



Ordinary council meeting

Held on Monday 7th November 2022 at 19.30, in the Village Centre.

Minutes

Present: Cllrs Bridget Culley; Patrick Foote, Phil Jeffrey, Oliver Madge (Chair), Ed Makgill, Glenda Mew, Kevin Noble, Gwen Randall.

In attendance: Temp Clerk, Maxine Owen Councillor Sam Carr Members of the Parish: 7

Meeting start: 19:30

30. Introduction led by the chair: General Welcome. Request to reorder agenda slightly to allow Cllr Sam Carr to leave for another meeting.

31. Time allowed for public speaking:

Raised that the Meeting Room should be accessible to all. Meeting held upstairs by exception this month only. Noted for any future meetings.

Resident of Gangbridge Lane raising issue of school parking. Deferred to later in the meeting as already agenda item 42.1.

32. Receive apologies for absence: Cllr Dave Peart (Vice)

33. Declarations of interest: None.

34. Receive reports from Borough & County Councilors

Advised that Refuse collection improved as council were working with Serco on required improvements.

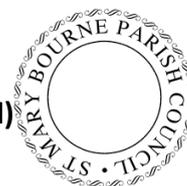
Budget Preparation information would be forthcoming for PC consultation.

Overnight works on A34 would impact the parish. Nights of 15th & 16th Nov 22 overnight closure on B3400 were A34 bridge crossed above. B3408 Diversion will be in place.

Solar Park at Lower Wyke. AONB should offer extra protection. Wessex office at Hungerford putting together case against based on Loss of Grade A arable land, Concern for the length of contract, visual impact, and precedent it might set for development of this kind in other AONBs. SMB PC have previously met with the Solar Company to understand the plans. If it goes ahead there is an offer of funding for the parishes of SMB & Hurstbourne Priors. Public Consultation at the Village Centre on 22.11.22 between 3pm and 7pm.

Action **Update SMB-PC Social Media on A34/B3400 closure - CLERK**
Publish Information on Public Consultation on 22.11.22 on SMB-PC Social Media & Noticeboards & Website - CLERK

Signed *Oliver Madge* Date *06.12.22*
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35. Minutes of Full Council meeting held 11th October 2022 (previously circulated)

- 35.1 Minutes Approved – Proposed Cllr Noble, Seconded Cllr Randall
- 35.2 Actions from last meeting –
HALC available to Parish Council.
Credit Card would incur charges, so decided not to apply as low anticipated use.
Scribe Set-Up and in use.
Swimming Pool build on Gangbridge Lane now using bottom gate for access with smaller vehicles after Parish Council approach.
Lengthsman on Holiday currently. Noted that hedge has been cut back at the Memorial.
Cllr Makgil in correspondence with Highways re drainage in the centre of village.

36. Governance matters:

- 36.1 Advised of available training from HALC and Scribe.

Action Circulate current available training - CLERK

- 36.2 Operational Document Review on General Privacy Policy, Contact Privacy Policy, Complaints Policy & Procedure.

Outcome All approved

Action Note Approval Date and Publish - CLERK

- 36.3 Cllr Madge updated everyone on AGAR. On track for 2022/2023 financial year. Auditors continue to chase for 2021/2022 Financial Information and Governance.

Action Continue gathering required information for 2021/2022 audit. – CLERK/OM

37. Finance:

More on track financially. Visibility on bank account. Income into Account A, Transactions out of Account B.

Discussions occurred around the Deposit Account considering the rise in interest rates. Cllr Culley referenced the Investment Policy that matured around mid-2020.

37.1 Bank Balances Confirmed for 28.10.22 – Acc A: £61,460.46 Acc B: £1,551.35

VAT Last claimed in 2021 approximately £9000. Usually claimed annually, copy invoices still being obtained.

37.2

Date	Payee	Description	G.Total - £	Inc Vat
Paid				
02.11.22	Business Stream	Water Bill	£143.33 (DD)	
02.11.22	SSE	Electricity for MUGA, Jubilee Lamp, Pavilion	£254.13 (DD)	TBA
For Approval				
01.11.22	SMB Village Centre	Hire of Parish Office in Club Room	£130.00	
24.10.22	Premier Grounds	Lengthsman Cluster	£2700.00	£450.00
31.10.22	Scofell	Grounds Maintenance	£823.99	£137.33
31.10.22	ElpaTech Ltd	IT Update & Correction	£114.00	£19.00
19.09.22	JPH Electricals	Lighting in Cricket Pavilion	£120.00	£20.00
02.11.22	M Owen	Temp Clerk Support	£1080.00	
07.11.22	Ben Sawyer	Salary	£491.79	
07.11.22	HMRC	Tax & Employer Contribution	£522.92	

Signed *Oli Madge* Date *06-12-22*
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37.3 Neighbourhood CIL Payment notice has been received from BDBC. Approximately £26,000. Councillors asked to become involved in how this money is used. Understanding required of what it can be used for and by when. BDBC require a report on what the money is spent on to maintain transparency. Deadlines apply to the spending of it.

Action Create a working party to identify the parameters of the grant, spend options and plans, and governance returns to BDBC.

38. Responsible Persons:

38.1 Aim to make an individual councillor take a subject/asset/area and become the responsible person. Clerk is an administrator not responsible for everything.

Outcome Areas suggested:
Highways
Flood
Planning

Action Continue to work on role descriptions understanding what is needed. – CLERK/OM

39. Planning:

39.1 Any objections from planning portal: No objections from Council

**Action Meet with Cllr Peart to understand current process – CLERK/OM/DP
Circulate Planning & the Role of the Parish Council - CLERK**

40. Footpaths:

40.1 Parishioner informed that the Footpath from the Dr's Surgery to the school did have a designation of 'Footpath For All'. Now in a state of disrepair, so unsuitable for Wheelchairs or Pushchairs. Certain gates in need of attention, leading from Bell's field.

Original funding came from HCC. Is there a Hampshire Rights Of Way Officer? Suggestion that Caroline Hoyes may have up to date information.

Discussion on what responsibility land owners have for footpaths.

Glass case with Footpath Map from side of shop has been taken for renovation by Michael Widen. Footpath leaflets might need an update, but were originally printed by HCC.

**Action: Is there a Rights of Way officer at BDBC and what is the responsibility of land owners? – KN
Contact Caroline Hoyes – OM
Inspect gates either side of road leading from Bell's Field towards school - PJ**

41. Flood

41.1 Lengthsman away until December. Grips Plan created in 2018. Priority List for Lengthsman - clearing grips on Egbury Road & Middle Wyke. Crossover with highways because drains also need clearing.(Cllrs Madge & Magkil cleared drain by The George by hand).

Consideration for contracting a drain clearing company, which also ideally may provide indication of direction.

Cllr Foote and Cllr Magkil volunteered to become Responsible Person.

**Action Priority Grips list to be given to Lengthsman. – CLERK
SMB Drainage Report to be updated - EM**



42. Highways:

42.1 Problem raised by Cllr Mew & Parishioner about the parking outside the school at pick up and collection times. This drop off and collection time seems to be extending, so the issue is for a much longer time.

Parking along the road in front of the Old Chapel is potentially dangerous as people parking on the bend. People now also parking both sides of the road. Staggered drop off worked well during lockdown.

No Parking Zig Zags outside gates of school are faded so need refreshing. Parishioner advised to contact Cllr Thacker who is responsible for Highways in our area.

**Action Contact the school to raise issue and ask them to contact parents/carers – CLERK
Put request into Highways through Cllr Thacker for Zig-Zags to be refreshed – CLERK
Junction Parking rules and raise issue with Police - CLERK**

43. Rec and Lake:

43.1 E-mail from parishioner read out which arrived on morning of meeting. Concerns about the increase in irresponsible dog owners not clearing up after their dogs. PC have installed another bin and more notices recently. Possible of signs on outlying footpaths 'Stick & Flick' message.

Action Write article/reminder for Hill & Valley

43.2 Three quotes for Rec Treework (behind shop) discussed. Lowest quote was not able to provide appropriate safety paperwork in time. Middle and highest quote are Arboricultural Association Approved, so PC approved moving forward with GroundLord for this project.

Action Contact Groundlord and arrange works to start – CLERK/OM

43.3 Transfer to be made between account and income account to recognise the National Lottery grant paid into incorrect account during April 2022.

Installation details have still not been received for the proposed hide in lake surround area. A suggestion was made to provide the contact details with an installation date and aim to obtain the required information in between.

Outcome No installation can be proposed without the required specifications – and communications and agreements with those interested parties, such a local residents and fishing syndicate.

Action Transaction to be completed and documented for purposes of AGAR and clarity of reserved funds - CLERK

Waterbourne & Winterbourne need participants from valley for interview. Want to use Village Centre for training. Council asked to talk to people and drum up interest.

Action Spread the word - ALL

43.4 Cllr Magkil shared detail of the three quotes for a Topographical survey of the Recreation Ground, hardstanding, MUGA, Lake etc. Possibility of this survey coming out of the recent CIL payment. In the past BDBC safety officer had concerned about safeguarding issues if the playground is moved too far away. Tennis Courts used to be further away, whole area was locked at night. All agreed the car parking was a problem and needs to be looked at. Bowls Club offered an opportunity to secure their parking by the new owner of the field, but legal documents around rights need to be paid for. Sleeper beds in car park are not maintained anymore and could go to create more parking.

Signed *Oli Mudge* Date *06.12.22*
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Outcome No consensus made about getting a survey completed. Proposal to be considered where planning contractor may provide survey report. Could this be funded through the Neighbourhood CIL?

Action Understand Bowls Club Parking long term agreement - GM

44. Clerk / PC Office Updates:

- 44.1 Accounting system Scribe installed and up to date for year 2022/2023. Sample Reports available if requested.
- 44.2 Agreed to extend Temporary Clerk Support until end of December 2022 to continue cover in absence of permanent Clerk.
Gathering the information from the last two and a half years for the auditors is time consuming, but good progress being made. Auditors being kept up to date.
- 44.3 If Councillors are sending Agenda Items to be included in next meeting, to be supported with a paragraph that be included in Councillor's Notes.

Thank You to all those who are assisting made by Cllr Noble, acknowledging their contribution of historical information, knowledge and experience. Agreed by all.

Date of next meeting: 17th January 2023

(To approve budget & precept along with Full Council Meeting.)
During December Finance to include draft budget and finance payments

Meeting end: 21:02

Copies of Parish Council Minutes may be accessed at stmarybourne-pc.gov.uk - ParishCouncilMeetings

Signed *Oli Mudge* Date *06.12.22*
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