

BEAULIEU PARISH COUNCIL
MINUTES OF ANNUAL PARISH MEETING ON THURSDAY 16TH MAY 2024
AT BEAULIEU VILLAGE HALL

PRESENT

Cllr. N. Hubbard, Cllr. P. Fairweather, Cllr. S. Reece, Cllr. M. Dolbear, Cllr. S. Steele, Cllr. K. Lewis, Cllr. C. Knight joined meeting at 6.20p.m.

IN ATTENDANCE

Cllr. D. Poole, Mrs. R. Pearson, Mr. T. Mack, Mrs. & Mrs. C. Cooke-Hurle, Mrs. S. Busby, Mrs. J. Kirkman, Mrs. C. Dykes, Mrs Alison Weston, Mrs. N. Deering (Clerk), Cllr. K. Mans joined the meeting at 6.30p.m.

1. APOLOGIES

None.

CHAIRMANS OPENING REMARKS

Cllr. Hubbard welcomed everyone to the meeting and said they are welcome to attend PC meetings throughout the year.

2. MINUTES OF LAST ANNUAL PARISH MEETING

Proposed: Cllr. Fairweather Seconded: Cllr. Steele

Motion carried unanimously.

3. ELECTION OF CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE – Cllr. Hubbard

Proposed: Cllr. Dolbear Seconded: Cllr. Reece

4. ELECTION OF VICE CHAIRMAN AND DECLARATION OF ACCEPTANCE OF OFFICE

Cllr. Hubbard reported that Cllr. Fairweather is standing down from council. He thanked Cllr. Fairweather for all the support he has given the council over the last 12 years. He has been a great help in proactively dealing with a large number of difficult issues we have had over the years. His clear thinking has enabled us to make sound decisions to help the council and the community. He will be greatly missed. Thank you Cllr. Fairweather.

Cllr. Dolbear put forward for Vice Chairman

Proposed: Cllr. Reece Seconded: Cllr. Lewis

Motion carried unanimously.

5. ANNUAL REVIEW AND PUBLIC PARTICIPATION

Cllr. Hubbard confirmed that the 2023/24 Annual Review had been published on the parish council's website and took the meeting through a summary:

- He welcomed Cllr. Lewis to her first annual meeting. She will be taking on responsibility of the Beaulieu playground and recreation field, for which we will be working on a medium/long term plan this coming year.
- Said working with Beaulieu Twinning Association and Beaulieu Horticultural Society on the Twinning Garden. It's a real asset and receive positive comments. Needs more volunteers though.

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- Roads – working with HCC and NFDC re state of the roads, road sweeps etc. This is a big issue all over the country. Please let the Clerk know if you have any concerns.
- Waste Bins – The majority of our bins (incl those in the High St fall under the responsibility of HCC or NFDC. There were 9 bins that fell under the responsibility of the parish council. NFDC now charging us for emptying our waste bins. £1,000 a year to have a bin emptied. To mitigate this charge we have reduced our bins to 5. Precept has therefore jumped up by £5,000. Will monitor the waste bin usage and litter over the coming year.
- Planning - received 26 planning applications, made 13 site visits. Said Cllr. Steele done a very good job Chairing this committee, working with the NPA and applicants.
- We work with other parish councils including through the S.E. Quadrant Meetings – sharing knowledge at quarterly meetings. Cllr. Poole arranged a Forum for new forest councils on Community & Resilience Planning. It was very good and well attended. Beaulieu does not have such a plan and we shall be working on this and will need input from the Estate, local businesses and parishioners.
- We have undertaken a thorough review of the parish council’s governance and issued updated Standing Orders, new Finance Regulations and other policies. All to be ratified at this meeting.
- Precept – increased from £12,000 - £19,036. In addition to the increased litter costs we have the responsibility for upkeep of the Play Ground & Recreational Field, both of which are needing money spent on them at their stage in life, which is also reflected in the increased precept. Parish has 516 properties, so this is £36.89 on average per household. Council always looks to deliver value for money and we are sensitive to this increase, which will be unwelcome.
- We will continue to keep speeding under review. We attend the local Speedwatch regularly. Concerns continue to be expressed about speeding in the High Street especially in term time. Mrs. Cooke-Hurle said should it be 20mph near the school. It was suggested that we could try monitoring traffic on an occasional basis wearing highvis jackets in rush hour. Mrs. Dykes said at the Residents Association AGM, PC Mark Roberts offered to come to a village meeting to discuss. Agreed: Clerk to liaise about joint meeting. Cllr. Hubbard said the High Street is our biggest concern, and suggested we need to collect reliable data, probably electronically. Cllr Poole is arranging support from NFDC to consider what options we may have. Said we need to stop the parking on the zig-zag lines. Cllr. Lewis said the Headmistress regularly writes to parents about this. It was suggested that a mini roundabout at junction at top of the High St to slow traffic. Agreed Clerk to arrange a discussion with Twiggs Lane committee about their speed monitoring. Agreed we should aim to get SatNav companies (eg Waze) to de-recognise the High St as a short cut.

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- Following a question from Mrs. Dykes following a complaint she had received through the Residents Association, Cllr. Mans spoke about the state of the roads. He said HCC fill in 500 potholes a day, but he accepted that there is not enough money to deal the roads to stop potholes occurring. Completely unsatisfactory. Need more money from Central Government. Have been working on clearing ditches. Also social services need more money as every year 2,000 more people in Hants reach the age of 85. Cllr. Hubbard thanked Cllrs. Mans.
- Supporting the community – council would be keen to support the community in arranging 3rd party grants (eg CIL grant). Please let Clerk know if you have any projects.
- Local businesses – we now have a Beaulieu Village website, which is being used. Need to do more social media to help bring business into the community.

Cllr Hubbard thanked Cllr. Mans and Cllr. Poole for all their support and also thanks to Mrs. Pearson for all the work she does in providing advice and also arranging support with Beaulieu Estate; it all works very well. Thanks to all Cllrs. and Clerk, everyone gives up a lot of time and very grateful to you all. Cllr. Dolbear said thank you to Cllr. Hubbard for all your hard work, it is over and above.

6. ELECTION OF COMMITTEES AND REVIEW OF TERMS OF REFERENCE

a) Finance & General Purposes Committee

Chair Cllr. Dolbear, Vice Chair Cllr. Steele. Cllrs. Lewis and Hubbard.
Terms of Reference confirmed.

b) Planning Committee

Chair Cllr. Steele, Vice Chair Cllr. Dolbear. Cllrs. Knight, Reece and Hubbard.

Cllr. Hubbard explained that this committee has a majority (in number) of councillors and has the delegated authority to take decisions on behalf of council especially as sometimes a quick decision is needed.

Terms of Reference confirmed.

c) Asset Management Committee

Chair Cllr. Lewis, Vice Chair Cllr. Steele. Cllr. Hubbard
Terms of Reference confirmed.

Proposed: Cllr. Lewis Seconded: Cllr. Dolbear
Motion carried unanimously.

7. REVIEW AND ADOPTION OF POLICIES.

Cllr Hubbard explained that there has been a major review on governance in the year which has led to updated Standing Orders, new Finance Regulations and other policies required by a parish councillor and/or as an employer, as follows:

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Published policies:

- Standing Orders
- Financial Regulations
- Code of Conduct
- Civility & Respect pledge
- Safeguarding statement
- Privacy notice

New policies:

1. Complaints
2. Data Protection & Retention
3. Disciplinary & Grievance
4. Equality & Diversity
5. Grants
6. Health & Safety
7. Press & Media
8. Reserves
9. Publication Scheme

Cllr. Fairweather confirmed that the Finance & General Purposes Committee had reviewed all of these in detail and recommended adoption. The Standing Orders, Financial Regulations and one third of the remaining policies (on a rotation basis) will be reviewed annually at this meeting in future.

Proposed: Cllr. Fairweather Seconded: Cllr. Dolbear
Motion carried unanimously.

10. REVIEW AND ADOPTION OF ASSET REGISTER.

Cllr. Hubbard explained that a new asset register has been produced and published, following a review of our financial records over the last 40 years and recommended adoption.

Proposed: Cllr. Fairweather Seconded: Cllr. Dolbear
Motion carried unanimously.

11. REVIEW OF S137 EXPENDITURE INCURRED.

Cllr. Hubbard explained that certain expenditure totaling £196.00 (buying wreaths, making donations etc) had been incurred and was strictly outside the remit of the parish council's authority. Such expenditure is allowed under Section 137 of the Local Government Act (LGA) 1972 which authorises a local council to spend such money subject to the statutory limit which for 2023/24 was £9.93 per election. Details of the expenditure had been published in full with the agenda.

Proposed: Cllr. Dolbear Seconded: Cllr. Steele
Motion carried unanimously.

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12. ELECTION OF REPRESENTATIVES.

- a) Beaulieu Speedwatch Group – Cllr. Knight
- b) SE Quadrant Group – Cllrs. Knight, Reece, Hubbard
- c) NF Association of Local Councils – Cllr. Reece
- d) NF Consultative Panel – Cllr. Reece
- e) BVHT – Cllr. Hubbard

Proposed: Cllr. Dolbear

Seconded: Cllr. Fairweather

Motion carried unanimously.

13. REVIEW AND CONFIRMATION OF INSURANCE COVER.

Cllr. Hubbard took the meeting through the proposed insurance cover, which had been published with agenda. This provided full third-party liability for the Playing Field, the Recreational Field and other activities for which the council was responsible. There had been a large 28% increase in the premium, which for the current coming year amounted to £847.01. Such increase is in line with insurance industry practice at the moment. It is unlikely that we would be able to purchase appropriate cover on a cheaper basis. This is a standard parish council policy and it is not possible to change the limits as described.

Proposed: Cllr. Steele

Seconded: Cllr. Fairweather

Motion carried unanimously.

14. ELECTION OF INTERNAL AUDITOR.

Cllr. Hubbard said Mrs. Pearson has done this for a number of years and happy to continue.

Thanked Mrs. Pearson.

Proposed: Cllr. Dolbear

Cllr. Fairweather

Motion carries unanimously.

Cllr. Hubbard thanked everyone for attending He mentioned that the council currently has two Casual Vacancies. If you know of anyone who would be interested, please ask them to contact the Clerk.

DATE OF NEXT MEETING.

15th May 2025

MEETING CLOSED AT 7P.M.