

**St. Mary Bourne Parish Council**

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**Minutes of the Parish Council Meeting held on  
Tuesday 10 July 2018 in the Club Room, Village Centre at 7:30pm**

**Present:** The Chair, Cllr David Peart and Cllrs Bridget Culley, Katie Dixon, Gwen Randall, Tony Styles, Carole Whitlock, HCC Cllr Tom Thacker and the Clerk Jo Exelby.

**Members of the Public in attendance:** One

**1. Apologies for absence:** Cllr Tony Grunsell and BDBC Cllr Graham Falconer

**2. Declarations of Acceptance of Office**

Cllr Whitlock signed her Declaration of Acceptance of Office, which was witnessed by the Clerk.

**3. Declarations of interests:** None

**4. Minutes of Full Council meeting held on 12 June 2018 (previously circulated)**

**4.1.** Having been previously circulated, Cllr Culley proposed, and Cllr Styles seconded, that they were a true record and should be signed. Resolved unanimously by members and the Chair signed the minutes.

**4.2.** Status of actions agreed at the meeting

There was a discussion of the actions agreed and the following points were made:

- Denning Wood – an application has now been put in for holiday homes and will be considered at the next Planning Committee meeting.
- Neighbourhood Plan school travel plan – Cllr Dixon has discussed with the school and they are considering it.
- Neighbourhood Plan environmental actions – Cllr Dixon is waiting for contacts to come back to her.
- Post Office – the note for inclusion in September's Hill & Valley is currently being drafted.

**5. Borough & County Councillor Reports**

**5.1. Borough Councillor's Report:** None

Chair's Initials

## **5.2. County Councillor's Report**

Cllr Thacker gave the following report:

- There is currently a consultation on street lighting and community transport. Community bus/taxi services won't be affected, unless funded by HCC.
- The Cango bus contract for the C3 & C8 will be continued for 2 years.
- Egbury Road, Stoke is noted as being resurfaced as part of Operation Resilience. It is thought that this is Egbury Road but it was agreed that the clerk will confirm that it is the correct road

Cllr Thacker then left the meeting.

## **6. Governance**

### **6.1. Meeting invitations**

**6.1.1. BDBC Annual Neighbourhood Planning Event 31 July 17:00-19:00:** Noted

**6.1.2. NALC Annual Conference 30-31 October in Milton Keynes:** Noted

### **6.2. HCC Consultation on street lighting, supported passenger transport services & the concessionary travel scheme – deadline by response 5 August**

Resolved: The clerk will advertise the consultation on the parish council website and on BVS.

**6.3. HCC News for Local Councils – June 2018:** Noted

**6.4. HALC monthly e-update — July 2018:** Not available before meeting

**6.5. BDAPTC 2018 AGM minutes:** Noted

## **7. Planning**

### **7.1. Receive report of Planning Committee meeting 26 June**

Resolved: To accept the report

### **7.2. Consider email from BDBC – CIL: Advice & assistance to Parish Councils**

Resolved: Noted

Chair's Initials

### 7.3. Planning Applications for consultation at the meeting

| Reference    | Description   | Resolved     |
|--------------|---|--------------|
| 18/01371/HSE | <p><b>The Forge, SMB</b> — Demolition of outbuildings and single storey structure to SE Elevation. Erections of part two storey part single storey extension to SE Elevation with single storey link to the main property. Erection of garage. Various internal alterations and replacement of existing windows with new flush casement timber windows.</p> <p>Note: already consulted on -- amended plans received</p> | No objection |
| 18/01372/LBC | <p><b>The Forge, SMB</b> — As above</p> <p>Note: already consulted on -- amended plans received</p>   | No objection |

7.4. Tree notices of Intent for consultation at meeting: None

### 7.5. Advice of compliance issues

Resolved: It was noted that the clerk has not yet heard back from BDBC regarding the potential breach at Wyke Down.

Chair's Initials

## 8. Finance

### 8.1. Monthly accounts — June 2018

| Date                                      | Received from/paid to                   | Total             | Treasurers<br>account | Business<br>Bank<br>Instant a/c | Fixed term<br>deposit | Petty<br>cash | Ringfenced funds<br>included in Business Bank<br>Instant account |                               |
|---|---|-------------------|-----------------------|---------------------------------|-----------------------|---------------|--|-------------------------------|
|   |   |                   |                       |                                 |                       |               | Lengthsman<br>scheme<br>Note 1                                   | Flood<br>prevention<br>Note 2 |
| <b>Opening balance at 31/5/18</b>         |   | £70,089.71        | £1,266.41             | £48,819.40                      | £20,000.00            | £3.90         | £15,420.00   | £0.00                         |
|   | Transfer agreed at Full Council 12/6/18 |                   | £3,000.00             | -£3,000.00                      |                       |               |  |                               |
|   | Transfer to Petty Cash 14/6/18          |                   | -£20.00               |                                 |                       | £20.00        |  |                               |
| <b>Receipts</b>                           |   |                   |                       |                                 |                       |               |  |                               |
| 11/6/18                                   | Lloyds — interest                       |                   |                       | £2.28                           |                       |               |  |                               |
| 21/6/18                                   | WUFC — donation from U14 & U16 teams    |                   |                       | £200.00                         |                       |               |  |                               |
| <b>Payments</b>                           |   |                   |                       |                                 |                       |               |  |                               |
| 1/6/18                                    | Post Office — postage                   |                   |                       |                                 |                       | -£2.97        |  |                               |
| 13/6/18                                   | Agreed at Full Council 12/6/18          |                   | -£3,219.10            |                                 |                       |               | -£760.00   |                               |
| 14/6/18                                   | SMB Village Shop — card                 |                   |                       |                                 |                       | -£1.99        |  |                               |
| 19/6/18                                   | SMB Village Shop — card                 |                   |                       |                                 |                       | -£1.99        |  |                               |
| 29/6/18                                   | BT June direct debit                    |                   | -£40.81               |                                 |                       |               |  |                               |
| <b>Available funds at 30/6/18</b>         |   | <b>£67,025.13</b> | <b>£986.50</b>        | <b>£46,021.68</b>               | <b>£20,000.00</b>     | <b>£16.95</b> | <b>£14,660.00</b>  | <b>£0.00</b>                  |
| Add: unrepresented payments               |   |                   | £20.00                |                                 |                       |               |  |                               |
| Closing bank at bank & in hand at 30/6/18 |   | £67,045.13        | £1,006.50             | £46,021.68                      | £20,000.00            | £16.95        |  |                               |

Note 1: Lengthsman grants from HCC held on behalf of 13 associate parish and town councils.

Note 2: Grant money from HCC (in 2017), Southern Water, Vitacress (2016 and 2017) and Southern Electricity that has been supplied for flood prevention work on The Bourne.

Resolved: Proposed by Cllr Whitlock and seconded by Cllr Dixon: The accounts for June 2018 were approved.

#### **8.2. Review and approve payments to be made in July 2018**

| <b>Payee</b>         | <b>Description</b>                 | <b>Amount</b>    |
|----------------------|------------------------------------|------------------|
| Jo Exelby            | Salary                             | £817.04          |
| HMRC                 | Q1 PAYE/NIC                        | £101.18          |
| Jo Exelby            | Expenses                           | £46.20           |
| CommuniCorp          | Local Councils Update subscription | £100.00          |
| PGGM                 | Lengthsman                         | £1,860.00        |
| PGGM                 | SMB Ground Maintenance – June 2018 | £531.08          |
| Eclipse Pest Control | Pest control                       | £130.00          |
| Martin Clay          | Wicket maintenance                 | £603.00          |
| BT                   | July DD                            | £40.81           |
| <b>Total</b>         |                                    | <b>£4,229.31</b> |

Resolved: A transfer agreed of £4,300 from the Business Bank Instant account to the Treasurers account and the Clerk instructed to make the transfer.

Resolved: the payments approved and the Clerk instructed to make the online payments.

### **9. Flood & Emergency Group**

#### **9.1. Receive report of FEG meeting 22 June**

Resolved: To accept the report. The chair reported that he has invited Heb Leman & Judith Beard of the Environment Agency with Andy Blincow of Wessex Chalk Streams & Rivers Trust for a walk along the river to advise on best solutions for bank restoration.

### **10. Footpaths**

#### **10.1. Receive report on the status & upkeep of country footpaths in the parish**

Resolved: Cllr Styles reported that he has received another complaint regarding the obstruction of FP14 by crops. It was noted that the OSR will be cut in late July.

#### **10.2. Consider installation of a bannister at the steps of Footpath 29**

Resolved: It was resolved that the clerk would contact Andrew Aitken at Hampshire Countryside Access for advice.

Chair's Initials

## **11. Highways & transport**

### **11.1. Receive update on the lengthsman work**

Resolved: It was noted that the lengthsman was behind with the work orders but was now catching up, having recruited a casual worker. It was estimated that he would have caught up by the end of July.

### **11.2. Consider BDBC request officially recognise road name for Windmill Lane, Stoke**

Resolved: No objection, the clerk was instructed to reply to BDBC.

### **11.3. Consider hedgerow intrusion onto the B3048 from Derrydown south to the parish boundary**

Resolved: Cllr Styles noted that there have been complaints that the hedge is pushing vehicles out into the road. The hedge mostly owned by one property. It was agreed that the clerk contact GroundLord who has previously done grounds work for the property owners. It was also agreed that the clerk will put a note of BVS asking property owners to review their hedges that adjoin roads and footpaths.

## **12. Recreation Ground & Lake**

### **12.1. Receive update on weekly play areas inspections**

Resolved: The Clerk noted that the swings at Stoke remain the only high risk item in the inspection report.

### **12.2. Review quotes received for play area repairs and new equipment and agree next steps**

Resolved: The quotes were reviewed and it was agreed that the clerk will start the funding applications and advertise the proposals on the website and BVS.

### **12.3. Consider request for use of Recreation Ground & MUGA by Stow Sports during summer holidays**

Resolved: Permission granted, the clerk is instructed to inform Stow Sports

## **13. Other business**

### **13.1. Consider measures to ensure proper maintenance at Bells Meadow**

Resolved: The chair noted that he had asked Tim Davis, BDBC to find out the contact.

Chair's Initials

**14. Item of Correspondence to be circulated**

**14.1. Hampshire Constabulary — Monthly update for June 2018:** Noted

**14.2. Rural Services Network — Rural Funding Digest July 2018:** Noted

**There being no other business the meeting closed at 8.55 pm.**

\_\_\_\_\_  
Chair, St. Mary Bourne Parish Council

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Date