



## Parish Council Meeting Minutes

held on Tuesday 13<sup>th</sup> February 2024 at 19.30, in the Club Room, Village Centre.

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

In attendance: Parish Clerk Maxine Owen

Members of the Parish: 7

Meeting start: 19:30

- 227. Introduction led by the Chair:** General Welcome and advised the meeting that Cllr Sam Carr was delayed by public transport, and that confirmation that everyone was happy for him to share his report once he arrived.
- 228. Time allowed for public speaking –** MOP spoke to advise to advise that he was corresponding with Southern Water and the Fire Service about the water pressure from the hydrants on Spring Hill Lane. When the Fire Service attended the recent fire at Bank Top, they had to resort to pumping water from the Bourne. Rather worrying as the rivulet is dry for most part of the year. MOP advised he would keep the PC up to date.

**ACTION:** Follow Up to ensure this is investigated by Fire Service & Southern Water - Clerk

- 229.** Apologies for absence: Cllr Culley
- 230.** Declarations of interest: Cllr Jeffrey – Minute Reference 235.1 Horse Paddock, Stoke Road
- 231.** Receive reports from Borough & County Councillors:

Cllr Sam Carr opened with an apology for being late. He advised that the BDBC Local Plan was out for consultation, the link has been shared to the PC directly, and the Electorate in Newsletters and Social Media. The Clerk confirmed that the link had been shared with the parish councillors. Cllr Carr advised that it would be prudent for the Parish to review its Neighbourhood Plan particularly looking at the new housing numbers. An update of the current plan is feasible as it is more than 8 years old and may be vulnerable to challenges from developers. Cllr Carr agreed to send details of the contact in BDBC to the Clerk.

Cllr Carr advised that the Borough section of Council Tax will increase by 5% this new tax year. The previous year there had been no increase.

Cllr Carr flagged that there may well be a change in planning emphasis after a recent approval at Inspectorate level for a development at Wash Water near Newbury (right on the edge of our Ward). It may well be (in Cllr Carr's opinion) that rural areas may have to take more of the burden of the need for housing. There is a significant development proposed north of the railway in Whitchurch. Everything possible is being done to make the site as impractical for development as is possible, things such as Tree Preservation Orders, protecting the trees on the proposed site.

Cllr Carr advised of a new scheme from the Police and Crime Commissioner with a named officer for each area. More of a focus on neighbourhood level policing and an understanding of rural crime.

Cllr Carr offered to support the Parish Council's efforts to improve the physical infrastructure for waste water, and the campaign to get something done by Southern Water.

Cllr Jeffrey then asked Cllr Carr for his help with a specific issue. He had been approached by a parishioner who have recently been made homeless. Cllr Carr and Cllr Jeffrey to liaise outside this

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Signed Patrick Foote Date 13th March 2024



council meeting forum.

**ACTION:** Share link to Local Plan Consultation on SMBPC Facebook Page – **CLERK**

**ACTION:** Contact BDBC on detail of how to make an update of current Neighbourhood Plan – **CLERK**

**ACTION:** Obtain contact details of Neighbour Hood Police person – **CLERK**

**ACTION:** Share details of recent homeless case – **Cllr Carr & Cllr Jeffrey**

**232 Minutes of Full Council meeting held 9<sup>th</sup> January 2024**

- 232.1 Amendment to Minute Reference Numbers, and addition of MOP name in thank you for help with the tree stuck under the bridge in SMB.

**Approved by: Proposed: Cllr Mew, seconded Cllr Jeffrey**

- 232.2 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. The Clerk will add in the Actions from other Working Group and Committees that meet.

**ACTION:** Add Working Group & Committee actions - **CLERK**

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

**233. Governance:**

- 233.1 Both Candidates Dave Burlison & Philip Heath spoke for approximately 5 minutes each on their background and what they could bring to the Parish Council if successful. Both indicated that they would still be happy to be involved in PC projects and offer expertise where applicable even if not successful.

- 233.2 Parish Councillors voted 6 to 1 for Dave Burlison, and he was invited to take a seat at the table. The Declaration of Acceptance of Office was signed by the candidate and the Clerk. Commiserations were extended to Philip Heath and Cllr Foote thanked him for his interest and advised that the PC is very likely to be in touch in the future to ensure his experience offered is used to the Parish's advantage.

**ACTION:** Meet Cllr Burlison to complete induction – **CLERK**

- 233.3 All councillors present agreed that the vacancies in the Parish Council's Working Groups and Committees would be reviewed over the next few weeks, and councillors should notify Cllr Foote or the Clerk if they have a specific interest in a given area.

**ACTION:** Review what Working Groups & Committees are of interest – **ALL COUNCILLORS**

- 233.4 The Clerk advised that Fiona Thomsen, Monitoring Officer at BDBC, would be arranging another training session on the Code Of Conduct, so that any councillors across the Borough who were unable to attend the session in January could attend.

The training had identified that the Code of Conduct currently used by SMBPC, although acceptable and legal, is not the one preferred by BDBC.

The Clerk had pre-circulated the New Model Code of Conduct to the councillors, and a unanimous vote was taken to adopt the new Code of Conduct.

**Adopted: Proposed: Cllr Peart, seconded Cllr Mew**

**ACTION:** Update PC Website with new document - **CLERK**

- 233.5 The proposed new Grant Policy had been pre-circulated to the Councillors. Unanimously agreed to adopt.

**Adopted: Proposed: Cllr Foote, seconded Cllr Davies**

**ACTION:** Update PC Website with new document – **CLERK**

**ACTION:** Send policy and form to Hill & Valley treasurer & FOTS Rep - **CLERK**

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- 233.6 Cllr Foote proposed the date for the Annual Parish Assembly should not be on the same evening at the Annual Parish Council Meeting. All councillors were in agreement and the 7<sup>th</sup> May 2024 was suggested subject to the Village Hall being available. The Annual Parish Council Meeting would be on the 2<sup>nd</sup> Tuesday in May as usual This year 14<sup>th</sup> May 2024.

**ACTION:** Confirm availability and book Village Centre Main Hall - **CLERK**

**234. Finance:**

- 234.1 Bank Balances on 16/02/2023  
 Account A: £98,724.36  
 Account B: £862.51  
 Account C: £20,104.31 (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.	
<b>TOTAL: £76,842.23</b>	
<b>Available Funds: TOTAL: £42,848.95</b>	

- 234.2 Payments & Receipts for Approval made in **January 2024**.  
**Proposed: Cllr Peart, Seconded Cllr Makgill**

TYPE	DATE	PAYEE	AMOUNT	REMARKS
BACS	04/01/2024	M Owen (Expense Claim)	£40.43	Office Supplies
BACS	15/01/2024	SMB Village Centre	£130.00	Office Hire
BACS	15/01/2024	Scofell Landscapes	£823.99	Grounds Maintenance
BACS	15/01/2024	Premier Grounds	£1080.00	Lengthsman for Cluster
BACS	17/01/2024	O Madge (Expense Claim)	£94.26	Post repair, Solar Lights, Chain, Map Printing
BACS	29/01/2024	The Sign Shed	£68.20	Signs relating to dogs
BACS	30/01/2024	M Owen	£1274.80	Clerk's Salary January 2024
BACS	30/01/2024	HMRC	£100.00	PAYE January 2024
		<b>TOTAL</b>	<b>£3,611.68</b>	

**Receipts** £107.54 Bank Interest Acc A, £65.77 Bank Interest High Interest Account  
 £500.00 Rent from Ninny's for January 2024  
 £819.51 Fishing Syndicate Q4 payment

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**235 Planning:** (Any queries please email: [planning@stmarybourne.org](mailto:planning@stmarybourne.org))

There was a brief discussion and agreement that the parish Neighbourhood Plan should be reviewed. The PC can propose sites that may be appropriate for development. It was agreed that proposed sites should come from current Brownfield Sites. It was agreed that the options for development are quite limited in the parish because of the lack of infrastructure and the water meadows/flood plains. It had been thought that the development at Manydown in Basingstoke of about 13000 new homes would relieve some of the pressure from rural communities. The proposed houses at Breach Farm should be included as part of our 10-15 house target.

**ACTION:** Follow up on process with BDBC – Cllr Peart & Clerk

**235.1 – Summary List Of applications since last meeting shown below:**

Response Date	App Reference	Address	Type	Consultee Response
04/03/2024	T/00041/24/TCA	SMB Parish – Rec & Lake	Work on Trees	No Objection
24/02/2024	T/00587/23/TCA	Springhill House, SMB	Work on Trees	No Objection
20/02/2024	23/03162/FUL	Cold Harbour Farm	New Dwelling	No Objection
21/02/2024	24/00045/FUL	Horse Paddock, Stoke Road	Change of Use	No Objection*
23/02/2024	T/00079/24/TCA	Longhouse, Stoke Road	Work on Trees	No Objection**
23/02/2024	T/00028/24/TCA	Romans, Upper Link	Work on Trees	No Objection***
26/02/2024	T/00076/24/TCA	Lime Kiln Cottage, Stoke	Work on Trees	No Objection

235.1 \*Planning Ref 24/00045/FUL had a Declaration of Interest from Cllr Jeffrey, so the Clerk asked the councillor to leave the room at the point of this discussion. It was agreed that Cllr Jeffrey could remain seated at the table as long as he took no part in the discussion. Discussion noted concern of setting a precedent in the parish for Change of Use from Agricultural to Residential, no-one has a right to parking on their land, and many houses in the parish do not have parking so residents have to find the nearest safest place each day to park & the application in various forms has been refused twice already. Some elements of fact were checked by the attendees of the meeting, and the clerk did remind Cllr Jeffrey that he was required to stay out of discussions. The opposing view was that despite all this a successful application would enable the residents to take their cars off the road which are currently habitually parked alongside the property on a blind corner. Was there any harm in allocating a small part of the land for parking? There was then a discussion about where the other residents in this area are parking their cars, and what options were available.

The councillors present then took a vote:

3 No Objection

2 Objection

2 Abstained - No opportunity to understand the application fully. (New Cllr and Cllr Makgill not on Planning Committee)

1 Declared Interest

**ACTION:** Statement for Consultee response to be agreed – **CLERK & Planning Committee**

\*\*Planning Ref T/00079/24/TCA was agreed as No Objection – discussion about an Ash Tree with Die Back had been removed from the application.

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\*\*\* Planning Ref T/00028/24/TCA was agreed as No Objection.

235.2 Shared on social media since last meeting: 24/00045/FUL Horse Paddock, Stoke Road.

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

236.1 Cllr Foote advised that HCC would usually organise for 3 Footpaths to be cut. At a recent meeting and by email with Caroline Hoyes (the previous Footpaths Officer for the parish) we now understand what the process is and who the contacts are. Cllr confirmed that there are still 3 potential new Footpaths Officers available, but following on from information gained from Caroline, they job description for the post would be expanded.

Cllr Foote acknowledged that by the traffic lights by the Bourne Valley Inn the potholes are bad. Southern water have acknowledged that the increased HGV traffic is causing damage in certain spots and will be rectified. One of the kerbstones has been ripped out opposite where the tanker sits at the man-hole outside Post Office House in Stoke.

Fly-tipping was discussed. BDBC will clear fly-tipping from their land, but a land owner is responsible for clearing it from their own property.

There was discussion about the mud on the gravel path a long the footpath alongside the lake. This path is the responsibility of HCC when it was first put in.

Cllr Davies has been talking to the Wessex AONB about availability of grants and will update the clerk with the relevant information.

**ACTION:** Expand Job Description of Footpaths Officer – Cllr Foote & Clerk

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

**ACTION:** Ensure repairs required from Southern Water are listed – Flood and Emergency Group

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

237.1 Cllr Makgill advised that the rivulet water levels are currently subsiding along with ground water levels.

Cllr Makgill made thanks to Floyd Cooper from Southern Water (SW) for his efforts on behalf of the parish and to Cllr Burlison for keeping the pressure on, and insisting SW follow up on agreed actions.

The FEG are continuing to chase for a new version of the Infiltration Reduction Plan (IRP) from SW, and will arrange a meeting as soon as possible with those responsible for Capital Expenditure at SW. All agreed that SW should not be allowed to escape from the fact that the whole sewer needs replacing.

Cllr Makgill is continuing to chase the Environment Agency & Hampshire County Council to ensure that the repair to the overflow pipe into the Bourne is repaired once the water levels have receded and not forgotten over the summer when the repair could be made.

Co-opted member of the FEG, Sarah Cooney, has stepped down from the group after ten years. Sarah's work in the group has been invaluable, and Sarah has made great steps forward for the parish in her work with Watercress and Winterbournes, and was instrumental in the success of the Pathfinder Natural Flood Management Project. Sarah has said she will help find her replacement in the group, ideally a resident from Stoke. The PC would like to formally thank Sarah for the part she has played in the group and her work in the Parish. Hill and Valley article this month to include this.

Thank you was given to Cllr Makgill for his continued efforts with the outside agencies.

**ACTION:** Hill & Valley Article to include request for Stoke Co-opt to FEG – Cllr Foote

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

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- 238.1 Cllr Davies advised that daffodils were coming up in the lake surround, so the autumn planting seems to have been a success. It was agreed that an appeal on the SMBPC Facebook Page could be made for any snowdrops people might be happy to split. Cllr Foote agreed to speak with a local resident who has been generous with this in the past.
- Cllr Davies advised that she had been in touch with Wessex AONB Office, and the Wessex Landscape Office, and there may be an opportunity for attaining grants from these organisations for conservation related activities in the Lake Surround.
- Cllr Davies advised that the Lake Committee were planning to have an Open Meeting/Volunteer Tidy-up Day in the Lake area in early Spring. (March).
- The clerk advised the council that the tree work in the lake area would not now happen until at least mid-April because of the toads migration and mating season. SBV will advise if the toads leave any earlier than that, so that the tree contractors can start work before nesting season. The clerk advised that once permission was through for the work from BDBC then she would instruct Groundlord to commence the work required in the Rec first.
- ACTION:** Publish request for snowdrops on Facebook sites – **Cllr Davies**  
**ACTION:** Prepare and organise date for Lake Open Meeting – **Lake Committee**
- 239 Recreation Ground:** (Any queries please email: [rec@stmarybourne.org](mailto:rec@stmarybourne.org))
- 239.1 **Grounds Maintenance Contract:** The Clerk advised that seven companies had responded to our Contract advert, and requested that a group of councillors meet to go through the documents and decide which company to award the contract to. Cllrs Foote, Peart, Burlison & Davies requested to be involved.
- ACTION:** Circulate Tender response documents to councillors – **CLERK**  
**ACTION:** Organise date for decision meeting - **CLERK**
- 239.3 **Play Area Project Update:** Cllr Makgill, Cllr Foote, Clerk, Amelda de Segundo & Laura Davis met on Friday 9<sup>th</sup> February to have a look at where the new play equipment could go. It was agreed that to avoid delay the scheme should be made as straight forward as possible. Options such as rotating the tennis court, and moving fencing etc were discussed. It was agreed the area by the timber trail is likely to be the best position. It was agreed that some sort of storage area would still be required and ideally a shelter for parents supervising children. In essence the project is probably a relocation rather than rebuild. It is important to make sure there is something for the older children too, what that is, is still unclear. As part of any changes, lighting and CCTV need to be investigated for the area.
- It was agreed that the project leads should request an extension from Greenham Trust on their match-funding agreement.
- It was suggested that the CIL funds in PC reserves could be used to make good the tarmac, paint lines etc once any changes have been made, as this would be of benefit for all in the community. All details to be brought to the electorate and parish council at a future date.
- ACTION:** Extension of Match-funding agreement with Greenham Trust – **Amelda de Segundo**
- 239.2 **Pavilion Change of Use Application 23/01463/RET:** The Clerk advised that BDBC had confirmed that our application would be heard at the Development Control Committee Meeting on 6<sup>th</sup> March 2024. The planning officer had advised that they were going to recommend approval, but this was not a guaranteed outcome. If the application is approved the PC will need to agree whether the rental arrangement can/should be made permanent.
- ACTION:** Advise stakeholders of date of BDBC meeting – **CLERK**
- 239.4 **Boot Brushes:** Cllr Makgill suggested that it might be useful to have boot brushes/scrapers strategically placed in Bourne Meadow. The whole area is muddy, and this is being walked into

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all the buildings, and into peoples cars. Cllr Makgill and Cllr Burlison agreed to take the conversation off line and involve The Boundary and Village Hall committees.

**ACTION:** Speak with The Boundary & Village Centre Committees – Cllrs Makgill & Burlison

## 240 Other Business

- 240.1 **Consultation Documents:** It was discussed that all consultation documents would be shared with the councillors as they come in and all responded to as individuals. If a statement or specific response was felt required to any specific consultations from the Parish Council then that would be dealt with through a small working group and brought to Full Council for approval before submission.

**ACTION:** Forward Consultation Document details to Councillors – CLERK

- 240.2 **Parking:** Cllr Mew raised the issue that there were often cars now parking outside the front of The George, in effect on the junction. Cllr Foote advised that he would speak with the owners of the George and ask for their co-operation in stopping that happening wherever possible.

**ACTION:** Speak to owners of The George – Cllr Foote

- 240.3 **Bin vs Fence:** Cllr Foote updated the PC on an incident which had occurred with the PC bin causing damage to an MOP's fence because it had not been immobilised properly. The issue is now being dealt with by BDBC's Waste and Recycling Department, and the bin will be chained temporarily while The Boundary Committee make decisions on the outside space at the rear of the shop, then a more permanent solution will be found.

**ACTION:** Continue conversation with BDBC & The Boundary - CLERK

- 240.4 **Public Conveniences:** Cllr Foote updated the PC on progress that had been made with the Public Conveniences in SMB, and a complaint about them which had been made by an MOP. They are not the responsibility of the PC, but the PC reported the complaint through to BDBC and the problems have now been fixed. A company is contracted by BDBC to clean and supply the loos. Any upgrade on these public conveniences is probably a while off, but the broken floor tiles, locks and toilet roll holders have now been repaired.

- 240.5 **Litter Picks:** Cllr Foote is going to organise a Litter Pick in SMB for Saturday 9<sup>th</sup> March 2024 at 10am.

Stoke Village Fund is organising a Litter Pick in Stoke on Sunday 17<sup>th</sup> March at 10am, start is planned from Stoke Play Area.

Both events will be advertised in the Hill and Valley. The PC has a small number of hi-vis vests & litter pickers which will be made available, probably not enough for everyone, so parishioners will be advised to bring their own if they have them.

**Date of next meeting: Tuesday 12<sup>th</sup> March 2024 at 19:30**

Meeting end: 21:20

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