

## BOARHUNT PARISH COUNCIL MEETING - Minutes of 3rd January 2018

<u>Present</u>	<u>Others present</u>	<u>Apologies/Absence</u>
Cllr J. Parker	Clerk – G. Wright	Cllr E. Schofield
Cllr R. Crowe	WCC Cllr N. Cutler (left at 7.50 pm)	WCC Cllr A. Clear
Cllr B. Dell	HCC Cllr P. Stallard	WCC Cllr T. Evans
Cllr D. Pynigar	8 members of the Public	
Item	Description	Action
<b>157/17</b>	<b>Apologies for absence</b>	
157.1/17	Apologies for absence were received from <b>Cllr Schofield and WCC Cllrs Clear and Evans.</b>	
<b>158/17</b>	<b>To receive declarations of Disclosable Pecuniary Interests for items on the Agenda</b>	
158.1/17	<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 Pynigar</b> declared a NPI for agenda item 164.1 as the Applicant for Planning permission.	
<b>159/17</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>	
159.1/17	<b>Public Participation</b> – Standing Orders were suspended and the meeting was adjourned for Public Participation. <b>A Member of the Public raised the following matter:</b> (i) <b>Poor condition of Footpath and Potholes in the road near Wickham Court</b> <b>HCC Cllr Stallard</b> advised the member of the public to go online and report the matter to HCC via its main website at <a href="https://www.hants.gov.uk/transport">https://www.hants.gov.uk/transport</a>	
159.2/17	<b>Hampshire County Councillor's (HCC) Report for January 2018</b> – <b>HCC Cllr Stallard</b> had sent her report prior to the meeting and urged everyone to read it as it contained lots of useful information. The report can be viewed on Boarhunt Parish Council's (BPC's) website at <a href="http://www.boarhuntparishcouncil.org/Document/Default.aspx?DocumentUid=7EDA7AE8-89EB-46C5-A13E-253353EF3F94">http://www.boarhuntparishcouncil.org/Document/Default.aspx?DocumentUid=7EDA7AE8-89EB-46C5-A13E-253353EF3F94</a> The main items covered in the report were: Dealing with winter weather, Finding solutions [to the HCC Budget], Reducing your weight, Adoption & fostering and Staying well & warm this winter. HCC Cllr Stallard urged people to make more use of the Taxi share scheme as it was very underused and risked losing its funding further information can be found at <a href="http://www.hants.gov.uk/taxishares">http://www.hants.gov.uk/taxishares</a> HCC Cllr Stallard said that this was the last call for Grant funding for her specific Grant allocation to Parishes; and that she had received a response from an Officer in HCC regarding the poorly marked and missing White warning lines on the roads throughout Boarhunt saying that the matter would be dealt with in due course.	<b>All</b>
159.3/17	<b>Winchester City (District) Councillor's (WCC) Report</b> - <b>WCC Cllr Cutler</b> said there was a WCC Council meeting next week and that Council Tax would be set in February. He reported that the Planning Application for 1, Firgrove Lane had been refused at Planning Committee. He said that he had distributed the Taxi share information to those who had requested it and hoped this would increase use of the service. WCC Cllr Cutler reported that there had been increased instances of fly-tipping in Southwick and urged everyone to continue to report any further occurrences to WCC by using the weblink <a href="http://www.winchester.gov.uk/report">www.winchester.gov.uk/report</a>	<b>All</b>
159.4/17	<b>Police Report</b> – No representatives were present at the meeting and no report had been received. <b>Cllr Parker</b> agreed to contact the <b>Neighbourhood Watch Co-ordinator for Meon Valley</b> . <b>Standing Orders</b> were resumed.	<b>Cllr Parker</b>
<b>160/17</b>	<b>To receive and approve the Minutes of the meeting held on 6th December 2017.</b>	
160.1/17	It was <b>RESOLVED</b> to Approve the minutes.	
<b>161/17</b>	<b>Actions from previous Meetings</b>	
161.1/17	(i) <b>141.1/17 (i) Car Park Lighting - Quotes still wanted</b> for replacement from Mr Paul Watts – Cllr Crowe following up. (ii) <b>141.1/17 (ii) Village Design Statement (VDS) – Deferred to next meeting</b> as Cllr Schofield not present. (iii) <b>141.1/17 (ii) Social Club – Meeting arranged for 31<sup>st</sup> Jan 2018 at 1900;</b> Cllrs Parker & Dell to attend. Cllr Parker to circulate agenda & Draft Memorandum of Understanding. (iv) <b>150.1/17 (i) Flower Beds at Top end of Trampers Lane – Deferred to next meeting</b> as Cllr Schofield not present. (v) <b>150.1/17 (ii) Branches on overhanging Trees in Trampers Lane</b> – Clerk still needs to Contact the Southwick Estate. (vi) <b>152.1/17 (ii) Traffic Calming sign – Resolved to agree that Westcotec collect the sign, carry out diagnosis and advise on cost of repair.</b>	<b>Cllr Crowe</b>  <b>Cllr Schofield</b>  <b>Cllr Parker</b>  <b>Cllr Schofield</b>  <b>Cllr Parker/The Clerk</b>
<b>162/17</b>	<b>To receive the Parish Clerk's report</b>	

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162.1/17	The Clerk reported that the amount of Council Tax Support Grant (CTS) due from WCC for 2018/19 would be £420. He said that he would be attending a meeting of the Southern Parishes (as a guest) on 18 <sup>th</sup> Jan 2018.	
<b>163/17</b>	<b>Finance and Council business</b>	
163.1/17	It was <b>RESOLVED to approve</b> Payments due in January 2018 and endorse payments made during December 2017. (Note: details are listed at the end of this report).	<b>The Clerk</b>
163.2/17	It was <b>RESOLVED to approve</b> the Financial Report for the Financial year to date 31 <sup>st</sup> December 2017. The Bank reconciliation was agreed and balances held in Earmarked reserves and as Unrestricted funds were noted. (Note: details are listed at the end of this report).	<b>The Clerk</b>
163.3/17	The order for the prioritisation of Boarhunt Parish Council projects was agreed.	<b>Cllr Parker</b>
163.4/17	The draft Boarhunt Parish Resilience Plan was considered. It was agreed to publish and distribute the draft plan for comment.	<b>Cllr Pynigar</b>
<b>164/17</b>	<b>Planning Applications</b>	
164.1/17	(i) <b>17/02829/FUL — Land adjacent to Oakley House, Trampers Lane, North Boarhunt, PO17 6BY</b> – Erection of dwelling. Before this item was considered by the PC, Cllr Pynigar left the Council area. Following consideration of all the information available, The PC <b>RESOLVED to Support the application</b> and requested that it be referred to Planning Committee, if the Case Officer was minded to refuse the application.	
<b>165/17</b>	<b>Planning Appeals</b>	
165/17.1	<b>The following Planning Appeal was noted:</b> (i) <b>17/00061/8WEEK – for Planning Application 17/00951/FUL – The Old Piggery, Firgrove Lane, North Boarhunt</b> – The Old Piggery and The Withy Beds – Permanent retention of 26 residential caravans for travellers and 6 transit pitches, together with associated access arrangements, foul water, landscaping and earth bund.	
<b>166/17</b>	<b>Planning Decisions</b>	
166.1/17	<b>The following Planning Decisions were noted:</b> (i) <b>17/02641/FUL – Mount Folly Cottage, Southwick Road, North Boarhunt, PO17 6JH</b> – Replacement of existing detached dwelling with single detached dwelling – <b>Application Refused (13th December 2017).</b> (ii) <b>17/02397/FUL – Chestnut Cattery, Southwick Road, North Boarhunt, PO17 6JF</b> - The erection of 2 cattery blocks and the demolition of existing office/reception building and the erection of replacement building in a revised position – <b>Application Permitted (18th December 2017).</b> (iii) <b>17/02302/FUL – 1, The Old Piggery, Firgrove Lane, North Boarhunt, PO17 6JU</b> – Erection of 1 x 5 bed detached dwelling house with associated car port and new vehicular access from Firgrove Lane (Affects the setting of a footpath) – <b>Application Refused (19th December 2017).</b> (iv) <b>17/02039/LDP – Wickham Court (formerly known as South Hants Country Park), Blackhouse Lane, North Boarhunt, PO17 6JS</b> – Use of land for siting of 124 caravans for occupation for 12 months of the year by people aged 50 for the purposes of human habitation including use as a person’s sole or main residence – <b>Lawful Development Certificate Permitted (8th December 2017).</b>	
<b>167/17</b>	<b>Appeal Decisions</b>	
167/17.1	The following Planning Appeal decision was noted: (i) <b>17/00041/REF – (16/03027/OUT) Land West of Birch Lodge, Trampers Lane, North Boarhunt</b> – Proposed 4-bed dwelling (2 storey) with garage – <b>Appeal Dismissed (11 December 2017).</b>	
<b>168/17</b>	<b>Enforcements</b>	
168.1/17	None notified.	
<b>169/17</b>	<b>Other Planning matters</b>	
169.1/17	(i) <b>Village Design Statement/Parish Plan – item deferred until next PC meeting as Cllr Schofield not present.</b>	<b>Cllr Schofield</b>
<b>170/17</b>	<b>Village Hall, Community Activities and Events</b>	
170.1/17	(i) It was <b>RESOLVED to support the Great British Litter pick. A date of Saturday 17<sup>th</sup> March 2018 was agreed.</b> The Clerk was asked to register the Event with the Great British litter pick and contact WCC (Rob Heathcote) to see if they were able to provide any help for the event. It was pointed out that this activity could only take place within the 30 mph areas of the Parish. (ii) A member of the Public said that Wickham Court had just had an Automated External Defibrillator (AED) installed and that they were willing to supply information if required.	<b>The Clerk/Parish Councillors</b>

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<b>171/17</b>	<b>Recreation Ground and Allotments</b>	
171.1/17	<p>(i) <b>Allotments - It was RESOLVED to Defer</b> the review of Allotment rules until the next PC meeting. The Clerk was requested to re-distribute the rules to Parish Councillors.</p> <p>(ii) <b>Recreation Ground – Play Equipment</b>, following discussion, <b>it was RESOLVED TO APPROVE an increase in funding to £1,200 ex VAT</b> (from £1,100 ex VAT previously agreed) to allow for the purchase of both a Springy Motor Bike <b>and</b> a Butterfly Seesaw.</p> <p>(iii) <b>Play Inspection Report for period ending 31<sup>st</sup> December 2017 – It was agreed to meet at 1000 (10 am) on Sunday 25<sup>th</sup> February 2018 at the Recreation Ground in Trampers Lane to address the issues raised in this report – All Welcome!</b></p> <p>(iv) <b>Cllr Crowe tabled a quotation for approximately £8,000 (ex VAT)</b> from Play Quest for the supply and installation of a 30 metre Aerial Runway (Zip Wire) and items of Trail equipment for the Recreation Ground. Following discussion, it <b>was RESOLVED to Approve expenditure for these items, subject to:</b> (1) Obtaining a further 2 comparative quotes; (2) Agreeing suitable and safe locations for the equipment and (3) Obtaining professional advice from both the PC's Play Inspector and its insurer and the completion of Risk Assessments. It was further <b>RESOLVED</b> to approve making a bid for Grant funding from HCC (HCC Cllr Stallard's fund for Parish Councils) towards the cost of this project and also to use the Youth Funds held in Earmarked Reserves; any remaining costs to be found from the PC's Unrestricted Funds.</p>	<p>The Clerk</p> <p>The Clerk</p> <p>ALL</p> <p>Cllr Crow, Cllr Dell, other Parish Cllrs and the Clerk.</p>
<b>172/17</b>	<b>Traffic Calming and Village Maintenance</b>	
172.1/17	<p>(i) <b>Traffic Calming Sign</b> - see 161.1/17 (vi) 152.1/17 above.</p> <p>(ii) <b>Village Ditches – a plea was made for all to keep Village ditches (grips) clear</b> to help prevent flooding in the Parish. The Clerk said that he would ask the Lengthsman to include this in his schedule for when he next visited later in January.</p>	The Clerk
<b>173/17</b>	<b>Other Council Business</b>	
173.1/17	(i) <b>Cllr Parker</b> said that he had been contacted to see if it was feasible to install a dog bin/general waste bin in Bere Farm Lane and asked the Clerk to find out costs.	The Clerk
<b>174/17</b>	<b>Grant Applications &amp; Grant Submissions</b>	
174.1/17	<p>(i) No grant applications received.</p> <p>(ii) It was <b>RESOLVED to Approve</b> the submission of a Grant applications for funds for (1) towards the costs of the Zip Wire &amp; Trail project for the Recreation Ground from HCC (HCC Cllr Stallard's fund for Parishes) and (2) the Transparency Fund from the DCLG via HALC provided the £25k turnover ceiling is not reached.</p>	Cllr Dell/The Clerk
<b>175/17</b>	<b>To receive Reports and Correspondence (for information only)</b>	
175.1/17	There were none to report.	
<b>176/17</b>	<b>Date of next Meeting</b>	
	<b>It was confirmed that the next meeting of the Parish Council would be held on Wednesday 7th February 2018 at 7.30pm, in Boarhunt Memorial Hall, Trampers Lane, North Boarhunt, PO17 6DD</b>	
	The meeting closed at 8.57pm.	

**BOARHUNT PARISH COUNCIL MEETING - Minutes of 3rd January 2018**

BOARHUNT PARISH COUNCIL - 3RD JANUARY 2018		
PAYMENTS MADE IN DECEMBER 2017		
PAYEE	DESCRIPTION	AMOUNT
CLAYMART (B C MARTIN)	Grounds Maintenance for November 2017	£125.00
WINCHESTER & DISTRICT CAB	Grant towards running costs	£250.00
CASTLE WATER	Recreation Ground - Water - A/C PORT9417950601 (13/04/17-24/10/17)	£14.93
Southern Electric	Electric Charges	£21.34
Unity Trust Bank	Bank Charges 1/10/17 to 31/12/17	£18.00
G W WRIGHT	Salary, Office Allowance, Expenses (2 X External HDDs =£81.35 [VAT = £13.57]) & Norton Anti Virus (£19.99) & Travel - November 2017	£485.03
December	<b>TOTAL</b>	<b>£914.30</b>

**PAYMENTS TO BE MADE IN JANUARY 2018**

PAYEE	DESCRIPTION	AMOUNT
G W WRIGHT	Salary, Office Allowance & Travel - December 2017	£301.64
N W ADAMS	13th Play Inspection report for Qtr ending 28th Dec 2017 = £52.80 (VAT = £8.80)	£52.80
KOMPLAN	Supply Only of Play Equipment (Crazy Scrambler & Butterfly Seesaw) including Delivery Charge = £1,420.68 (VAT = £236.78)	£1,420.68
B DELL	Travel Expenses (48 miles) for attending WCC Planning Committee on 14th Dec 2017 (incls £3 for Parking)	£24.60
		<b>£1,799.72</b>

**RECEIPTS**

FUNDS RECEIVED DURING DECEMBER 2017		
RECEIVED FROM	DESCRIPTION	AMOUNT
0		£0.00
	<b>TOTAL</b>	<b>£0.00</b>

Funds as per cash book at 31st December 2017	£33,956.53
less Earmarked Reserves	
Youth Funds	£3,737.06
Village Gates	£1,445.99
	<b>£5,183.05</b>
= Unrestricted Funds	£28,773.48
Less Payments due in January 2018 (as above)	<b>£1,799.72</b>
<b>= Net Unrestricted Funds available as at 3rd January 2018</b>	<b>£26,973.76</b>

**BOARHUNT PARISH COUNCIL MEETING - Minutes of 3rd January 2018**

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

FY 17/18 Annual	FY 17/18 Actual v Budget		FY 17/18 Actuals as at 31st Dec 17 (M09)	FY 17/18 Forecast as at 31st Mch 2018 (M12)	FY17/18 VARIANCE Dec 17 v Mch 18 (M09 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	1,288.02	1788.02	500.00
150	102%	Allotment Income	152.50	152.50	-
0	0%	Other (e.g. Rent, VAT reclaimed, Bank interest & Sponsorship)	1,233.09	1733.01	499.92
<b>20,150.00</b>	<b>113%</b>	<b>TOTAL RECEIPTS</b>	<b>22,673.61</b>	<b>23,673.53</b>	<b>999.92</b>
<b>PAYMENTS</b>					
3,250	67%	Net Salaries & Allowances	2,177.12	3266	1,088.88
0	0%	HMRC Deductions	-	0	-
200	136%	Clerk's Expenses	271.00	300	29.00
		Chairman's Allowance (incl Public Meeting, Traffic Calming & Cllr's Expenses)	-	100	100.00
100	58%	Bank charges	57.64	100	42.36
5375	24%	Capital Expenditure (incl Parish Noticeboard, etc)	1,288.48	2250	961.52
350	129%	Audit Costs	453.00	435	18.00
300	85%	Administration Costs	254.99	300	45.01
400	96%	Insurance	384.55	384.55	-
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)	418.00	1000	582.00
300	0%	Legal, Social Club, etc	-	300	300.00
500	100%	Utilities (incl Street Lighting & Rec Ground)	499.84	600	100.16
225	81%	Allotments (incl share of Grounds Maintenance & Water)	181.36	225	43.64
1500	29%	VAT (to be claimed/reclaimed)	428.73	1000	571.27
1875	0%	Village Hall Building Reserve	-	1875	1,875.00
350	100%	Website Costs	350.00	350	-

**BOARHUNT PARISH COUNCIL MEETING - Minutes of 3rd January 2018**

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

		Grounds Maintenance (excl Allotments share)	1,012.50	1800	787.50
1800	56%				
<b>20,000</b>	<b>46%</b>	<b>TOTAL PAYMENTS</b>	<b>9,255.71</b>	<b>16,286</b>	7,029.84
		Balance brought forward on 01/04/2017	20,538.63	20,538.63	-
		<b>ADD Total Receipts</b>	22,673.61	23,673.53	999.92
			43,212.24	44,212.16	999.92
		<b>LESS Total Payments</b>	<b>9,255.71</b>	<b>16,286</b>	<b>7,029.84</b>
		<b>= Cash Balance as at 31/12/17</b>	<b>33,956.53</b>	27,926.61	- 6,029.92

**Funds represented by:**

Current Account Balance (Unity Bank) 31.12.17	26,516.92	
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>33,956.53</b>	27,926.61

**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>	5183.05

**Unrestricted Funds**

Unrestricted funds available	28,773.48	22,743.56
<b>Total Unrestricted Funds</b>	<b>28,773.48</b>	

**Total Parish Council Funds**

<b>= Total Earmarked Reserves &amp; Total Unrestricted Funds</b>	<b>33,956.53</b>	27,926.61
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Signed: Geoff Wright  
Responsible Financial Officer to Boarhunt Parish Council

Date: 03/01/2018