

St. Mary Bourne Parish Council
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**Minutes of the Parish Council Meeting held on
Tuesday 10 March 2020 in the Village Centre at 7:30pm**

Present: The Chair, Cllr David Peart and Cllrs Bridget Culley, Kevin Fullerton, Jo Perry and Gwen Randall.

In attendance: Cllr Tom Thacker, Jo Boxer & Jane Barry-Walsh from the St Mary Bourne Village Shop Community Interest Company and the Clerk, Jo Exelby.

Members of the Press & Public in attendance: Three

Chair's introduction

The Chair opened the meeting and invited members of the public to speak.

Time for public speaking

A resident in the High Street came to ask if there was a possibility of a bollard on the corner of the B3048 with Bourne Meadow to prevent lorries hitting their thatch. The chair noted that they would need to speak to Hampshire Highways, and asked the clerk to raise the issue with them. Cllr Thacker noted that Hampshire Highways only have funds at present for safety critical work. The chair suggested that they install a flag on their thatch as is done on Church Street.

A second resident of the High Street came to raise concerns about drain and gully clearance and sewage leakage. Cllr Thacker said he has spoken today to the manager responsible and they will get it cleared if they can. She noted that she will ask Hampshire County Council for a freedom of information to find out how often it the gully has been cleared. Cllr Thacker noted that Hampshire County Council is liaising with Southern Water, as is the parish council. She asked about the communication channels. Cllr Thacker suggested that he be the main point of contact as Hampshire County Council is in overall control of flood response. The clerk noted that she is putting all updates from the Environment Agency and Southern Water onto the parish council website.

1. Receive apologies for absence: Cllrs Tony Grunsell, Oliver Madge and Kevin Noble

2. Declarations of interests: None

3. Minutes of Full Council meeting held on 11 February 2020 (previously circulated)

3.1. Approve the minutes

Resolved: Having been previously circulated, Cllr Randall proposed, and Cllr Fullerton seconded, that they were a true record and should be signed. Resolved unanimously by members and the Chair signed the minutes.

3.2. Status of actions agreed at the meeting

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

- The clerk has visited Parker Bullen and taken legal advice on the ownership of the shop building, as discussed in 10.1 below.

4. Borough & County Councillors' Reports

4.1. Borough Councillor's Report: None

4.2. County Councillor's Report

Cllr Thacker gave the following report:

- He has been liaising with residents about the ground water and sewage issues.
- To continue free use of the Waste & Recycling centres, Hampshire residents need to register their cars and 4x4s before 1 April. From then if you are not registered you will be charged £5. The Chair asked why this process has been introduced. Cllr Thacker explained that there is a cost to dealing with waste from non-Hampshire residents and the cost needs to be recouped. The chair noted that it might lead to an increase in fly tipping. Cllr Thacker responded that the evidence from areas where it has already been introduced is that it doesn't, but this doesn't take account of fly tipping onto private land, which is the landowners responsibility to clear and so often goes unreported. The clerk will put a notice on BVS and in Hill & Valley.
- The consultation on Hampshire libraries has just closed. There are no proposals to close either Andover or Whitchurch libraries, although it is likely that both will have their hours reduced. Cllr Thacker noted that he prefers reduced hours rather than closure because of libraries' use by the community for purposes other than as libraries.

Cllr Thacker then left the meeting.

The chair then brought forward item 10.1 and welcomed Jo Boxer and Jane Barry-Walsh to the meeting.

10.1 Consider Village Shop lease and extension plans

Resolved: The clerk reported that she has had a meeting with Giles Bevan-Thomas of Parker Bullen regarding the ownership of the shop. The original lease with the St Mary Bourne Village Shop Association Limited was for the land and included an obligation for the tenant to construct the shop building. The buildings erected on the land were part of the 'Premises' being leased. Clause 3.5.8 required that 'at the end of the Term the Tenant shall yield up the Premises with vacant possession', ie the land and building. Based on that the shop building belongs to the parish council. It was proposed by the Chair, seconded by Cllr Culley and unanimously agreed that a new lease should be drawn up to lease the land and building to St Mary Bourne Village Shop Community Interest Company. The clerk was asked to instruct Parker Bullen. It was noted that once signed, St Mary Bourne Village Shop Community Interest Company will register the lease with the Land Registry who will provide a leasehold title number.

Resolved: Jo Boxer and Jane Barry-Walsh presented the plans for a proposed extension to the shop which will provide for additional retail space, space for an 'eco' area and provide for a café. The architect has set out a proposal to design and build the extension so as to protect the lime tree to the rear of the building, which is protected by virtue of being within the Conservation Area. In addition to the proposed extension, the plan is to extend onto the Recreation Ground with an area of decking. The next step in the project is to produce costings and investigate grants and fundraising. Cllr Culley proposed, and the Chair seconded that the parish council agrees in principle to provide more land to be leased to St Mary Bourne Village Shop Community Interest Company to extend the shop. It was unanimously agreed.

5. Governance

5.1. Co-opt parish councillor

Resolved: Following on from the casual vacancy created by the resignation of Carole Whitlock, BDBC have notified the clerk that no election is to be held and the parish council are able to fill the vacancy by co-option.

5.2. Consider appointment of new clerk

Resolved: The chair noted that interviews have been held and he and Cllr Culley recommended that a job offer be made. The clerk was instructed to send an offer letter and draft contract to the successful candidate.

5.3. Agree format of Annual Parish Assembly

Resolved: Cllr Fullerton noted that last year's format had worked well and should be repeated. The clerk noted that she has sent invitations to contributors. Further consideration will be given as to whether to have a presentation of interest as in previous years.

5.4. Receive NALC bulletins & updates: Noted

5.5. Invitations to events

5.5.1. BDAPTC meeting — Thursday 2 April in Basingstoke: Noted, the chair will attend.

6. Planning

6.1. Receive report of Planning Committee meeting on 25 February 2020

Resolved: To accept the report.

6.2. Planning Applications for consultation at the meeting: None

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

6.4. Advice of compliance issues: None

7. Finance

7.1. Consider investments 2020-21

Resolved: The chair noted that the one-year deposit will mature at the end of March. It was unanimously agreed to reinvest the capital in another one-year deposit with Lloyds.

7.2. Monthly accounts for February 2020

Date	Received from/paid to	Total	Treasurers account	Business Bank Instant a/c	Fixed term deposit	Petty cash	Earmarked funds included in Business Bank Instant account		
							Lengthsman scheme Note 1	Flood prevention Note 2	
Opening balance at 31/1/20		£70,031.41	£1,017.60	£49,012.68	£20,000.00	£1.13	£2,943.00	£25,750.00	
	Transfer agreed at Full Council 11/2/20		£3,500.00	-£3,500.00					
Receipts									
3/2/20	St Mary Bourne Village Shop Inv19/10					£1.00			
10/2/20	Lloyds – interest			£2.17					
Payments									
12/2/20	Agreed at Full Council 14/1/20		-£3,456.55				-£1,009.06		
29/02/20	Additional BT DD		-£0.75						
Available funds at 29/2/20		£66,577.28	£1,060.30	£45,514.85	£20,000.00	£2.13	£1,933.94	£25,750.00	
Add: unrepresented payments			£57.73						
Closing bank at bank & in hand at 29/2/20		£66,635.01	£1,118.03	£45,514.85	£20,000.00	£2.13			

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

Note 2: Grant money that has been supplied for flood prevention work on The Bourne Rivulet.

Draft — subject to approval

Resolved: Proposed by Cllr Culley and seconded by Cllr Fullerton: The accounts for February 2020 were approved. The bank reconciliation was signed by the Chair.

7.3. Review and approve payments to be made in March 2020

Payee	Description	Amount £
Jo Exelby	Salary	1,130.70
Fred Tarrant	Street cleaning	320.19
Scofell Landscapes	Grounds maintenance	823.99
Premier Grounds	Lengthsman	1,386.00
Business Stream	Water	7.48
BT	Telephone	56.98
Total		3,725.34

Resolved: A transfer agreed of £3,700 from the Business Bank Instant account to the Treasurers account and the Clerk instructed to make the transfer.

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

8. Flood & Emergency

8.1. Receive update on ground water levels and sewer infiltration

Resolved: The chair noted that the parish council are liaising with the Environment Agency, Southern Water, Hampshire County Council and Basingstoke and Deane Borough Council to resolve the issues caused by groundwater infiltration into the sewer. The clerk is posting all updates from the Environment Agency and Southern Water to the parish council website. Residents should continue to immediately report sewage flooding to Southern Water on 0330 303 0368.

9. Footpaths

9.1. Approve agreement to install gate between Footpath 37 and Bells Meadow

Resolved: The landowner of the section of Footpath 37 adjoining the front of the houses at Bells Meadow has produced an agreement to allow for an additional access point from the tarmac path onto Footpath 37 and allowing the parish council to install a gate. Cllr Fullerton proposed, and Cllr Culley seconded, that the agreement be signed. It was unanimously agreed, and the chair signed the agreement.

10. Recreation Ground & Lake

10.1. Consider Village Shop lease and extension plans

Discussed after item 4.2 above.

10.2. Receive report on play equipment

Resolved: The clerk had previously circulated the inspection findings. She noted that she is in the process of getting quotes for remedial work and for cleaning of the equipment. She has also received a quote to replace the fencing around the play area in St Mary Bourne, but will seek further quotes.

10.3. Consider requests for use of Recreation Ground, Pavilion & MUGA

10.3.1. MUGA parking on Friday 20 March for Max Robinson's memorial service

Resolved: Permission granted.

10.3.2. Bowling Club vehicle access to Bells Field commencing 18 April

Resolved: Permission granted, subject to the ground being dry enough for vehicle traffic.

11. Item of Correspondence to be circulated

11.1. Hampshire Constabulary — Monthly update for February 2020: Not yet received

11.2. Rural Services Network — Rural Funding Digest March 2020: Noted

The meeting closed at 9:20pm.

These minutes are subject to approval at the Parish Council meeting on 14 April 2020.