



**Minutes of the St Mary Bourne Parish Council meeting  
held on Tuesday 9<sup>th</sup> August at 19.30  
in the Village Centre, Club Room**

**Minutes**

**Present: Cllrs Bridget Cully, Patrick Foote, Phil Jeffery, Oliver Madge, Ed Makgill, Glenda Mew, Dave Peart, Gwen Randall,**

**In attendance: The Clerk, Ben Sawyer**

1. Introduction led by the chair
2. Time allowed for public speaking (7 Public in Attendance)

The Parish Council notice board should contain prohibited activities for the recreation ground i.e., radio controlled, use of vehicles, launching of Chinese lanterns, fireworks et al. It was discussed that insurance and any alcohol licenses requirements should be shared with Parish Council before the event.

There was a discussion about the shop notice board being under utilised and should contain more Parish information.

**Action - A term of reference (TOR) will be developed that this can be viewed on the website/notice board. – (Cllr Madge)  
A new notice board is shortly to be installed and will carry all notification.**

It was also mentioned that the HALC membership was a worthwhile membership to renew for training, legal advice and other parish related matters, this was then covered in section 7.1

3. Receive apologies for absence – Cllr Noble
4. Declarations of interests - None
5. Minutes of Full Council meeting held on 12<sup>th</sup> July 2022 (previously circulated)
  - 5.1 Approve the minutes – Approved Proposer Cllr Culley and Seconder Cllr Foote
  - 5.2 Review the status of actions agreed at the meeting - **Approved**
6. Receive reports from Borough & County Councilors
7. Governance
  - 7.1 HALC and NALC Revisit the HALC membership, it was decided that the membership will be renewed at a cost of £520 and their benefits further understood.

**Action - Cllr Foote**



## 10. Footpaths:

- 10.1 There has been an extension of the closure of footpath 16, this is in the area Rowe Farm. The route can still be accessed via a diversion.

## 11. Highways:

- 11.1 Bridge – There has been further damage to the bridge again in a matter of years, by a large articulated vehicle. Outcome to make contact with Highways to include the potential of use of warning signage around bridge.  
**Action - Cllr Madge**  
Further replace and uncover any missing signage with directions to Vitacress.  
**Action – Clerk (Lengthsman)**
- 11.2 Speeding - There were discussions around speeding and what can be used to remind drivers of the speed limit. Grants/funding will be looked into to source flashing repeater signs and the relevant groundworks, so these are movable around the parish.  
**Action – Cllr Madge**

## 12. Recreation Ground and Lake:

- 12.1 Play Area Risk Assessment – this will be uploaded onto the Parish Council Website by 19<sup>th</sup> August.  
**Action - The Clerk**
- 12.2 Tree work in lake surround – Update from Cllr Madge, there was a £5k allocation made in the budget during the finance committee meeting, for the start of tree work based on a risk profile of each tree and proximity to properties and risk to members of the public.  
**Action – Cllr Madge**
- 12.3 Lake hide update – Update from Cllr Madge, this is on hold currently until further discussion is made to residents and other users. The funding doesn't need to be used until end of March 2023.
- 12.4 The use of the Pavilion by Ninny's (Local Childminder) but will need more planning and consultation with all parties – **Agreed**
- 12.5 Review of whole Area – It was discussed about how this can be achieved; the decision was to have an Interested Parties meeting.

The meeting is going to be scheduled for mid-September which would include the village shop, cricket club, bowls club, Ninny's and Play Area / rec committee to draft a long-term plan for the area and how it is best used.

It was agreed during the last Finance Meeting in relation of the operating model. Proposed sub-group to be led and administered by PC, but each group responsible for their own concerns. This will be an inclusive but separate entity to the routine parish council responsibilities and to segregate project funds from Parish Council responsibilities, a separate bank account will be set up by the parish council.

### 13. Lengthsman

- 13.1 The lengthsman tasks have been adjusted after suggestions from the chair and also input from the public. The tasks are now to clear the road signs in and around the village and also remove weeds from the white fence opposite the George Inn.

Parish/Town:	St Mary Bourne						
Month:	Aug-22						
Scheduled number of hours:	10.0						
Scheduled date:	TBA						
Contact details:	Ben Sawyer - 07863 239980						
Please enter contact name & phone number the team to get in touch with on the day if there are any queries that arise during the work, eg location or problems carrying out the work							
Job No	Work Type	Job description	Location - street name, postcode or grid reference	Map provided?	Additional information	One off or recurring	Estimated hours
SMB210803	HD2	Strim grips & clear of debris between road & river	In Stoke, from the play area to the driveway of Garston	No			4.0
SMB210807	HS2	Clear and clean road signs around the parish especially the corner chevrons	Parish all signs				5.0
SMB210808	HV1	Strim white fence opposite the George inn.					1.0
Total hours for the month							10.0

**Ben third line was also north of the bridge please – and can they chop back to the side of the surgery by gate.**

- 13.2 The October's lengthsman was also discussed at the meeting which will be finalised in the next meeting

### 14. Clerk Activities and Plans

- 14.1 Previous month activities – This was shared but need to be updated and further input required.
- 14.2 Month ahead plans – planning sheet will be updated and shared for September
- 14.3 Website review detail remove any duplication or old information –

**Action - Clerk**

### 15. Email and communication policy and GDPR agreements.

- 15.1 A policy needs to be created for the Councilors who want to use their personal email. There is a plan to create another email address that is a Parish Council email address that is cc'd into emails to create an audit trail and a record of emails that can be stored.

**Action – Cllr Mudge**

### Ongoing / updates

#### Jubilee Lamp Repair – Complete

#### Café Extension –

Village Shop will be moving into the Village Centre over the August Bank Holiday weekend, the builders will be the working on the front elevation.

#### Tennis Court –

The Parish Council have made the decision that the tennis net within the Muga will be removed from the end of August. This will allow additional temporary parking during the building work being carried out on the shop. It will of course be replaced as soon as possible – **Action Cllr Peart**

The dates of the next meeting: 13<sup>th</sup> September 2022  
Ben Sawyer, Clerk, St Mary Bourne Parish Council –  
Email [clerk@stmarybourne-pc.gov.uk](mailto:clerk@stmarybourne-pc.gov.uk)

*Oli Mudge*  
11/10/22