b>	
187.1/17	<p><b>The following Planning Decision was noted:</b></p> <p>(i) <b>17/03267/NMA – Land Adjacent to Rowndale, Southwick Road</b> – Non-Material Amendment [NMA] to Planning Application 17/01999/FUL – New Window Specifications: <b>Decision: Accept Non-Material Amendment.</b></p>	
<b>188/17</b>	<b>Appeal Decisions</b>	
188/17.1	(i) None notified.	
<b>189/17</b>	<b>Enforcements</b>	
189.1/17	(i) None notified.	
<b>190/17</b>	<b>Other Planning matters</b>	
190.1/17	<p>(i) <b>Village Design Statement(VDS)/Parish Plan – Cllr Schofield</b> said that he had contacted an Architect who was willing to assist with updating the VDS for a fee. <b>The Clerk</b> confirmed that funds of up to £750 had been approved for this project. <b>Cllr Schofield</b> agreed to liaise with the Architect to progress the matter.</p> <p>(ii) <b>Pre-submission comments for Gypsy and Traveller DPD – The PC</b> noted the deadline for submitting comments to WCC.</p> <p>(iii) <b>Winchester District’s call for sites for Strategic Housing and Economic Land Availability Assessment (SHELAA) – The PC</b> noted the deadline for submitting documents.</p>	<b>Cllr Schofield</b>
<b>191/17</b>	<b>Village Hall, Community Activities and Events</b>	
191.1/17	(i) <b>Boarhunt’s participation in Great British Litter Pick on Saturday 17<sup>th</sup> March 2018 – The Clerk</b> said that he had registered Boarhunt PC as participants in this event and had contacted WCC to request equipment for the event.	
<b>192/17</b>	<b>Recreation Ground and Allotments</b>	
192.1/17	<p>(i) <b>Allotments</b> - the review of Allotment rules was completed. No changes, other than updating of the Clerk’s contact details were made.</p> <p>(ii) <b>Recreation Ground</b> – 3 quotes had now been obtained for the proposed Zip Wire and Trail equipment; initial professional advice from Boarhunt’s Play Equipment inspector had also been obtained. However, some other issues still needed to be resolved before an order for the equipment could be placed. It was hoped that these matters could be addressed at the Rec Ground meeting to be held on 25<sup>th</sup> Feb 2018.</p>	<b>The Clerk</b>  <b>Parish Council</b>
<b>193/17</b>	<b>Traffic Calming and Village Maintenance</b>	

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193.1/17	(i) <b>Traffic Calming Sign</b> - see 161.1/17 (vi) 152.1/17 above.	
<b>194/17</b>	<b>Other Council Business</b>	
194.1/17	(i) <b>None.</b>	
<b>195/17</b>	<b>Grant Applications &amp; Grant Submissions</b>	
195.1/17	(i) No grant applications received. (ii) No grant submissions made.	
<b>196/17</b>	<b>To receive Reports and Correspondence (for information only)</b>	
196.1/17	The following correspondence was noted: (i) Portsmouth Water – draft Drought plan for Consultation (2018) and Havant Thicket Reservoir. (ii) Esso – Southampton to London Pipeline. (iii) HALC (Hampshire Association of Local Councils) – E-update for January 2018.	
<b>197/17</b>	<b>Date of the next Meeting</b>	
	<b>It was confirmed that the next meeting of the Parish Council would be held on Wednesday 7th March 2018 at 7.30pm, in Boarhunt Memorial Hall, Trampers Lane, North Boarhunt, PO17 6DD</b>	
	The meeting closed at 9.10pm.	

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BOARHUNT PARISH COUNCIL - 7TH FEBRUARY 2018		
PAYMENTS MADE IN JANUARY 2018		
PAYEE	DESCRIPTION	AMOUNT
B S DELL	Travel & Parking costs to attend WCC Planning meeting - Dec 2017	£24.60
WCC	Dog Bin emptying Q3 of 2017, 7 bins @ £5/bin	£35.00
N W ADAMS	Play Inspection for period ending 29th Dec 2017 (VAT = £8.80)	£52.80
KOMPAN	50% of cost of Supplying Children's Playground equipment (Springy Motorcycle & Seesaw) VAT = £118.39	£710.34
G W WRIGHT	Salary, Office Allowance, & Travel - December 2017	£301.64
January 2018	<b>TOTAL</b>	<b>£1,124.38</b>

PAYMENTS TO BE MADE IN FEBRUARY 2018		
PAYEE	DESCRIPTION	AMOUNT
G W WRIGHT	Salary, Office Allowance & Travel - January 2018	£315.14
MJR Services	Purchase of fence posts for repairs to fence in Children's Play Area (Invoice No. 359)	£22.50
February 2018	<b>TOTAL</b>	<b>£337.64</b>

RECEIPTS		
FUNDS RECEIVED DURING JANUARY 2018		
RECEIVED FROM	DESCRIPTION	AMOUNT
HCC	HCC Cllr's Grant towards cost of Children's Play equipment	£2,000.00
	<b>TOTAL</b>	<b>£2,000.00</b>

Funds as per cash book at 31st January 2018 £34,832.15

less Earmarked Reserves

Youth Funds	£3,737.06	
Village Gates	£1,445.99	
		<b>£5,183.05</b>

= Unrestricted Funds £29,649.10

Less Payments due in February 2018 (as above) £337.64

= Net Unrestricted Funds available as at 7th February 2018	<b>£29,311.46</b>
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**BOARHUNT PARISH COUNCIL MEETING - Minutes of 7th February 2018**

**BOARHUNT PARISH COUNCIL - Financial Report  
for Financial Yr to Date 31st January 2018**

FY 17/18 Annual	FY 17/18 Actual v Budget		FY 17/18 Actuals as at 31st Jan 18 (M10)	FY 17/18 Forecast as at 31st Mch 2018 (M12)	FY17/18 VARIANCE Jan 18 v Mch 18 (M10 v M12)
£	%		£		
<b>RECEIPTS</b>					
19,161.00	100%	Parish Precept	19,161.00	19161	-
839.00	100%	Council Tax Support Grant	839.00	839	-
<b>20,000.00</b>	<b>100%</b>		<b>20,000.00</b>	<b>20,000</b>	<b>-</b>
0	0%	Other Grants received	3,288.02	3538.02	250.00
150	102%	Allotment Income	152.50	152.50	-
		Other (e.g. Rent, VAT reclaimed, Bank interest & Sponsorship)	1,233.09	1263.16	30.07
<b>20,150.00</b>	<b>122%</b>	<b>TOTAL RECEIPTS</b>	<b>24,673.61</b>	<b>24,953.68</b>	<b>280.07</b>
<b>PAYMENTS</b>					
3,250	75%	Net Salaries & Allowances	2,449.26	3266	816.74
0	0%	HMRC Deductions	-	0	-
200	94%	Clerk's Expenses	188.95	325	136.05
		Chairman's Allowance (incl Public Meeting, Traffic Calming & Cllr's Expenses)	24.60	100	75.40
100	25%	Bank charges	57.64	100	42.36
		Capital Expenditure (incl Parish Noticeboard, etc)	1,880.43	12000	10,119.57
350	129%	Audit Costs	453.00	435	18.00
300	122%	Administration Costs	366.54	442	75.46
400	96%	Insurance	384.55	385	0.45
375	66%	Subscriptions	249.00	300	51.00
400	50%	Rents paid to Southwick Estate	200.00	400	200.00
1000	90%	Grants Paid Out	900.00	1000	100.00
300	0%	Section 137 Payments	-	0	-
300	43%	Training	129.50	300	170.50
		Rec. Ground (incl Equipment Repairs & Maintenance, Pest control & Play Inspections)	497.00	1000	503.00
300	0%	Legal, Social Club, etc	-	0	-
		Utilities (incl Street Lighting & Rec Ground)	499.84	500	0.16
		Allotments (incl share of Grounds Maintenance & Water)	181.36	225	43.64
1500	37%	VAT (to be claimed/reclaimed)	555.92	1500	944.08
1875	0%	Village Hall Building Reserve	-	0	-
350	100%	Website Costs	350.00	350	-

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		Grounds Maintenance (excl Allotments share)	1,012.50	1500	487.50
1800	56%				
<b>20,000</b>	<b>52%</b>	<b>TOTAL PAYMENTS</b>	<b>10,380.09</b>	<b>24,128</b>	13,747.91
		Balance brought forward on 01/04/2017	20,538.63	20,538.63	-
		ADD Total Receipts	24,673.61	24,953.68	280.07
			45,212.24	45,492.31	280.07
		LESS Total Payments	<b>10,380.09</b>	<b>24,128</b>	<b>13,747.91</b>
		= Cash Balance as at 31/01/18	<b>34,832.15</b>	<b>21,364.31</b>	<b>- 13,467.84</b>

**Funds represented by:**

Current Account Balance (Unity Bank) 31.01.18	27,392.54	
Current Account Balance (Lloyds Bank)	87.02	
Savings Account (Scottish Widows) 01.11.17	6,853.19	
Savings Account (Lloyds Investment)	499.40	
<b>= Reconciled Bank Balances</b>	<b>34,832.15</b>	21,364.31

**Details of Funds held**

**Earmarked Reserves**

Youth Funds	3,737.06	
Village Gates Sponsorship	1,445.99	
<b>Total Earmarked Reserves</b>	<b>5,183.05</b>	1445.99

**Unrestricted Funds**

Unrestricted funds available	29,649.10	19,918.32
<b>Total Unrestricted Funds</b>	<b>29,649.10</b>	

**Total Parish Council Funds**

<b>= Total Earmarked Reserves &amp; Total Unrestricted Funds</b>	<b>34,832.15</b>	21,364.31
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Signed: Geoff Wright  
Responsible Financial Officer to Boarhunt Parish Council

Date: 07/02/2018