



## Parish Council Meeting Minutes

held on Tuesday 11<sup>th</sup> July 2023 at 19.30, in the Club Room, Village Centre.

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

In attendance: Parish Clerk, Maxine Owen Members of the Parish: 3

Meeting start: 19:30

**143. Introduction led by the chair:** General Welcome.

**144.** None of the members present wished to speak at this time.

**145.** Apologies for absence: None

**146.** Declarations of interest: None

**147.** Receive reports from Borough & County Councillors: None. No reports sent.

**148 Minutes of Full Council meeting held 13<sup>th</sup> June 2023**

148.1 Approved by: Proposed: Cllr Foote, seconded Cllr Mew

148.2 No additional updates to Action List

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

**149. Annual Governance and Accountability Return 2022-2023 (AGAR)**

149.1 The Cllrs were asked to confirm whether anyone had a conflict of interest specifically with the external auditors BDO LLP to enable to the Clerk to complete the relevant form which had been overlooked during the AGAR submission.

**RESOLVED:** At the meeting Councillors confirmed there were no Conflicts Of Interest so the form was completed and signed by the Clerk & Chair.

**ACTION:** Form to be submitted to BDO LLP - **CLERK**

**150. Finance:**

150.1 Bank Balances on 11.07.2023

Account A: £118,041.04

Account B: £540.48

150.2 A discussion was held about the presentation of the payments in both the Agenda and Minutes. It was agreed by the council that the format would be changed to show the previous months payments that had been made. The majority of payments are made as part of a contractual obligation, or have been previously approved so the historical detail would be appropriate for most payments.

If any payments are outside previously approved commitments/quotes then should be presented to the Full Council for approval. Part of the monthly reconciliation requires an internal audit of payments made, and this is recorded and submitted as part of the AGAR. This payment reconciliation is the detail which will be recorded each month in the minutes.

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Signed ..... *Oliver Madge* ..... Date *12.09.23*  
SMB-PC ordinary meeting minutes Tuesday 11<sup>th</sup> July 2023 - Page 1 of 5



Cllr Madge advised that the Finance Committee had agreed that £25,000 of the reserve would be put into a deposit account to earn more interest.

**ACTION:** Investigate appropriate accounts for improved interest – Cllr Madge & RFO

150.3 For July 2023 the following payments were approved:

Date	Payee	Description	Net	VAT	Total
01.07.23	SMB Village Centre	Hire of Parish Office	£130.00		£130.00
24.06.23	Premier	Lengthsman for Cluster	£1785.00	£357.00	£2142.00
23.06.23	NALC	Councillor Training	£43.37	£8.67	£52.04
19.06.23	Eclipse	Pest Control	£130.00		£130.00
30.06.23	HMRC	Income Tax & NI	£365.04		£365.04
30.06.23	M Owen	Clerk's Salary	£1009.76		£1009.76
30.05.23	T2 Southern Ltd	Replacement Water Heater for Pavilion	£280.00	£56.00	£336.00
30.06.23	Scofell	Grounds Maintenance	£686.66	£137.33	£823.99
19.06.23	SSE – DD	Electricity supply to Lamppost	£118.59	£5.93	£124.52
04.07.23	Louise King	SMB Parochial History Book	£100.00		£100.00

**ACTION:** Make Payments as above - CLERK

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

151.1 Currently on top of Consultee Responses. No Consultations Requests had been sent by BDBC since 01.06.23. Clerk had checked with Planning Dept at BDBC on the day of the meeting.

Cllr Jeffrey advised that the Terms of Reference for the planning Working Group (WG) had been circulated for review and would advise of any changes needed. It has been agreed that the Planning WG will only meet to discuss any contentious applications, or to respond to any policy consultations required. Any consensus No Objection applications will be managed through the Clerk on email.

Access to Planning email address requested by Cllr Jeffrey.

**ACTION:** Update Terms of Reference and publish to website - CLERK

**ACTION:** Provide access to Cllr Jeffrey to Planning Email Inbox – Cllr Madge

**152 Highways & Footpaths:** (Any queries please email: [highways@stmarybourne.org](mailto:highways@stmarybourne.org))

152.1 Cllr Foote advised he would be checking all roads and collating information to be reported to HCC Highways on any potholes or other issues requiring repair.

The standing water in front of the BVI was discussed, and agreed that the issue is the responsibility of the owner. Also the hedge by the BVI is over-grown and is forcing vehicles out into the centre of the road, making the situation potentially dangerous. Cllr Madge agreed that he would contact the owners of the hedge.

It was advised that The George is still flooding when heavy rain falls, and after some road repairs the flood water is now bringing silt with it which it was not before.

The issue of the hedge running uphill on the Andover Road from the War Memorial is over-grown, this is assumed in the ownership of the Parish Council and should be maintained as part of the Grounds Maintenance Contract with Scofell. Cllr Madge will follow-up with Scofell about this.

**153 Flood Emergency Group (FEG):** (Any queries please email: [flood@stmarybourne.org](mailto:flood@stmarybourne.org))

153.1 Cllr Peart reported on the meeting on 19<sup>th</sup> June which was also attended by MTS (tankering) & Southern Water (SW).

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SW discussed what they are doing in future using technology. The sewer overflowing outside Tudor Cottage was discussed, as was the water pouring from the BT box. Note: As of Monday 10<sup>th</sup> this has now all stopped. Cllr Makgill suggested that perhaps the source of the problem had been found and dealt with, but nothing had been confirmed.

Tankering in the Bourne Valley has now stopped as the ground water levels have dropped enough to mean it is no longer needed and the sewers are flowing properly without intervention.

The FEG are looking to work with other local parishes to set up a Pan-Valley Group. SW advised they are looking at rerouting the sewers in the long-term to alleviate certain known problems. They advised that in Kimpton they are running a trial where the private laterals in the system in that area are being lined to help improve the system there. It is a year long trial, but if successful may help SMB Parish in the next few years.

The feedback from both councillors on the FEG is that we seem to be caught in the middle of a conflict between SW and the Environment Agency.

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

154.1 The Lake Working Group (WG) met on 5<sup>th</sup> July 2023. Meeting Notes are available on the PC Website. Cllr Culley summarised that dealing with the nettles on the Lake surround needed to be priority. The Wild Flower planting would continue. The WG would be completing a Development and Management Plan for the whole lake area in the very near future. Work would be required on many of the trees.

It was confirmed that SSE had done the required treework around the cables. Full Council agreed they are happy to allow people to take the logs and chip if they wish, but must ask for access. It was agreed that the hedge at the Derrydown end of the Lake needs attention urgently, the fence is quite weak there and is likely to break if any trees or shrubs fall on it. Cllr Madge cleared the fallen tree to allow access along the lane. A plan needs to be in place to clear the logs and chip before Scofell cut the lake surround again.

**ACTION:** Cllr Culley to send Lake meeting notes to Max for publishing – **Cllr Culley**

**155 Recreation Ground:** (Any queries please email: rec@stmarybourne.org)

155.1 It was confirmed that the Safety Reports for the Play Areas had been circulated to the council and other interested parties and need publishing on the PC Website.

155.2 The trees in the Rec need attention, the mower is now not able to access under the tree canopy, so because of the expense a phased plan needs to be made so this can be budgeted.

155.3 Cllr Madge advised that a meeting that included SMBCC, Hampshire Cricket, and England Cricket Board was held on Wed 28<sup>th</sup> June which he attended. Hampshire Cricket are very encouraged with the numbers attending the Cricket Club, particularly the Juniors. All agreed that the Cricket Club was viable for investment, but any replacement of the Pavilion would realistically be up to a three year plan.

**156 Other Business**

156.1 **Parish Wide Tree Report:** It was agreed by the council that a tree report is needed for the whole parish. The Tree Officer at BDBC considers that our 2018 report is now out of date. The clerk will investigate prices from recommendations from local contractors.

**ACTION:** Investigate cost and recommended consultants/companies - **CLERK**

156.2 **Mobile Number for Parish Council:** It was agreed that a Parish Council mobile phone is required. To be obtained immediately and number published on notice board / H&V.

**ACTION:** Investigate best options available and purchase – **Cllr Madge / Clerk**

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- 156.3 **Quotes for Treework:** The quote from Toby Bunce was approved for the Horse Chestnut removal & Crown Lifting of the Turkey Oak as per Planning Application T/00108/23/TCA and the Work Instruction can be made to Toby. The stump should be removed too to allow for a new tree to be planted in the future.  
**ACTION:** Contact Toby Bunce and arrange date for work - **CLERK**
- 156.4 **Springhill Wild Camping:** Cllr Jeffrey advised that he had been approached by members of the parish with concerns that Springhill Wild Camping were contravening their planning conditions by using the campsite more than 28 nights per year. There was a brief discussion about whether it was 56 nights (as was increased to during recovery from lockdown) and whether this had now reverted to 28 days. Clarity is required as to how this count of nights is recorded/enforced. A member of the parish advised that they were of the belief that the count begins once the infrastructure such as toilets and reception shed are installed each year.  
Cllr Jeffrey had previously discussed with the owners his concerns about the fire risk of bonfires there and his crops immediately next adjacent. The owners are happy that the fires are managed well and not a danger to anything neighbouring the campsite.  
**ACTION:** Contact Planning Enforcement at BDBC to understand the how the conditions are enforced/recorded – **Cllr Jeffrey**
- 156.5 **Speed Sign:** The Clerk advised that while attending an event in Stoke on 8<sup>th</sup> July lots of villagers had expressed concerns about the speed at which people were driving through the village of Stoke, especially from SMB direction after gathering speed along the straight. The clerk had been asked to request the PC considered installation of a speed sign (smiley face/speed indicator type). Cllr Peart advised that when this was investigated some years ago the belief was that permanent signs were usually ignored after a short time, and the PC had purchased a mobile unit which was used for a while with some success. The clerk agreed to speak with the community in Stoke and advise them this equipment is available still should they wish to resurrect the Community Speed Watch.  
**ACTION:** Feedback to Stoke Village Fund (SVF) that the mobile speed sign is available. – **CLERK**  
**ACTION:** Ask SVF to investigate the latest information of the effectiveness of permanent signs and their cost and put a proposal to the PC - **CLERK**
- 156.6 **Refuse Collections in Hirst Copse:** The clerk advised that contact had been made from residents of Hirst Copse asking for help to resolve the parking which is causing access issues for the Refuse Collection Truck to their houses. The problem has been reported to BDBC Waste Management Department and is waiting for a response. In the meantime a request for residents in the area to park with consideration particularly on Thursday evening for Friday Morning when the next collection is scheduled was agreed should be posted on Facebook on the PC Page & Bourne Valley Signposts. A member of the parish advised that in the past Hampshire Highways had increased parking in Steven's Green had been created by changing the shape of the green there which alleviated problems for a while. Maybe something which could be considered should there be a limited response/action after publishing the appeal to residents.  
**ACTION:** Publish appeal for considerate parking on Thursday eve/Friday am - **CLERK**
- 156.7 **Parish Office:** Cllr Madge advised that the Parish Office in the Clubroom had been discussed at the Finance Committee meeting and had been agreed that the office would no longer be required. The Clerk is currently unable to use the office during the day because the rest of the Clubroom is in use and alternative working options have been found. The built-in cupboard would be retained but sorted through to ensure maximization of space available there. It was agreed to meet Wednesday 19<sup>th</sup> July at 6pm to start this process.  
**ACTION:** Feedback to the Village Centre Committee the PC requirements – **Cllr Madge**

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**Date of next meeting: Unless any other matters arise, there will be no meeting in August.  
Next planned meeting Tuesday 12th September 2023 at 19:30**

Meeting end: 20:21

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