



Sherborne St. John Parish Council

**MINUTES of the
SHERBORNE ST. JOHN PARISH COUNCIL
PARISH COUNCIL MEETING
Wednesday 09 November 2022.
The Chute Pavilion, Vyne Road**

Councillors present: Richard Morgan – Chair (RM), Linda Agnew – Vice-Chair (LA), Carl Davies (CD), and Jane Bechelet (JB)

Plus: Melanie Camilleri (MC) – Locum Clerk/Responsible Financial Officer
Two members of the public.

MINUTES

- 121/22** **Apologies for Absence:** James Rowley (JR)
- 122/22** **Declarations of interest:** None
- 123/22** **Minutes:** the Minutes of the Parish Council Meeting held on **07 September 2022** were unanimously approved.
- 124/22** **Open Forum & Parish Matters**
Period of time designated for Public Participation in accordance with the Standing Orders.
- 125/22** **Planning**
- i) To consider the following application:-
- 22/02671/HSE:** 6 Wyeth Road Basingstoke Hampshire RG24 9ZP
Proposal: Erection of a single storey rear extension
Unanimously agreed 'No Objection'
- 22/01736/HSE:** 16 Vyne Road Sherborne St John Hampshire RG24 9HX
Proposal: Single storey side extension to dwellinghouse following demolition of existing garage and removal of lean-to shed.
Unanimously agreed 'Support'
- 22/02757/LBC:** The Vyne Vyne Road Sherborne St John Hampshire RG24 9HL
Proposal: Restoration of two stained-glass windows
Unanimously agreed 'No Objection'
- 22/02857/FUL:** The Vyne Vyne Road Sherborne St John Hampshire RG24 9HL
Maintenance and improvement works to the boardwalk
Unanimously agreed 'No Objection'
- 22/02829/HSE:** 2 Lavers Lea Sherborne St John Basingstoke Hampshire RG24 9ZQ
Erection of a single storey rear extension with parapet wall
Unanimously agreed 'No Objection'

- 126/22 Neighbourhood Plan**
- i) BDBC's draft Monitoring Report 4 covering the period from 1 April 2021-31 March 2022 was noted without comment.
 - ii) Cllr Rowley's recommendations made in his report on Locality Funding and appointment of consultants was noted without comment.
- 127/22 Finance**
- i) The Cash Flow Report and payments were unanimously approved. See APPENDIX
 - i) The mid-year budget 2022/23 (actual spend v budget) was noted.
 - ii) The 1st draft budget/Precept 2023/24 was discussed, changes made, and will be further considered at the SSJPC Meeting on 23 November. Target date for approval is Jan 2023 (when BDBC release the tax base figures).
 - iii) The evidence submitted by PCC (bank statement) was considered. It was unanimously agreed that before Grant monies are paid further evidence is required by way of a copy of the invoice for the Lych Gate repair.
 - iv) Purchase of the accounting software Scribe: deferred until a new Clerk/RFO is recruited.
 - v) The Notice of Conclusion of Audit 2021/22 by the external auditor was noted. It has been published on the Parish Council website.
 - vi) The monitoring form relating to the LIF grant funding received (for the installation of a new drainage system to two football pitches at Chute Recreation Ground) will be completed by Cllr Morgan and Terry Buller, the Site Manager.
- 128/22 SSJPC Governance and Policies**
- i) The draft SSJPC Vexatious Requests and Complaints Policy will be further considered and discussed at the SSJPC Meeting on 23 November.
- 129/22 Lengthsman**
- i) Noted work has been done in the village to clean and clear vegetation around road signs. Lengthsman's next visit is Jan 2023.
- 130/22 Councillors Reports**
- Noted receipt of Cllr Rhydian Vaughan (HCC)'s November report. With regards to grants available for 'Warm Winter Hubs' referred to on the report, RM has passed details on to the Village Hall.
- 131/22 Correspondence, AOB, urgent matters**
- i) The proposed diversion for footpath 15 was considered and unanimously agreed that the Parish Council has no objection to this proposal subject to 1) full consultation and consent from the neighbours and 2) full due-process being followed with the BDBC application
 - ii) It was agreed SSJPC will consider holding its Annual Parish Meeting (01 March – 01 June) and Annual Parish Council Meeting (May) in 2023 at an alternative venue e.g. the Village Hall.
 - iii) It was noted SSJPC's names and photos on the Noticeboards are due for a refresh. MC to action.
 - iv) Consider and resolve to instal an additional SSJPC Noticeboard in Marcel area of the Parish: deferred to SSJPC Meeting on 23 November.
 - v) Consider installing a litter bin at the top of Manor Road. RM to establish costs for purchase/installation and cost for emptying.

132/22 It was resolved that Agenda item 133/22 would be closed to members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) by reason of the personal nature of the business to be discussed.

133/22 HR matters

- RESOLVED unanimously to ratify the findings of the Appeals Panel (documented in the Report produced by Helen Hardy (of Hardy People Solutions)) on all matters relating to the disciplinary and grievance outcomes.
- RESOLVED to recruit a permanent Clerk/RFO. Initially advertise through HALC and The Villager newsletter.

134/22 Date of next meeting

The date of the next Meeting for **Sherborne St. John Parish Council** will be held on **Wednesday 23 November 2022 at 7:15pm** in **The Chute Pavilion, Vyne Road, RG24 9HX**

Being no further business, Cllr Richard Morgan closed the meeting at 9:25pm.

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING

APPENDIX

Treasurers Account Balance: 03 October 2022: £78,643.86

Payments

Payee	Detail	Amount £ (incl vat)	Method
Member of public	Chute Hire Deposit Return	65.00	BACS
Basingstoke buses	Community bus	66.66	BACS
ET Planning	Objection letter (planning)	900.00	BACS
Staff Expenses	July	29.25	BACS
Staff Expenses	July	92.27	BACS
Southern Electric	Electricity supply	70.00	DD
Member of public	Chute Hire Deposit Return	100.00	BACS
Staff Salaries	July	321.74	BACS
Staff Salaries	July	641.15	BACS
Staff Salaries	July	275.07	BACS
HMRC	July Payroll	265.20	BACS
Staff Expenses	July	97.98	BACS
Member of public	Chute Hire Deposit Return	65.00	BACS
Staff Salaries	August	554.00	BACS
HMRC	July Payroll	138.4	BACS
SMS Heating	Service	696.00	BACS
HALC	Bronze Membership	198.00	BACS
Crown Gas & Power	Gas supply	102.12	DD
Basingstoke buses	Community bus	199.98	BACS
Castle Water	Water supply	146.88	DD
ET Planning	Scoping Report	1,200.00	BACS
O2	Mobile phone	44.39	DD
SSJ Village Hall	Coffee Morning	33.60	BACS
Member of public	Chute Hire Deposit Return	65.00	BACS
National Trust	22/7/21-21/7/22	45.00	BACS
Basingstoke buses	Community bus	133.32	BACS
Staff Expenses	August	9.90	BACS
ETA Electrical	Fire Alarm Repair	78.00	BACS
Staff Salaries	August	613.16	BACS
Staff Salaries	August	305.75	BACS
HMRC	August Payroll	186.80	BACS
Member of public	Chute Hire Deposit Return	125.00	BACS
Southern Electric	Electricity supply	70.00	DD
Data Centa	Email Service 6/4/22-5/4/23	60.00	BACS
Member of public	Chute Hire Deposit Return	65.00	BACS
Member of public	Chute Hire Deposit Return	60.00	BACS
Member of public	Chute Hire Deposit Return	125.00	BACS
Member of public	Chute Hire Deposit Return	125.00	BACS
Member of public	Chute Hire Deposit Return	65.00	BACS
SLCC	Delivery of professional services	3,943.62	BACS
Basingstoke buses	Community bus	133.32	BACS
Member of public	Chute Hire Deposit Return	125.00	BACS
Member of public	Chute Hire Deposit Return	125.00	BACS
Member of public	Chute Hire Deposit Return	125.00	BACS
Staff Expenses	August	44.04	BACS
O2	Mobile phone	44.39	DD
Crown Gas & Power	Gas supply	102.12	DD
Rocon Contractors	Handrail repair	330.00	BACS
Hardy People Solutions	Delivery of professional services	3,400.00	BACS
HMRC	Sept Payroll	172.00	BACS
Staff Salaries	Sept	275.07	BACS
Staff Salaries	Sept	584.97	BACS

Southern Electric	Electricity supply	70.00	DD
Basingstoke buses	Community bus	66.66	BACS
Basingstoke buses	Community bus	66.66	BACS
Basingstoke buses	Community bus	66.66	BACS
SSJ Village Hall	Coffee Morning	33.60	BACS
e.mango	Annual Service 25/10/22-24/10/22	460.80	BACS
Fleet Line Marker	Pitchmarker	553.86	BACS
BDBC	Grounds Maintenance	3,799.20	BACS
Larkstel	Weedkiller tennis courts	228.00	BACS
SSJ Village Hall	Book of Condolences	65.00	BACS
SSJ Village Hall	Coffee Morning	33.60	BACS
Total debit		£23,136.31	

Receipts

Payee	Detail	Amount £	Method
Member of public	Chute Hire	125.00	BACS
Member of public	Chute Hire	24.00	BACS
Member of public	Chute Hire	74.00	BACS
Summit Judo	Chute Hire	205.95	BACS
Member of public	Chute Hire	188.00	BACS
Yoga Blissipline	Chute Hire	357.00	BACS
Member of public	Chute Hire	293.00	BACS
Member of public	Chute Hire	209.00	BACS
Member of public	Chute Hire	209.00	BACS
Aerial Direct	Chute Hire	8.00	BACS
Member of public	Chute Hire	209.00	BACS
Member of public	Chute Hire	251.00	BACS
Member of public	Chute Hire	1,250.00	BACS
Member of public	Chute Hire	137.00	BACS
Member of public	Chute Hire	18.00	BACS
Member of public	Chute Hire	235.50	BACS
Member of public	Chute Hire	139.00	BACS
Member of public	Chute Hire	209.00	BACS
Summit Judo	Chute Hire	205.95	BACS
Member of public	Chute Hire	188.00	BACS
Yoga Blissipline	Chute Hire	387.00	BACS
Member of public	Chute Hire	768.00	BACS
Member of public	Chute Hire	188.00	BACS
Member of public	Chute Hire	21.00	BACS
Member of public	Chute Hire	282.50	BACS
Member of public	Chute Hire	209.00	BACS
Member of public	Chute Hire	372.00	BACS
Member of public	Chute Hire	510.00	BACS
Member of public	Chute Hire	100.00	BACS
Aerial Direct		8.00	BACS
Member of public	Chute Hire	21.00	BACS
Member of public	Chute Hire	125.00	BACS
BDBC	Precept – 2 nd instalment	21,685.00	BACS
Member of public	Chute Hire	233.00	BACS
Piccolo	Chute Hire	1,416.00	BACS
Yoga Blissipline	Chute Hire	366.00	BACS
Total credit		£31,226.90	