



Agenda for the St Mary Bourne Annual Parish Council Meeting
held on Tuesday 14th May 2024 at 19.30
in the Village Centre, Club Room

Agenda

- 269 Introduction led by the chair
- 270 Election of Chair of the Council
- 271 Election of Vice Chair of the Council
- 272 Declarations of Acceptance of Office from Chair & Vice-Chair
- 273 Agree responsibilities for the Municipal year 2024-2025
- 274 Annual Update of Register of Interests
- 275 Determine the time and place of Ordinary Meetings of the council up to and including the next Annual Parish Council Meeting.
- 276 Time allowed for public speaking (3 mins per person to maximum of 15 mins)
- 277 Receive apologies for absence
- 278 Declarations of Interest/Conflict/Vested
- 279 Receive reports from Borough & County Councillors
- 280 Minutes of Full Council meeting held on 9th April 2024 (pre-circulated)
 - 280.1 Approve the last minutes
 - 280.2 Review the status of actions agreed at the meeting
- 281 Annual Governance and Accountability Return 2023-2024
 - To Approve the following:
 - 281.1 The annual governance Statement in Section 1 of the AGAR, the recommendations and actions put forward by the internal auditor, and for the Clerk and Chair to sign Section 1 of the AGAR.
 - 281.2 The Statement of Accounts contained in Section 2 of the AGAR represented fairly the financial position of the council.
 - 281.3 The Council's accounts and for the Responsible Financial officer and the Chair to sign Section 2 of the AGAR.
 - 281.4 The Annual Internal Audit Report 2023-24, together with comments and recommendations arising from the internal audit.
 - 281.5 The dates for the Notice of Public rights to run from Wednesday 12th June 2024 to Wednesday 24th July 2024.
 - 281.6 Confirmation from all Councillors there are NO Conflicts of Interest with BDO. Chair & Clerk to sign form.

- 282 Governance
- 282.1 Amended MUGA Use Policy approval
- 282.2 Amended Memorials Policy approval
- 282.3 Agree to appoint Eleanor Greene of Do The Numbers Ltd as the internal auditor for financial year 2024-25
- 282.4 Next month - Review of Standing Orders, Financial Regulations & Risk Assessment
- 282.5 Risk Assessment – Formal Approval from Full Council

283 Finance

- 283.1 Confirm balance in both accounts on 07/05/24: Account A: £135,948.91
Investment Account: £20,218.04 Account B: £716.17

Earmarked Reserves	
£28,715.00 CIL	
£9440.00 Lottery Grant	
£27187.23 Greenham Trust Grant Play Area	
£3,500.00 Riverbank Project	
£4000.00 Treework in Recreation Ground	
£2,340.00 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: £54,700.89

283.2 Payments & Receipts for Approval made in **April 2024**

TYPE	DATE	PAYEE	AMOUNT	REMARKS
DD	10/04/2024	Scottish Water	£47.07	
BACS	10/04/2024	SMB Village Centre	£130.00	Office Hire
BACS	10/04/2024	HALC Ltd	£517.00	Annual Membership of HALC & NALC
BACS	15/04/2024	Bourne Fest	£1602.00	Grant Request for D-Day Celebration 7-9 June 2024
DD	25/04/2024	SSE Energy Ltd	£673.83	
DD	26/04/2024	SSE Energy Ltd	£25.94	
BACS	30/04/2024	M Owen	£1229.64	Clerk's Salary April 2024
BACS	30/04/2024	HMRC	£145.16	Tax & NI April 2024
BACS	30/04/2024	Groundlord Ltd	£8188.80	Phase 1 from Tree Report
BACS	30/04/2024	DM Payroll Service	£120.00	Annual Payroll
		TOTAL	£12679.44	

Receipts £113.88 Bank Interest Acc A,
£46.44 Bank Interest – High Interest Account Acc C
£860.50 Q1 Fishing Syndicate Payment
£1330.22 CIL Payment from BDBC
£36760.93 Precept, Wicket Maintenance, Grass Cutting, Street Cleaning Grants
£500.00 Rent from Ninny's for April 2024
£42.34 Wayleave Payment from SSE Energy Ltd

- 283.3 Request for Clerk to apply for Bank Debit Card from Lloyds

283.4 Request to move more of reserves into High Interest Acc C

284 Planning:

284.1 Summary List of applications since last meeting shown below. These are the responses from the Parish Council, not the final decision from BDBC.

Response Date	App Reference	Address	Type	Consultee Response
07/05/2024	T/00196/24/TCA	Spring Hill House, SMB	Work on Trees	No Objection
08/05/2024	24/00768/FUL	The George, SMB	Outside Bar & Fence & Gates	To be decided
08/05/2024	24/00768/LBC	The George, SMB	Outside Bar & Fence & Gate – Listed Building Consent	To be decided
21/05/2024	24/00837/RET	Old Chapel House, SMB	Retrospective Change of Use	To be decided
24/05/2024	T/00222/24/TCA	Kingfisher House, SMB	Work on Trees	To be decided

284.2 Shared on social media since last meeting: As above except the two applications for Work on Trees.

285 Highways & Footpaths - Update

286 Flood - Update

287 Lake - Update

288 Recreation Ground

288.1 Clerk Allan Hitchcock Bench repair

288.2 Clerk Pound repair

288.3 Clerk Quote for repair of Flood Lights and installation of socket

288.4 Clerk Pavilion agreement update & Container update

289 Other Business:

289.1 Clerk Sunday 23rd June in the morning MUGA Parking – RDA Charity Walk

289.2 Clerk Quote for repair of lights and Jubilee lamp post

289.3 Clerk Request to open MUGA Saturday 25th May 2024 – Wedding in VC

289.4 Clerk Bowling Club sign request at entrance to Bourne Meadow

289.5 Clerk Keep clear sign for entrance to Rec by Shop

Date of Next Meeting:

Tuesday 11th June 2024