



Parish Council Meeting Minutes

held on Tuesday 8th October 2024 at 19.30, in the Main Hall, Village Centre.

Present: Cllrs Dave Burlison, Bridget Culley, Jeanette Davies, Patrick Foote (Chair), Phil Jeffrey, Ed Makgill, Glenda Mew, Dave Peart (Vice-Chair), Gwen Randall.

In attendance: Parish Clerk, Maxine Owen

Members of the Parish: 3

Meeting start: 19:30

334. Introduction led by the Chair: General Welcome and thank you for those members of public attending.

335. Time allowed for public speaking:

Breach Farm & Planning Process: MOP voiced concerns about the PC's process around dealing with planning applications, how records are kept, and declarations of interest recorded etc. The Clerk explained how the process worked within SMBPC, and the trigger for planning applications to be brought to the Full Council Meeting, and that all councillors signed up to a Code of Conduct once elected, and that it is a self-policing process. The MOP challenged how applications related to the Breach Farm area had been dealt with past and present and asked for reassurance over what declarations of interest had been made previously. The Clerk proposed that the current planning page of the PC website probably needed an update, and it might be useful to explain the process there. MOP kindly offered to email the Clerk with the written statement he read, which has now been received and circulated and will be kept on file.

ACTION: Update Planning Pages on the Website - **CLERK**

Scofell Works: MOP offered thanks to the Parish Council for the works Scofell had done in her garden dealing with the nettles. The clerk advised the message would be passed on to Scofell and that it was of benefit to the parish also as the work prevented seeds being spread into the lake surround.

ACTION: Pass on thanks from MOP to Scofell – **Clerk**

336. Apologies for absence: None

337. Declarations of interest: Cllr Jeffrey if Breach Farm area was being discussed.

338. Receive reports from Borough & County Councillors: Apologies from Cllr Perry. No reports sent.

339. Minutes of Full Council meeting held 10th September 2024

339.1 The clerk had circulated the draft minutes shortly before the meeting with a correction and an amendment. All agreed the latest draft minutes were a true record of the meeting on 10th September 2024.

Approved: Proposed: Cllr Peart, seconded: Cllr Culley

339.2 The Action List was pre-circulated with the Agenda with updates. Clerk requested that councillors review and feedback any amendments.

ACTION: Update and circulate Action List - **Clerk**



340. Finance:

340.1 Bank Balances on 30/09/2024
 Account A: £138,991.33
 Account B: £3396.87
 Account C: £20,428.26 (Investment Account)
 TOTAL: £162,816.46

340.2 The clerk advised that the second half of the Precept has been received from BDBC £22,806.50.

340.3 Earmarked Reserves	
£28,715.00 CIL	
£9,440.00 Lottery Grant	
£27,187.23 Greenham Trust Grant Play Area	
£2,340.00 Lengthsman extra hours (6 hours each of 13 parishes @£30/hr)	
£2,786.34 Stoke Play Areas	
£10,064.00 Lengthsman Grant for 2024/25	
£24,000.00 3 Months running costs at Approx £8000 per month.	
TOTAL: £104,532.57	
Available Funds: TOTAL: £58,283.89 (Bank Balances – Reserves)	

340.4 Payments & Receipts for Approval made in **September 2024.**

Proposed: Cllr Foote, seconded Cllr Jeffrey

TYPE	DATE	PAYEE	AMOUNT	REMARKS
DD	03/09/2024	SSE Energy Ltd	£22.35	Unmetered Lamp post
DD	09/09/2024	Scottish Water	£117.43	
BACS	12/09/2024	SMB Village Centre	£130.00	Office Hire
BACS	12/09/2024	Premier Grounds	£831.60	Lengthsman for Cluster
BACS	12/09/2024	Starboard Systems	£414.72	Scribe Accounting Software
BACS	12/09/2024	Scofell Landscapes	£902.70	Grounds Maintenance
BACS	19/09/2024	SLCC	£188.00	Annual Membership SLCC
BACS	23/09/2024	Eclipse Pest Control	£130.00	Quarterly Invoice
BACS	23/09/2024	Sovereign Housing	£1.00	Licence for Parking at Batsford
BACS	23/09/2024	F Tarrant	£430.08	Litter Picking July, Aug, Sept 24
BACS	23/09/2024	Cllr J Davies	£70.96	Expenses – Plants for War Memorial Garden
DD	26/09/2024	Information Commissioner’s Office	£35.00	Data Protection Registration
BACS	26/09/2024	Infinity Playgrounds Ltd	£6870.70	July repairs to SMB Play Area
BACS	30/09/2024	M Owen	£1229.44	Clerk’s Salary September 2024
BACS	30/09/2024	HMRC	£145.36	Tax & NI September 2024
		TOTAL	£11,519.34	

Receipts £112.70 Bank Interest Acc A
 £43.36 Bank Interest - High Interest Acc C
 £750.00 Rent from Ninny’s for September 2024
 £22,806.50 Precept (2nd Half FY24/25)

341 Planning: (Any queries please email: planning@stmarybourne.org)

341.1 – Summary List Of applications since last meeting shown below. These are the responses from the Parish Council, not the final decision from BDBC. Applications sent through since the publication of the

agenda may be added for discussion dependent on the required consultee response time and will be recorded in these minutes.



Response Date	App Reference	Address	Type	Consultee Response
02/10/2024	24/02050/FUL	Cold Harbour Farm	Replacement Dwelling	No Objection
03/10/2024	24/02020/ROC	Bramley Cottage, SMB	Amendments	No Objection
04/10/2024	24/02092/ROC	Land at Egbury Road	Amendments	No Objection
04/10/2024	T/00450/24/TCA	12 Stevens Green, SMB	Work on Trees	No Objection
08/10/2024	24/02111/LDEU	Green Pastures, Breach Farm	Certificate of Lawfulness	No Objection
08/10/2024	24/02093/ROC	Land at Breach Farm	Amendments	To be decided
22/10/2024	T/00485/24/TCA	Lake surround SMB	Work on Trees	No Objection
22/10/2024	T/00485/24/TCA	Danebury Cottage, Lower Link	Work on Trees	To be decided
23/10/2024	24/01911/HSE	Bankcroft, SMB	Amendments	To be decided
24/10/2024	T/00479/24/TCA	Little Meadow, SMB	Work on Trees	To be decided

341.2 Six applications shared on Facebook since last meeting.
All application above with the exception of the Applications relating to trees in a conservation area. (Those application references ending TCA)

342 Highways & Footpaths: (Any queries please email: highways@stmarybourne.org)

342.1 **Footpaths:** Cllr Foote advised that he and Cllr Clare Read (Hurstbourne Priors (HBP) Parish Council Chair) would be meeting the Managing Director of Vitacress on Friday 11th October 2024. Both PCs have been approached by the residents of St Mary’s Hill, HBP about how dangerous their pedestrian passage to SMB village is and are looking for support to examine possible changes to make the journey safer. Cllr Foote plans to raise the issue in this meeting, and ask for support from Vitacress to do this. A request to reinstate an unofficial footpath alongside the fence to the Vitacress facility would be made. An update from the meeting will be made to SMB PC at the next meeting on 12.11.24.

ACTION: Track down Road Safety Team at Hampshire County Council – **Cllr Randall**

ACTION: Update at next meeting on Vitacress meeting – **Cllr Foote**

Highways: The PC discussed the safety issues along this route into SMB village, and how perhaps the stretch at the national speed limit should be challenged and lowered to 30mph. Signs warning of Pedestrians could be installed. Landowners need to cut back hedges urgently.

Cllr Foote advised that Danebury House have now cut the hedges roadside for their property which has improved things, but the hedges are still very high. Cllr Jeffrey raised the issue of a resident’s hedge near the school. Which, although well maintained, is now sticking out into the road causing cars to have to swerve around it. Cllr Foote agreed to contact the owner.

ACTION: Contact Highways and report hedgerow defects - **CLERK**

343 Flood Emergency Group (FEG): (Any queries please email: flood@stmarybourne.org)

343.1 Cllr Makgill updated the group on the meeting on 27th September with the PC, Southern Water (SW) and Kit Malthouse. The meeting was a round-up for Kit Malthouse on progress so far on the action list set in May at the first meeting.

Cllr Makgill confirmed that SW have been working from Ibthorpe towards SMB. The water table is still high, for example the sewer at Holdaway Cottages is at least 1m below the ground water.



SW are now looking to use a new resin technology to hold back the groundwater while works are done and this is under trial right now. If successful water levels will no longer hamper the repairs and better progress can be made.

Each week SW provide an update of works planned for the week ahead, which is then published on the PC website with a link to this shared on social media. The website is updated at least once a week, and as quickly as possible if updates come through from the operatives on the ground. Closures will be happening as the teams work through the valley making repairs.

The team surveying the sewers with cameras has nearly completed, and are identifying areas for repair as they go through. (including private laterals).

The PC discussed the problem of communication around exactly where the closures are. The traffic management company (TMC) follow rules laid down in what they call 'The Red Book'. For example, as you drive from the A343 and turn onto the A3048 at The George and Dragon Pub in Hurstbourne Tarrant, there is a Road Closed sign, but the closure might not actually be until you are all the way along by the Bourne Valley Inn. Not very helpful, but these are the rules the TMC are required to follow. The PC are looking to work with SW to clarify where closures will be exactly, although the works are moving through quickly, and are often done and gone before communication gets through to us.

Residential agreements are nearly complete at Applegate, so works should commence soon.

Hampshire County Council (HCC) & the Environment Agency (EA) have been informed of the silting up under the bridges, and a representative of the EA has visited to take photos etc.

Cllr Burlison advised that the works in the gardens of Spring Hill Lodge is the EA putting in a bund to protect the property there instead of the flood barriers they have installed in previous years. This should be an improvement on how the temporary structure looked which can also end up being installed for months, and should do away with the need for the noisy pump there.

344 Lake: (Any queries please email: lake@stmarybourne.org)

344.1 Cllr Culley advised that the Lake Working Group are meeting with members of the Fishing Syndicate on Wednesday 16th October 2024.

An Open Meeting date would be found in November 2024.

Cllr Culley advised that a boat, previously owned by the Model Yacht Club had been set loose on the Lake and had floated off and become caught up on the willows on the island. Councillors expressed concern that it is not safe for unauthorised people to be in the lake area. The lake is spring fed, so can be very cold and in the wet season, very deep in parts. It was agreed that a statement should be published on social media to advise people of the dangers.

The clerk advised that she would organise for the boat to be retrieved and chained securely to prevent a repeat of the incident.

Cllr Peart advised that correspondence had been received about the Lake Area and part of the Bourne Rivulet running through the lake area had been proposed to become a recognised Site of Importance for Nature Conservation (SINC). Correspondence has been sent by HCC, and the Lake Working Group would need to take steps to understand what the implications of this proposal are and what it would mean for the management of the lake. The clerk will circulate the documentation, but cautioned that there was a deadline of 30th October to respond.

ACTION: Draft a statement and publish on social media– **Cllr Davies**

ACTION: Organise retrieval of boat on the lake – **Clerk**

ACTION: Organise date for Lake Open Meeting – **Cllr Culley**

ACTION: Circulate SINC correspondence to Lake Working Group - **Clerk**



345 Recreation Ground: (Any queries please email: rec@stmarybourne.org)

- 345.1 **Update from Recreation Ground Working Group (RGWG) on Play Area Project:** Cllr Burlison advised that he and the Clerk had met with Amelda de Segundo (AdS) & Laura Davis and could confirm that the project would maintain the current footprint of the MUGA. The tennis court would be moved slightly over, but the outer perimeter would remain the same. The current timber-trail would remain in situ, and any new fencing would not include the timber-trail.
- AdS confirmed that Greenham Trust has extended the match funding until 30th April 2025.
- Cllr Burlison had advised AdS & LD that because of the recent repairs to the current play area, some of the equipment is as good as new and would need to be incorporated into the new design or alternate plans made for the equipment such as moving it to the Stoke Play Area.
- Cllr Burlison confirmed that the project would include reworking of the car park, and a final decision on whether it would be beneficial to take an area of the current MUGA footprint to extend the car park would be needed. The car park survey identifies the gain available but may be outweighed by the cost and planning implications. The car park survey results were shared and discussed with the councillors. Concerns were raised about access to the Bowling Club, and whether access for children needing to use the Public Conveniences would be an issue. Options for an Electric Vehicle charging point were briefly discussed and will be added to the project for further investigation.
- Cllr Burlison advised that he and The Clerk were happy to lead the project from the PC side, and Cllr Makgill would lead the car-park reinstatement with the support of the Clerk if all were in agreement. **Unanimous approval given.**
- All three will work with AdS & LD moving forward, ensuring that the specification is clear to all, competitive quotes for works are obtained, all costs are clear, fund-raising targets are set, grant-funding options are maximised, approvals obtained, and appropriate communication with the PC and Community on the project maintained.
- Cllr Burlison asked for the PC to formally thank Amelda & Laura for their great work so far, and to acknowledge the many hours they have invested already in the project. **Unanimous agreement on this.**
- The project still has a fair way to go, investigations into planning requirements, many quotes required and decisions to be discussed and approved, and of course funding to be obtained.
- Pavilion:** A discussion at the RGWG meeting concerning the renovation/repair/replacement of the pavilion led to the PC agreeing to get a condition survey done on the building, and at the same time look to get a reinstatement quote to ensure that the current insurance cover is adequate. The condition survey will help the PC understand the life left in the building, and make appropriate decisions on whether it can be repaired and renovated or needs replacing and an idea of the associated timescales.
- ACTION:** Update AdS & LD on outcome of the meeting – **Cllr Burlison/Clerk**
ACTION: Contact BDBC Planning to request discussion or visit – **Clerk**
ACTION: Obtain quotes for surveys on the Pavilion – **Cllr Makgill**
- 345.2 **Terms of Reference for Recreation Ground Working Group (RGWG):** The Terms of Reference for the Recreation Ground Working Group had been pre-circulated, and were unanimously approved.
RESOLVED: Proposed : Cllr Foote, seconded: Cllr Peart
ACTION: Publish Terms of Reference for RGWG – **Clerk**
- 345.3 **Parking Survey:** The quote from Nick Culhane, Highway Consultant was unanimously approved.



RESOLVED: Proposed: Cllr Foote, seconded: Cllr Mew

ACTION: Share survey results as appropriate - **Clerk**

- 345.4 **CIL Funds for reinstatement of Car Park:** At the recent RGWG meeting (02.10.24) it was agreed that the reinstatement of the car park costs after the removal of the current play equipment and fencing, the removal of the planters, probable demolition of the store, shelter and movement of benches could be met by using the current CIL money held in reserves. This decision was formally and unanimously approved at this meeting.

RESOLVED: Proposed: Cllr Culley, seconded: Cllr Jeffrey

ACTION: Label current CIL in reserves for this car park project– **Clerk**

- 345.5 **MUGA Parking on Saturday 16th November 2024:** The request for MUGA parking for a memorial service on 16th November 2024 was unanimously approved.

ACTION: Contact requestor, and organise opening & closing of MUGA with VC - **Clerk**

- 345.6 **Bowling Club Winter Parking in the MUGA:** The Bowling Club as requested provided a list of specific dates during winter they wished to park in the MUGA. The council discussed at length, and agreed that they would approve the 5th November, which coincides with the parish Welcome Evening so is likely to be busy, and the coffee morning on the morning of 14th December. All other dates were denied as there is usually plenty of room in the car park, and opening the MUGA to cars does damage the surface and risk damage to the tennis posts and net.

ACTION: Feedback to Bowling Club representative - **CLERK**

346 Other Business

- 346.1 **Hedges overhanging pavements on Steven's Green:** Cllr Randall advised of an issue in Steven's Green of overgrown hedges obstructing the pavement. It was agreed that Cllr Foote would contact the relevant residents.

ACTION: Contact relevant residents re overgrown hedge – **Cllr Foote**

- 346.2 **Hot Air Balloon take off request:** The Clerk advised that she had had a request just before the meeting for permission for a resident to use the Recreation Ground for a Hot Air Balloon take off. The initial reaction from the PC was to say no, but further questions would be posed to the resident before a final decision is made. The PC must understand how regular this might be, whether these are commercial flights, would vehicular access to the rec be required for example. The Recreation Ground is for the use of the whole community, and the PC have a responsibility to manage safety for all, and access for all. Insurance needs to be considered too.

ACTION: Obtain further information from the Hot Air Balloon owner– **Clerk**

- 346.3 **Muddy path to the Pavilion:** Cllr Jeffrey asked whether the PC should consider some kind of path/grass protector for the route taken from the car-park to the Pavilion. A muddy path quickly develops across the Rec during wet weather, and could anything be done about this. The clerk advised that this had been previously looked at, and is entirely possible but expensive. The clerk agreed to share the information with Cllr Jeffrey.

ACTION: Share information gleaned from previous investigations – **Clerk**

- 346.4 **Speeding:** Cllr Randall offered to start to look into what options are available to assist in reducing people's speed through the village.

ACTION: Start investigations, and talk to the Road Safety Team at HCC – **Cllr Randall**



346.5 **Remembrance:** Cllr Randall offered to look into what items might be available to display through the parish for Remembrance Day.

ACTION: Investigate what is available and communicate to Clerk – **Cllr Randall**

Date of next meeting: Tuesday 12th November 2024 at 19:30

Meeting End: 21:05