

BOARHUNT PARISH COUNCIL MEETING - Minutes of 5th October 2016

| <u>Present</u> | <u>Others present</u> | <u>Apologies</u> |
|-----------------------|---|---------------------------------|
| Cllr J Parker (Chair) | Clerk – G. Wright | Cllr E. Schofield |
| Cllr R. Crowe | WCC Cllr N. Cutler | WCC Cllr Clear & WCC Cllr Evans |
| Cllr B. Dell | HCC Cllr P. Stallard | |
| Cllr J. Harmsworth | 4 members of the Public | |
| Cllr C. Norwood | | |
| Item | Description | Action |
| 73/16 | Apologies for absence and declarations of interest. | |
| 73.1/16 | Apologies for absence were received from Cllr Schofield; WCC Cllrs Clear and Evans also sent their apologies. Cllr Parker declared a non-pecuniary interest regarding Boarhunt Social Club, in that his wife was Chair of that organisation. | |
| 74/16 | To adjourn for public participation | |
| 74.1/16 | <p>Public Participation – In Cllr Schofield’s absence, Cllr Parker chaired the meeting and adjourned the meeting for Public participation. Members of the Public raised the following issues:</p> <p>(i) Planning matters A member of the Public was concerned that notification had been posted regarding an application for a further 16 caravans to be sited in Firgrove Lane. Cllr Crowe said that the Parish Council (PC) had not received notification of 16 caravans, but had received notification of siting of 8 residential Gypsy sites including parking (Planning Application 16/01951/FUL) and that this would be discussed formally later in the meeting. Cllr Crowe pointed out that the PC could only make Consultee comments as a Parish Council to the Planning Authority (Winchester City Council [WCC]) and the PC had recently done so for previous applications for Firgrove Lane and had requested that the applications be referred to WCC’s Planning Committee for decision. Cllr Parker asked residents to comment upon applications as well so that the Planning Authority could take these comments into consideration.</p> <p>Another member of the Public said that they had met with Cllrs Clear and Cutler to discuss their Planning Application regarding whether to Appeal against their recent Planning Application refusal or to re-submit their application.</p> <p>(ii) Police matters A member of the Public said that they had recently been the victims of a Burglary and wished to thank the Police for their help in recovering a car that had been stolen.</p> | |
| 74.2/16 | Police Report – there were no representatives from the Police present at the meeting and no report was received in their absence. | |
| 74.3/16 | Hampshire County Councillor’s (HCC) Report – HCC Cllr Stallard attended the meeting and provided useful advice, answering a range of questions throughout the meeting. Cllr Stallard had circulated her report prior to the meeting. The full report can be found on the Boarhunt Parish Council (BPC) website at http://boarhuntparishcouncil.org/2016_Minutes.aspx Items covered in this month’s report were: GCSE & A-Level successes; Greener Highways; Stubbington Bypass Scheme; Dual Carriageway between Segensworth and Titichfield; Zero tolerance to Fly Tipping; Secondary School Places; [Proposed] Boundary Commission changes to County Divisions & Constituencies. | |
| 74.4/16 | <p>Winchester City (District) Councillor’s Report - WCC Cllr Cutler reported on the following:</p> <p>(i) Multi-agency meeting with WCC Cllrs & Officers – met at the end of July to discuss Planning and Enforcement issues with Head of Planning; Head of Enforcement and Cllr Weston (Portfolio holder for these matters) and raised current matters of concern to Boarhunt Parish.</p> <p>(ii) Meeting with PCSO Towler – met to discuss lack of Policy for Motorbikes and was working on a joint approach to the matter with Warnford and West Meon parishes.</p> <p>(iii) Changes to Management [Senior Officers] at WCC – Chief Executive Officer left end of Sep 2016; Head of Finance also left – new appointments expected soon. WCC Cllr Cutler said that he still had concerns regarding capacity issues at WCC.</p> <p>(iv) Other matters – WCC Cllr Cutler said he had also contacted Boarhunt’s MP – George Hollingbery regarding the continuing concerns of Motor Bikes in the Meon Valley and on Boarhunt and Southwick roads; Cllr Cutler said that he had noted that the old SIS Chemicals site had been acquired by Wickham Court and had noticed earth movements, etc. at the site.</p> | |
| 75/16 | To approve the Minutes of the meeting held on 7th September 2016 | |
| 75.1/16 | RESOLVED to approve. | |

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| 76/16 | Matters arising from the minutes | |
| 76.1/16 | None. | |
| 77/16 | Planning Applications, Decisions and Enforcement. | |
| 77.1/16 | Matters arising – None. | |
| 77.2/16 | <p>Planning Applications</p> <p>The following applications were formally discussed and comments were agreed upon:</p> <p>(i) 16/01951/FUL - The Old Piggery, Firgrove Lane, North Boarhunt, PO17 6JU – Siting of eight residential Gypsy sites including parking – Resolved: To object strongly to this application on many grounds with a request that WCC Planning refer this application to Committee for determination.</p> <p>(ii) 16/01693/FUL – 1, Aliwal, Trampers Lane, North Boarhunt, PO17 6BX – Single storey rear extension – Resolved: To make no comment for this application.</p> | |
| 77.3/16 | <p>Planning Decisions</p> <p>The following decisions were noted:</p> <p>(i) 16/01619/FUL - Land Adjacent to Bere View House, Bere Farm Lane, North Boarhunt – Detached 4-bedroom house with double garage - Application Refused (8th Sep 2016).</p> <p>(ii) 16/01693/FUL – Land Adjacent to Oakley House, Trampers Lane, North Boarhunt – Construction of a new 4-bedroom detached dwelling with detached garage – Application Refused (23rd Sep 2016).</p> <p>(iii) 16/01768/PNHOUS – Pandora, Bere Farm Lane, North Boarhunt, PO17 6JJ – 8 metre rear extension below 3m high, stepped into east boundary to maintain separating distance. To use similar materials as existing – Prior Approval NOT REQUIRED.</p> | |
| 77.4/16 | <p>Planning Appeals</p> <p>The following decision was noted:</p> <p>(i) 15/01368/FUL (APPEAL REF APP/L1765/W/16/3148160) – Mr L S Smith, The Bungalow, Southwick Road, North Boarhunt, PO17 6JH – Demolition of existing dwelling and garage. And the erection of 2 infill dwellings and shared garage building – Appeal dismissed.</p> | |
| 77.5/16 | <p>Enforcement Appeals</p> <p>The following decision and, additionally the Planning inspector’s comments were noted:</p> <p>(i) Inspectorate Reference: APP/L1765/C/15/3140487 AND 88 – Mr and Mrs Chambers, Boarhunt Garage Ltd, Southwick – Appeal against Enforcement decision – All grounds of appeal dismissed and WCC Enforcement notice upheld; also costs awarded to WCC and against the Appellant (i.e. Mr and Mrs Chambers should remove the shipping containers and cease current unlawful activities on the site 3 months from the date of issue; i.e. by the end of 23rd December 2016 and pay for some of the costs arising from the Appeal).</p> <p><u>Points for Parish Councillors and Residents to note:</u></p> <p>(a) With effort and perseverance, and the involvement of residents, it is possible to influence Planning Enforcement issues effecting the village.</p> <p>(b) The Village Design Statement (VDS) is officially acknowledged as being unrepresentative and it carried little weight due to its age (2002).</p> <p>It was recommended that the VDS be refreshed every 3 to 5 years.</p> | |
| 78/16 | Finance and Council business | |
| 78.1/16 | The Financial Report for the half-year ending 30 th September 2016 was received and can be found at the end of these minutes. | |
| 78.2/16 | Payments made since the last Parish Council meeting were endorsed and items due for payment in October 2016 were approved (list appears at the end of these minutes). | The Clerk |
| 78.3/16 | 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 |
| 78.4/16 | Cllr Crowe’s attendance at WCC’s ‘ <i>Planning Tour</i> ’ on 7 th October 2016 was noted. | |
| 78.5/16 | Feedback received from Cllrs Dell and Parker following attendance at WCC’s ‘ <i>Code of Conduct Training</i> ’ held on 3 rd Oct 2016 was very positive and they both recommended the training to all Councillors. WCC said that Councillors should attend for refresher Code of Conduct training every 2 years. | |

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| 78.6/16 | Cllr Parker reported on his attendance at the recent HCC meeting regarding Devolution of Powers in Local Councils. He said that not many facts were learned as it was a Roadshow type event, however, it was likely that responsibility for some services performed currently by HCC would likely to be devolved to Parishes at some time in the future but there would be no more money available for taking on extra services. | |
| 78.7/16 | The invitation from HALC to attend their AGM at Hartley Wintney on Sat, 22 nd Oct 2016 was noted, however, no one could attend. The Clerk was asked to send the PC's apologies. | The Clerk |
| 78.8/16 | The Clerk was authorised to purchase the following for Boarhunt PC - Laptop with Extended Warranty, a Scanner, Microsoft Office, Anti-Virus, File conversion, Scanning & Back up and Archiving Software. Expenditure of up to £550 (excluding VAT), was approved to comply with the requirements of the Transparency code, Data protection Act and Freedom of Information Act. | The Clerk |
| 78.9/16 | The Clerk was authorised to purchase the following books of reference for Boarhunt PC – 10 th Edition of 'Local Council Administration' by Charles Arnold Baker and 'Local Councils Explained' (Published 2013 by NALC). Expenditure of up to £130 (including carriage) was approved to help the PC comply with current legislation and recommended best practice. | The Clerk |
| 79/16 | Highways, Traffic, Rights of Way and Street lighting | |
| 79.1/16 | B2177 – Road Safety - HCC Cllr Stallard provided an update and advised that the Highways safety team had visited recently and that the route had been assessed as a relatively high-risk route and would be included in the County improvement programme for Financial Year 2017/18. Cllr Stallard confirmed that permanent warning signs and speed activated flashing road signs had now been installed near the junction at Staple Cross and that further signing and speed surveys were likely to take place in the new year. | |
| 79.2/16 | Footpath 13 – Bridge repairs – A response from Helen Chalk (Senior Countryside Access Ranger – South) was noted. Repairs had not yet been scheduled by HCC and the matter was going to be discussed by them later in October. The Clerk agreed to follow up this matter. | The Clerk/HCC Countryside Access Team |
| 79.3/16 | Update on other Footpaths and Rights of Way (ROWs) in Boarhunt – Cllr Parker informed the meeting that he had begun to walk the Footpaths & ROWs in Boarhunt and had also contacted the Ramblers Association and the Countryside Access Team for their advice. A Walks Blog had also now been set up on the Parish Council website. This provided information about the routes, current condition of the paths walked and identified work that was needed. Cllr Parker said that he intended to walk each Footpath and ROW every 3 months. HCC Cllr Stallard suggested that the footpaths could be also be promoted under the <i>Healthy Walks</i> scheme. The link to the Boarhunt Parish walks is http://boarhuntfootpaths.blogspot.co.uk | All |
| 80/16 | Village Hall and Community activities | |
| 80.1/16 | Parish Council/Social Club Working Group – nothing to report since last meeting. HCC Cllr Stallard asked if the work on the kitchen had now been completed as she had still not received confirmation and had now passed the matter onto an HCC officer to follow up. | Cllr Parker/Social Club |
| 80.2/16 | Village Hall/Social Club – Car Park Lights – quote not yet available – deferred to subsequent meeting. | Cllr Parker/The Clerk |
| 80.3/16 | WCC's Hitting the Cold Spots Grants Scheme – details of Grants available and conditions of eligibility were available via Freephone 0800 804 8601 (Monday to Friday 9 am to 5pm) or by email staywarm@environmentcentre.com | All |
| 81/16 | Recreation Ground | |
| 81.1/16 | Play Inspections – progress on Play Inspections for Q1 (30 th June 2016) and Q2 (30 th Sep 2016) were noted. Cllr Harmsworth said that a lot of repair and refurbishment work had been completed during the Summer, including painting of both seats, concreting the wooden seat back in position and renovating the gate for use by pedestrians. Several larger and more costly jobs were still outstanding (e.g. Large gatepost needs replacing). It was suggested that work on these items be considered after the Parish Surgery had been held on Saturday 15 th Oct 2016, where it was hoped priorities would be determined. HCC Cllr Stallard said that she still had budget funding available for new equipment, but not repairs. It was recommended that other sources of Grant funding be investigated and that Melissa Fletcher at WCC be contacted and that www.hants.gov.uk/grants also be searched as well as investigating Lottery funding. | Cllr Harmsworth/ The Clerk |
| 82/16 | Allotments | |
| 82.1/16 | An event being held for Southern Region Allotment Officers in Wokingham on 12 th Oct 2016 was noted. | |
| 83/16 | Lengthsman Scheme | |
| 83.1/16 | A work schedule for the Lengthsman's next visit on 7 th Nov 2016 was considered. | |
| 84/16 | Village Gates and Village Maintenance (including Notice Boards) | |

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| 84.1/16 | Village Gates – No further update. | |
| 84.2/16 | Village Notice Boards & Village Maintenance – the item on Notice Boards was deferred to a subsequent meeting. | Cllr Crowe/ The Clerk |
| 85/16 | Correspondence: | |
| 85.1 | E-mango's (BPC's website host) offer of a free Social media seminar was noted. | |
| 85.2 | Email from Ian Ayres of Est Hants Catchment Partnerships requesting the PC participate in a campaign to improve awareness regarding Septic tanks and water quality was noted. Rules had changed. It was agreed to post a flyer on the PC website. | Cllr Norwood/The Clerk |
| 85.3 | The invitation from Peter O'Sullivan from Meonstoke regarding a meeting 'The Meon Valley – Our Digital Future' to be held on Tuesday 8 th Nov 2016 was noted. Peter's contact details are email TPeterOSullivan@hotmail.com or Tel: 0771 003 5722. | All |
| 86/16 | Date of next Meeting: It was confirmed that the next Parish Council meeting would be held on Wed 2th November 2016 at 7.30pm in Boarhunt Memorial Hall, Trampers Lane, North Boarhunt, PO17 6DD | |
| | HCC Cllr Stallard and WCC Cllr Cutler reported that they would be unable to attend the BPC meeting on 2 nd Nov 2016 due to WCC/HCC meeting commitments. | |
| | The meeting closed at 9.10pm. | |

PAYMENTS FOR OCTOBER 2016

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|----------|-----|---------------|--|---------|
| 05-10-16 | 195 | G W WRIGHT | Net Pay & Allowances - Sep 2016 | £239.72 |
| 05-10-16 | 196 | HMRC | Employee HMRC costs Sep 2016 | £52.00 |
| 05-10-16 | 197 | J PARKER | Cllr Expenses Sep 2016/Oct 16 - Training Courses Travel & Parking | £28.30 |
| 05-10-16 | 198 | N W ADAMS | Play Inspection Report - 18th Sep 2016 (VAT = £8.80) | £52.80 |
| 05-10-16 | 199 | WESTCOTEC LTD | 2 x Batteries & charger for Traffic Speed sign (VAT = £42.00) | £252.00 |
| 05-10-16 | 200 | C HARMSWORTH | Sundries for Rec Ground repairs Aug & Sep 2016 | £50.57 |
| | | | TOTAL | £675.39 |

**BOARHUNT PARISH COUNCIL - Financial Report
for Financial Yr to Date 30th Sep 2016**

| Annual Budget | Actual v Budget | | Actuals Yr to date |
|------------------|-----------------|---|--------------------|
| £ | % | | £ |
| 17,435.44 | 100% | RECEIPTS | |
| | | Parish Precept | 17,435.44 |
| 564.56 | 100% | Council Tax Support Grant | 564.56 |
| 18,000.00 | 100% | | 18,000.00 |
| 0 | 0% | Bank Interest | 36.03 |
| 0 | 0% | Other (Rent, Funds transferred, VAT & Sponsorship) | 10,778.96 |
| | | TOTAL RECEIPTS | 28,814.99 |
| | | PAYMENTS | |
| 3,100 | 35% | Net Salaries & Allowances | 1,089.45 |
| 0 | 100% | HMRC Deductions | 207.80 |
| 300 | 12% | Clerk's Expenses | 36.75 |
| 110 | 0% | Chairman's Allowance | - |
| 0 | 100% | Bank charges (from June 2016) | 18.00 |
| 4210 | 411% | Projects Reserve (Replacement of Streetlighting) | 17,319.98 |
| 300 | 112% | Audit Costs | 335.00 |
| 280 | 36% | Administration Costs | 100.00 |
| 1165 | 29% | Insurance | 332.08 |
| 375 | 63% | Subscriptions | 238.00 |
| 330 | 61% | Rents to Southwick | 200.00 |
| 800 | 106% | Grants & Donations | 850.00 |
| 100 | 0% | Section 137 Payment | - |
| 250 | 0% | Training | - |
| 600 | 39% | Rec. Ground Repairs & Bins (incl Play Inspection costs) | 234.48 |
| 500 | 0% | Legal, Social Club, etc | - |
| 1000 | 40% | Street Lighting & Repairs | 403.16 |
| 180 | 49% | Utilities - Rec & Allotments | 88.05 |
| 0 | 0% | VAT Costs (reclaimed/to be reclaimed) | 3,589.09 |
| 2000 | 0% | Village Hall Building Reserve | - |
| 0 | 0% | Website Costs | 350.00 |
| 600 | 0% | Hall Hire | - |
| 1800 | 49% | Grounds Contract | 875.00 |
| 18,000 | 146% | TOTAL PAYMENTS | 26,266.84 |
| | | Balance brought forward on 01/04/2016 | 26,522.88 |
| | | ADD Total Receipts (as above) | 28,814.99 |
| | | LESS Total payments (as above) | 26,266.84 |
| | | = Cash Balance as at 30/09/16 | 29,071.03 |

Cumulative funds are represented by:

| | |
|--|------------------|
| Current Account Balance (Unity Bank) | 21,699.68 |
| Current Account Balance (Lloyds Bank) | 19.71 |
| Less: Cheques drawn but not debited as at 30.09.16 | 183.05 |
| Savings Account (Scottish Widows) | 6,835.29 |
| Savings Account (Lloyds Investment) | 699.40 |
| = Reconciled Bank Balances | 29,071.03 |