

**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 9 October 2018 in the Club Room, Village Centre at 7:30pm**

**Present:** The Chair, Cllr David Peart and Cllrs Bridget Culley, Katie Dixon, Kevin Fullerton, Tony Grunsell, Gwen Randall, Carole Whitlock, BDBC Cllr Graham Falconer and the Clerk Jo Exelby.

**Members of the Public in attendance:**

**Chairman's introduction**

**1. Apologies for absence:** Cllr Tony Styles, HCC Cllr Tom Thacker

**2. Declarations of interests**

**2.1. Dispensations requested**

The Clerk reported that she has received an application from Cllr Fullerton for a dispensation allowing councillors to speak and vote in relation to setting the precept for each financial year up to, and including, 2022/2023, which she has granted.

**2.2. Declarations of interest:** None

**3. Minutes of Full Council meeting held on 11 September 2018 (previously circulated)**

**3.1.** Having been previously circulated, Cllr Culley proposed, and Cllr Grunsell 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 chair reported that he has written to thank Councillor Roy Perry, Leader of HCC, and Karen Murray, Director of Culture, Communities and Business Services at HCC for the work on superfast broadband in the parish. Both have replied with thanks.
- The chair reported that he has asked Cllr Falconer to refer application 18/01773/FUL — Denning Wood — to the Development Committee, if the planning officer is minded to grant the application. Cllr Falconer had replied that the application would go to committee as there are so many objections. Cllr Falconer gave a further update on the application, which is that the applicants have failed to supply the required Bat Survey, which can now not be carried out until May 2019. The planning officer will write to the applicant to ask if they will accept refusal. If not, the application will go into suspension until the required information can be

Chair's Initials

supplied. It would therefore be unlikely to be considered by the Development Committee before July or August 2019. Cllr Falconer further reported that he is in correspondence with some parishioners about the application and he has advised them that, if any further work is carried out at the site, they should report it to the Enforcement Department at BDBC.

- The clerk reported that she has responded to the Boundary Commission consultation noting the parish council's support for the new ward to be called Evingar.
- The clerk reported that she has written to Andover Town Youth FC U13s offering them a trial period for the use of the Recreation Ground football pitch, to be reviewed in 6 weeks.
- The clerk reported that Premier Grounds have started work on the school drop off/pick up at Batsford.

#### **4. Borough & County Councillor Reports**

##### **4.1. Borough Councillor's Report**

Cllr Falconer gave the following report:

- He advised the parish council about two grant schemes run by BDBC for the Community and Voluntary sectors. There are both Strategic grants, which support the running of organisations in the sector, and Programme grants, which fund specific projects. The schemes will renew in 2019 and so the parish council and other village organisations should start to consider whether they have any large projects which might be suitable. He noted that the Local Infrastructure Fund has applications twice a year and is suitable for smaller projects.
- He reported that he attended a debrief session on the new leisure centre. BDBC is working with NewRiver on the project which will replace all of the facilities and integrate a retail experience. A planning application is expected in 2020.

The chair then requested Cllr Falconer's assistance with a planning compliance issue at Wyke Down. The clerk noted that she had contact BDBC Enforcement Team in July regarding the development work at Wyke Down. She had received a reply that an investigation was underway, but has had no further information and emails to the planning officer have been returned undeliverable. Cllr Falconer agreed to raise the matter with Mark Fletcher, Head of the Enforcement Team.

Cllr Falconer then left the meeting.

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

Chair's Initials

## 5. Governance

### 5.1. External Audit Report & Notice of Conclusion of Audit

Resolved: The clerk noted that the external auditors have completed their audit and issued the following report:

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

The clerk noted that she has published the Notice of Conclusion of Audit.

### 5.2. Meeting invitations

**5.2.1. North Wessex Downs AONB Forum – 17 October in Bradfield:** Noted

**5.2.2. CPRE Hampshire (supported by HCC) Rural Affordable Housing Conference – 6 November in Littleton, Winchester:** Noted, the chair may attend if he is available

**5.2.3. HALC AGM – 10 November in Winchester:** Noted

**5.2.4. BDAPTC meeting – 20 November in Basingstoke:** Noted, the chair will attend

**5.3. HCC Your Hampshire newsletter – 20 September 2018:** Noted

## 6. Planning

**6.1. North Wessex Downs — Consultation on AONB Management Plan 2019-2024 — deadline 23 November 2018:** Noted

**6.2. Receive report of Planning Committee meeting 24 July 2018**

Resolved: To accept the report

**6.3. Planning Applications for consultation at the meeting:** None

Chair's Initials

#### 6.4. Tree notices of Intent for consultation at meeting

Reference	Description	Resolved
T/00370/18/TCA	Gable Cottage, Church Street, SMB — T1 Apple tree: remove to ground level; T2 Ornamental conifer: remove to ground level; T3 Lebenese Cedar: remove; T4 Laburnam: remove; T5 Portuguese laurel: reduce in height by 1.5m and reshape the crown leaving a finished height of 4m with a crown spread of 3.5m.	No objection
T/00372/18/TCA	Kingfisher House, Church Street, SMB — Remove 1 Leylandii, the replacement tree shall be willow in alignment with the property boundary and further away from the building	No objection

#### 6.5. Advice of compliance issues

This was discussed at 3.2 and 4.1 above.

Chair's Initials

## 7. Finance

### 7.1. Monthly accounts — September 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
<b>Opening balance at 31/8/18</b>		£58,501.21	£1,012.12	£37,474.25	£20,000.00	£14.84	£11,080.00	£0.00
Transfer agreed at Full Council 11/9/18			£11,400.00	-£11,400.00				
<b>Receipts</b>								
3/9/18	BDBC Precept 2 <sup>nd</sup> installment			£9,748.50				
10/9/18	Lloyds — interest			£1.78				
25/9/18	IN 1809 ATYFC			£28.50				
26/9/18	IN 1808 SMB Shop			£1.00				
<b>Payments</b>								
12/9/18	Agreed at Full Council 11/9/18		-£11,303.38				-£2,070.00	
12/9/18	SMB Shop – postage					-£2.50		
17/9/18	SMB Shop – stationery					-£3.98		
26/9/18	Agree at Planning Committee 25/9/18		-£107.00					
30/9/18	BT DD – additional DD		-£5.27					
<b>Available funds at 30/9/18</b>		<b>£56,858.86</b>	<b>£996.47</b>	<b>£35,854.03</b>	<b>£20,000.00</b>	<b>£8.36</b>	<b>£9,010.00</b>	<b>£0.00</b>
Add: unrepresented payments			£2,239.76					
Closing bank at bank & in hand at 30/9/18		£59,098.62	£3,236.23	£35,854.03	£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 Grunsell and seconded by Cllr Whitlock, the accounts for September 2018 were approved. The bank reconciliation was signed by the Chair.

## **7.2. Review and approve payments to be made in October 2018**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Jo Exelby	Salary	£817.04
HMRC	PAYE/NIC	£101.19
Rialtas Business Solutions	Data backup service	£150.00
Sovereign Housing	Batsford car park licence	£1.00
PGGM	Lengthsman	£1,896.00
PGGM	SMB Ground Maintenance – Sept 2018	£771.00
Vitaplay	Remedial work & cleaning play areas	£1,429.20
WNJ Annals	Pavillion painting	£125.00
BT	October DD	£40.49
Total		£5,330.92

Resolved: A transfer agreed of £5,400 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.

## **8. Highways**

### **8.1. Receive report of Highways Group meeting 18 September 2018**

Resolved: To accept the report and the amendments to the Community Funded Initiative proposals. The clerk was asked to respond to Mandy Ware at Hampshire Highways and to include the cost of two Speed Limit Reminder devices in the 2019-2020 budget.

## **9. Recreation Ground & Lake**

### **9.1. 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 – see 9.2 below.

### **9.2. Receive update on funding for replacement of the swings at Stoke play area**

Resolved: The clerk reported that Hampshire Playing Fields Association had agreed to a grant of £1,000, which leaves £2,600 of the quoted cost to be paid for out of parish council funds. It was resolved that the parish council would pay the balance and the clerk was instructed to order the replacement swings and safety surface.

Chair's Initials

**9.3. Review use of football pitches**

Resolved: The chair noted that there are four football teams currently using the pitch, as in previous years. Andover Town Youth FC U13s are using it on a trial basis, to be reviewed at the November full council meeting.

**9.4. Receive update on proposals for Community Smallholding and consider impact on the recreation ground & lake**

Resolved: The proposals were noted, and the parish council agreed that the ideas were commendable, although at a very early stage. There were some reservations about the impact on users of the recreation ground which would need to be resolved if the project progressed.

**9.5. Consider request from Stow Sports to use the recreation ground & MUGA on 22 & 23 October 2018**

Resolved: Agreed

**9.6. Consider request to use MUGA for funeral parking on 3 November**

Resolved: Agreed

**9.7. Consider request to use MUGA for parking for the School Christmas Fair on 23 November**

Resolved: Agreed

**10. Other business****10.1. Receive update on Batsford set down/pick up area project**

Resolved: The chair reported that work is under way and the clerk was instructed to order signs. He has asked Jacqui Hopkins, the acting head teacher for feedback, but has not yet received any. There was a further discussion about the standard of parking around the school, particularly in the mornings. The clerk was asked to contact our PCSO about the possibility of the police attending one morning to give feedback to those obstructing junctions.

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

**11.1. Hampshire Constabulary — Monthly update for August 2018:** Noted

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

**11.3. Southern Water — Water for Life business plan for 2020-2025:** Noted

**The meeting closed at 8.40pm.**

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

\_\_\_\_\_  
Date