



Parish Council Meeting Minutes

held on Tuesday 12th December 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: 5

Meeting start: 19:30

199. Introduction led by the Chair: General Welcome.

200. Time allowed for public speaking – MOP asked for an update on what was happening about the rising groundwater and problems with the sewer system. Agreed that this would be discussed later in the meeting in Cllr Makgill's update, and the MOP could ask any questions then.

201. Apologies for absence: None

202. Declarations of interest: None

203. Receive reports from Borough & County Councillors:

Councillor Sam Carr offered Christmas Greetings to everyone. He advised that he was aware of the groundwater/sewer/tinkering issues and offered help where he could possibly writing to the MP etc.

Cllr Carr asked to draw the PC's attention to the consultation on Healthcare in Hampshire that had opened recently. The consultation is to decide how to spend £900m that has become available to improve healthcare in Hampshire. The proposal is to build a new hospital at Junction 7 of the M3 in Basingstoke. It would have A&E, Neonates, acute services etc. It is generally agreed that the current services need regeneration. The proposal is good for North Hampshire but would mean Winchester Hospital would lose its Accident and Emergency. Please follow the attached link to the Consultation:

https://www.hampshiretogether.nhs.uk/?fbclid=IwAR3xG-pbSVqio5LTjc2EJYBWcYJi0YSW9QXzq9B9qKkPDqALc-v1gBGwGZE_aem_AVBL9AlAsfwAvoNBCGzjUW72dldSXsp9_g_U4ip3DkR2l-Kwh_tR-yzGbklEkkUTie0

Cllr Carr confirmed that Central Government had extended the bus subsidy. A brief discussion was had about the need to get to Whitchurch first before this could be appreciated by people of SMB Parish.

BDBC is now controlled by the Liberal Democrats and Independents, and Cllr Carr advised that they were proposing a small increase in Council Tax, but with costs rising by 7.5% across the borough they plan to use funds currently held in reserves. Cllr Carr advised that he would be opposing this, and encouraged the audience to look at the Budget Consultation which is currently open.

BDBC's Local Plan is being completed now, and due to be published at the end of December. Once published this will also be open for consultation for 6 weeks. The Parish Council should check the rural housing numbers and environmental sections which in his view are not favorable to our rural community.

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

Signed *Patrick Foote* Date 09.01.24

Cllr Carr advised that at a recent Development Control Meeting the development scheme at Lower Link was approved. This is outside our agreed settlement boundary.

Cllr Carr advised that Cllr Graham Falconer was standing down before the next elections in May 2024 and hinted that someone local would be standing for election in his place.

The clerk asked Cllr Carr for his help in moving the Change of Use of the Pavilion Planning Application along. The application has been in with BDBC since July 2023, and it is understood that the application will need to be presented to BDBC Planning Committee, but the Clerk was struggling to get a date for this. The clerk asked that the Cllr and BDBC Planning department needed to understand that there is a community waiting for the outcome of their decision, as well as the direct stakeholders. Cllr Carr offered to investigate what was happening and put some pressure on for answers.

ACTION: Check Local Plan when published and communicate to PC – **CLERK**

ACTION: Email Cllr Carr with details of Pavilion Change of Use Application - **CLERK**

204 Minutes of Full Council meeting held 14th November 2023

204.1 Approved by: Proposed: Cllr Culley, seconded Cllr Foote

204.2 Updated Action List not presented at the meeting. Clerk to Update and circulate following this meeting.

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

205. Finance:

205.1 Bank Balances on 05/12/2023

Account A: £111,540.88

Account B: £553.50

Account C: £20,000 (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.	
TOTAL: £76,842.23	
Available Funds: TOTAL: £55,252.15	

205.2 Payments & Receipts for Approval made in November 2023

TYPE	DATE	PAYEE	AMOUNT	REMARKS
BACS	01/11/2023	Arthur J Gallagher	£25.29	Asset added to insurance
DD	03/11/2023	Southern Electric	£24.51	
BACS	03/11/2023	Contour Fencing	£540.00	Barrier Repair
BACS	06/11/2023	Mr R J Smith	£235.00	Repair to Pavilion Guttering
DD	09/11/2023	Scottish Water	£37.63	
BACS	15/11/2023	Premier Grounds	£2160.00	Lengthsman for Cluster
BACS	15/11/2023	Premier Grounds	£54.00	Lengthsman for SMB
BACS	15/11/2023	Scofell Landscapes	£823.99	Grounds Maintenance
BACS	15/11/2023	SMB Village Centre	£130.00	Office Hire
BACS	15/11/2023	SMB Cricket Club	£3000.00	Wicket Maintenance

Initialled..... *PM* Date 9.01.24



BACS	15/11/2023	Hampshire & IOW WT	£3500.00	Riverworks Grant Repayment
BACS	27/11/2023	Dean Smith 3Design	£150.00	50% Pavilion Window Repair
DD	30/11/2023	Southern Electric	£24.25	
BACS	30/11/2023	Maxine Owen	£1269.76	Clerk's Salary November 2023
BACS	30/11/2023	HMRC	£105.04	
BACS	30/11/2023	I C Brindle & Co Ltd	£238.79	Life-Buoys for Lake
		TOTAL	£12,318.26	

Receipts £157.13 Bank Interest
 £500.00 Rent from Ninny's for November 2023
 £335.00 Greenham Trust Match Funding – already moved to Earmarked Reserves

205.3	<p>Cllr Madge had pre-circulated the proposed Budget for Financial Year 2024-2025 to all councillors. Cllr Madge clarified that there may be some very small adjustments to be made once the final Grant figures for the Grass-Cutting, Wicket Maintenance & Litter Picking are released from BDBC anticipated in early January 2024.</p> <p>The 2024/2025 Budget was unanimously agreed. Proposed: Cllr Makgill Seconded: Cllr Foote</p> <p>ACTION: Adjust and communicate any adjustments needed once information is through from BDBC as to exact Grant numbers - CLERK</p>
205.4	<p>Cllr Madge presented the Precept number for Financial Year 2024/2025 for approval. It was agreed that the Parish would request £45,613 with the strict intention to spend the increase on a project to tackle speeding through the parish and to improve the lighting around St Mary Bourne village centre.</p> <p>The Precept was unanimously agreed. Proposed: Cllr Peart Seconded: Cllr Makgill</p>
205.5	<p>The Clerk recommended to the PC to opt for Arthur J Gallagher's renewal quote and enter into a Long Term Agreement (LTA) with them. The LTA is for 3 years and would mean that the premium would be subject to an inflationary rise only over the 3 years. Any addition of assets could change the premium too. The Clerk reiterated that there is a very small number of insurance companies that will supply the insurance required by the PC, and the next best supplier was unable to quote to cover our buildings. A saving of approximately £2000 will be made currently compared to last year's insurance. The proposed premium for insurance to commence on 24th December 2023 is £2526.55.</p> <p>Cllr Foote suggested to the council that it would be prudent to engage a surveyor to provide a reinstatement value on the buildings to check the value in the policy is up to date and the PC is not underinsured.</p> <p>The Insurance Renewal and suggested Reinstatement Value Surveyor engagement was unanimously approved. Proposed: Cllr Culley, Seconded Cllr Davies</p> <p>ACTION: Advise Gallaghers and make payment for renewal – CLERK ACTION: Investigate and engage services from a surveyor/valuer - CLERK</p>

Initialled.......... Date 09.01.24



206.1 – Summary List Of applications since last meeting shown below:

Response Date	App Reference	Address	Type	Consultee Response
30/11/2023	23/02781/RET	Priors Park, Stoke	Change of Use Retention	No Objection
04/12/2023	T/00511/23/TCA	Bourne Court, SMB	Work on Trees	No Objection
05/12/2023	T/00520/23/TCA	Juglans, SMB	Work on Trees	No Objection
18/12/2023	23/02891/HSE	Burry Hill Farm, Stoke	Extension	No Objection
21/12/2023	23/02947/FUL	Kimblewick House, SMB	Change of Use & Tennis Court	No Objection

206.2 No applications shared on social media since last meeting.

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

207.1 **Hedges & Trees:** Cllr Foote advised that the previous Footpaths Officer had provided all the information she had concerning the role. There have been a number of MOPs showing an interest in the role, and Cllr Foote and the Clerk would be speaking with them over the next few weeks to progress with the appointment.

Cllr Foote stated that he was pleased with the progress landowners were making with the hedgerows in the parish. There was discussion about the hedges between the Bourne Valley Inn (BVI) and Bourne Court. There is a current application in with BDBC relating to the work required at Bourne Court, but progress with the responsibilities required of the Bourne Valley Inn is slower to progress because the pub has managers in post rather than owners. This is work in progress between the pub and the PC to try and get the hedges dealt with.

Cllr Foote is currently working with the joint owners of the road to Derrydown Surgery which is badly in need of repair.

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

ACTION: Continue liaising with BVI re hedges – Cllr Foote

ACTION: Continue Work in Progress with road to Derrydown – Cllr Foote

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

208.1 Cllr Makgill advised that the latest FEG meeting was held on 7th December 2023.

The notes from the meeting are now available on the Parish Council website.

In summary it has been agreed that BDBC will supply another 70 sandbags to the Parish, some of which will be held in Stoke if an agreement with residents can be made for storage there.

The purchase of empty sandbags and a supply of builder's sand was discussed at this council meeting and it was agreed that the PC would purchase between 200-500 empty bags ready for an emergency. It is a property owners' responsibility to protect their property as best they can from flooding, and they should purchase for themselves flood defenses they may need. It was unanimously agreed that the Parish could and would have a supply ready, particularly if, like the flood in 2014, many sandbags were used to redirect flow of flood water on the roads. The FEG would be working to sort out storage in the meantime.

The FEG group is keeping an eye on water levels in collaboration with Southern Water and the

Initialled.....*Makgill*..... Date *09.01.24*



EA despite many of the PC's usual contacts having moved on into different roles. The correct contacts are now documented in the Flood & Emergency Plan.

Cllr Makgill confirmed that the EA would deploy the flood barriers at Spring Hill Lodge when the groundwater level reached the trigger point of 78.6 metres – At the time of the meeting the levels were at 78.4 metres.

As of the evening of the meeting Kit Malthouse MP has been contacted by a member of the FEG asking for his support and help in contacting Southern Water executives as it seemed the tankers had disappeared from the village and the sewers are backing up again. Multiple houses in both SMB and Stoke could not use their wastewater infrastructure, and sewage was bubbling up from man-holes, and in some parts flowing into the river. Acknowledgement has been received from Southern Water's Executive Board, and Kit Malthouse's office continue to maintain pressure on them.

Cllr Jeffrey enquired whether there was any discussion around putting a flow restrictor in upstream on Stoke, a previous employee of SW had suggested this be done, and suggested it might slow the sewage flow down before Stoke Village helping with the situation. Cllr Makgill agreed to investigate this further.

The FEG confirmed that the infiltration of groundwater into the sewers was measured by SW. Cllr Makgill advised that SW were trialing a solution in the Kimpton area, who have similar problems, and if this is successful it may be a solution for SMB Parish.

Cllr Makgill and Dave Burlison shared that they had been advised by SW that there were plans to straighten out some of the 'bottleneck' parts of the sewer infrastructure in SMB which would also improve things, but were unlikely to be completed this winter.

It was agreed at the meeting to continue working with the Lengthsman to ensure the grips were kept as clear as possible. The Lengthsman's crew are due in the parish on Friday 15th, and would be instructed to work on the grip at the bottom of Stoke Hill, and the grips on Egbury Road and Bourne Hill.

It was also agreed that the Bourne Rivulet section of the Parish Website would be updated with Emergency Numbers for Southern Water (0800 587 2325) and The Environment Agency Floodline (0345 988 1188)

ACTION: Investigate options and buy 200-500 Empty Sandbags – Cllr Makgill & CLERK

ACTION: Understand Restrictor options for sewer flow – Cllr Makgill

ACTION: Update Bourne Rivulet Section of Parish Website – Cllr Makgill, D Burlison & CLERK

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

209.1 Cllr Culley advised that the fence on the Derrrydown end of the Lake was being replaced by Contour Fencing on Wednesday 13th December 2023 including a post and rail fence by the triangle of land by the bridge.

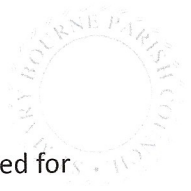
Cllr Culley confirmed that Charlotte Rimmer had started to put together the Management Plan for the Lake area, draft 1 due Jan 24.

Cllr Madge asked about how grants to help with the management costs, were included / considered within the plan. At this time, this consideration has not been included but would be included as the plan evolves.

The grass cutting specification within the Grounds Maintenance Contract will hold a variable cut programme to be determined as the plan progresses. For now this is 5 cuts per year, and the date and instructions will depend on the weather/season.

Cllr Davies is chasing grants to help with ongoing management of the lake and advised she had

Initialled.......... Date 09.01.24



contacted Wessex AONB as an example.

The Clerk confirmed that the replacement Life Buoys had been delivered, and asked for assistance in installing them.

ACTION: Install replacement Life-Buoys – **Cllr Madge & CLERK**

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

- 210.2 **Grounds Maintenance Contract:** The Grounds Maintenance Contract Specification had been pre-circulated to the Parish Council. The clerk advised that there had been minor changes to the Lake Section of the specification after conversations with Cllr Davies and Charlotte Rimmer. The Parish Council then approved the document for publication.
Proposed: Cllr Peart, seconded Cllr Davies

ACTION: Consolidate Documents and publish Contract Tender - **CLERK**

- 210.3 **Tennis Net:** The Clerk advised that an MOP had requested the tennis net be left in situ all year, as it would be used on days that weather permitted. This was confirmed in the room by Dave Burlison who advised there were at least five families who would regularly use the court.

It was agreed by the PC that it would be reinstated. A new net would be purchased in the new year as the current one is deteriorating beyond economic repair.

ACTION: Reinstate Tennis Net – **Cllr Peart**

ACTION: Purchase new tennis net ASAP - **CLERK**

- 210.4 **Bowls Club Meeting:** Cllr Madge advised that a meeting had taken place with the Bowls Club to re-open dialogue between the Parish Council and The Bowling Club representatives. There were discussion had about updating the agreement that exists between the two parties to ensure maintenance, rent, insurance responsibilities etc are clear between the two parties.

Parking was discussed and the Bowling Club president was advised to ensure that Mac's Field could be used again next season by the club, as this was not the responsibility of the PC to sort out.

Cllr Madge briefly outlined the idea of the redevelopment of the whole area and asked the Bowling Club to become involved in future meetings to bring their perspective to the process.

Cllr Mew confirmed that there was now a defibrillator installed within the Bowling Club. Cllr Mew had retained ownership of it, and clarified that it was not listed on 'The Circuit' managed by the emergency services because it would only be accessible at times when the Bowling Club is open.

ACTION: Send topology maps of VC area to John Alchin – **CLERK**

ACTION: Build new agreement - **Cllr Madge, John Alchin & CLERK**

- 210.5 **Dog Fouling:** Cllr Mew advised that there was a growing problem of dog fouling in the Recreation Ground and along the Lake Walk. It was discussed whether more signs, more bins, more publicity about it might be required. All agreed that new signs might help.

ACTION: Notify Clerk of how many new/replacement signs are needed – **Cllr Mew**

ACTION: Purchase signs - **CLERK**

- 210.6 **Boxing Day Football Match:** The Clerk advised that a request to use the Recreation Ground had come in for the traditional Boxing Day football match. The Parish Council unanimously approved this, with the proviso that the organisers understood that no studs are to be worn inside the Pavilion, and that the floor would need to be swept and mopped after use.

ACTION: Advise requester of Approval, and terms of use – **CLERK**

ACTION: Make plan for access - **CLERK**

Initialled.......... Date 



- 210.7 **Green Netting on Ground Repair:** Cllr Davies asked when the green netting would be removed by the cricket club after their repair to the ground?

ACTION: Contact Cricket Club and enquire – **CLERK**

211 Other Business

- 211.1 Cllr Madge announced his resignation as Chairman and Councillor of St Mary Bourne Parish Council with immediate effect.

Cllr Madge had given written notice of his intentions to the Clerk in late November 2023.

The Clerk advised that the next steps would be for her to send the resignation letter to the Democratic Services Department at BDBC. A Councillor Vacancy Notice would be published on the parish noticeboards and website for 14 days. If an election is requested by 10 signature during that time then an election would be held for the vacancy probably in early February 2024. If there are none or not enough requests then the Parish Council will look to co-opt a new councillor.

The Clerk will notify the electorate as soon as confirmation comes from BDBC. If the process is for an election then potential nominees need to contact BDBC Democratic Services directly, if the process is for co-option then interested parties should make themselves known to the Clerk or any of the Parish Councillors.

The Clerk clarified to the councillors that the correct process after a Chairman's resignation is for the Vice Chairman to take over the Chairman's duties until the next Annual Parish Council Meeting in May 2024. If the Vice Chairman is unable to attend a future council meeting at any point then those councillors present vote for a chair for that specific meeting only.

Cllr Jeffrey, on behalf of the council, then thanked Cllr Madge for the time and energy he had invested in the Parish during his term of service.

ACTION: Follow appropriate procedures for resignation and replacement of Cllr Madge – **CLERK**

ACTION: Arrange to meet Cllr Madge & Cllr Foote for handover - **CLERK**

Date of next meeting: Tuesday 9th January 2024 at 19:30

Meeting end: 20:45

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

Initialled.....*PMG*..... Date *09.01.24*