



Agenda for the St Mary Bourne Parish Council ordinary meeting
 held on Tuesday 11th October 2022 at 19.30
 in the Village Center, Main Hall

Agenda

- 15. Introduction led by the chair
- 16. Time allowed for public speaking
- 17. Received apologies for absence
- 18. Declarations of interest
- 19. Receive reports from Borough & County Councilors
- 20. Minutes of Full Council meeting held on 13th September 2022 (pre-circulated)
 - 20.1 Approve the last minutes.
 - 20.2 Review the status of actions agreed at the meeting.
- 21. Governance
 - 21.1 HALC Membership.
 - 21.2 Absence reporting procedure document.
 - 22.2 Operational Documentation Review and Responsible Persons.

22. Finance

22.1

Date	Payee	Description	Total - £	Vat
Paid				
03.10.22	F Tarrent	Services around parish	430.08	
06.10.22	B Sawyer	Wages	491.79	
06.10.22	HMRC	PAYE	525.74	
05.05.22	HMRC	Underpaid PAYE	304.58	
05.07.22	HMRC	Underpaid PAYE	550.80	
Due 12.10.22, unless stated				
01.07.22	Eclipse	Pest Control Svc (July)	130	
	Vision ICT	Emails	43.20	
	SMB Hall	PC Office (April-Sept)	780	
	Eclipse	Pest Control Svc	130	
	Scofell	Monthly grounds maintenance	823.99	137.33
	SMB Hall	PC Office (Oct)	130	
	HALC	Membership	462.93	
	O Madge	Expenses – as attached	406.32	

- 22.2 Credit card for expenses and non PO purchases
- 22.3 Sign up for Scribe – Parish Council software and renew 22.23 budget

23. Responsible Persons:
- 23.1 OM List all responsibilities of the Parish Council and allocate a responsible person.
 - 23.2 OM Local maintenance working party team.
24. Planning:
- 24.1 Any objections from planning portal.
 - 24.2 Documentation Review.
 - 24.3 Councilors points of view and independence.
25. Footpaths:
- 25.1 Increase in hourly rate and reduction in hours allocated from the lengthsman.
 - 25.2 OM Local maintenance working party team.
26. Flood and Emergency Group:
- 26.1 Grips and water runoff around parish – ongoing plans.
27. Highways:
- 27.1 OM Discuss HGV signage at bridge.
 - 27.2 Speed awareness around the parish.
 - 27.3 EM Relocation of the storm chamber outside The House, to outside 2 Jubilee Villas.
The aim to help reduce surface water prior to draining back into the bourne.
28. Recreation Ground and Lake:
- 28.1 OM Meeting review from the 21st September 2022 for Recreation Ground users.
 - 28.2 Permission received from BDBC for tree works in lake and rec.
 - 28.3 Location and PC requirements for bench to be placed on Recreation Ground and Stevens Green for Tony Grunsell on behalf of his employers.
 - 28.4 GR Hide update following planning meeting
 - 28.5 Lake planning group meeting and tree works
 - 28.6 OM Purchase chicken wire to run along rec fence to prevent cricket balls
29. Clerk / PC Office update
- 29.1 Review of IT system and e.filing in PC office
 - 29.2 Update on temp admin support