



Parish Council Meeting Minutes

held on Tuesday 11th June 2024 at 19.30, in the Main Hall, Village Centre.

Present: Cllrs Dave Burlison, Bridget Culley, Jeanette Davies, Patrick Foote (Chair), Phil Jeffrey, Dave Peart, Gwen Randall.

In attendance: Parish Clerk, Maxine Owen

Members of the Parish: 2

Meeting start: 19:30

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

291. Time allowed for public speaking: None required.

292. Apologies for absence: Cllr Makgill & Cllr Mew.

293. Declarations of interest: None.

294. Receive reports from Borough & County Councillors: Cllr Jo Perry (JP) advised that because of the General Election most things at BDBC are paused. Certain departments are functioning as usual. A brief discussion was again had about the need to update the Neighbourhood Plan, and it was requested that JP find out exactly what period of time the need for 15 houses in the parish covers, as there has been a fair amount of development already in the parish.

JP advised that the three local borough councillors are supporting Kit Malthouse MP's campaign to make the North Wessex AONB a National Park. SMBPC councillors requested that JP find out what the benefits of becoming a National Park are versus an Area of Outstanding Natural Beauty.

ACTION: Check what dates the housing numbers are counted between in the Neighbourhood Plan – Cllr Perry

ACTION: Rationale for requesting to change to a National Park – Cllr Perry

295. Minutes of Full Council meeting held 14th May 2024

295.1 **Approved by: Proposed: Cllr Burlison, seconded: Cllr Peart**

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

ACTION: Update and circulate Action List - Clerk

296. Annual Governance and Accountability Return 2023-2024 (AGAR):

296.1 The Clerk confirmed the Notice of Public Rights to run from Wednesday 12th June 2024 to Wednesday 24th July 2024.

ACTION: Post notice to website & noticeboard - CLERK

297. Governance:

297.1 Approval of Financial & Management Risk Assessment was made unanimously.

RESOLVED: Proposed Cllr Foote, seconded Cllr Burlison

297.2 Approval of Standing Orders was made unanimously.

RESOLVED: Proposed Cllr Foote, seconded Cllr Culley

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297.3 Approval of New Model Financial Regulations was made unanimously.

RESOLVED: Proposed Cllr Foote, seconded Cllr Davies

297.4 The approval of the Asset Register was deferred to July's meeting by request of the Clerk. The up to date Asset Register will be circulated before the next meeting for comment and preparation for approval.

ACTION: Publish approved document to PC website – **CLERK**

ACTION: All councillors to review Asset Register once circulated and send any comments to Clerk prior to next meeting on 9th July - **Clerk**

297.5 The clerk requested for a new signatory to be added to the bank mandate. Cllr Burlison volunteered, and all other councillors agreed he is an appropriate choice.

ACTION: Bank Mandate Amendment to be made - **CLERK**

298. Finance:

298.1 Bank Balances on 05/06/2024

Account A: £131,825.65

Account B: £857.21

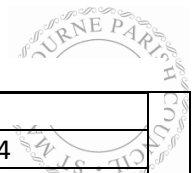
Account C: £20,258.29 (Investment Account)

Earmarked Reserves	
£28,715.00 CIL	
£9440.00 Lottery Grant	
£27187.23 Greenham Trust Grant Play Area	
£3,500.00 Riverbank Project	
£4000.00 Tree Work in Recreation Ground	
£2340.00 Lengthsman extra hours (6 hours each of 13 parishes @£30)	
£3000.00 Spares/Repairs for SMB & Stoke Play Areas	
£24,000.00 3 Months running costs at Approx £8000 per month.	
TOTAL: £102,182.23	
Available Funds: TOTAL: £50,758.92	

298.2 Payments & Receipts for Approval made in **May 2024.**

Proposed: Cllr Foote, seconded Cllr Culley

TYPE	DATE	PAYEE	AMOUNT	REMARKS
DD	01/05/2024	SSE Energy Ltd	£170.04	
DD	13/05/2024	Scottish Water	£73.65	
BACS	15/05/2024	Do The Numbers Ltd	£350.00	Internal Auditor
BACS	15/05/2024	Wessex Woodland Ltd	£1140.00	Tree Report in Nov 23. Invoice not sent until now.
BACS	15/05/2024	Scofell Landscapes	£902.70	Grounds Maintenance
BACS	15/05/2024	SMB Village Centre	£130.00	Office Hire
BACS	15/05/2024	M Owen	£70.84	Refreshments for APA (expenses)
BACS	15/05/2024	M Owen	£74.00	Mobile Phone & Storage Boxes (expenses)
BACS	24/05/2024	Geosphere Ltd	£120.00	Parish Online Annual Software
BACS	24/05/2024	KJM Group Ltd	£294.47	Broken Window Repair
BACS	24/05/2024	Benjamin Teasdale (Electric Workz)	£257.75	Repair on MUGA shelter lights and Lamp Post
DD	28/05/2024	SSE Energy Ltd	£25.14	



DD	29/05/2024	SSE Energy Ltd	£45.61	
BACS	31/05/2024	M Owen	£1229.44	Clerk's Salary May 2024
BACS	31/05/2024	HMRC	£145.36	Tax & NI May 2024
		TOTAL	£12,679.44	

Receipts £126.74 Bank Interest Acc A
 £43.01 Bank Interest High Interest Acc C
 £500.00 Rent from Ninny's for May 2024

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

299.1 – Summary List Of applications since last meeting shown below:

Response Date	App Reference	Address	Type	Consultee Response
29/05/2024	T/00228/24/TCA	St Peter's Church, SMB	Work on Trees	No Objection
28/06/2024	24/01238/HSE	Hurdler's Cottage, Binley	Car Port	To be decided
28/06/2024	T/00269/24/TCA	Garston, Stoke	Work on Trees	To be decided

299.2 Shared on social media since last meeting: 24/01238/HSE – Hurdler's Cottage, Binley. Car Port.

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

300.1 Footpaths: Cllr Foote advised that a meeting was being arranged with the two/three potential footpaths officers. This should happen before the next FCM.

ACTION: Advise complainant that the footpath has now been cut - **CLERK**

300.2 Concerns were raised that the Lake Walk footpath, although passable was in need of nettle clearing. Cllr Foote agreed to approach the landowners to advise it needs cutting. It was agreed the landowner should cut along their side of the path, and the parish would organise cutting of the Lake side.

ACTION: Contact the land owner – **Cllr Foote**

300.3 The Clerk advised that the Lengthsman was next scheduled to be in SMB on 22nd July which might tie in with preparation for the Flower Show, but it was agreed that the Handyman should be approached for urgent strimming jobs. The council agreed that his hourly rate was acceptable.

ACTION: Contact and schedule of works to be agreed with the Handyman – **CLERK/Cllr Foote**

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

301.1 Cllr Burlison updated the council on the meeting on 17th May 2024 with Kit Malthouse MP, Southern Water (SW), the Environment Agency (EA), Hampshire Highways (HCC) & The Flood and Emergency Group (FEG).

All details can be found on the following link to the PC Website.

<https://www.stmarybourne-pc.gov.uk/community/st-mary-bourne-parish-council-12760/flood-information/>

Cllr Burlison also advised that he had had confirmation from a contact in Hampshire County Council that SW had put in applications for the permits they need to work on the roads in the parish, so hopes this can give us confidence that action is actually planned by SW.



Cllr Burlison also reiterated that the FEG had requested the same kind of action plan for Stoke.

ACTION: Share link to Flood Information page on the PC website with all councillors - **CLERK**

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

302.1 Cllr Culley advised there was to be a Lake Working Group meeting on 12th June 2024. The agenda includes a review of the Terms of Reference, the upcoming cut by Scofell, the plans for nettle spraying, next steps from the Tree Report, Casting Points. A full update would be available at the July full council meeting (FCM).

Cllr Culley advised that a parishioner had approached her seeking permission to go magnet fishing in the lake. After a brief discussion councillors agreed unanimously (with the Lake Covenant in mind) that this was not acceptable, and the requestor would be advised.

Cllr Culley advised that two open meetings a year would be held concerning the lake, the next one in the autumn.

ACTION: Advise parishioner of decision on Magnet Fishing – **Cllr Culley**

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

303.1 **SMB Cricket Club meeting request:** The Clerk advised that SMBCC had emailed to request a meeting with the full council to discuss replacement of the pavilion, the grass cutting etc. The Council agreed that the Recreation Ground Working Group (Rec WG) would meet first, and then organise a date with SMBCC.

ACTION: Arrange Rec WG meeting – **Cllr Foote**

303.2 **Play Area Replacement Meeting:** The Clerk advised that a meeting had been scheduled with Amelda de Segundo & Laura Davis to get an update and progress the project on Monday 24th June at 12 noon. As many of the Rec WG to attend as possible. Repairs to the current equipment has been scheduled for the end of June for both SMB & Stoke. The work must go ahead so the play areas can stay open this summer.

ACTION: Email councillors with time and date, and gather confirmations – **Clerk**

303.3 **Refresh of Car Park Markings:** After a short discussion it was agreed that with the potential changes to the area to accommodate the new play equipment (target Winter 2024), now is not the right time to make this investment. All agreed markings would probably help people to park more sensibly in the future though, so should be in the project plan and costings for the future.

303.4 **Pavilion Lease and container update:** Cllr Foote gave an update on progress, advising that Ninny's House were checking the lease with a solicitor, and had asked for a three year term to be considered. The Clerk confirmed that the increase in rent had been paid for June 2024. The consensus in the room was that a three year term would not be acceptable, but the PC would be reasonable in consideration of an extension if the circumstances near the end of the lease required it. The Clerk confirmed that the request to remove the container had been brought forward to mid-July to avoid unnecessary activity on the Flower Show weekend at the end of July.

ACTION: Chase Nicola Facey for a response – **Cllr Foote/Clerk**

304 Other Business

304.1 **Bowed Wall at Swampton House SMB:** Cllr Davies advised of concerns about the bowed wall at Swampton House, and her worry it might fall. The Clerk advised that she had spoken to Richard Smith (Handyman) who also worked for the owners of Swampton House. He assured the Clerk



that the owners were aware of it, but it would be a large and likely expensive job for them to do as the garage roof was built into the wall and the wall along with the house are likely to be listed. The previous owners have had the wall pinned. The clerk suggested that the wall movement was probably not recent, but because the current owners had worked to remove vegetation perhaps the bowed wall was now more obvious. It was suggested a friendly approach would be more appropriate at this time.

ACTION: Ask Richard Smith to approach the owners at an appropriate time to advise of the concerns- **Clerk**

- 304.2 **Update of CCTV Request:** The Clerk advised that the CCTV was partly working, the cameras were clear, the system powered up OK. The electrician had suggested a new system, easily available on Amazon for approximately £200, but perhaps this should be installed after the new play area is finalised. In the meantime, currently there are no Recordable DVDs in the device, so the Clerk requested if anyone still had any she would welcome their donation. Once the PC is confident the system is fully working, then the public would be made aware, which might help allay the small acts of vandalism and unnecessary littering occurring in the area in the evenings.

ACTION: Provide Recordable DVDs – **Cllr Randall & Cllr Davies**

ACTION: See if the CCTV works properly once we have the DVDs - **Clerk**

- 304.3 **MUGA Parking:** The request for Parking on Saturday 20th July 2024 was approved for Andover Chamber Choir for an event at St Peter’s Church. MUGA to be open between 7pm & 9pm.

ACTION: Inform requestors of approval & organise Gatekeepers – **Cllr Foote**

- 304.4 **Vacant Properties:** Cllr Burlison asked whether there was anything the Parish Council could do about an unoccupied (but owner known) house in the area with an overgrown garden and trees in need of attention. There is a rat infestation too. Unsure whether the house is listed or not. The Clerk and Cllr Burlison to investigate with BDBC & the Environmental Health team about what could be done.

ACTION: Investigate options for enforcing required work on property – **Cllr Burlison/CLERK**

- 304.5 **BourneFest 2025:** The Clerk advised that the BourneFest committee had requested permission to use the Recreation Ground on Friday 20th, Saturday 21st & Sunday 22nd June 2025 for a similar event. Cllrs asked whether it had been a success in 2024? At the time of the meeting details of funds raised were not yet available, so the Clerk will update the PC at the next meeting. It was considered successful, and a meeting to analyze what went well, and what could be improved would be taking place in the next few weeks. The council unanimously agreed the Recreation Ground could be used next year.

ACTION: Advise BourneFest Committee of approval- **CLERK**

Date of next meeting:

Tuesday 9th July 2024 at 19:30

Meeting End: 20:56

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