

## BOARHUNT PARISH COUNCIL MEETING - Minutes of 2nd November 2016

<u>Present</u>	<u>Others present</u>	<u>Apologies</u>
Cllr E. Schofield (Chair)	Clerk – G. Wright	WCC Cllrs Clear, Cutler & Evans
Cllr R. Crowe	7 members of the Public	HCC Cllr Stallard
Cllr B. Dell		
Cllr J. Harmsworth		
Cllr C. Norwood		
Cllr J. Parker		
Item	Description	Action
<b>87/16</b>	<b>Apologies for absence and declarations of interest.</b>	
87.1/16	Apologies for absence were received from WCC Cllrs Clear, Cutler and Evans and HCC Cllr Stallard. Cllr Parker declared a non-pecuniary interest regarding Boarhunt Social Club, in that his wife was Chair of that organisation.	
<b>88/16</b>	<b>To adjourn for public participation</b>	
88.1/16	<b>Public Participation</b> – Members of the Public raised the following issues: (i) <b>Planning matters</b> – Russell Edwards requested the Parish Council to include in the minutes of the meeting that the Parish Council agrees that the planning application (16/00551/OUT) should be resubmitted to and considered anew by WCC Planning Department. The Parish Council agreed to consider this request. Russell provided a copy of a letter of support signed by sixty neighbours and Boarhunt residents supporting his application, dated October 2016. Russell also volunteered to help produce a new Village Design Statement for the Parish. Other matters discussed by other members of the Public during this session included Land adjacent to Oakley House (see also item under Enforcement); Wickham Court (see also item under Planning Decisions) and Boarhunt Garage (actions required by site owners by 23 <sup>rd</sup> Dec 2016) and contamination report regarding Petrol tanks.	
88.2/16	<b>Police Report</b> – there were no representatives from the Police present at the meeting and no report was received in their absence.	
88.3/16	<b>Hampshire County Councillor's (HCC) Report</b> – HCC Cllr Stallard sent her apologies prior to the meeting. Cllr Stallard circulated her report for November 2016 prior to the meeting. The full report can be found on the Boarhunt Parish Council (BPC) website at <a href="http://boarhuntparishcouncil.org/2016_Minutes.aspx">http://boarhuntparishcouncil.org/2016_Minutes.aspx</a>	
88.4/16	<b>Winchester City (District) Councillor's Report</b> - There were no WCC Cllrs present at the meeting. No report had been received in their absence.	
<b>89/16</b>	<b>To approve the Minutes of the meeting held on 5th October 2016</b>	
89.1/16	RESOLVED to approve.	
<b>90/16</b>	<b>Matters arising from the minutes</b>	
90.1/16	None.	
<b>91/16</b>	<b>Planning Applications, Decisions and Enforcement.</b>	
91.1/16	<b>Matters arising – A letter from Joe Keet regarding BPC's and residents' concerns raised in the Parish Council's Planning consultee comments on recent planning applications for Firgrove Lane was read to the meeting by the Chairman (Cllr Schofield).</b>	
91.2/16	<b>Planning Applications</b> The following application was formally discussed and comments were agreed upon: <b>(i) 16/02075/FUL - The Withy Beds, Firgrove Lane, North Boarhunt, Hampshire –</b> Agricultural farm building re-built as bungalow for management occupation – <b>Resolved: To object strongly to this application on several grounds with a request that WCC Planning refer this application to Committee for determination.</b>	

**BOARHUNT PARISH COUNCIL MEETING - Minutes of 2nd November 2016**

91.3/16	<p><b>Planning Decisions</b></p> <p>The following decisions were noted:</p> <p><b>(i) 16/01340/LDP – PERMIT of Application for a Lawful Development Certificate for a Proposed Use (Royal Parks Ltd) – Wickham Court, Blackhouse Lane, North Boarhunt, PO17 6JS – Use of land for the stationing of holiday caravans for 12 months of the year together with a maximum of 21 caravans for residential occupation (15<sup>th</sup> June 2016).</b></p> <p><b>(ii) 16/01341/LDP – REFUSAL of Application for a Lawful Development Certificate for a Proposed Use or Development (Royal Parks Ltd) – Wickham Court, Blackhouse Lane, North Boarhunt, PO17 6JS – Use of land for stationing of holiday caravans for 12 months of the year together with a maximum of 24 caravans for the purposes of residential occupation (18<sup>th</sup> Oct 2016).</b></p>	
91.4/16	<p><b>Enforcement</b></p> <p>The following were noted:</p> <p><b>(i) Summary of Enforcement correspondence received from WCC Enforcement Team dated 7<sup>th</sup> Oct 2016.</b></p> <p><b>(ii) Request from Boarhunt PC to WCC Planning Enforcement Team to investigate work being carried out on Land Adjacent to Oakley House, Trampers Lane, North Boarhunt.</b></p>	
91.5/16	<p><b>Other Planning Matters</b></p> <p><b>(i) Correspondence received regarding Consultation on Proposed Modifications to Winchester District Local Plan Part 2 – Development Management and Site Allocations – Consultation runs from 28<sup>th</sup> Oct 2016 until Noon on 12<sup>th</sup> Dec 2016 was noted.</b></p> <p><b>(ii) The commencement of the Preparation of Winchester District Gypsy and Traveller Site Allocations Development Plan Document – Notification under the Town and Country Planning (Local Planning) (England) Regulations 2012 – any notification of sites to be considered should be submitted by 12 Noon on 12<sup>th</sup> Dec 2016 was noted.</b></p> <p><b>(iii) Correspondence from Markwells Wood Watch and our associated Community seeking support to protest a Planning application for drilling wells for Oil Production within Forestside and the South Downs National Park, was noted. The PC decided not to make any response on this matter.</b></p> <p><b>(iv) The Parish Council decided to formally set up the following entities to help improve the Parish Council’s Planning knowledge and, capabilities: -</b></p> <p><b>(a) A Planning Committee</b> Cllr Crowe agreed to lead on the Planning Committee and set a date for a meeting in due course.</p> <p><b>(b) A Planning Working Group</b> It was also decided to form a Planning Working Group and advertise for volunteers from the Village to join it. The main aim of the Working Group would be to produce a new Village Design Statement; the existing one had been produced over ten years ago, and was out of date.</p>	<p>All</p> <p>All</p> <p>Cllr Crowe</p> <p>Parish Council</p>
<b>92/16</b>	<b>Finance and Council business</b>	
92.1/16	The Financial Report for the year to date ending 31st October 2016 was received and can be found at the end of these minutes.	
92.2/16	Payments made since the last Parish Council meeting were endorsed and items due for payment in November 2016 were approved.	The Clerk
92.3/16	The consideration and approval of updated Financial Regulations, Finance Risk Assessment and Standing Orders for Boarhunt Parish Council (circulated previously) were deferred to a subsequent meeting.	The Clerk
92.4/16	Changes to bank signatories for both Unity and Lloyds Banks were approved as Cllr Schofield, Cllr Harmsworth, Cllr Parker and the Clerk (Mr G Wright).	
<b>93/16</b>	<b>Highways, Traffic, Rights of Way and Street lighting</b>	
93.1/16	<b>Road calming measures –</b> Cllr Schofield said that the ‘portable’ Traffic speed sign was in working order. Cllr Parker agreed to approach a resident in Trampers Lane to see if he would be willing to host the sign.	Cllr Parker
93.2/16	<b>Conservation verges along B2177 from Trampers Lane to Staples Cross –</b> Parish Cllrs requested the Clerk to follow up the apparent inappropriate cutting along the verge with WCC/HCC.	The Clerk
93.3/16	<b>Footpaths and Rights of Way (ROWs) in Boarhunt (including Bridge repairs) –</b> Cllr Parker informed the meeting that he had walked paths 2, 7, 9, 11 and 13 and there was a report on the Blog. Cllr Parker said that he would raise an issue regarding Boarhunt Flour Mill with WCC and that there were potential Footpath closures in Firgrove Lane and Wyne Cross. The Clerk	Cllr Parker/The Clerk

## BOARHUNT PARISH COUNCIL MEETING - Minutes of 2nd November 2016

	said that he had not heard anything further regarding the Bridge repairs. The link to the Boarhunt Parish walks is <a href="http://boarhuntfootpaths.blogspot.co.uk">http://boarhuntfootpaths.blogspot.co.uk</a>	
<b>94/16</b>	<b>Village Hall and Community activities</b>	
94.1/16	<b>Village Hall/Social Club</b> – a request from Parishioners for a small decking area to be provided to the North side of the Social Club was considered. The PC agreed in principle with the request and that further investigations into the feasibility of this could be made.	Cllr Parker/Social Club
94.2/16	<b>Village Hall/Social Club – Car Park Lights</b> – One quote for the work had now been received; two further quotes were now required before any decision could be made. Deferred to a later meeting.	Cllrs Parker/Dell/ The Clerk
94.3/16	<b>Feedback from Parish Surgery Event held on Saturday 15<sup>th</sup> October 2016 -</b> Cllr Norwood said that he had further investigated Community minibus provision and found out that one with a capacity of 16 does currently run nearby but does get quite full and wondered if there was a perceivable need for Boarhunt. Cllr Harmsworth said that parking on pavements along Trampers Lane was becoming an issue, especially for prams/pushchairs and agreed to produce a flyer and issue a reminder for inclusion in the Parish magazine and the website. Community resilience plan – further work required.	All  Cllr Harmsworth All
<b>95/16</b>	<b>Recreation Ground</b>	
95.1/16	Cllr Harmsworth said that the large Fence post supporting the Gate required replacement and that there was a large hole on the ramp on one piece of play equipment that could be dangerous. Cllr Schofield agreed to investigate.	Cllr Schofield
<b>96/16</b>	<b>Allotments</b>	
96.1/16	To receive update – no items to report.	
<b>97/16</b>	<b>Lengthsman Scheme</b>	
97.1/16	A work schedule for the Lengthsman’s next visit on 7 <sup>th</sup> Nov 2016 was approved.	
<b>98/16</b>	<b>Village Gates and Village Maintenance (including Notice Boards)</b>	
98.1/16	<b>Village Gates</b> – Evidence of damage to signs reported.	
98.2/16	<b>Village Notice Boards &amp; Village Maintenance –</b> (i) <b>&amp; (ii) Notice Boards</b> - Following prolonged discussion and reviewing products and prices, it was agreed to replace the Notice Board at the end of Trampers Lane with a new wooden one. Costs agreed were £950 plus delivery plus VAT. Cllr Crowe agreed to agree terms with the approved supplier. <b>Information item - Phone Box</b> - The Clerk said that he had seen a notice in the Phone Box which said that BT proposed to remove the phone box from the end of Trampers Lane. The Clerk agreed to find out more information.	Cllr Crowe/ The Clerk  The Clerk
<b>99/16</b>	<b>Correspondence:</b>	
99.1	The WCC event on 18 <sup>th</sup> Nov 2016 regarding Community Resilience was noted. Nobody from the PC was available to attend the event.	
99.2	Correspondence from Utilitywise regarding energy management was noted.	
99.3	Cllr Norwood kindly agreed to complete the HCC Highways NHT Public Representative Survey on behalf of the Parish Council.	Cllr Norwood
99.4	Following consideration of correspondence from HALC, it was decided to write to the Local MP regarding potential capping of precepts for Parish Councils.	The Clerk
<b>100/16</b>	<b>Date of next Meeting: It was confirmed that the next Parish Council meeting would be held on Wed 7th December 2016 at 7.30pm in Boarhunt Memorial Hall, Trampers Lane, North Boarhunt, PO17 6DD</b>	
	The meeting closed at 9.10pm.	

PAYEE	PAYMENT DETAILS	AMOUNT
G W WRIGHT	Net Pay & Allowances - Oct 2016	£237.92
HMRC	Employee HMRC costs Oct 2016	£52.00
J PARKER	Reimbursement of Refreshments for Parish Surgery on 15/10/16	£10.85
Zurich Municipal	Addl Insurance cover for Libel & Slander (includes IPT @ 9.5%)	£27.38
	<b>NOVEMBER PAYMENTS TO BE MADE</b>	<b>£328.15</b>

**Financial Report  
for Financial Yr to  
Date 31st Oct 2016**

<b>Annual Budget</b>	<b>Actual v Budget</b>		<b>Actuals Oct 16</b>
<b>£</b>	<b>%</b>		<b>£</b>
<b><u>RECEIPTS</u></b>			
17,435.44	100%	Parish Precept	17,435.44
564.56	100%	Council Tax Support Grant	564.56
<b>18,000.00</b>	<b>100%</b>		<b>18,000.00</b>
0	0%	Bank Interest	36.03
0	0%	Other (Rent, Funds transferred, VAT & Sponsorship)	10,778.96
<b>TOTAL RECEIPTS</b>			<b>28,814.99</b>
<b><u>PAYMENTS</u></b>			
3,100	49%	Net Salaries & Allowances	1,505.39
0	100%	HMRC Deductions	311.80
300	16%	Clerk's Expenses	48.45
110	26%	Chairman's Allowance (Public Meeting costs) & Cllr's Expenses	28.30
0	100%	Bank charges (from June 2016)	18.00
4210	416%	Projects/ Use of Reserves (Replacement of Streetlighting, etc)	17,529.98
300	112%	Audit Costs	335.00
280	54%	Administration Costs	150.00
1165	31%	Insurance	359.46
375	63%	Subscriptions	238.00
330	61%	Rents to Southwick	200.00
800	106%	Grants & Donations	850.00
100	11%	Section 137 Payments	10.85
250	0%	Training	-
600	50%	Rec. Ground Repairs & Bins (incl Play Inspection costs)	297.68
500	0%	Legal, Social Club, etc	-
1000	40%	Street Lighting & Repairs	403.16
180	66%	Utilities - Rec & Allotments	119.42
0	0%	VAT Costs (reclaimed/to be reclaimed)	3,639.89
2000	0%	Village Hall Building Reserve	-

**BOARHUNT PARISH COUNCIL MEETING - Minutes of 2nd November 2016**

0	0%	Website Costs	350.00
600	0%	Hall Hire	-
1800	49%	Grounds Contract	<u>875.00</u>
<b>18,000</b>	<b>152%</b>	<b>TOTAL PAYMENTS</b>	<b>27,270.38</b>
		Balance brought forward on 01/04/2016	26,522.88
		<b>ADD</b> Total Receipts (as above)	28,814.99
			55,337.87
		<b>LESS</b> Total payments (as above)	<u>27,598.53</u>
		<b>= Cash Balance as at 31/10/16</b>	<b><u>27,739.34</u></b>

**Cumulative funds are represented by:**

Current Account Balance (Unity Bank) 31.10.16	21,024.29
Current Account Balance (Lloyds Bank)	19.71
Less: Cheques drawn but not debited as at 31.10.16	<b>511.20</b>
Savings Account (Scottish Widows)	6,835.29
Savings Account (Lloyds Investment)	<u>699.40</u>
<b>= Reconciled Bank Balances</b>	<b>28,067.49</b>

Signed: \_\_\_\_\_  
Responsible Financial Officer to Boarhunt Parish Council

Date: 02/11/2016