



## Full Council Meeting minutes

held on Tuesday 14<sup>th</sup> March 2023 at 19.30, in the Club Room, Village Centre.

Present: Cllrs Bridget Culley, Phil Jeffrey, Oliver Madge (Chair), Ed Makgill, Glenda Mew, Dave Peart

In attendance: Councillor Tom Thacker, Parish Clerk Maxine Owen Members of the Parish: 6.

Meeting start: 19:30

**80.** Introduction led by the chair: General Welcome and apology because the room was cold.

**81.** Time allowed for public speaking:

The question of planning permission for the Cricket Nets was raised. The Chairman advised that appropriate permission had been investigated from BDBC and that the structure could progress in accordance with Permitted Development rules.

**82.** Apologies for absence: Cllr Foote & Cllr Randall

**83.** Declarations of interest: None

**84.** Receive reports from Borough & County Councillors: Cllr Tom Thacker in attendance.

Cllr Thacker's full report is available on request. In summary Cllr Thacker reported on the budget for 2023-2024 at county level, and that Hampshire will have a £50.8M shortfall in its revenue budget. HCC council tax precept will increase by 4.99%, with 2% of that going directly into social care. The increase still means Hampshire has one of the lowest Council Tax Precepts in England. New capital spending of £643M in the next three years has been approved. Infrastructure investment will be nearly £1 billion in the next 4 years.

Cllr Thacker advised that grant money for the King's Coronation will be available on 1<sup>st</sup> April, any requests should be under £1000.

Cllr Thacker advised that specific to St Mary Bourne he had raised the matter of the drain outside The House, and the new area manager would be reporting back to him shortly. He also has contacted the Strategic Manager for Environmental Services concerning the sewage overflows outside Vitacress (just outside the parish, but still relevant). Strategic Manager is in discussion with his counterpart in BDBC, and will report back.

Cllr Thacker, said that with 10 parishes he would plan to come to a meeting each quarter.

**85. Minutes of Full Council meeting held 13<sup>th</sup> February 2023**

85.1 Approved by: Proposed: Cllr Makgill and seconded Cllr Mew.

85.2 Action List circulated to PC with the Agenda, update on actions to be sent to Clerk. Clerk will continually review list, remove completed actions from previous meetings, leaving two meetings' list to view.

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

Copies of Parish Council Minutes may be accessed at [stmarybourne-pc.gov.uk](http://stmarybourne-pc.gov.uk) - [ParishCouncilMeetings](#)

Signed ..... *Oliver Madge* ..... Date ..... *11.04.23* .....



**86. Governance matters:**

- 86.1 The Asset Register is a key record that will be audited on 4<sup>th</sup> May. Clerk to work with Cllr Peart to complete review and circulate to all as soon as available.  
**ACTION:** Review Asset Register – **CLERK & Cllr Peart**
- 86.2 BDBC confirmed on Tuesday 14<sup>th</sup> March 2023 that 12 of the electorate (members of the Parish) had requested a by-election for the current councillor vacancy. The Election will be organised by BDBC and will be held on 4<sup>th</sup> May 2023.  
**ACTION:** Instructions from BDBC on next steps to the election to be shared as appropriate-  
**Clerk**
- 86.3 Date of Annual Parish Assembly (APA) agreed as Tuesday 11<sup>th</sup> April 2023 in the Village Centre Main Hall at 19:30. Local groups will be invited to present any updates. It was agreed as this is the same night the Full Council Meeting is due to be held, this FCM would take place at 18:30 in the Clubroom, and then the APA after in the Main Hall.  
**ACTION:** Make plan for APA – **CLERK, Cllr Madge, Cllr Peart**
- 86.4 It was agreed that the Annual Parish Council Meeting would be held on Tuesday 9<sup>th</sup> May 2023. More details to follow.

**87. Finance:**

87.1 The following payments were approved.

Date	Payee	Description	Net	VAT	Total
01.03.23	SMB Village Centre	Hire of Parish Office in Club Room	£130.00	0.00	£130.00
24.02.23	Premier	Lengthsman Cluster	£1437.50	£287.50	£1725.00
03.03.23	HALC	Year End Training	£60.00	£12.00	£72.00
28.02.23	Scofell	Grounds Maintenance	£686.66	£137.33	£823.99
02.03.23	Maxine Owen	Temporary Clerk	£1310.00	£0.00	£1310.00
17.02.23	SSE	Direct Debit for Energy Supply		£14.45	£295.06
17.02.23	SSE	Direct Debit for Energy Supply		£9.45	£194.29
06.03.23	SSE	DD for Energy Supply		£4.60	£96.26
01.03.23	Elpatech Ltd	Microsoft 365 & Virus Protection	£137.80	£27.56	£165.36
14.03.23	SM Tarrant	Litter Picker Wages	£430.08	£0.00	£430.08
10.03.23	The Sign Shed	Warning Signs for Lake Surround	£74.94	£14.99	£89.93
Payments Approved in principle at last meeting now paid:					
17.02.23	Fieldform Ltd	Cricket Net Installation	£13724.00	£2744.80	£16468.80
06.03.23	Kathryn Redfern	Welcome Community Project 2023	£125.00	£0.00	£125.00

Initialed..... *dm* ..... Date *11.04.23*



**87.2 – Balances**

Bank Balances on 14.03.23:	Account A SIL - £27,000 Lottery grant - £ 9,440 Winterbourne £ 7,000 Playgroup - £ 2,420 Minimum 6 months Operating Costs	New Receipts: Interest £44.77 21-22 VAT Refund £4955.46	£103,231.25
	Account B	New Receipts: Greenham Trust £200.00	£503.64

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

87.3 Cllr Madge proposed that, with the recent recovery of previous years grants & funding, the council considers a longer-term deposit account to maximise interest opportunities. Funds are also required to be allocated for reserves and asset management and this will form part of the 23/24 budget.

**ACTION:** Investigate as part of Lloyds Bank review – **Cllr Madge**

**88 Planning:**

88.1 Currently on top of Consultee Responses. All No objections since last meeting. A Planning Application has been submitted by the PC for two trees near the Cricket Nets (T/00108/23/TCA). One to fell (diseased) and one to crown-lift.

88.2 Review of Terms of Reference – Cllr Foote to be added to circulation for Tree Applications.

**ACTION:** Add Cllr Foote to Planning Committee Group for Tree Consultations - **CLERK**

**89 Footpaths**

89.1 Clerk has made contact with new Countryside Ranger and advised PC that she is keen to meet with everyone at a future meeting. New footpaths officer to be confirmed at APCM when all roles are voted on for the year, and new councillor should be in place.

89.2 No specific works for Lengthsman currently.

**90 Flood Emergency Group (FEG)**

90.1 Next meeting scheduled 16<sup>th</sup> March. Cllr Peart advised that SMB FEG would be working with MTS & Southern Water to set up a Pan-Parish Group to meet quarterly. SMB is on the Environment Agency’s emergency list. Cllr Peart confirmed that he and Dave Burlison had checked the sandbags with approximately 40 in good enough condition for an emergency. Contact details for more bags will be within the Flood Plan. Part of the Agenda of the FEG meeting was to update the Flood Emergency Plan and publish the update on the PC website. Cllr Makgill & Dave Burlison suggesting reinstating a WhatsApp group of the PC responsible people and people from the households most likely to flood. Agreed this was a good idea.

90.2 Recent Lengthsman’s work was to clear grips. The critical ones have been done, but all need work. Discussion with Cllr Thacker about the Lengthsman Contract and Grant. Same Grant which used to buy 100 hours per parish of contractor time will only contract 33 hours in 23-24 year.

**ACTION:** Set up Flood WhatsApp Group- **Cllr Makgill**

Initialed.......... Date 11.04.23



## 91 Highways

- 91.1 The white fence near the bridge in the centre of the village has a broken post, so no longer safe. Will be reported to Highways, but a contractor has been asked to quote to fix it.
- Pot hole developing on the way into the Village Centre. Will be reported to Highways. Hampshire County Council are looking at introducing an App similar to Find My Street, as Cllr Thacker has no access to Find My Street so can not see the status of issues on there.
- Cllr Jeffrey questioned why a Highways team would fix one pot-hole at Wadwick Bottom, but not the other pot-holes that were there. Cllr Thacker advised that although this was ridiculous, there was no funding available to fix anything quickly or for anyone to follow-up on contractor's work.

## 92 Recreation Ground & Lake

- 92.1 **Fishing:** A new Agreement has been sent to Alex Martin of the Fishing Syndicate to sign in time for 1<sup>st</sup> April 2023. Hoping to get all signed off by 27<sup>th</sup> March 2023.

- 92.1b **School & The Hide:** The Clerk contacted SMB school, and spoke to Jacqui Hopkins, Head Teacher on 14<sup>th</sup> March to discuss the Hide, and whether the School would use it if installed. Mrs Hopkins will be following up with an email confirming her response as soon as she can.
- Although Mrs Hopkins likes the idea in principle she advised that she could not promise they would use it very often if at all. It would have to be formally worked into the curriculum, approved by the Governors, there would have to be consultation with the Health & Safety part of Education Services. There is currently a small pond in the school grounds which has to be double-railed for safety and is already not popular with the Governing Board.

Mrs Hopkins advised that she would like to confer with her teaching staff to see what they thought, and will do this before she emails back. She anticipates that the risks and resources required to manage the children in the Lake Surround may be too big an issue. A small Hide would mean a small group of pupils using it at one time, and the problem is managing the other children in a class of 30. The school would be more likely to utilize a nature trail and would appreciate Tree and Bird Identification notices etc, and they are already working with SBV at Hirst Copse. Something organised in conjunction with a Wildlife/Countryside Ranger would work well if the Hide does go ahead.

The PC then discussed whether to move forward with the Hide, and it was agreed not too at this moment in time.

Cllr Madge proposed that the Lottery are consulted to check if the grant could continue to be used for signs, as part of the original application, but extended signage for Tree ID & Bird ID, for example, instead.

**ACTION:** Circulate Email from Mrs Hopkins when it arrives – **CLERK**

**ACTION:** Check Terms of the Grant from the Lottery Fund - **CLERK**

- 92.3 **MUGA:** to be opened on 30<sup>th</sup> March 2023 all day. Playgroup, Ramblers & School Easter Egg Hunt in the afternoon. PC Agreed it could be open that day.

Discussion on how people park in the MUGA – need to draw people's attention to the tennis court and that the net is now up.

Discussion around whether the whole MUGA parking should be re-thought. Although it was agreed that it was a Games area, could it routinely be open for parking up to a certain time each day, locked on school holidays and weekends?

It was agreed that car park markings should be investigated for the rest of the parking area, hoping that would help influence parking better – sometimes only 4 or 5 cars park where 6 or 7 could. Further ideas and discussion required.

Initialed.....*Om*..... Date *11.04.23*.....



**ACTION:** Chase Surveyor who was asked to map the whole area. – **Cllr Makgill**

**ACTION:** Investigate options for parking space markings – **Cllr Madge**

- 92.4 **Cricket Nets:** The crickets nets are progressing well, they have been slightly delayed by recent weather, but should complete next week. It has been agreed that the contractors will come back to do the repair work on the rec when the ground is drier. The SMB Cricket Club have offered to do some of the repair with their roller.

It was suggested that there is an opportunity to sew wild flower seeds in the repair, and it was agreed to follow-up on that suggestion.

**ACTION:** Obtain Wild Flower Seed and additional daffodil bulbs – **Cllr Madge**

**ACTION:** Chase contractor for Maintenance Agreement for Nets. Create maintenance agreement for usage by SMBCC – **CLERK via Jonny Orange**

### 93 Other Business

- 93.1 **Clerk Recruitment Working Group:** Cllr Madge thanked everyone for their responses regarding job role responsibilities, ideas and opinions. Cllr Mew has stepped forward to request to be involved in the process and others are still welcome. After investigating information available from NALC it has already been determined that Public Sector Pay for the role the SMB Clerk is asked to perform the salary should be higher than it currently was, so adjustments may need to be made to the 23-24 budget or review of the hours worked, and so the tasks completed within the time frame. The plan is to advertise the role in Mid-April with the aim for a permanent clerk by 1<sup>st</sup> June.
- ACTION:** Define Role & Plan recruitment process – ongoing – **CLERK & Working Group**
- 93.2 **Stoke Defibrillator:** The Clerk advised that Stoke Village Fund (SVF) had sent their thanks for the funding of a defibrillator for Stoke. SVF will take responsibility for working out installation and energy supply and feed back to the Clerk once organised and ready to purchase.
- 93.3 **Pavilion Rental & Cricket:** The draft Agreement between Ninny's House and the PC was circulated to the PC prior to the meeting. The draft Supplementary Agreement to that between Ninny's House and SMBCC also. Both approved in principle by the PC, so will be sent to Nicola Facey (Ninny's House), Mark Lancaster (Senior Cricket) and Jonny Orange (Junior Cricket) for their agreement and signatures. Cricket and Ninny's House have also met without the PC to agree operational and practical details between them. Meter Readings have recently been taken at the Pavilion, and an invoice will be sent next week. Electricity usage over summer will be monitored at each change of use/user.
- ACTION:** Fixture dates to be added to Supplementary Agreement then circulated – **Clerk**
- 93.4 **King's Coronation:** Dodie would like to organise something for the Coronation, and people have been asked to become involved. No definitive plans yet but may be something similar to the Jubilee. Grants are available through BDBC & HCC. The King has asked for the celebrations to have some volunteering focus alongside the usual party theme.
- Cllr Madge suggested that if any hamlets were arranging anything or may require funds to get in touch. May be an opportunity to involve new faces in volunteering in the parish, expand the numbers to help the usual suspects. More ideas requested
- ACTION:** Add to article in H & V to ask if any organisational groups require funds and for others to get involved with the arrangements – **Cllr Madge.**

Initialed.....*dm*..... Date *11.04.23*



- 93.5 **Youths in the Rec at night:** There have been reports of 'loutish behaviour' around the Rec area at night, which some parishioners find intimidating. When the sandbags were checked there was a lot of smoking and vaping debris found in amongst the bags, and the lids of the benches are often removed by the teenagers there. Minor vandalism, but still concerning.
- The PC discussed whether there was actually anything that could be done. It was suggested that the PC could involve a youth worker. A local youth club might be able to help by sending an outreach worker to talk to them.
- Dave Burlison agreed to speak with the teenagers and find out who they are, then possible follow up formally later with respective parents. It was also suggested that the issue could be published on the PC Facebook page, then the parents might decide to manage the issue themselves. There is also CCTV in the area which could be redirected which discourage the behaviour.
- ACTION:** Speak with the teenagers – **Dave Burlison**  
**ACTION:** Facebook Post appealing to parents/carers – **CLERK**  
**ACTION:** Investigate Youth Worker option - **CLERK**
- 93.6 **Lengthsman:** PC advised by the Clerk that SMB is again the Lead Parish in our Lengthsman Cluster for 23-24. All 13 Parishes signed up again and nearly all have expressed their support in us pushing for an increase in the Grant for next year.

**Date of next meeting: Tuesday 11<sup>th</sup> April 2023 at 18:30**

Meeting end: 20:45

Copies of Parish Council Minutes may be accessed at [stmarybourne-pc.gov.uk - ParishCouncilMeetings](http://stmarybourne-pc.gov.uk - ParishCouncilMeetings)

Initialed..... *DM* ..... Date ..... *11.04.23* .....