

St. Mary Bourne Parish Council

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**Minutes of the Parish Council Meeting held on
Tuesday 11 December 2018 in the Main Hall, Village Centre at 7:30pm**

Present: The Chair, Cllr David Peart and Cllrs Bridget Culley, Katie Dixon, Kevin Fullerton, Tony Grunsell, and Tony Styles BDBC Cllr Graham Falconer, HCC Cllr Tom Thacker and the Clerk Jo Exelby.

Members of the Public in attendance: One

Chairman's introduction

Time allowed for public speaking

A resident of St Mary Bourne attended to discuss the ownership of the hedge adjoining Footpath 37 and maintenance of the footpath. Ownership of the hedge wasn't established, but the chair agreed that the parish council would reiterate to our grounds maintenance contractor our instruction to keep the path strimmed and clear of overhanging foliage to a width of 1m from the MUGA fence.

Cllr Culley also noted that the United Charities Trust has not received any requests for financial assistance this year. This small local trust can help parishioners with funding towards heating, travel costs for hospital visits and medical appointments, and other additional expenses due to ill health or events causing financial difficulty. Confidential requests for details can be made to the clerk, Ruth Widen on 01264 738250 or ruth.widen@btinternet.com.

1. Apologies for absence: Cllr Gwen Randall and Carole Whitlock

2. Declarations of interests: None

3. Minutes of Full Council meeting held on 13 November 2018 (previously circulated)

3.1. 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.

3.2. Status of actions agreed at the meeting

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

- The clerk noted that she has sent details of the S106 funds held by HCC and the CFI proposals to Cllr Thacker, as requested.
- The swings have been removed and the new swings are currently being installed. They are due to be completed next week.

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- The clerk noted that she has advised ATYFC U13s of the parish council's decision to allow them to play for the rest of the season. However, the manager has now advised that they will no longer be using the Recreation Ground due to the condition of the pitch and the time required in marking the pitch. They were grateful for the opportunity to play at St Mary Bourne and hoped to be able to return for the 2019-20 season.

4. County & Borough Councillor Reports

4.1. Borough Councillor's Report

Cllr Falconer gave the following report:

- The Local Government Boundary Commission failed to issue its report and it is now due in February 2019. This means that it now cannot be implemented until 2020.
- Butlers Farm – Cllr Falconer has visited the applicant to discuss planning process, but not to offer support.

The Chair agreed to move item 6.5.1 – Update on Bank Top development - forward so that Cllr Falconer could be present for the discussion. He noted that last weekend during the heavy rain a lot of material was washed off the building site at Bank Top, which had run across Springhill Lane and into the River Bourne at the Ford. The Environment Agency (EA) and the Environmental Representative at Vitacress attended, but the parish council has yet to hear back following their visit. According to Cllr Falconer the Environmental Health Officer from BDBC also attended this morning. Cllr Styles asked why BDBC planning department had not been more proactive in preventing this from occurring. Cllr Falconer replied that the planning department don't take any account of run off during construction as that is the builder's responsibility, and it is for the EA to monitor. He noted that the EA response to the planning application was not on the Planning website, and on investigation the planning officer has established that the EA made no response to the planning application. Cllr Culley noted that perhaps we should flag potential issues with planning applications based on our detailed knowledge of the local topography. Cllr Styles reported that the developer has now dug a trench to prevent water running off in future. They have also committed to cleaning the road throughout the construction.

Cllr Falconer then left the meeting.

4.2. County Councillor's Report

Cllr Tom Thacker gave the following report:

- The Gangbridge will be rebuilt properly in the week beginning 17 December.
- Cllr Dixon raised the poor standard of Highways work generally, for example the drain clearance at Baptist Lane where the material removed from the drain was left above it and so will wash back in over the course of the winter. Cllr Thacker

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noted that he needs to be notified of problems and will then follow them up. He noted that HCC officers need to improve their quality control. Cllr Styles asked Cllr Thacker about the audit process and why issues aren't picked up. Cllr Thacker noted that the audit focuses more on policies and processes, rather than operational competence. Cllr Culley asked how long the contracts last. Cllr Thacker noted that contracts are generally 3 or 5 years and he is unsure how long Skanska's contract lasts.

- Cllr Thacker noted that he has funds left in his budget that could be used for items for capital expenditure for the benefit of the whole community such as noticeboards or defibrillators.

Cllr Thacker then left the meeting.

5. Governance

5.1. Discuss parish councillor vacancy

Resolved: Cllr Dixon noted that Oliver Madge is still interested in being co-opted as a parish councillor. It was agreed that the clerk will invite him to attend the January full council meeting.

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5.2. Agree provisional 2019-20 parish council dates

Resolved: The following dates were provisionally agreed for 2019-20, to be confirmed at the Annual Parish Council Meeting to be held on 14 May 2019:

	Full Council	Planning Committee	Finance Committee	Recreation Ground & Lake Committee	Highways Group	Flood & Emergency Group
May	14/5/19 (+APCM)	28/5/19				
June	11/6/19	25/6/19			TBA	TBA
July	9/7/19	23/7/19	23/7/19			
August		27/8/19				
September	11/9/19	24/9/19		24/9/19	TBA	TBA
October	8/10/19	22/10/19	22/10/19			
November	12/11/19	26/11/19				
December	10/12/19				TBA	TBA
January 2020	28/1/20	14/1/20	14/1/20			
February	11/2/20	25/2/20				
March	10/3/20	24/3/20		24/3/20	TBA	TBA
April	14/4/20	28/4/20	28/4/20			

5.3. NALC

5.3.1. Chief Executive Bulletins — 16/11, 23/11, 4/12: Noted

5.3.2. DIS 934: Noted

5.3.3. Funding & Grants Bulletin: Noted

5.4. HALC Newsletter — November 2018: Noted

6. Planning

6.1. BDBC Consultation on new Supplementary Planning Document relating to Heritage — Consultation closes 14 January 2019: Noted

6.2. Receive report of Planning Committee meeting 27 November 2018

Resolved: To accept the report

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6.3. Planning Applications for consultation at the meeting

Reference	Description	Resolved
18/03310/FUL	Former Caravan Site, Picket Piece — Change of use of land from use as a caravan storage area to use for the siting of self-storage shipping containers, with erection of a 1.5m high fence and a gate of the southern boundary, and erection of a CCTV camera on a 5m high pole.	No objection
18/03436/HSE	5 Homefield, SMB, SP11 6AS — Erection of oak framed art studio at front of property.	No objection
18/03459/FUL	Butlers Farm, Gangbridge Lane, SMB, SP11 6EP — Erection of one 3 bed dwelling with new access, associated parking and landscaping.	<p>Cllr Dixon noted concern that the application is not in accordance with the Neighbourhood Plan (NP) as it is:</p> <ul style="list-style-type: none"> • outside settlement area • in the conservation area • it's a greenfield site but doesn't include affordable housing • does not make use of redundant agricultural buildings <p>She added that the NP supports building of new properties for downsizing, but only when using a brownfield site.</p> <p>There was a vote with a majority voting for no objection, but with the comments as noted above.</p>

6.4. Tree notices of Intent for consultation at meeting

Reference	Description	Resolved
T/00493/18/TCA	Kingfisher House, Church Street, SMB — Remove a large Conifer and a Bay tree that lies in the middle of the property. Removal of the declining hedge is exempt.	No objection

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6.5. Advice of compliance issues

6.5.1. Update on Bank Top development

This was discussed at 4.1 above.

7. Finance

7.1. BDBC Budget Consultation 2019-2020 — consultation closes 2 January 2019: Noted

7.2. Approve direct debit mandates for Southern Electric

Resolved: The mandates were approved and signed.

7.3. Approve authorised signatories for parish council bank accounts

Resolved: The mandate to remove past councillors and add Cllrs Fullerton and Randall as authorised signatories was approved and signed.

8. Flood & Emergency Group

8.1. Receive update on contract for Gangbridge Lane bank restoration works

Resolved: This chair agreed to move this item forward so that Cllr Culley could be present. The chair reported that Cain Bio-engineering and being employed for the work. They are starting tomorrow pollarding the willows. They will then use the willow to shore up the bank and backfill, using the soil from the Batsford drop off area. The cost is around £11,500 for which we are getting funding from the Environment Agency.

Cllr Culley then left the meeting.

7.4. Monthly accounts — November 2018

Date	Received from/paid to	Total	Treasurers account	Business Bank Instant a/c	Fixed term deposit	Petty cash	Ringfenced funds included in Business Bank Instant account	
							Lengthsman scheme Note 1	Flood prevention Note 2
Opening balance at 31/10/18		£52,631.54	£851.73	£31,771.45	£20,000.00	£8.36	£7,430.00	£0.00
Transfer agreed at Full Council 13/11/18			£8,500.00	-£8,500.00				
Receipts								
9/11/18	Lloyds – interest			£1.35				
12/11/18	Inv 18/11 – ATYFC			£28.50				
15/11/18	Inv 18/14 – ATYFC			£28.50				
22/11/18	Inv 18/12 – East Woodhay PC			£70.00				
28/11/18	Inv 18/15 – ATYFC			£28.50				
Payments								
14/11/18	Agreed at Full Council 13/11/18		-£8,293.55				-£2,920.00	
28/11/18	Agreed at Planning Committee 27/11/18		-£29.70					
29/11/18	BT DD – additional DD		-£0.87					
Available funds at 30/11/18		£44,464.27	£1,027.61	£23,428.30	£20,000.00	£8.36	£4,510.00	£0.00
Add: unrepresented payments								
Closing bank at bank & in hand at 30/11/18		£44,464.27	£1,027.61	£23,428.30	£20,000.00	£8.36		

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 Dixon and seconded by Cllr Grunsell: The accounts for November 2018 were approved. The bank reconciliation was signed by the Chair.

7.5. Review and approve payments to be made in December 2018

Payee	Description	Amount
Jo Exelby	Salary	£817.04
Jo Exelby	Expenses	£175.99
Southern Electric	Electricity	£55.82
FA Tarrant	Litter picking	£305.37
PGGM	Batsford drop off/pick up – final payment	£1,939.80
PGGM	SMB Grounds Maintenance – Nov 2018	£579.00
PGGM	SMB Grounds Maintenance – drag & roll pitch	£180.00
PGGM	Lengthsman	£1,164.00
BT	December DD	£43.98
Total		£5,261.00

Resolved: A transfer agreed of £5,300 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.

9. Recreation Ground & Lake

9.1. Receive update on weekly play areas inspections

Resolved: The clerk reported that the swings at Stoke are the only high-risk items. She reported that the new swings are in the process of being installed and are likely to be finished by the end of next week.

9.2. Select grounds maintenance contractor for the period 1 April 2019 to 31 March 2022.

Resolved: It was agreed that this will be considered in a Recreation & Lake Committee meeting to be held in January.

9.3. Review of the Recreation Ground boundary adjoining Footpath 37 and ownership of the hedge.

Resolved: This was discussed during the time for public speaking and minuted above.

9.4. Requests for parking on the MUGA in December

9.4.1. 12 December for the Christmas Lunch: Permission granted

9.4.2. 15 December for the Bowling Club Christmas Coffee Morning: Permission granted

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- 9.5. Request to use the pitch and pavillion on Boxing Day for the marrieds vs singles football match (not on the agenda):** Granted

10. Other business

10.1. St Mary Bourne Village Shop — support for HCC grant application

Resolved: It was agreed that the Chair will write to HCC supporting the grant application.

10.2. Two Rivers Community Patient Participation Group — request for parish council support

Resolved: It was unanimously agreed that the parish council supports the establishment of a Community Patient Participation Group for the Two Rivers Medical Practice, which includes Derrydown Clinic at St Mary Bourne. Cllrs Grunsell and Styles noted that they would be happy to sit on the group.

10.3. Community Farm (not on the agenda)

Resolved: Cllr Styles reported that 40 people had attended the meeting and 20 more had expressed an interest. There was a good range of people there, including a farmer from Upper Wyke who offered land and machinery. It was agreed that the clerk will discuss the land at Black Garden again with the agent.

11. Item of Correspondence to be circulated

- 11.1. Hampshire Constabulary — Monthly update for October & November 2018:** Noted

- 11.2. Rural Services Network — Rural Funding Digest December 2018:** Noted

The meeting closed at 9.40pm.

Chair, St. Mary Bourne Parish Council

Date