



Parish Council Meeting Minutes

held on Tuesday 10th September 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).

In attendance: Parish Clerk, Maxine Owen

Members of the Parish: 7

Meeting start: 19:30

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

320. Time allowed for public speaking:

The George: Member of the Public (MOP) thanked the council for approaching the owners of the The George regarding the lighting issue previously, and acknowledged that they had been satisfactorily changed. The MOP enquired as to whether the PC would be able to approach the owners to ask what the plans were for the Euro bins as his understanding was that as part of the planning application a bin store was to be built to house the bins so they were not so prominently in view. Collecting day excepted clearly.

ACTION: Contact The George owners with enquiry relating to bin storage – **Cllr Foote**

Applegate Pump: An MOP from the Applegate area of St Mary Bourne (SMB) asked for an update on the planned installation of the pump in the area. Cllr Makgill advised that Southern Water (SW) were in negotiations with a resident there as the installation was dependent on a temporary power supply, questions were asked about the noise it might cause, what it looked like, running costs etc. The PC have been informed by SW that an agreement is imminent, so the works should go ahead very soon. All agreed with the MOP that it seems very late in the day for this to still not have happened, and Cllrs Makgill & Burlison agreed to raise it again with SW at their next call with them the following week.

ACTION: Get update on Applegate Pump status from SW – **Cllr Makgill**

Speeding in the Parish: An MOP raised their concern about the speeding through the parish particularly through Stoke. All agreed that is a problem and the volume of traffic appears to have increased also. Cllr Peart advised that there is a mobile speed indicator device (SID) stored in the PC office, but it does need volunteers to man it. Cllr Foote reminded everyone that there is provision in this year's budget to start to look at a more modern device as can be seen around other local parishes. The Clerk advised that these do require posts to attach to, and there is limited street furniture in the parish, so any installation would involve the installation of these posts, permission from landowners. Cllr Makgill advised that he had a post in his possession already which he is happy to donate. All agreed that it is a project that the community are likely to support.

ACTION: Check out status of current device – **Cllr Peart**

ACTION: Contact Kieron Venn (Local PCSO) about support the Police might offer – **Clerk**

ACTION: Decide who could lead the project – **Cllr Foote & Cllr Peart**

321. Apologies for absence: Cllr Randall

322. Declarations of interest: None

323. Receive reports from Borough & County Councillors: Cllr Jo Perry was in attendance and gave her

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Signed Cllr Patrick Foote Date: 14th October 2024



report.

Speeding Device: Cllr Perry advised that she thought there were grants around for Speed Indicator Devices when the PC does start to investigate options.

Waste Collection: Cllr Perry advised of a change to waste collections. Each house in BDBC will be provided with a food waste caddy which will be collected each week. The Recycling Collection will remain fortnightly, but the household waste recycling collection will change from weekly to fortnightly on alternate weeks to the current recycling days. This is likely to be implemented in November, but Cllr Perry will update the community when more information becomes available. The borough councillors in our area are NOT supporting this as it is seen as a reduction in services.

Defibrillator for Binley: Cllr Perry asked for an update on the defibrillator for Binley. Cllr Foote advised that it had been agreed that the PC would provide one, and the clerk would be in touch with the residents requesting in due course.

Housing: At the previous meeting the PC had asked for confirmation on the housing numbers required in our current Neighbourhood Plan, what was the definitive number, and the dates relating to that number. Cllr Perry advised that there were likely to be changes to this number and confirmed that the number of new houses required was 15 – but would reconfirm the dates.

National Park Status: Cllr Perry confirmed that the drive to have the North Wessex Downs AONB upgraded to a National Park was no longer on the agenda for the new government.

Wash Water near Newbury: Cllr Perry advised that the development of this site was still being fought by BDBC Development Control, and had twice been back to the Inspectorate who had confirmed the decision to develop. Cllr Jeffrey asked whose decision it was in BDBC to keep challenging this application.

North of Whitchurch: Cllr Perry confirmed that the three borough councillors in our ward were doing everything they could to protect an area of greenbelt north of Whitchurch, and she would update us as this progresses.

324. Minutes of Full Council meeting held 9th July 2024

324.1 **Approved by: Proposed: Cllr Culley, seconded: Cllr Peart**

324.2 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**

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

325.1 The Clerk confirmed that the final Certificate had arrived from the external auditors BDO LLP. All OK. A minor correction had been made and agreed, and the additional information required on 'Other Receipts' had been accepted. The Notice of Conclusion of Audit has been shared on the SMB Noticeboard and on the PC website.

326. Governance:

326.1 The PC unanimously approved the Reserves & Investment Policy (pre-circulated).

Proposed: Cllr Foote, seconded: Cllr Peart

ACTION: Update with Adopted Date and publish to website – **Clerk**

326.2 The clerk explained that by the audit in 2026 all councillors would be required to have gov.uk email addresses, and should not address the public with their own personal emails. This would enable all information to be stored in case of any freedom of information requests for example. The clerk has obtained a quote from our IT support company to gauge an idea of cost. As a start it was agreed that the Chairman & Vice-Chairman should have a gov.uk email, and likely the Flood Emergency Group councillors who deal with outside agencies frequently. Further discussion required and the MOP who currently supplies and supports the stmarybourne.org



email offered to be part of the discussion on what exactly is needed.

ACTION: Discuss and decide best route to get to Gov.uk email address – **CLERK & Cllrs Foote & Peart.**

327. Finance:

327.1 Unanimous approval on Grant Request for Welcome Evening on 5th November 2024.

Proposed: Cllr Foote, seconded: Cllr Makgill

ACTION: Liaise with requestor and make payment - **CLERK**

327.2 Bank Balances on 03/09/2024

Account A: £129,772.13

Account B: £1193.94

Account C: £20,383.50 (Investment Account)

327.3 The Clerk advised that after checking through the Terms & Conditions of the Lake Hide Grant of £9440 that the funds should be returned as the plans to build the hide had ceased. The clerk advised that there was an option to contact the National Lottery (NL) to discuss the project and perhaps redirect the grant elsewhere, although the NL website does indicate that a project variation rather than something entirely different might be more acceptable. All agreed that NL could be contacted, and expected that the grant will most likely need to be returned. May generate the need for discussions as to what the grant should be redirected to if that option prevails.

ACTION: Investigate options with NL - **Clerk**

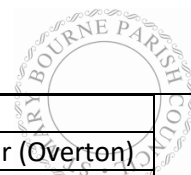
327.4 Finance Meeting date was agreed as Wednesday 16th October at 6.30pm to start considering the Budget for 2025/26.

327.5 Earmarked Reserves	
£28,715.00 CIL	
£9440.00 Lottery Grant	
£27187.23 Greenham Trust Grant Play Area	
£2340.00 Lengthsman extra hours (6 hours each of 13 parishes @£30/hr)	
£7000.00 Spares/Repairs for SMB & Stoke Play Areas	
£10,895.60 Lengthsman Grant for 2024/25	
£24,000.00 3 Months running costs at Approx £8000 per month.	
TOTAL: £109,557.83	
Available Funds: TOTAL: £41,791.74 (Bank Balances – Reserves)	

327.6 Payments & Receipts for Approval made in **July 2024.**

Proposed: Cllr Foote, seconded Cllr Makgill

TYPE	DATE	PAYEE	AMOUNT	REMARKS
DD	10/07/2024	Scottish Water	£180.49	
BACS	10/07/2024	SMB Village Centre	£260.00	July & August Office Hire
BACS	10/07/2024	Bourne Valley Systems	£594.00	3 year hosting of stmarybourne.org
BACS	10/07/2024	Premier Grounds	£1890.00	Lengthsman for Cluster
BACS	10/07/2024	Scofell Landscapes	£902.70	Grounds Maintenance
BACS	10/07/2024	Premier Grounds	£108.00	Lengthsman for Cluster (Longparish)



BACS	10/07/2024	Boyd Sport & Play	£132.00	Winder for Tennis Net
BACS	12/07/2024	Premier Grounds	£162.00	Lengthsman for Cluster (Overton)
BACS	23/07/2024	A Young Electrical	£1416.00	Repair of Floodlights & Exterior Socket
BACS	31/07/2024	M Owen	£1229.64	Clerk's Salary July 2024
BACS	31/07/2024	HMRC	£145.16	Tax & NI July 2024
		TOTAL	£7019.99	

Receipts £147.34 Bank Interest Acc A
 £45.89 Bank Interest - High Interest Acc C
 £750.00 Rent from Ninny's for July 2024
 £860.50 Fishing Licence

327.7 Payments & Receipts for Approval made in **August 2024**.
Proposed: Cllr Foote, seconded Cllr Makgill

TYPE	DATE	PAYEE	AMOUNT	REMARKS
BACS	02/08/2024	M Owen (Expenses)	£151.27	O2, Legal Fees, External Hard Drive, Sttionary, Car Parking
DD	05/08/2024	SSE Energy Ltd	£21.65	Unmetered Lamp Post
BACS	05/08/2024	Premier Grounds	£500.40	Lengthsman for Cluster
BACS	05/08/2024	Premier Grounds	£1296.00	Lengthsman for Cluster
BACS	05/08/2024	Scofell Landscapes	£902.70	Grounds Maintenance
DD	09/08/2024	Scottish Water	£85.66	
DD	15/08/2024	SSE Energy Ltd	£108.79	Pavilion
BACS	28/08/2024	Hampshire & IOW Wildlife Trust	£3500.00	Last Payment for Riverbank Project Match Funding
BACS	28/08/2024	BDO LLP	£504.00	External Auditor for AGAR 23/24
BACS	30/08/2024	M Owen	£1229.44	Clerk's Salary August 2024
BACS	30/08/2024	HMRC	£145.36	Tax & NI August 2024
		TOTAL	£8445.27	

Receipts £135.32 Bank Interest Acc A
 £41.82 Bank Interest - High Interest Acc C
 £750.00 Rent from Ninny's for August 2024

The Clerk advised that SMBPC currently have a case open with SSE Energy Ltd, so has cancelled the direct debits currently until the issue is sorted out. SSE were over-estimating their supply to the MUGA. The smart meter installed there is only reporting very small use (as we would expect) as the power is only being used to supply the motion sensor lighting currently, and SSE had assumed the smart meter was not working, hence the estimate on the bill. Once the dispute is sorted the Clerk may require the signatories to re-sign direct debit paperwork.

ACTION: Follow-up with SSE - Clerk

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

328.1 – 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
31/07/2024	T/00335/24/TCA	1 Spring Hill, SMB	Work on Trees	No Objection
05/08/2024	24/01554/HSE	Swampton Bungalow	Extension	No Objection
05/08/2024	T/00345/24/TCA	Spring Hill House, SMB	Work on Trees	No Objection
07/08/2024	24/01514/FUL	Valley Farm, Stoke	Replacement Dwelling	No Objection
08/08/2024	T/00351/24/TCA	3 Spring Lease, Stoke	Work on Trees	No Objection
08/08/2024	24/01570/HSE	6 Applegate, SMB	Porch	No Objection
27/08/2024	24/01636/HSE	7 Spring Hill, SMB	Garden Room	No Objection
29/08/2024	24/01749/HSE	2 Belle View, Baptist Hill, SMB	Extension	No Objection
12/09/2024	T/00420/24/TCA	Bourne Court, SMB	Work on Trees	To be decided
17/09/2024	24/01911/HSE	Bankcroft, SMB	Replacement after fire	No Objection
23/09/2024	T/00425/24/TCA	Trestan Cottage, SMB	Work on Trees	To be decided

328.2 Shared on social media since last meeting:
All application above with the exception of the Applications relating to trees in a conservation area. (Those application references ending TCA)

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

329.1 **Footpaths:** Contact from an MOP from had been made concerning signs about keeping dogs on leads on footpaths across land and whether this was the correct legal term on the signs. The matter was discussed, and Cllr Foote agreed to contact the MOP.

ACTION: Contact the MOP concerning the Dogs on Leads sign – **Cllr Foote**

Highways: The height of some of the hedges in the parish was discussed, some landowners have been approached already. Particularly along the road into SMB from Vitacress end the hedges have reached such heights that road visibility is now affected which is a safety issue.

ACTION: Contact Highways and report as defect - **CLERK**

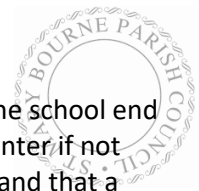
330 Flood Emergency Group (FEG): (Any queries please email: flood@stmarybourne.org)

330.1 Cllr Makgill updated the group advising that the Weekly Teams Call with Southern Water (SW) and their contractors was still going ahead. Lots of work has been completed and is still on-going. Technical/Admin problems are slowing some parts down, listed buildings issues and resident agreements are slowing some repairs down, but are still on target for completion before winter. *A road closure has just been put in near the Bourne Valley Inn (BVI), which should last 3 weeks. Water levels are still very high which is affecting some works, including at the BVI, and these works may be t risk of not completing before winter.*

Infiltration of groundwater is still high at Gangbridge Lane, although with 6 weeks of water levels falling should allow this repair to go ahead.

The FEG are meeting Kit Malthouse MP, SW, EA and Highways on 27th September for a progress meeting.

The 90-degree bends at Holdway Cottages are at risk of not being completed this year.



An MOP raised a concern that there is a build up of debris under the bridges at the school end of Gangbridge Lane and the Baptist Hill bridge – this is likely to affect flow this winter if not removed. It was agreed that a request would be put into highways to clear this, and that a measurement of the silt build-up should be taken under each bridge in the Parish as the last clearance was done in 2014, so is probably due again.

The Clerk & Cllr Peart will be meeting with MTS & SW to discuss the repair of the verges from Tanker Damage. Meeting scheduled on 12th September 2024.

ACTION: Report debris under bridges to Highways (and EA) – **CLERK**

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

331.1 Cllr Davies advised that the Lake Surround was looking tidy, but it would be good to have a Volunteer Day to pick up fallen tree debris etc. Scofell were doing a good job, but even with lots of communication about retaining certain plants of value some were still damaged. Cllr Davies and Clerk to work out mechanism to stop this happening in future.

The Clerk advised that there were two dead/dying trees in the surround the residents side of the lake that needed fairly urgent attention. The Clerk would obtain the relevant permissions from BDBC and get quotes for the work. A bat box needs to be moved to allow this work to proceed also.

Cllr Culley advised that the Lake Working Group were looking to hold a Lake Open Meeting in October and were in the process of finalising the date. Likely to be 29th October 2024.

ACTION: Organise Volunteer Day for the autumn – **Cllr Culley**

ACTION: Apply for Permission for treeworks required – **Clerk**

ACTION: Quotes for required tree work – **Clerk**

ACTION: Publish Date for Lake Open Meeting ASAP - **Clerk**

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

332.1 **Cricket Meeting:** Cllr Foote advised that following a meeting with the Cricket Club (SMBCC) discussions about the repair/renovation/replacement of the current pavilion had been had, and the PC had in principle agreed that the cricket club could start fundraising, although different proposals would need to be considered. SMBCC advised that any funding for a new pavilion from the English Cricket Board was conditional upon the Pavilion being further away from the cricket boundary. Because of these limitations and other projects such as the Play Area Replacement the PC decided that a separate meeting would be required to discuss the Recreation Ground as a whole. Afterwards relevant stakeholders would be invited into the discussion including the community. The PC must bring the different parties together as currently each stakeholder is working to a different agenda and are focused on their own needs rather than the area as a whole. It was agreed the PC would meet on 2nd October 2024 at 4.30pm to decide the way forward with the projects. An MOP commented that a Management Plan for the whole area was needed, and all agreed.

ACTION: Publish Meeting Notes from Cricket Meeting to website – **Clerk**

ACTION: Book Meeting Room for 2nd October 2024 4.30pm - **Clerk**

332.2 **The MUGA & Play Area:** Cllr Burlison advised that the project leads on the Play Area replacement had been in touch concerning their current funding, and how it had reached a point where it could just about cover cost of the play equipment but would not cover the resurfacing and refencing of the MUGA. With pressure of the match-funding offer from Greenham Trust expiring soon, they wanted to move forward with the plan for the play area. The PC agreed that one could not proceed without the other, so further discussion and likely fundraising would be required. A decision on this would need to be deferred until the October Full Council Meeting after discussion at the Recreation Ground Working Group Meeting on 2nd



October.

ACTION: Update the Playground Project with feedback from the PC – **Clerk/Cllr Burlison**

ACTION: Clarify exact status of project for 2nd October Meeting - **Clerk**

- 332.3 **Parking Survey:** A discussion was had about the exact gain in parking spaces the Play Area project would bring. It was agreed that a consultant should be engaged to do a formal survey of current spaces and what we could gain in the future.
ACTION: Quotes for parking spaces survey – **Cllr Makgill**
- 332.4 **Apsley Farm Staff Picnic:** Because of the timing of the request, the Clerk had pre-circulated a permission request from Apsley Farm to have a staff picnic on the Recreation Ground on Sunday 15th September. All Councillors had confirmed their agreement via email. Formal approval at this FCM.
ACTION: None required requestor already advised of approval – **Clerk**
- 332.5 **Bowling Club Winter Parking in the MUGA:** The Bowling Club had made a general request to be able to use the MUGA for parking during the Winter. The PC require further information on this as there is not likely to be a need for this in the evenings as the car park is usually quiet in the evenings. The PC are likely to agree specific dates, but are not happy to give a blanket permission. Once the ground is wet the community use the MUGA more so there is likely to be more conflict with parking.
ACTION: Feedback to Bowling Club - **CLERK**
- 332.6 **Library visitor parking:** Following a request from the Village Hall Committee the PC are happy for the parking directly outside the Village Hall to be made for library visitors only on a Saturday morning.
ACTION: Communicate approval and work with VC to sort out a sign– **Clerk**
- 332.7 **Sign for the Recreation Ground:** Cllr Mew shared details of a sign from Overton Recreation Ground which stated rules for its use including, picking up after your dog, the use of bikes, BBQs etc. Byelaws were discussed, and an investigation of those would be a start. This item was added for further discussion at the Rec Working Group meeting.
ACTION: Investigate Byelaws concerning dog fouling – **Clerk**
ACTION: Add discussion to agenda on 2nd October 2024 - **Clerk**
- 332.8 **MUGA Parking:** Request for MUGA parking on Friday 20th September 2024 for end of season cricket evening. All agreed that it was within the summer MUGA parking timetable anyway, so approved.
ACTION: Advise Cricket Club of approval - **Clerk**

333 Other Business

- 333.1 **Trees in Lake Area:** Already discussed in Lake Update Item 331.
- 333.2 **War Memorial Garden:** Cllr Davies advised that following on from a meeting with Scofell, herself and the clerk, she would like to request some funds for buying new plants for the War Memorial Garden. Scofell will plant them as part of the contract agreement. A sum of £250.00 would be a fair sum to spend replenishing the plants there. Scofell have done a good job of bringing the garden back up to standard after not being able to work there while the Tankers were in situ last winter. The War Memorial itself will also be cleaned in time for Remembrance Day.
Proposed: Cllr Foote, seconded: Cllr Makgill



ACTION: Purchase Plants– **Cllr Davies**

333.3 **Weed-Killer use in the Parish:** The Clerk advised that there had been a furious post on Facebook from a Stoke resident about the use of weed-killer spray in the Stoke Play Area. The contractor has assured the Clerk that they DO NOT spray inside the Play Area – spray had been used further down the road on nettles, and on the edge of the kerb. The Clerk will check as to whether there is evidence of spraying inside the play area. With the strength of feeling in Stoke, and the agreement of the council, the Clerk will advise the contractor not to spray in the village there at all.

ACTION: Check for evidence of spraying inside the park – **Clerk**

ACTION: Request Contractor ceases to spray in Stoke at all - **Clerk**

333.4 **Speeding:** Discussed during Time Allowed for Public Speaking Item 320

333.5 **Youth Anti-social behaviour:** Cllr Burlison advised he had been approached by some members of the community about the Anti-social behaviour of certain youths in the village. They had been seen climbing on the roof of the village centre, had been ringing doorbells late in the evening, and generally making a nuisance of themselves. For some more elderly residents this can be frightening. As the PC are able to identify the individuals, it was agreed that the Clerk would contact our local Police representative, PCSO Keiron Venn, to understand what can be done.

ACTION: Contact Hampshire local police for advice - **CLERK**

Date of next meeting: Tuesday 8th October 2024 at 19:30

Meeting End: 21:21