

Parish Council Meeting Minutes - DRAFT

held on Tuesday 9th January 2024 at 19.30, in the Club Room, Village Centre.

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

In attendance: Parish Clerk Maxine Owen

Members of the Parish: 8

Meeting start: 19:30

212. Introduction led by the Chair: General Welcome and agreement from all that any Members of the Public (MOP) wanting to speak about the water levels in the Parish would have an opportunity to do so later in the meeting as part of the Flood update.

213. Time allowed for public speaking – MOP spoke to advise the PC that during refuse collection on 2nd January 24 her wheelie bin had been broken by the collection team. The MOP had been in correspondence with BDBC and told that unless it could be proved as broken by the collection crew then the MOP is responsible for its replacement. The MOP also advised that she had been informed that BDBC would only replace a broken bin that is less than two years old. Anything older would be at a cost to the MOP to replace. Cllr Foote recommended that the MOP contacts Cllr Sam Carr for support. Often the refuse truck will have CCTV, which may help.

MOP spoke to advise the PC that they had received notice from the developer at Breach Farm that works were due to commence on 11th Jan 24, and was concerned that not all pre-conditions of the application had been met. (Planning Applications: 19/2536/FUL & 19/02343/FUL). MOP advised that she had contacted the Planning Officer but had not yet received a response. Knowing that the barn for demolition contained asbestos, the MOP is looking for assurances from BDBC planning that the company responsible are capable of doing it correctly without causing asbestos dust to cover the MOPs house. MOP also asked whether the PC knew whether the Environment Agency needed to be informed. MOP was advised that she had taken the correct steps, was asked to continue to provide the PC with updates, and Cllr Jeffrey agreed to review the application online and see what conditions were included.

ACTION: Review applications for pre-commencement conditions - Cllr Jeffrey

214. Apologies for absence: Cllr Randall

215. Declarations of interest: None

216. Receive reports from Borough & County Councillors:

Cllr Tom Thacker was present at the meeting. His January 2024 report had been pre-circulated to the council. Please see Appendix 1 of these minutes <http://www.stmarybourne-pc.gov.uk/community/st-mary-bourne-parish-council-12760/2023---2024-agendas-and-minutes/> or contact clerk@stmarybourne-pc.gov.uk for a copy. Cllr Thacker advised that services at county level are hugely affected by financial restrictions, and anything other than services that Hampshire County Council(HCC) are legally obliged to provide are likely to be subject to cuts or disappear. The County Council are asking how the public would like services they are able to provide to be delivered. HCC are stating that they get less than 10% of the funds they require to fix the roads as one example of the financial situation.

Cllr Carr sent his apologies and plans to attend in February.

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Signed Patrick Foote Date 17.02.24
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217 Minutes of Full Council meeting held 12th December 2023

217.1 Approved by: Proposed: Cllr Culley, seconded Cllr Peart

217.2 An up-to-date action list had been pre-circulated. To clarify for the electorate, this is an internal document which captures all the actions from the Full Council Meetings each month and allows the PC to track progress. All actions on the list will have been published as part of the minutes of each meeting.

ACTION: Publish Action List from meeting to Parish Council – **CLERK**

218. Governance:

218.1 Democratic Services at BDBC have advised the Clerk that the Casual Vacancy can now be filled by co-option. Two of the electorate have written to BDBC to request an election, but 10 are needed to trigger an election. It was agreed by the PC that this co-option would happen at the Full Council Meeting on 13th February 2024. One MOP has put themselves forward for co-option, and meets all the required criteria. Any MOP wishing to be considered for co-option onto the PC to fill the current vacancy should contact the parish clerk as soon as possible, so the clerk can confirm their eligibility and put them forward to the council in time for the meeting on 13th February 24.

218.2 All councillors present agreed that the vacancies left in the Parish Council's working groups and Committees by this current vacancy should be reviewed once the councillor vacancy is filled.

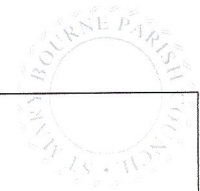
218.3 The clerk requested confirmation from each councillor whether they were available to attend the Code of Conduct training being organised by Fiona Thomsen, Head of Law and Governance & Monitoring Officer at BDBC on the evening of 16th January 2024. The clerk would then send contact details to Fiona to enable her to send on-line invitations to the group. The training is for all Councillors across the Basingstoke and Deane Borough.

ACTION: Details to be sent through - **CLERK**

219. Finance:

219.1 Bank Balances on 02/01/2023
Account A: £103,185.49
Account B: £606.35
Account C: £20,038.54 (Investment Account)

Earmarked Reserves	
£28,715.00 CIL	
£9440.00 Lottery Grant	
£7187.23 Greenham Trust Grant Play Area	
£3,500.00 Riverbank Project	
£4000.00 Tree Work in Recreation Ground	
£24,000.00 3 Months running costs at Approx £8000 per month.	
TOTAL: £76,842.23	
Available Funds: TOTAL: £46,988.15	



219.2 Payments & Receipts for Approval made in December 2023.
Proposed: Cllr Mew, Seconded Cllr Jeffrey

TYPE	DATE	PAYEE	AMOUNT	REMARKS
DD	01/12/23	Southern Electric	£281.82	
BACS	04/12/23	Mr R J Smith	£125.00	Play Area Storage Bench Repairs
BACS	04/12/23	Mr R J Smith	£82.03	Play Area Storage Bench Repairs Materials
DD	07/12/23	Southern Electric	£121.21	
DD	11/12/23	Scottish Water	£83.51	
BACS	13/12/23	Premier Grounds	£666.00	Lengthsman for Cluster
BACS	13/12/23	Mr F A Tarrant	£430.08	Street Cleaning
BACS	13/12/23	SMB Village Centre	£130.00	Office Hire
BACS	13/12/23	Scofell Landscapes	£823.99	Grounds Maintenance
BACS	13/12/23	Scofell Landscapes	£420.00	Hedge in VC Car Park
BACS	13/12/23	NALC	£52.04	Training for M Owen
BACS	13/12/23	NALC	£52.04	Training for Cllr Foote
BACS	18/12/23	M Owen (Expense Claim)	£204.06	MAD Supplies Ltd (Empty Sandbags)
BACS	18/12/23	Arthur J Gallagher	£2526.55	Insurance Renewal 24.12.23
BACS	21/12/23	Mr R J Smith	£25.00	Hasp Lock fitting
BACS	21/12/23	Contour Fencing	£1956.00	Fence Replacement - Lake
BACS	21/12/23	M Owen (Expense Claim)	£56.76	5 x Padlocks for storage benches
DD	27/12/23	Southern Electric	£25.11	
BACS	29/12/23	M Owen	£1269.76	Clerk's Salary December 2023
BACS	29/12/23	HMRC	£105.04	PAYE December 2023
		TOTAL	£9,436.00	

Receipts £144.61 Bank Interest Acc A, £38.54 Bank Interest High Interest Account
£500.00 Rent from Ninny's for December 2023

219.3 The Clerk presented the Precept Form for signatures. At the December 23 Full Council Meeting the Precept had been agreed. The Precept Request to BDBC is £46,613 for Financial Year 2024/2025. This is an increase of £4887.00 from last year which is equal to £7.33 per annum (£0.14 per week) for a Band D property.
ACTION: Submit Precept Request to BDBC by 31st January 2024 - **CLERK**

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

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

Response Date	App Reference	Address	Type	Consultee Response
27/12/2023	T/00564/TCA	2 Pound Cottage, SMB	Work on Trees	No Objection
28/12/2023	23/02982/HSE	The Barn, Breach Farm	Garage & Gym	No Objection

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11/01/2024	23/02465/FUL	Medhurst, SMB	Pool & Solar Panels	No Objection*
*With a request for a condition that states the solar panels should be screened from the road.				

220.2 No applications shared on social media since last meeting.

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

221.1 **Hedges & Trees:** Cllr Foote advised that he has put on hold conversations with the BVI until the Overpumping Set Up in that area has been removed, as there would be no room for any hedge works to be done with the traffic lights in operation there.

Derrydown Road: Cllr Foote advised that he had had confirmation that once the construction works at Derrydown Cottage has finished those jointly responsible for the road would be making the necessary repairs.

Cllr Culley raised a concern that the bridge there should be safety inspected. Cllr Foote agreed that he would raise the concern with the road owners, and enquired whether there was any specific reason for Cllr Culley's concern. The answer was that there was none.

Footpaths: The Footpaths Officer role is still to be decided, Cllr Foote will contact all applicants and arrange to meet in the next few weeks. It was discussed that it would be helpful to advise the public to let the PC know if there are problems on any of the parish footpaths, so that the issues can be logged and dealt with appropriately whether that is with the landowner responsible or with the HCC Countryside Service. Cllr Jeffrey was asked to deal with a tree on his land hanging over the road at Springhill.

ACTION: Appoint new Footpath Officer/s – **Cllr Foote & CLERK**

ACTION: Clear falling tree overhanging road at Spring Hill – **Cllr Jeffrey**

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

222.1 Cllr Makgill advised that the next FEG meeting would be held on 10th January 2024 and the notes from the meeting would be made available on the Parish Council website as soon as completed.

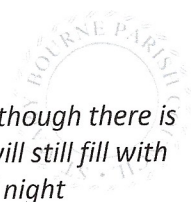
With approximately 50mm of rainfall on 4th Jan 2024 on top of the already rising river and water table, Cllr Makgill advised that the area is close to the red-line for flooding. The FEG have been putting pressure on SW to increase the tankering in the valley to 24/7. Without the service being 24/7 there would be more sewage on the street and polluting the river, and manholes in 4 different places in SMB are now overflowing unless tankering is kept up.

(Adjacent to Tudor Cottage, BT manhole adjacent to Crow Cottage, manhole on the driveway to Crow Cottage, and overspill from the household waste pipe from Crow cottage). Manholes in Stoke at Bridge Cottage and outside The Old Post Office overflow whenever there is a gap in tankering in Stoke.

Water overflowing from the BT manhole cover in the High Street SMB may well be a freshwater leak. SW are investigating. FEG member Dave Burlison (DB) has raised the issue with BT also, but not had a response from them yet.

After numerous requests to SW from members of the FEG, at 1pm on 9th January 2024 DB had an email and text assurance from Floyd Cooper from Waste Management at SW that 24/7 tankering would commence in the parish. Cllr Thacker also confirmed that he had received similar confirmation in an email at 5pm. All at the meeting agreed that due to the high risk of sewage pollution it is necessary that the tankering is 24/7 although all present appreciate the inconvenience to residents along the valley.

Please note: Since the FCM and previous to publishing these minutes the FEG have contacted



SW to ensure that daytime and night-time tankering remains consistent, as even though there is less demand on the sewer system from households during the night, the sewers will still fill with groundwater, and are still as likely to overflow. SW have confirmed that day and night tankering will be consistent.

DB has now received a manhole cover Ref No 2283080482

The FEG have agreed that the replacement of the sewer by SW is the only long-term real solution to the issue and will be maintaining pressure on SW to achieve this.

Cllr Makgill and Dave Burlison advised the PC that on Friday 5th January the EA deployed the Flood Defence Barrier around Spring Hill Lodge in response to the river reaching the EA's pre-defined trigger level. The EA have a specific Flood Plan for our Parish, although the FEG have been working with the EA to try and get this reviewed and amended. Part of the plan involves blocking the overflow pipe to prevent the river backing up it, and pumping surface water into the river from a chamber on the highway drain which Highway has now been filled in. There is another chamber that they can work from by the Vicarage. It is thought that it would be dangerous to make the required repair until the water levels have subsided, so this fix is unlikely to happen until spring. This was highlighted to Simon Cramp in HCC in a meeting with the FEG back in 2020, who decided against the proposal attach a 90 degree bend on the end of the overflow, no follow-ups were made by the FEG at the time to source a resolution.

Cllr Makgill updated the council on how the distribution of sandbags is being managed. It was agreed that the PC would check what grips on the roads on hills into the valley needed clearing. The clerk confirmed that highways had cleared the grips on Stoke Hill in Stoke that day, and grips on Egbury Road and on Bourne Hill had recently be dug out again by the Parish Lengthsman. Cllrs Foote and Makgill agreed to check Bourne Hill grips again to see if more work was required, and the Clerk would send the details to Cllr Thacker to follow-up with Highways, as the grips are very likely to need an excavator, so beyond the capability of the Lengthsman without large cost to the Parish. It was agreed that when rainfall is torrential, it will often flow past the grips, and will bring silt and debris into the drains instead. It is key when this happens that the drains are cleared of silt promptly to enable them to be effective during future rainfall.

There was a discussion about the routes that the tankers are taking, as it is believed there have been complaints from Finkley about them using that route either to or from Andover. The roads there are public, so there is no reason for them not to be on the tanker's route, and most people's experience seems to be that the tanker drivers are careful and courteous when driving these roads.

At this point in the meeting DB asked if a note of Thank You to Floyd Cooper of SW could be taken. He is very responsive to the PC/FEG's emails, texts and telephone calls, and is doing all he can in the valley at his level of responsibility to deal with the issues.

Cllr Makgill asked to give a special thank you to Will Nelsey of Groundlord who responded so quickly to bring the correct machinery to deal with the fallen tree which had blocked the bridge in the centre of SMB. The EA had been contacted to help, and had responded to say they would survey the situation in a month, and Hampshire Highways estimated response time was two months. Once the tree had been removed the EA were asked for help in disposing of the tree, which they decided was no longer their responsibility as it was no longer in the river causing a problem. Cllr Jeffrey agreed to move the tree in the next few days. A thanks was also given to Clem Jones, Patrick Foote, Oliver Madge and Dave Burlison for their help with the incident. Local people with local contacts were able to fix the problem quickly, reinforcing the value of community.

ACTION: Clear Tree by Millenium Bench which had blocked the bridge – Cllr Jeffrey

ACTION: Check the grips on Bourne Hill and Egbury Road – Cllrs Foote & Makgill

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ACTION: Send grip report to Cllr Thacker at HCC for follow-up with highways – **CLERK**

ACTION: Blank off/ put 90 degree bend on outflow pipe – **Cllr Jeffrey**

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

223.1 Cllr Culley confirmed that there would be a Lake working group meeting towards the end of the month, to discuss progress and an Open Meeting of the Lake Committee in early Spring.

Cllr Culley advised that the fence had been replaced at the Derrydown end of the Lake surround.

There was general discussion and an explanation of what had initially been thought of as Fly-tipping, but what turned out to be something pulled out of the river. The debris has now been cleared.

ACTION: Organise next Lake meeting for end of January – **Cllr Culley**

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

224.1 **Treework Quotes:** The Clerk had pre-circulated the quotes for the highest priority tree work as indicated in the Tree Survey completed by Wessex Woodland. The clerk advised that Aimee Hampton, the Tree Officer from BDBC, has agreed that she would be happy to give permission for all works indicated on the tree survey on the condition that the works where necessary are carried out by an Arboricultural Association approved or CHAS approved contractor. Contractors without either registration should only be used in situations where the tree is being totally removed, or where the instructions are explicit and can be followed to the letter. With this information in mind the Parish Council unanimously agreed that the work should be given to Groundlord. EJM were very close in their quote, and are as equally qualified to do the work. The application for work on trees will be submitted by the Clerk week commencing 15.01.24.

ACTION: Inform outcome to contractors – **CLERK**

ACTION: Submit application to Tree Officer - **CLERK**

224.2 **Drug Paraphernalia in MUGA storage area:** Cllr Makgill raised concerns that there is often a lot of litter and more seriously drug paraphernalia left in the storage area between the children's play area and the MUGA in SMB. Often debris from drug use just left lying on the floor. It was discussed that this is a badly lit area, the lights that were in the area have been smashed and never repaired, and no-one is sure whether the CCTV is broken, or just not maintained. Funds have been put into the 2024/25 budget to review the lighting in the whole area, but in the meantime the Clerk will investigate the cost and feasibility of replacing the broken lights and repairing or replacing the CCTV.

ACTION: Investigate replacing the broken lighting – **CLERK**

ACTION: Investigate cost of repairing/replacing the CCTV - **CLERK**

224.3 **Dog Fouling Signs:** The Clerk advised that she had researched the purchase of new Dog-fouling signs around the Recreation Ground in SMB, and to replace the 'No Dogs allowed' sign at the Stoke Play Area. The PC unanimously agreed that the £50.50 + VAT could be spent. Cllr Mew offered to install the new signs once they have arrived.

ACTION: Order new signs – **CLERK**

ACTION: Install new signs once they have arrived – **Cllr Mew**

224.4 **Boxing Day Football Match:** The Clerk advised that feedback from the Boxing Day Football Match had been received. The organiser has expressed his thanks for the use of the Recreation Ground, and stated the event was well attended and deemed a success. The MOP wanted to share his concerns though, that the pavilion was now 'far from ideal' for its use as a Sports Facility, specifically because of the changes that had been made internally to accommodate the nursery. He advised that the showers couldn't be used as they were full of equipment, and there was no option for it to be moved elsewhere. The council agreed that this wasn't ideal,

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and if the facility is still shared with the nursery next year, the PC would ask the Nursery to ensure the showers were clear to use.

ACTION: Share feedback with Ninny's House – **CLERK**

225 Other Business

- 225.1 The clerk alerted the Parish Council to the fact that there are currently lots of Consultation Documents in circulation from BDBC and Hampshire County Council that will shortly need attention and responses. The Clerk advised that she needs the PC's support in reading and responding to the consultations and would share them in the next week. Examples include: Hampshire Minerals & Waste Plan Consultation, New Hospital Consultation, Planning Policy Updates including local plans, S106 Projects and Contributions, Nature Recovery Plan, Hampshire Passenger Transport Forums, Hants Community Orchard, and more.

ACTION: Forward Consultation Document details with Councillors ASAP – **CLERK**

ACTION: Plan on which councillors will take on what documents – **All + CLERK**

- 225.2 The clerk advised that the SLCC had lots of training available for both Clerks and Councillors, and requested permission to sign up for the most relevant ones, and share details of ones that could be useful for the councillors to attend.

All agreed that this was a good idea, and the Clerk would provide details of what is available at what cost.

ACTION: Provide information on most useful courses and costings - **CLERK**

- 225.3 The use of the MUGA for parking was agreed on 02.03.24 for the afternoon, and for 26.01.24 for the afternoon and evening.

Date of next meeting: Tuesday 13th February 2024 at 19:30

Meeting end: 21:10

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