

**St. Mary Bourne Parish Council**  
[www.stmarybourne-pc.gov.uk](http://www.stmarybourne-pc.gov.uk)

**Minutes of the Parish Council Meeting held on  
 Tuesday 11 February 2020 in the Village Centre at 7:30pm**

**Present:** The Chair, Cllr David Peart and Cllrs Kevin Fullerton, Oliver Madge and Kevin Noble.

**In attendance:** The Clerk, Jo Exelby.

**Members of the Press & Public in attendance:** None

**Chair's introduction**

The Chair opened the meeting.

**Time for public speaking**

The Chair opened the meeting.

1. **Receive apologies for absence:** Cllrs Bridget Culley, Tony Grunsell, Jo Perry and Gwen Randall.
2. **Declarations of interests:** None
3. **Minutes of Full Council meeting held on 28 January 2020 (previously circulated)**

**3.1. Approve the minutes**

Resolved: Having been previously circulated, Cllr Fullerton proposed, and Cllr Noble 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:

- Cllr Falconer has emailed with confirmation from the BDBC Tax Office that 12 of the mobile homes pay council tax and the new bungalows will be subject to tax once occupied.
- The chair and clerk have viewed the bench at Stoke play area with the grounds maintenance contractor and concluded that it is beyond repair. The clerk will ask the lengthsman to remove the bench and seek quotes for a new one dedicated to Robin Mackenzie.
- Jex Ahl has resolved the IT issue with the play inspections software.

**4. Borough & County Councillors' Reports**

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

Chair's Initials

**4.2. County Councillor's Report:** None

## 5. Governance

### 5.1. Update on recruitment of new clerk

Resolved: The clerk gave an update on the status of applications. The interviews will be scheduled for the week commencing 2 March.

**5.2. Receive NALC bulletins & updates:** Noted

### 5.3. Invitations to events

**5.3.1. NALC Spring Conference — Tuesday 17 March in London:** Noted

**5.3.2. HALC Annual Conference — Wednesday 18 March in Southampton:** Noted

## 6. Planning

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

Reference	Description	Resolved
20/00104/HSE	<b>Burry Hill Farm, Stoke Lane, Stoke, SP11 0PF</b> Erection of single storey extension to the east elevation.	No objection
20/00106/HSE	<b>Chapel Cottage, SMB, SP11 6AR</b> Erection of single storey side extension.	No objection
20/00198/LDEU	<b>Stoke Hollow Farm, Stoke, SP11 0NT</b> Certificate of lawfulness for the continued use of hay and storage building used as a dwelling with associated garden.	No objection

**6.2. Tree notices of Intent for consultation at meeting:** None

**6.3. Advice of compliance issues:** None

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## 7. Finance

### 7.1. Monthly accounts for January 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
	<b>Opening balance at 31/12/19</b>	£72,200.26	£1,123.23	£51,075.90	£20,000.00	£1.13	£3,603.00	£25,750.00
	Transfer agreed at Finance Committee 14/1/20		£3,000.00	-£3,000.00				
	<b>Receipts</b>							
9/1/20	Lloyds – interest			£2.18				
10/1/20	Inv 19/08 Fishing syndicate			£767.50				
14/1/20	Inv 19/09 SMB Bowling Club			£167.10				
	<b>Payments</b>							
15/1/20	Agreed at Finance Committee 14/1/20		-£3,105.63				-£660.00	
	<b>Available funds at 31/1/20</b>	<b>£70,031.41</b>	<b>£1,017.60</b>	<b>£49,012.68</b>	<b>£20,000.00</b>	<b>£1.13</b>	<b>£2,943.00</b>	<b>£25,750.00</b>
	Add: unrepresented payments							
	Closing bank at bank & in hand at 31/1/20	£70,031.41	£1,017.60	£49,012.68	£20,000.00	£1.13		

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.

Chair's Initials

Resolved: Proposed by Cllr Noble and seconded by Cllr Madge: The accounts for January 2020 were approved. The bank reconciliation was signed by the Chair.

## 7.2. Review and approve payments to be made in February 2020

Payee	Description	Amount £
Jo Exelby	Salary	889.99
David Peart	Expenses	9.90
Parish Online	Subscription to Parish Online	120.00
Scofell Landscapes	Grounds maintenance	823.99
Premier Grounds	Lengthsman	1,210.88
Southern Electric	Unmetered electricity	106.10
Southern Electric	Games area electricity	73.21
Southern Electric	Pavilion electricity	110.91
Business Stream	Water	54.59
BT	Telephone	56.98
Total		3,456.55

Resolved: A transfer agreed of £3,500 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 flood preparation work

Resolved: The chair reported that the ground water levels are generally steady or falling, except when it rains. The level then spikes but quickly falls back. BDBC have confirmed sandbags are available if needed, although it seems less likely now that there will be significant flooding. The chair has a meeting with Cain Bio-engineering on Friday morning to talk about further improvements along Gangbridge Lane.

## 9. Recreation Ground & Lake

### 9.1. Receive report on play equipment

Resolved: The clerk reported that Jez Ahl has resolved the IT issue and she is now able to access the inspection report, which has been circulated to councillors. The chair expressed his thanks to Jez. It was noted that there are no high risk findings. It was unanimously agreed to arrange work to fix the medium risk items and clean both play areas. The clerk was instructed to get quotes.

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

**9.2.1. Friends of St Mary Bourne School Easter Egg Hunt on Friday 3 April**

Resolved: Permission granted.

**10. Other business**

**10.1. Receive update on the Village Shop ownership & extension plans**

Resolved: The chair noted that he and the clerk have met with Jo Boxer and Lara Madge to discuss ownership of the shop building following uncertainty as to who owns it. It was agreed to take legal advice from Parker Bullen and the clerk is arranging a meeting. The plans to extend the shop to provide a café area were also discussed. They have received plans from the architect and will attend the full council meeting on 10 March to present the plans to the parish council.

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

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

**11.2. Rural Services Network — Rural Funding Digest February 2020:** Noted

**The meeting closed at 8:10pm.**

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

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Date

Chair's Initials