



## Parish Council Meeting Minutes

held on Tuesday 14<sup>th</sup> January 2025 at 19.30, in the Clubroom, Village Centre.

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

In attendance: Parish Clerk, Maxine Owen

Members of the Parish: 8

Meeting start: 19:30

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

**375. Time allowed for public speaking:**

Cllr Foote checked with MOPs present from Egbury whether there were any latecomers and agreed to allow them to speak during the discussion for Item 381.1 Application Reference 24/03022/FUL.

**376. Apologies for absence:** Cllr Culley & Cllr Randall

**377. Declarations of interest:** Cllr Jeffrey for Inspectorate Appeal on The Horse Paddock, The Chapel, SMB Item 381.1 should the item be discussed.

**378. Receive reports from Borough & County Councillors:** Borough Cllr Perry sent apologies.

County Cllr Thacker had sent a report, which the Clerk would circulate to councillors, and add as appendix to these minutes. The Clerk had omitted to bring it to read out and apologised.

**ACTION:** Circulate Report and Appendix to minutes – **Clerk**

**379. Minutes of Full Council meeting held 10<sup>th</sup> December 2024**

379.1 All agreed the latest draft minutes were a true record of the meeting on 10<sup>th</sup> December 2024.

**Approved: Proposed: Cllr Mew, seconded: Cllr Peart**

379.2 The Action List was pre-circulated with the Agenda with updates. Clerk requested that councillors review and feedback any amendments. Cllr Burlison advised that his Action 333.5 from September 2024's meeting was still ongoing with the local PCSO.

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

**380. Finance:**

380.1 Bank Balances on 06/01/2025

Account A: £169,201.67

Account B: £2119.78

Account C: £20,556.57(Investment Account)

TOTAL: £191,878.02

380.2 2025-26 Budget re-approved after minor amendments (pre-circulated). Addition of grant fund for SMB United Charities, and the projected adjustment for minimum wage for the litter picker.

**Proposed: Cllr Foote, seconded: Cllr Burlison**

380.3 The Clerk presented the Precept of £51,087 for financial year 2025-26 for approval. This was unanimously agreed. The Clerk presented the form for signatures from Cllr Foote, Cllr Peart &

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Signed Cllr Patrick Foote (Chair) Date 13<sup>th</sup> February 2025



Cllr Jeffrey.

**ACTION:** Submit form to Finance Department of BDBC - Clerk

380.4	Earmarked Reserves	
	£31,069.25 CIL Funds for Car Park reinstatement	
	£50,064.52 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)	
	£5106.80 Lengthsman Grant	
	£24,000.00 3 Months running costs at Approx £8000 per month.	
	<b>TOTAL: £149,207.80</b>	
	Changes from last month: Correction of £2354.25 to CIL Funds for Car Park Reinstatement.	
	Lengthsman £1026.00 paid.	
	<b>Available Funds: TOTAL: £42,670.22 (Bank Balances – Reserves)</b>	

380.5 Payments & Receipts for Approval made in **December 2024**.  
**Proposed: Cllr Foote, seconded Cllr Burlison**

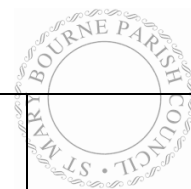
TYPE	DATE	PAYEE	AMOUNT	REMARKS
DD	04/12/2024	SSE Energy Ltd	£22.35	
BACS	06/12/2024	Premier Grounds	£1026.00	Lengthsman for Cluster
DD	10/12/2024	Scottish Water	£28.74	
BACS	10/12/2024	Electric Workz	£99.00	Defibrillator Installation Binley
BACS	11/12/2024	Scofell Landscapes	£902.70	Grounds Maintenance
BACS	11/12/2024	SMB Village Centre	£130.00	Office Hire
BACS	11/12/2024	Maxine Owen	£16.10	Expenses – Cable Ties
BACS	13/12/2024	Hampshire County Council	£49.50	Parish Footpath Maps
DD	17/12/2024	Hugofox Ltd	£143.86	Annual Direct Debit Website
BACS	19/12/2024	Arthur J Gallagher	£2589.52	Insurance 24/12/24 – 23/12/25
BACS	30/12/2024	Maxine Owen	£1229.44	Clerk's Salary for December 2024
BACS	30/12/2024	HMRC	£145.36	Tax & NI December 2024
		<b>TOTAL</b>	<b>£6,382.57</b>	

**Receipts** £134.59 Bank Interest Acc A  
£41.68 Bank Interest - High Interest Acc C  
£750.00 Rent from Ninny's for December 2024

**381 Planning:**

381.1 – 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
01/01/2025	24/02786/HSE	Swampton House, SMB	Extension, Wall & Garage	No Objection
01/01/2025	24/02787/LBC	Swampton House, SMB	Extension, Wall &	No Objection



			Garage – Listed Buildings Consent	
14/01/2024	24/02966/HSE	Breach Farm Barn, SMB	Amendment	No Objection
14/01/2024	24/02976/ROC	Medhurst, SMB	Variation on Condition	No Objection
04/02/2025	APP/H1705/W/24/3356378	Horse Paddock, The Chapel, SMB	Inspectorate Appeal	No response required
24/01/2025	24/02993/LDPO	Binley Cottage, Binley Bottom	Permitted Development Enquiry – Thatch to Tile	No response required
28/01/2025	24/03022/FUL	Egbury Farm Barns, Egbury	4 Dwellings	Objection *

\*By invitation of the Chair 4 residents of Egbury in attendance spoke to explain their objection to the planning application 24/03022/FUL. Their concerns included the lack of transport infrastructure, single track access, fragility of the water supply, plans for off mains wastewater, broadband already underdeveloped for demand so performance could be corroded further. The PC agreed that the application would be an overdevelopment of the area. A vote was taken, and the council unanimously voted to Object to the application. The Planning Committee to agree a statement to accompany the Objection submission. Submission deadline is 28<sup>th</sup> January 2025.

**ACTION:** Create statement and submit Objection – **Planning Committee & Clerk**

381.2 Seven applications shared on Facebook since last meeting.  
All applications listed in 381.1

**382 Highways & Footpaths:** (any queries please email: [highways@stmarybourne.org](mailto:highways@stmarybourne.org))

382.1 Footpath Maps: The Clerk advised that copies of the Definitive Footpath Maps for the parish had been received from Hampshire County Council, and would be distributed to both Footpaths Officers. The spare ones would be stored in the Parish Office.

**383 Flood Emergency Group (FEG):** (Any queries please email: [flood@stmarybourne.org](mailto:flood@stmarybourne.org))

383.1 Cllr Burlison confirmed that no tankers were in either Stoke or SMB, which is a great improvement on last year. The tankers have now also been stood down at the Viaduct pumping station.

**General:** Southern Water (SW) have confirmed that the funding and manpower will still be in place for 2025.

**Stoke:** Minor defects with 3 man-holes.

**SMB:** The planned works at Applegate will recommence in late January/early February once the work adjacent to the BVI is complete.

Holdway works will recommence on 27<sup>th</sup> January 2025. (May mean a closure for set-up during the weekend of 25<sup>th</sup>/26<sup>th</sup> Jan)

Wayfarer’s Cottage has issues with laterals that SW have added to their action plan.

A plan to redirect the sewer through under the bridge in the centre of SMB is scheduled for Summer 2025.

Southern Water have agreed to return in Spring to repair verges damaged as a result of their works.



CLlr Makgill confirmed that the bund at Spring Hill Lodge has been completed by the Environment Agency (EA). It was agreed that the build up of sediment under the bridges spanning the rivulet needs to be monitored (by the EA?), but would be an issue that should be handled by the EA and Highways.

CLlr Makgill advised that a member of the FEG visited the Wastewater HQ of SW in Worthing to get a better understanding of the Sewer Monitoring devices SW are using. The FEG member discussed options and gave recommendations as to where more monitoring devices should be installed. A better understanding on both sides was gained of how this technology could be put to its best use specific to our catchment.

CLlr Foote thanked the FEG members for their efforts and time invested in liaising with SW and the community.

### **384 Lake:**

384.1 Redds Survey: The Clerk advised that Redds Survey (counting of trout) along the rivulet would be taking place on Thursday 16<sup>th</sup> January 2025.

384.2 The Clerk proposed three quotes for consideration for the removal of a Poplar and the pollarding of another in the Lake Area. Scofell Landscapes, Groundlord & Toby Bunce submitted quotes. The PC unanimously approved the quote from Toby Bunce, conditional on receipt of proof of insurance.

**ACTION:** Advise of success & request insurance – **Clerk**

**ACTION:** Advise outcome to other companies who quoted - **Clerk**

384.3 The clerk advised that the councillors in the Lake Committee are meeting on the 21<sup>st</sup> January to put together a proposal to the National Lottery for permission to redirect the grant already given for the Lake Hide to elsewhere beneficial to the lake.

### **385 Recreation Ground:**

385.1 **Big Breakfast Fund-Raiser:** The clerk advised that the Play Area Project Team hosted a successful Big Breakfast on Sunday the 12<sup>th</sup> January 2025. It was well attended and raised just over £1000 for the Play Area/Community Space project. (£178 Tombola, £1133 Breakfasts + some donations directly onto the Good Exchange Platform, minus £396 costs). The project team were available to answer questions, and the latest plans were on display. Very positive feedback from those who attended. Thank you to all those who organised and helped.

The Clerk requested permission from the PC to run the £31,069.25 in reserve for the project through the Good Exchange so this contribution could be included in the target for match-funding with Greenham Trust. This was approved unanimously.

**Proposed: CLlr Foote, seconded: CLlr Burlison**

**ACTION:** Process agreed funds through the Good Exchange – **Clerk**

385.2 **Recreation Ground Working Group (RGWG) Meeting Update:** Meeting held on 8<sup>th</sup> January.

The RGWG agreed to go ahead to replace 3 now derelict benches – two in the Rec & one by the Stoke end of Gangbridge Lane. It was suggested and agreed that at least one of the benches for the Rec should be double-sided to allow a view across the lake as well as the Rec.

The RGWG requested approval from full council to go ahead with the condition report and insurance rebuild valuation of the Pavilion. This is in order to understand the life left in the building, and to ensure the insurance cover is adequate. Unanimously Approved.

**ACTION:** Research bench options and prices and installation plan – **Clerk**

**ACTION:** Instruct surveyor on Pavilion - **Clerk**

385.3 **Test Way Gateway and path repair:** The Clerk advised a further quote was needed in writing,



but the verbal quote was favourable. The PC agreed to go ahead if the written quote arrived and the were costs as expected. The repair was now urgent. The Clerk would apply for a grant for the works from Hampshire County Council Access Team concurrently.

**ACTION:** Request written quote – Clerk

**ACTION:** Apply to HCC Access Team for funding - Clerk

- 385.4 **Forest School Request:** The Clerk had pre-circulated an email requesting the use of the area under the trees at the back of the Rec for holding a Forest School activity. Part of this request was to allow fire building. The request was met with a definitive NO from the councillors to the fire element. The Parish Insurance specifically exempts fires/bonfires.

**ACTION:** Advice requestor of council decision - Clerk

### 386 Other Business

- 386.1 **Update on Highways discussion:** The Clerk advised that she now had the correct contact in Hampshire Highways to help with a list of enquiries concerning different elements involving highways and would update the council as things progress.

**ACTION:** Continue correspondence with Highways– Clerk

- 386.2 **Hampshire Forest Partnership Elm Trees Project:** The clerk advised that 4 disease resistant Elm trees had been collected and would be planted in due course. One or two for the back of the Recreation Ground and two or three for the Lake surround. The exact positions will depend on ground suitability and position suitability in the long-term.

**ACTION:** Organise planting– Clerk

- 386.3 **MUGA Parking:** A request for overspill parking in the MUGA on 8<sup>th</sup> February was approved. Approximately 7pm until Midnight.

**ACTION:** Advise requestor, and organise access with Village Centre– Clerk

- 386.4 **Village Litter Picking:** The Clerk confirmed that the Stoke Litter Pick had been arranged for Sunday 23<sup>rd</sup> March 2025. Cllr Foote will organise one for SMB. The date was agreed as Saturday 15<sup>th</sup> March 2025. Details will be shared with the community.

**ACTION:** Ensure both dates and arrangements are published to the community– Clerk

- 386.5 **Purchase of Litter Picks and Hi Vis Waistcoats:** The Clerk requested to purchase 10 litter picks and 10 Hi Vis jackets. Many of the original picks were now broken, with only about 10 remaining. 10 new picks would cost £118, and Hi Vis waistcoats were approximately £3 each. The purchases were unanimously approved.

**ACTION:** Purchase Litter Picks & Hi Vis waistcoats – Clerk

- 386.6 **Hampshire County Council Budget Meeting:** The Clerk advised that Nick Adams-King via Tom Thacker wished to hold a meeting for the communities in the North of Hampshire concerning the budget for 2025-26. A similar meeting had been held in Woolton Hill in December 2024. The Clerk advised that she was working with the two councillors and the Village Hall bookings officer to find a date for the meeting. The meeting is now likely to be in February 2025. The clerk will confirm once a date and time are agreed.

**Date of next meeting: Tuesday 11<sup>th</sup> February 2025 at 19:30**

**Meeting End: 20:50**