

BOARHUNT PARISH ANNUAL MEETING OF THE COUNCIL - Minutes of 4th July 2018

<u>Present</u>	<u>Others present</u>	<u>Apologies/Absence</u>
Cllr B. Dell (Chair)	Clerk – G. Wright	Cllr R. Crowe
Cllr S. Brunet	WCC Cllr N. Cutler	Cllr J. Parker
Cllr D. Pynigar	7 members of the Public for part/all of the meeting.	HCC Cllr P. Stallard
Cllr E. Schofield	2 PCSO's for part of the meeting.	WCC Cllr A. Clear
		WCC Cllr T. Evans

Item	Description	Action
61/18	Apologies for absence	
61.1/18	Apologies for absence were received and accepted from Cllrs Parker and Crowe . Apologies were also received from HCC Cllr Stallard and WCC Cllrs Clear and Evans.	
62/18	To receive declarations of Disclosable Pecuniary Interests for items on the Agenda	
62.1/18	Cllr Schofield declared an interest in agenda item 69 (i) [Planning applications] as a near neighbour to the property.	
63/18	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.	
63.1/18	(i) A Member of the Public (MOTP), who had been unable to attend the PC meeting in May 2018 raised concerns regarding the potential proposed development on land adjacent to the Grey House in Southwick Road. WCC Cllr Cutler outlined the District Council's (WCC) current policy regarding land within Boarhunt. The Clerk said that the PC were unable to formally comment on Planning matters until a formal application had been submitted to WCC. (ii) Another MOTP commented upon overhanging hedges and the abundance of weeds along the path in Trampers Lane; the PC agreed to contact HCC/WCC regarding these matters for further advice.	
63.2/18	Hampshire County Councillor's (HCC) Report – HCC Cllr Stallard sent her apologies for absence prior to the meeting and had submitted her written report to the Parish Council (PC) earlier. The full report can be found on the following link: http://www.boarhuntparishcouncil.org/Document/Default.aspx?DocumentUid=B6A09512-F51A-4383-B515-9C36C7D298EC	
63.3/18	Winchester City (District) Councillor's (WCC) Report - WCC Cllr Cutler , gave a verbal report on the following matters: (i) Withdrawal of Planning Appeal for Planning Application 17/00951/FUL – The Old Piggery, Firgrove Lane (ii) Winchester City Council (WCC) – Balance of Political Parties and lack of Openness regarding the new Leisure Centre process.	
63.4/18	Police Report – PCSO Towler and another PCSO were present at the meeting. PCSO Towler commented on the main current issues of concern to the Parish, namely Speeding and Fly Tipping. He said Fly tipping was now the responsibility of WCC and HCC and matters should be reported to them. PCSO Towler said Speeding continued to be of concern and that efforts were made to control Speeding in the Meon Valley but due to changed priorities these were less rigorous than before. He said that he would like to arrange a Police and Community Action Team (PACT) meeting in September and was keen to help protect the vulnerable, especially from 'Scammers' including unwanted	PCSO Towler/

BOARHUNT PARISH ANNUAL MEETING OF THE COUNCIL - Minutes of 4th July 2018

	Door step traders. Advice was also given regarding vehicles obstructing the pavement.	Parish Council
64/18	To receive and approve the Minutes of the meeting held on 6th June 2018	
64.1/18	It was RESOLVED to Approve the minutes.	
65/18	Actions Outstanding from previous Meetings	
65.1/18	<ul style="list-style-type: none"> (i) 150.1/17 (ii) Branches on overhanging Trees in Trampers Lane – Clerk to provide agent for Southwick Estate with photographic information. (ii) 190.1/17 Village Design Statement (VDS)/Parish Plan – meeting of group to be arranged (iii) 36.1/18 (iii) Water Supply to Allotments and Rec Ground – Rec Ground supply still an issue. (iv) 38.1/18 (i) Action and resources regarding GDPR – ongoing, information still being clarified. (v) 39.1/18 (iii) Steve Lincoln, WCC Community Planning Manager for Housing Services to be invited to attend a future PC meeting - not yet invited. 	<p>The Clerk</p> <p>Cllr Schofield</p> <p>The Clerk/Cllr Schofield</p> <p>OWG/The Clerk</p> <p>The Clerk</p>
66/18	To receive Report and recommendations from the Operational Working Group (OWG)	
66.1/18	The Parish Council (PC) received the following reports from the OWG: (i) BPC's Draft Privacy Notice. The PC RESOLVED to APPROVE the document.	The Clerk
67/18	To receive the Parish Clerk's report (for information only)	
67.1/18	The Parish Clerk reported on the following matters: Annual Accounts now completed and sent to External Auditor for Limited Assurance Review – information on PC website; attending Southern Parishes meeting 9 th July 2018.	
68/18	Finance and Council Business	
68.1/18	<ul style="list-style-type: none"> (i) Receipts and payments made during June 2018 were noted and payments due in July 2018 were approved (details at end of minutes). (ii) The Financial report for the year to date 30th June 2018 was received; the Bank reconciliation agreed and balances and reserves held were noted (details at end of minutes). (iii) The Internal Auditor's report was received and recommended actions were agreed. (iv) The PC endorsed the amended rent increase from Southwick Estates for the Allotments lease to £125 per annum (from £100 per annum) payable half yearly in arrears on 25th March and 29th September; first payment of the revised rate due on 29th September 2018. (v) Progress made on the Boarhunt Village Community Emergency Action Plan was noted. It was agreed that the Operational Working Group (OWG) should progress the Draft Plan at their next meeting to be held on Thursday 12th July 2018 and that Volunteers be sought to help populate the Plan. (vi) The acknowledgement of the updated declaration of compliance from the Pensions Regulator was noted. (vii) WCC's Playing Pitch Strategy document was noted. (viii) The agenda for the Southern Parishes meeting to be held on 9th July 2018 was considered; the Clerk was authorised to represent the PC at this meeting. (ix) The Uplands Parish Council Lengthsman Group agreement for the 	<p>The Clerk</p> <p>The Clerk</p> <p>Members/ The Clerk</p> <p>OWG/ Volunteers</p> <p>The Clerk</p> <p>The Clerk</p>

BOARHUNT PARISH ANNUAL MEETING OF THE COUNCIL - Minutes of 4th July 2018

	<p>period 1st April 2018 to 31st March 2019 was approved; it was noted that the next meeting of the Group was on Tuesday 25th September 2018 and the Clerk was authorised to represent the PC at this meeting.</p> <p>(x) Further guidance received from HALC regarding Data Protection Registration was noted.</p> <p>(xi) The Clerk was authorised to supply information to Came and Company regarding a Parish Insurance Quotation.</p> <p>(xii) A request from CPRE for the PC to 'sign' a petition regarding proposed Government changes to Exploratory Fracking was noted.</p> <p>(xiii) Unity Trust Bank's changes to charges from 4th September 2018 was noted.</p>	<p>The Clerk</p>
69/18	Planning Applications	
69.1/18	<p>The following Planning Application was considered: 18/01377/TPO – Chestnut Cattery, Southwick Road, North Boarhunt, PO17 6JF – Permission sought to climb/dismantle a 7.5m high Holly tree (diameter of 22.5cm) ... which is becoming ... unstable on an eroding bank in very close proximity to several cats' pens/blocks, as well as the Reception building. The Holly is within a blanket of preserved trees but is of very little amenity value. The PC RESOLVED to raise No Objection to this application.</p>	<p>The Clerk</p>
70/18	Planning Decisions	
70.1/18	<p>The following Planning decision was noted: 18/01276/NMA (NMA to 17/01999/FUL) – Rowndale, Southwick Road, North Boarhunt, PO17 6JH – revised materials to dormer cheeks – Planning Decision: ACCEPT Non-material Minor Amendment. Date of Decision: 22 May 2018.</p>	
71/18	Planning Appeals	
71.1/18	<p>WITHDRAWAL of the following Planning Appeal was noted: (i) 17/00951/FUL – Planning Inspectorate Appeal Reference: APP/L1765/W/17/3190822 – The Old Piggery, Firgrove Lane, North Boarhunt [This application refers to both The Old Piggery and The Withy Beds Sites] - Permanent retention of 26 residential caravans for travellers and 6 transit pitches, together with associated access arrangements, foul water disposal, landscaping and earth bund. PLEASE NOTE: THIS DOES NOT MEAN THAT THE ORIGINAL APPLICATION (17/00951/FUL) FOR PLANNING PERMISSION HAS BEEN WITHDRAWN; THAT APPLICATION IS STILL CURRENT AND HAS YET TO BE DETERMINED. NOTIFICATION of the following Planning Appeal had been received: (ii) 18/00002/REF (17/02641/FUL) Appeal Reference: APP/L1765/W/18/3193430 – Mount Folly Cottage, Southwick Road, North Boarhunt, PO17 6JH – Replacement of existing detached dwelling with single detached dwelling. The PC RESOLVED to make no further comment regarding this Appeal.</p>	
72/18	Other Planning Matters	
72.1/18	(i) No other matters were raised.	
73/18	Planning Enforcements	
73.1/18	<p>(i) The possible breach regarding (17/01315/PNCOU), [Stubbingtons] The Yard, Trampers Lane, PO17 6BZ was still being investigated. (ii) No other Enforcement issues were raised.</p>	
74/18	Grants	
74.1/18	(i) There were no applications received by the PC from organisations seeking grants.	

BOARHUNT PARISH ANNUAL MEETING OF THE COUNCIL - Minutes of 4th July 2018

	(ii) The PC made no applications to other organisations for grants. (iii) There were no further updates.	
75/18	Village Hall, Community Activities and Events	
75.1/18	(i) It was agreed that a member of the Social Club Committee should be invited to the next PC meeting to provide information regarding outstanding Repairs and Replacements to the Building. (ii) Information for inclusion in the Southwick & Boarhunt Parish Magazine was agreed.	Parish Council/ Social Club Committee
76/18	Recreation Ground and Allotments	
76.1/18	(i) Recreation Ground – Volunteer(s) were still required to monitor the safe use of Play equipment. If you would like to help in this task, please contact a Parish Councillor or the Clerk. (ii) Allotments – The Clerk said that invoices, together with summary accounts and updated rental agreements would be issued soon.	All Volunteers The Clerk
77/18	Highways, Traffic Calming and Village Maintenance	
77.1/18	(i) Correspondence from a Parishioner regarding traffic calming on the B2177 (Southwick Road) was considered. It was resolved to contact HCC to see if any further measures could be put in place to further enhance Village ‘Gateway’ change of speed limits. (ii) It was noted that HCC’s Passenger Transport forum met on 21 st June 2018. (iii) HCC’s consultation on Permit scheme for Works & Street works was noted. (iv) It was agreed to consider any response to the HCC consultation on Street Lighting, Supported Passenger Services & the Concessionary Travel Scheme at the next PC meeting. Response required by midnight on 5th August 2018.	The Clerk/Parish Council Parish Council
78/18	Other Council Business	
78.1/18	(i) There were no further items to report.	
79/18	To receive Reports, note Correspondence and consider responses	
79.1/18	The following items were noted: (i) Change of Communications Officer at Hampshire Association of Local Councils (HALC). The Clerk had responded to the following matters on behalf of the PC (ii) (a) Correspondence from Royale Parks regarding Planning permission. (b) Email from Parishioner regarding Broadband. (c) Email from Parishioner regarding the grass at Boarhunt Garage. (d) Email from Parishioner regarding Parish Council article in the Parish Magazine.	
80/18	Date of next Meeting:	
	The date of the next meeting of the Parish Council was confirmed as Wednesday 1st August 2018 at 7.30pm in Boarhunt Memorial Hall, Trampers Lane, North Boarhunt, PO17 6DD	
	The meeting closed at 9.10pm.	
	CONTACT DETAILS FOR THE CLERK to Boarhunt Parish Council email: boarhuntpc@gmail.com Phone: 0755 711 8073	

BOARHUNT PARISH ANNUAL MEETING OF THE COUNCIL - Minutes of 4th July 2018

BOARHUNT PARISH COUNCIL - 4TH JULY 2018		
PAYMENTS MADE IN JUNE 2018		
PAYEE	DESCRIPTION	AMOUNT
PlayQuest	Balance due for Supply & Installation of Play Equipment (VAT = £1,120.00)	£6,720.00
D Pynigar	Travel Expenses for attendance at Lantra Tree Course	£12.60
G W WRIGHT	Salary, Allowance, Travel May 2018	£411.11
E-Mango	Web Services (VAT = £70.00)	£420.00
Southern Electric	Rec Ground Electric (VAT = £1.07)	£22.63
B C Martin (Claymart)	May Grounds Maintenance	£135.00
G W WRIGHT	Salary, Allowance, Travel June 2018	£329.43
Do the Numbers	Internal Audit Fees 2017-18	£190.00
Unity Trust Bank	Bank Charges Q1 2018-19	£18.00
Jun-18	TOTAL	£8,258.77

PAYMENTS APPROVED BUT NOT MADE IN April, May or June 18		
PAYEE	DESCRIPTION	AMOUNT
HMRC	Tax on April Salary	£1.40
HMRC	Tax on May Salary	£12.20
HMRC	Tax on June Salary	£2.40
Jun-18	TOTAL	£16.00

ITEMS DUE FOR PAYMENT IN JULY 2108		
PAYEE	DESCRIPTION	AMOUNT
Castle Water	Rec Ground Water 25/10/17 to 31/5/18	£16.88
Jul-18	TOTAL	£16.88

RECEIPTS		
FUNDS RECEIVED DURING JUNE 2018		
RECEIVED FROM	DESCRIPTION	AMOUNT
SSE	Recalculated Electric bill	£3.04
	TOTAL	£3.04

Funds as per cash book at 30th June 2018	£27,803.96
Less Payments to be made in July 2018	£16.88
= Total available funds	£27,787.08

less Earmarked Reserves (after adjusting for purchase of Play Equipment & Car Park	
Youth Funds	£0.00
Village Gates	£1,445.99
Play Equipment (HCC Grant)	£0.00
Play Equipment including Groundworks (Non Grant)	£1,553.16
VH Car Park Lights & Surrounds	£0.00
Village Design Statement	£750.00
Total Earmarked Reserves =	£3,749.15

= Net Unrestricted Funds available as at 4th July 2018	£24,037.93
---	-------------------

BOARHUNT PARISH ANNUAL MEETING OF THE COUNCIL - Minutes of 4th July 2018

BOARHUNT PARISH COUNCIL - Provisional Financial Report for Financial Yr to Date 30th June 2018

FY 18/19 Annual	FY 18/19 Actual v Budget		FY 18/19 Actuals as at 30th June 18 (M03)	FY 18/19 Forecast 31st Mch 2019 (M12)	FY18/19 VARIANCE Actual v Forecast
£	%		£	£	£
RECEIPTS					
22,580.00	50%	Parish Precept	11,290.00	22580	11,290.00
420.00	50%	Council Tax Support Grant	210.00	420	210.00
23,000.00	50%		11,500.00	23,000	11,500.00
500	0%	Other Grants received	-0.00	500	500.00
165	0%	Allotment Income	0.00	165	165.00
1000	41%	Other (e.g. Rent, VAT reclaimed, Bank interest & Sponsorship)	412.80	1,000	587.20
24,665.00	48%	TOTAL RECEIPTS	11,912.80	24,665	12,752.20
PAYMENTS					
3,300	26%	Net Salaries & Allowances	860.83	3300	2,439.17
0	0%	HMRC Deductions	16.00	0	-16.00
300	30%	Clerk's Expenses	91.35	300	208.65
500	3%	Chairman's Allowance (incl Public Meeting, Traffic Calming & Cllr's Expenses)	12.60	500	487.40
100	18%	Bank charges	18.00	100	82.00
5000	240%	Capital Expenditure (incl Play Equipment, etc)	11,983.94	12000	16.06
435	44%	Audit Costs	190.00	435	245.00
300	25%	Administration Costs	75.00	300	225.00
400	0%	Insurance	-	400	400.00
300	91%	Subscriptions	274.00	300	26.00
400	0%	Rents paid to Southwick Estate	-	400	400.00
1000	0%	Grants Paid Out	-	1000	1,000.00
0	0%	Section 137 Payments	-	0	0.00
500	0%	Training	-	500	500.00
1000	5%	Rec. Ground (incl Equipment Repairs & Maintenance, Pest control & Play Inspections)	47.50	1000	952.50
300	0%	Legal, Social Club, etc	-	300	300.00
600	63%	Utilities (incl Street Lighting & Rec Ground) Allotments (incl share of Grounds Maintenance & Water)	379.29	600	220.71
225	31%		70.18	225	154.82
1000	169%	VAT (to be claimed/reclaimed)	1,691.44	1000	-691.44
7000	0%	Building & Equipment Reserve	-	0	0.00
350	100%	Website Costs	350.00	350	0.00
1655	15%	Grounds Maintenance (excl Allotments share)	243.00	1500	1,257.00
24,665	66%	TOTAL PAYMENTS	16,303.13	24,510	8,206.87
Balance brought forward on 01/04/2018			32,194.29	32,194.29	0.00
ADD Total Receipts			11,912.80	24,665.00	12,752.20
LESS Total Payments			44,107.09	56,859.29	12,752.20
= Cash Balance as at 30/06/18			16,303.13	24,510	8,206.87
			27,803.96	32,349.29	4,545.33
Funds represented by:					
Current Account Balance (Unity Bank) 30.06.18			20,379.54		
Current Account Balance (Lloyds Bank) 09.04.18			87.14		
Savings Account (Scottish Widows) 01.05.18			6,853.88		
Savings Account (Lloyds Investment) 15.05.18			499.40		
Less: Payments not yet cleared at 30.06.18			16.00		
= Reconciled Bank Balances			27,803.96		

BOARHUNT PARISH ANNUAL MEETING OF THE COUNCIL - Minutes of 4th July 2018

BOARHUNT PARISH COUNCIL - Provisional Financial Report for Financial Yr to Date 30th June 2018

<u>Details of Funds held</u>	
<u>Earmarked Reserves</u>	
Youth Funds	0.00
Village Gates Sponsorship	1,445.99
Play Equipment (HCC Grant)	0.00
Play Equipment incl Groundworks (Non Grant)	1,553.16
Village Hall lights & Fencing	0.00
Village Design Statement	750.00
Total Earmarked Reserves	3,749.15
<u>Unrestricted Funds</u>	
Total Unrestricted Funds	24,054.81
<u>Provisional Total Parish Council Funds</u>	
= Total Earmarked Reserves & Unrestricted Funds	27,803.96

Signed: 04/07/2018

Geoff Wright
Responsible Financial Officer to Boarhunt Parish Council