

**BOARHUNT PARISH COUNCIL - Minutes of 5<sup>th</sup> June 2019**

<u>Present</u>	<u>Others present</u>	<u>Apologies/Absence</u>
Cllr E. Schofield	Clerk – Mr G. Wright	Cllr D. Pynigar
Cllr S. Eaton	Mr R. Crowe (Candidate for Co-option to the Parish Council)	Cllr S. Brunet
Cllr G. Pearce	PCSO B. Towler (for part of the meeting)	HCC Cllr P. Stallard
	4 members of the Public (for part or all of the meeting).	WCC Cllr N. Cutler
		WCC Cllr A. Clear
		WCC Cllr T. Evans

<b>Item</b>	<b>Description</b>	<b>Action</b>
<b>43/19</b>	<b>Apologies for absence</b>	
43.1/19	Apologies for absence were received from Cllr D Pynigar and Cllr S Brunet. Apologies were also received from HCC Cllr P Stallard, WCC Cllrs A. Clear, T. Evans and N Cutler.	
<b>44/19</b>	<b>To receive declarations of Disclosable Pecuniary Interests for items on the Agenda</b>	
44.1/19	None.	
<b>45/19</b>	<b>To consider applications for the Casual Vacancy of Parish Councillor (PC)</b>	
45.1/19	Following consideration of the application and questioning of the candidate, <b>Mr Russell Crowe was Co-opted to the Parish Council. Cllr Schofield and members of the PC welcomed Cllr Crowe to the Council.</b>	
<b>46/19</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>	
46.1/19	Members of the Public (MOTP) raised the following matters: (i) Site of Boarhunt Garage – concerns that following the latest works at this site that the pavement was not left as a solid walkway as previously requested in planning applications. It was agreed that WCC Planning/Enforcement be contacted for clarification. (ii) Stubbington Yard – concerns that there had been new building work completed at the back of the site that was not part of previous Planning permission and that a dropped kerb had been installed without permission. It was agreed that WCC Planning/Enforcement/HCC Highways be contacted for clarification.	The Clerk  The Clerk
46.2/19	HCC Cllr Report – HCC Cllr Stallard had sent apologies prior to the meeting. No report submitted.	
46.3/19	WCC Cllrs Report – WCC Cllrs Cutler, Clear and Evans had sent apologies prior to the meeting. No report submitted.	
46.4/19	Police Report – PCSO B. Towler attended the meeting and provided a verbal report to the meeting. He said that there had not been any major incidents at the recent Wickham Horse Fair and that in general incidents of crime in the Parish was low. PCSO Towler said HCC did not encourage ‘Door to Door Trading’ and if people felt intimidated due to this to report the matter to the Police on 101. PCSO Towler said any incidents of pavements being blocked by vehicles and impeding walking routes on a continual basis should be reported and gave advice regarding illegal fly posting of notices.	
<b>47/19</b>	<b>To receive and approve the Minutes of the Annual meeting of the Parish Council held on 1st May 2019.</b>	
47.1/19	It was <b>RESOLVED</b> to approve the minutes.	
<b>48/19</b>	<b>To receive the report of and approve the recommendations of the Operational Working Group (meeting held on 16<sup>th</sup> May 2019).</b>	
48.1/19	<b>The recommendations of the Operational Working Group on the following were all approved by the PC:</b>	

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	<ul style="list-style-type: none"> <li>i. Annual Governance and Accountability Return 2018/19 Part 3 (AGAR) including the Annual Internal Auditor's Report.</li> <li>ii. BPC's Financial Regulations (NALC 2016 version).</li> <li>iii. BPC's Standing Orders (NALC 2018 version).</li> <li>iv. Play Inspector's Operational Maintenance Inspection Report for period ended 29<sup>th</sup> March 2019 - approval of specific actions.</li> <li>v. Frequency of submitting Financial Accounts to full PC meeting – approval to reduce to 3 monthly intervals.</li> </ul>	
<b>49/19</b>	<b>To receive actions and updates from previous meetings</b>	
49.1/19	<ul style="list-style-type: none"> <li>(i) <b>38.1/18 (i) Action and resources regarding GDPR</b> – ongoing.</li> <li>(ii) <b>176/18 (i) Weekly Play Inspection Reports</b> – still awaited from Mr Parker</li> <li>(iii) <b>176/18 (ii) Revised Allotment agreements</b> – action outstanding – <b>Clerk to resolve.</b></li> <li>(iv) <b>185/18 (v) b. Licensing of homes at the site</b> – action outstanding - <b>WCC Cllr Cutler</b> agreed to make enquiries with WCC regarding the Licensing of homes at the site.</li> <li>(v) <b>199/18 (ii) – Staples Cross junction (B2177/Fareham Road) – Reflective warning posts and Warning (Give Way) sign not in place</b> – Still outstanding.</li> </ul>	<p><b>Cllr Brunet</b> <b>Mr Parker</b> <b>The Clerk</b></p> <p><b>WCC Cllr Cutler</b></p> <p><b>HCC Highways/ Contractor</b></p>
<b>50/19</b>	<b>To receive the Parish Clerk's report (for information only)</b>	
50.1/19	<b>The Clerk said that</b> he would be attending the following meetings/events: WCC's Local Council update in Winchester on 18 <sup>th</sup> June 2019; meeting with HCC's Countryside Team Manager (with members of the PC & HCC Cllr Stallard) at Wickham Common on 19 <sup>th</sup> June 2019 and Hants Branch of the Society of Local Council Clerks at New Arlesford on 20 <sup>th</sup> June 2019.	
<b>51/19</b>	<b>Finance and Council Business</b>	
51.1/19	<ul style="list-style-type: none"> <li>(i) The AGAR Annual Internal Audit Report, including recommendations of BPC's Internal Auditor was <b>approved by the PC.</b></li> <li>(ii) The AGAR Section 1 – Annual Governance Statement was <b>approved was approved by the PC.</b></li> <li>(iii) The AGAR Section 2 – Accounting Statements for 2018/19 was <b>approved by the PC.</b></li> <li>(iv) <b>The PC noted</b> monies received, <b>endorsed payments</b> made during May 2019 <b>and approved</b> items due for payment in June 2019.</li> <li>(v) <b>The PC noted</b> the email from Chair of Winchester District of Local Councils (WDALC) regarding the '<i>District Charter</i>' <b>and agreed to support the aims of the Charter.</b></li> <li>(vi) <b>The PC approved</b> the Clerk's attendance at WCC's Local Councils' Conference on 18<sup>th</sup> June 2019.</li> <li>(vii) <b>The PC approved</b> the Clerk's attendance at SLCC's Website Accessibility Guidelines Webinars on 3<sup>rd</sup> and 11<sup>th</sup> July 2019 – cost £60 plus VAT.</li> <li>(viii) <b>The PC noted</b> the Draft Minutes of Southern Parishes Group meeting of 20<sup>th</sup> May 2019.</li> </ul>	
<b>52/19</b>	<b>Planning Applications</b>	
52.1/19	<p><b>The following Planning Application was considered:</b></p> <ul style="list-style-type: none"> <li>(i) <b>19/00882/HOU - The House, Southwick Road, North Boarhunt</b> - Proposed detached garage with first floor hobbies room – <b>The PC objected to this application, but requested that if the WCC Planning Officer was minded to approve the application that specific conditions were placed upon any approval.</b></li> </ul>	
<b>53/19</b>	<b>Planning Decisions</b>	
53.1/19	(i) None notified.	
<b>54/19</b>	<b>Planning Appeals</b>	
54.1/19	(i) None notified.	

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<b>55/19</b>	<b>Other Planning Matters</b>	
55.1/19	(i) <b>Village Design Statement (VDS) – Cllr Eaton agreed to contact the VDS group and apprise them of the new guidance issued by WCC. Cllr Eaton said that she would advise of the date of the next meeting of the group in due course but that it would probably be in July 2019. The Clerk said that he would provide an address listing for Boarhunt Parish in due course.</b>	<b>Cllr Eaton/The Clerk</b>
<b>56/19</b>	<b>Planning Enforcements</b>	
56.1/19	(i) Updated list awaited from WCC. (ii) Potential new cases to report contained as per Minute 46.1/19.	
<b>57/19</b>	<b>Environmental Issues</b>	
57.1/19	(i) <b>Wickham Common – Meeting arranged for the evening of 19<sup>th</sup> June 2019 with Jim Hobson, HCC Countryside Ranger and interested parties.</b> (ii) <b>Wickham Court Sewage – Cllr Pearce said that matters remained unresolved at the site and requested the intervention of WCC’s Environmental Health team be sought.</b>	<b>Parish Councillors</b>  <b>Royale Parks /EA/WCC Environmental Health</b>
<b>58/19</b>	<b>Grants</b>	
58.1/19	(i) Grant application from <b>Victim Support for £50 approved by the PC.</b>	
<b>59/19</b>	<b>Village Hall and Community Activities</b>	
59.1/19	(i) <b>Village Hall &amp; Social Club –</b> a. <b>Front Door to Social Club/Village Hall – Installation date of Saturday 15<sup>th</sup> June 2019 had been agreed with the Contractors.</b> b. <b>Toilets – Information still being obtained.</b>	<b>The Clerk/Cllr Schofield</b>
<b>60/19</b>	<b>Recreation Ground and Allotments</b>	
60.1/19	(i) The Play Inspector’s Operating Report for the period ending March 2019 was in the process of being actioned. <b>Cllr Crowe</b> agreed to make further inquiries regarding the repair/potential replacement options regarding the large multi-purpose climbing frame. <b>Cllr Schofield</b> agreed to quote for repairs/replacements to large posts and Zip Wire tightening.	<b>Cllr Crowe and Cllr Schofield</b>
<b>61/19</b>	<b>Highways, Traffic Calming, Community Transport and Village Maintenance</b>	
61.1/19	(i) <b>Traffic Calming/Speed reduction signs - meeting with HCC Highways/Road Safety team still to be arranged.</b>	<b>Cllr Schofield</b>
<b>62/19</b>	<b>To receive Reports and consider Correspondence received</b>	
62.1/19	<b>No reports or correspondence had been received since the last meeting.</b>	
<b>63/19</b>	<b>Date of next Meetings of the Parish Council</b>	
63.1/19	The dates of the next meetings were confirmed as: (i) <b>Wednesday, 3rd July 2019 at 7.30pm and</b> (ii) <b>Wednesday, 7<sup>th</sup> August 2019 at 7.30pm</b> <b>Note: Both meetings would be held in the Village Memorial Hall, Trampers Lane, North Boarhunt, PO17 6DD.</b>	
	The meeting closed at 9pm.	
	<b>CONTACT DETAILS FOR THE CLERK to Boarhunt Parish Council</b> <b>email: <a href="mailto:boarhuntpc@gmail.com">boarhuntpc@gmail.com</a> Phone: 0755 711 8073</b> <b>Parish Council Website: <a href="http://www.boarhuntparishcouncil.org">www.boarhuntparishcouncil.org</a></b>	

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**i. List of Payments and Receipts**

BOARHUNT PARISH COUNCIL - 5th June 2019		
PAYMENTS MADE IN MAY 2019		
PAYEE	DESCRIPTION	AMOUNT
B C MARTIN (CLAYMART)	Grounds Maintenance - April 2019	£135.00
G W WRIGHT	Net Salary, Office Allowance, & Travel - April 2019	£320.30
Do the Numbers Ltd	Internal Audit Fees for year ended 31st March 2019	£240.00
Southwick Estate	Recreation Ground Rent for period 30/09/18 to 25/03/19	£175.00
Castle Water	Rec Ground Water charges 1/4/19 to 30/4/19	£2.33
Castle Water	Allotments Water charges 1/4/19 to 30/4/19	£8.32
May-19	<b>TOTAL</b>	<b>£880.95</b>

ITEMS DUE FOR PAYMENT IN June 2019		
PAYEE	DESCRIPTION	AMOUNT
G W WRIGHT	Net Salary, Office Allowance, Travel & Tax Rebate - May 2019	£359.30
e-mango	Annual Service charge for Support & Backup 24/6/19 to 23/06/20 (VAT = £70.00)	£420.00
SSE Southern Electric	Street Lighting 23/1/18 to 1/4/19 (VAT@ 5% = £30.97)	£650.56
Jun-19	<b>TOTAL</b>	<b>£1,429.86</b>

RECEIPTS - FUNDS RECEIVED DURING May 2019		
RECEIVED FROM	DESCRIPTION	AMOUNT
None	None	£0.00
May-19	<b>TOTAL</b>	<b>£0.00</b>

<b>Funds as per cash book at 31st May 2019</b>	<b>£42,808.41</b>
<b>= Total available funds</b>	<b>£42,808.41</b>

**less Earmarked Reserves**

Village Gates Sponsorship	£1,445.99
Rec Ground - Equipment	£5,000.00
Rec Ground - Buildings	£7,500.00
Village Design Statement	£750.00
Environment Fund	£250.00
Village Hall - Maintenance	£7,500.00
Village Hall - Door (WCC Grant)	£500.00

<b>Total Earmarked Reserves =</b>	<b>£22,945.99</b>
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<b>= Net Unrestricted Funds available as at 5th June 2019 NOTE: excludes items due for payment in June 2019</b>	<b>£19,862.42</b>
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