

BOARHUNT PARISH ANNUAL COUNCIL MEETING - Minutes of 4th October 2017

<u>Present</u>	<u>Others present</u>	<u>Apologies/Absence</u>
Cllr J. Parker	Clerk – G. Wright	HCC Cllr P. Stallard
Cllr R. Crowe	WCC Cllr N. Cutler	WCC Cllr A. Clear
Cllr B. Dell	5 members of the Public	WCC Cllr T. Evans
Cllr D. Pynigar		
Cllr E. Schofield		
Item	Description	Action
99/17	Apologies for absence	
99.1/17	Apologies for absence were received from HCC Cllr Stallard and WCC Cllrs Clear and Evans.	
100/17	To receive declarations of Disclosable Pecuniary Interests for items on the Agenda	
100.1/17	Cllr Parker declared a non-pecuniary interest regarding the Social Club being husband to the Chair of the Club.	
101/17	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.	
101.1/17	<p>Public Participation – Standing Orders were suspended and the meeting was adjourned for Public Participation.</p> <p>Members of the Public raised the following matters: -</p> <ol style="list-style-type: none"> 1) Provision of Dog Bins – a member of the Public (MOTP) reported increased incidences of dog fouling in the Parish and asked the PC to consider if provision of a Dog Bin in the Southwick Road/Blackhouse Lane/Bere Farm Lane would help improve matters. Following discussion Cllr Parker requested this item be included as an Agenda item for the next PC meeting and also be publicised on the website and in the Parish Magazine. 2) Weeds on the Pavement in Trampers Lane – a MOTP reported that weeds on and, alongside the paved footway in Trampers Lane had grown out of control and were becoming a hazard. The Clerk said WCC had adopted a ‘no spray’ policy for paved footways and that spraying regulations had also been made more stringent. Following discussion, it was agreed that remedies should be sought and possible solutions shared at a future meeting. 3) Parish Council Surgeries – a MOTP asked if surgeries were still being held. Cllr Parker said that unfortunately the last surgery (due to be held during July) was cancelled, but was pleased to announce that the next one would be held on Saturday 18th November 2017 from 2pm to 4pm in the Parish Memorial Hall, North Boarhunt, PO17 6DD. There were no further questions raised, however the following matters were raised: - 4) Vacancy for a Parish Councillor – Cllr Parker reminded everyone that there was a Vacancy for a Parish Councillor and that anyone interested in joining the Council should contact him or any of the other Parish Councillors or the Clerk. 5) Younger members of the Parish – Cllr Parker said that he had received two letters from younger members of the Parish (9 & 10-year olds) asking for the PC to consider their ideas for new activities at the Recreation Ground in Trampers Lane. One idea was for a dirt ramp near the Pavilion; another was for an off-road Bike track near the scrub-land by the Tennis/Basketball Court area and a further idea was for a Zip wire to be installed. Councillors welcomed the ideas and said they would consider them further during their inspection of the Rec Ground, Pavilion and Play Equipment on 12th October 2017. However, before any ideas were progressed further it would be necessary for full consultation to take place involving the whole Parish; all aspects including costs, planning, project management, supervision, environmental matters and funding would need careful consideration before any agreement to proceed was made. 	<p>The Clerk</p> <p>All</p> <p>All</p> <p>All</p> <p>All</p>
101.2/17	<p>Hampshire County Councillor’s (HCC) Report for September 2017– HCC Cllr Stallard had sent her apologies for absence and submitted her report prior to the meeting. Cllr Parker read extracts from the report during the meeting; the main issues highlighted were: - Balancing the Budget, Flooding, Driver Skills Scheme 60+, Health & Care for Adults, Helping Families, Supporting Families, Safeguarding Children, Becoming a Countryside Champion and Funds for the Community. Full details can be found on the Boarhunt Parish Council website at: http://www.boarhuntparishcouncil.org/Document/Default.aspx?DocumentUid=8e2f7e24-bc16-4147-b415-308659a33614</p>	
101.3/17	<p>Winchester City (District) Councillor’s Report - WCC Cllr Cutler said that he had not been able to talk to WCC’s solicitor regarding development matters of the Wickham Court site, Blackhouse Lane/Southwick Road, North Boarhunt, but hoped to do so soon.</p>	WCC Cllr Cutler

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	WCC Cllr Cutler said that he had attended a recent briefing on Enforcement issues, but remained sceptical regarding lack of Enforcement action being taken in Boarhunt.	
101.4/17	Police Report – Once again no representatives were present at the meeting and no report had been received. Standing Orders were resumed.	
102/17	To receive and approve the Minutes of the meeting held on 5th July 2017 and 6th September 2017	
102.1/17	It was RESOLVED to APPROVE the minutes of the meeting held on 5 th July 2017 and 6 th September 2017.	
103/17	Actions from previous Meetings	
103.1/17	Outstanding actions were discussed and agreed.	
104/17	To receive the Parish Clerk's report	
104.1/17	The Clerk reported that the BT phone box door had now been secured with cable ties, but no date for removal of the phone box had been received. He said that he had attended training organised by the Society of Local Council Clerks (SLCC) on Budgeting and Investments for Parish Councils on 12 th September 2017 and would forward information to Members; he confirmed that Boarhunt Parish Council (BPC) had renewed its registration with the Information Commissioners Office (ICO) until 5 th October 2018. He said that he had responded to queries raised by Mr R Young regarding Allotments, Planning and Councillors disclosable interests. The Clerk said that he would be attending a Campaign for Rural England (CPRE) Planning Conference on 5 th October 2017 and a Hampshire Association of Local Councils (HALC) Officers update on revised Audit arrangements on 18 th October 2017.	
105/17	Finance and Council business	
105.1/17	(i) It was RESOLVED to approve payments made during September and items due for payment in October. Receipts were noted. (Note: details of transactions are listed at the end of this report).	
105.2/17	(ii) It was RESOLVED to approve the Financial Report for the Financial year to date 31 st August 2017. The Bank reconciliation was agreed and balances held in Earmarked reserves and as Unrestricted funds were noted. (Note: A copy of the Financial report can be found at the end of these minutes).	
105.3/17	(iii) The proposed Scheme of Delegation was not agreed . Cllr Parker and the Clerk agreed to review the response from Hampshire Association of Local Councils (HALC) and clarify matters raised outside of the meeting and report back to Members in due course.	Cllr Parker The Clerk
106/17	Planning Applications	
106.1/17	None notified.	
107/17	Planning Appeals	
107/17.1	None notified.	
108/17	Planning Decisions	
108.1/17	17/01624/FUL – Land Adjacent to Grey House, Southwick Road, North Boarhunt – New vehicular access to replace existing vehicular access with very limited sight lines to highway – Application Permitted.	
109/17	Appeal Decisions	
109/17.1	None notified.	
110/17	Enforcements	
110.1/17	No further enforcements reported.	
111/17	Other Planning matters	
111.1/17	WCC's Public consultation of draft Traveller Development Plan Document – period for public comments now closed. <i>Post meeting note: Comments submitted can be viewed on WCC's Planning Portal via the following link: https://winchester.citizenspace.com/policy-and-planning/gypsy-traveller-and-travelling-showpeople/</i>	All
112/17	Village Hall and Community Activities	
112.1/17	Nothing further to report.	
113/17	Recreation Ground and Allotments	
113.1/17	Recreation Ground – Flag Pole - Cllr Schofield said that he would like to make the purchase and installation of the Flag Pole sited on the Recreation Ground, a gift to the Parish of Boarhunt. Cllr Parker moved a vote of thanks to Cllr Schofield for his generosity and said that several people had commented favourably on the new asset and the flags flying from it. Play Inspection Report – 30th September 2017 – Cllrs agreed to follow up items highlighted on the report during their visit on 12 th October.	

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113.2/17	<p>Allotments - The Clerk said that he was awaiting a response from a person on the waiting list regarding Cllr Parker's offer to allocate half of his current full plot. Cllr Schofield suggested that further plots might be able to be created on ground behind the Rec Ground. It was Resolved to turn off the Water supply to the Allotments annually on Michaelmas Day (29th September) and turn it back on again on Lady Day (25th March). Cllr Schofield volunteered to action this for 2017.</p>	Cllr Schofield
114/17	Traffic Calming and Village Maintenance	
114.1/17	Mowing of the verge along the B2177 was still being investigated.	The Clerk
114.2/17	Reports had been received of speeding traffic near Manor Farm in South Boarhunt. The Clerk was investigating the matter with HCC/WCC to see what measures could be taken.	The Clerk
114.3/17	Cllr Parker said that he still needed to check out the functionality of the Speed sign.	Cllr Parker
115/17	Other Council Business	
115.1/17	Cllr Pynigar reported that he was unable to attend the Code of Conduct training on 2 nd October 2017 due to illness. The Clerk said that the next training by WCC would probably be during 2018.	
116/17	To receive Reports and Correspondence	
116.1/17	<p>The following reports and correspondence had been received:</p> <ul style="list-style-type: none"> (i) Fly tipping from WCC – Information to be published on BPC website. (ii) Home Start Meon Valley – Ambassadors required. Contact Francesca Reid, Projects Coordinator on 01329 835936 if you can make a difference to families in Boarhunt. (iii) Dale Valley Training Course on 24th November 2017 – Tree Survey & Inspection (iv) Introduction to Health & Safety for Parish Councils – HALC – 20th Nov 2017. (v) HALC – e-update for September published. 	
117/17	Date of next Meeting	
	It was confirmed that the next meeting of the Parish Council would be held on Wednesday 1st November 2017 at 7.30pm, in Boarhunt Memorial Hall, Trampers Lane, North Boarhunt, PO17 6DD	
	For information only – Items for next meeting	
	<ul style="list-style-type: none"> • Budget setting Guidelines for 2018/2019 Budget • Dates of Meetings for 2018 & Annual Parish Assembly • Data Protection & implications of General Data Protection Regulations (GDPR) • Review of charges for Allotments for 2018/19. • Draft Plan of Events for 2018 (including dates for Parish Surgery) • Trees (including Tree protection & resources required) • Village Design Statement/Village Plan 	
	The meeting closed at 8.42pm.	

**BOARHUNT PARISH COUNCIL - Financial Report
for Financial Yr to Date 31st August 2017**

FY 17/18 Annual	FY 17/18 Actual v		FY 17/18 Actuals as at
Budget £	Budget %		August 17 (M0! £
<u>RECEIPTS</u>			
19,161.00	50%	Parish Precept	9,580.50
839.00	50%	Council Tax Support Grant	419.50
<u>20,000.00</u>	<u>50%</u>		<u>10,000.00</u>
0	0%	Other Grants received	1,288.02
150	102%	Allotment Income	152.50
0	0%	Other (e.g. Rent, Bank Interest, VAT reclaimed & Sponsorship)	1,233.01
<u>20,150.00</u>	<u>63%</u>	TOTAL RECEIPTS	<u>12,673.53</u>
<u>PAYMENTS</u>			
3,250	25%	Net Salaries & Allowances	816.42
0	0%	HMRC Deductions	-
200	47%	Clerk's Expenses	93.10
		Chairman's Allowance (incl Public Meeting, Traffic	
100	0%	Calming & Cllr's Expenses	-
100	39%	Bank charges	38.72
		Capital Expenditure (incl Parish Noticeboard, etc)	1,220.70
350	67%	Audit Costs	235.92
300	25%	Administration Costs	75.00
400	0%	Insurance	-
375	66%	Subscriptions	249.00
400	0%	Rents paid to Southwick Estate	-
1000	5%	Grants Paid Out	50.00
300	0%	Section 137 Payments	-
300	8%	Training	25.00
		Rec. Ground (incl Repairs, Maintenance, Pest control & Play Inspections)	79.00
300	0%	Legal, Social Club, etc	-
		Utilities (incl Street Lighting & Rec Ground)	441.14
		Allotments (incl share of Grounds Maintenance & Water)	54.02
225	24%		
1500	23%	VAT (to be claimed/reclaimed)	349.27
1875	0%	Village Hall Building Reserve	-
350	100%	Website Costs	350.00

**BOARHUNT PARISH COUNCIL - Financial Report
for Financial Yr to Date 31st August 2017**

		Grounds Maintenance (excl Allotments share)	337.50
1800	19%		
20,000	22%	TOTAL PAYMENTS	4,414.79
		Balance brought forward on 01/04/2017	20,538.63
		ADD Total Receipts	12,673.53
			33,212.16
		LESS Total Payments	4,414.79
		= Cash Balance as at 31/08/17	28,797.37

Funds represented by:	
Current Account Balance (Unity Bank) 31.08.17	21,357.84
Current Account Balance (Lloyds Bank)	86.94
Savings Account (Scottish Widows)	6,853.19
Savings Account (Lloyds Investment)	499.40
= Reconciled Bank Balances	28,797.37

Details of Funds held	
Earmarked Reserves	
Youth Funds	3,737.06
Village Gates Sponsorship	1,445.99
Total Earmarked Reserves	5,183.05
Unrestricted Funds	
Unrestricted funds available	23,614.32
Total Unrestricted Funds	23,614.32
Total Parish Council Funds	
= Total Earmarked Reserves & Total Unrestricted Funds	28,797.37

Signed: _____ Date: 28/09/2017
 Geoff Wright
 Responsible Financial Officer to Boarhunt Parish Council

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BOARHUNT PARISH COUNCIL - 4TH OCTOBER 2017		
FURTHER PAYMENTS MADE IN SEPTEMBER 2017		
PAYEE	DESCRIPTION	AMOUNT
Souther Electric	Electricity incl Standing charge for Sports Pavilion (VAT @5% = £1.17)	£24.62
Unity Trust Bank	Bank charges for period 1/6/17 to 30/9/17 incl.	£18.00
	Total	£42.62
PAYMENTS SCHEDULE FOR OCTOBER 2017		
PAYEE	DESCRIPTION	AMOUNT
CLAYMART (B C MARTIN)	Grounds Maintenance for August & September 2017	£250.00
N W ADAMS	Quarterly Play Inspection for period ended 30th Sep 2017 (VAT = £8.80)	£52.80
ST NICHOLAS CHURCH, BOARHUNT	Grant towards Grounds Maintenance & Parish Magazine	£600.00
G W WRIGHT	Salary, Office Allowance & Expenses (incl £30 for CPRE Planning Training Event)	£350.54
The Southwick Estate	6 months Rent for Rec Ground only for period 26/3/17 to 29/9/17	£150.00
Zurich Insurance	Parish Council insurance for period 23rd Sep 2017 to 22nd Sep 2018	£384.55
Sep-17	TOTAL	£1,787.89

RECEIPTS		
FUNDS RECEIVED DURING September 2017		
RECEIVED FROM	DESCRIPTION	AMOUNT
WCC	Precept & CTS for Final half-year of 2017/18	£10,000.00
	TOTAL	£10,000.00

Funds as per cash book at 30th Sep 2017	£37,607.12
less Earmarked Reserves	
Youth Funds	£3,737.06
Village Gates	£1,445.99
	£5,183.05
= Unrestricted Funds	£32,424.07
Less Payments due in October 2017 (as above)	£1,787.89
= Available Funds as at 4th October 2017	£30,636.18