



## Sherborne St. John Parish Council

**MINUTES of the  
SHERBORNE ST. JOHN PARISH COUNCIL  
MEETING  
Wednesday 31 January 2024  
The Chute Pavilion, Vyne Road**

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

Plus: Councillor Rhydian Vaughan (HCC) and Councillor David McIntyre (Basingstoke & Dean BC)

Plus: Melanie Camilleri (MC) – Locum Clerk/Responsible Financial Officer  
Terry Buller – Grounds/Site Manager  
4 members of the public

### MINUTES

#### **01/24 Public Question Time**

Period of time designated for Public Participation in accordance with the Standing Orders.

- Light outside The Chute door not working: Action Terry Buller.
- Allotments (Ted): 1) sent out comms for plot holders to take caution due to rabbit warrens 2) confirmed that MC had issued 'warning' letters to 2x plot holders who have not been cultivating their plots. Ted will keep a close eye. Should their plots not be cultivated within the timescales, MC will issue termination letters.
- Thanked Cllrs for arranging for the Lengthsman to cut the hedges
- Hedges need cutting at junction Kiln Rd/Sherborne Rd. Action MC (HCC Highways)
- Gullies need clearing on Elm Road. Action MC (HCC Highways)

#### **02/24 To receive a report from Councillor Rhydian Vaughan (HCC)**

- RM confirmed that Cllr Vaughan's monthly report has been circulated.
- Cllr Vaughan urged everyone to respond to HCC's survey on budgets and delivery of services.

#### **03/24 To receive a report from Councillor David McIntyre (Basingstoke & Dean BC)**

- Confirmed that BDBC are in a good position financially
- New Leisure Centre - going to cabinet (£40M ring-fenced)
- New hospital – delivery date 2032
- Local Plan (Reg 18) – out for consultation. Housing allocation decisions made - Golf Course and Kiln Farm named as available sites. Potential challenges 1) developers on sites which have been removed 2) Kiln Farm impact upon natural environment 3) Golf Course strong argument on road safety
- Cranesfield appeal 21 Feb. Cllr McIntyre will attend Hearing to make representation

- Gvt Changes to National Planning Policy Framework and housing allocation (5-year supply no longer necessary)
- Speeding – deployment of detector van in unsuitable locations (pointed out by Cllr McIntyre and relevant locations advised). Police delays due to requirement to re-vet their staff.

**04/24** **Apologies for Absence:** Cllr Rowley, Jay Ganesh (Basingstoke & Dean BC), and Simon Minas-Bound (Basingstoke & Dean BC). Reasons noted and accepted.

**05/24** **Declarations of interest:** None

**06/24** **Minutes**

- i) The Minutes of the meeting held on **13 December 2023** were approved.

**07/24** **Planning**

- i) To consider applications received and resolve on recommendations to be made to BDBC Planning Authority

**PLANNING**

**T/00577/23/TCA:** 7 Elm Road Sherborne St John Basingstoke Hampshire RG24 9JL

**Proposal:** T1 London plane: dismantle to hedge height and treat to prevent growth.

**Observation Date:** 04 January 2024

**RESOLVED:** Leave the decision to the Tree Officer.

**23/02815/OOBC:** Tag Farnborough Airport Ively Road Farnborough Hampshire GU14 0LX

**Proposal:** Variation of Condition 2 (aircraft movements) and 6 (aircraft weight), replacement of conditions 7 (1:10,000 risk contour) and 8 (1:100,00 risk contour), of planning permission 20/00871/REVPP determined on the 22/02/2022, in order to: a) to increase the maximum number of annual aircraft movements from 50,000 to 70,000 per annum, including an increase in non-weekday aircraft movements from 8,900 to 18,900 per annum, and b) to amend the aircraft weight category of 50,000 - 80,000 Kg, to 55,000 - 80,000 Kg, and an increase from 1,500 to 2,100 annual aircraft movements within this category, including an increase from 270 to 570 annual aircraft movements for non-weekdays, and to c) replace Conditions Nos. 7 (1:10,000 risk contour) and 8 (1:100,000 risk contour) with a new condition to produce Public Safety Zone maps in accordance with the Civil Aviation Authority/ Department for Transport Requirements Application Number: 23/00794/REVPP West Berkshire Case Officer - Katie Herrington

**NB:** THE DECISION ON THIS APPLICATION IS MADE BY RUSHMOOR BOROUGH COUNCIL

**Noted by SSJPC Cllrs**

**24/00009/ROC:** Land At OS Ref 462845 155806 Vyne Road Sherborne St John Hampshire

**Proposal:** Variation of Condition 1 of 19/02850/FUL - Change of use of land from class B1 (office) to C3 (residential) and erection of 1 no. 2 bed dwelling - Amendment to Dwelling form.

**Observation Date:** 26 January 2024

**RESOLVED:** No comment

- ii) **APPEAL - 22/01669/OUT:** Land At Cranesfield Sherborne St John Hampshire  
Proposal: Outline planning application for the erection of up to 26 dwellings and associated infrastructure (with access only for consideration, with all other details for Reserved Matters).

Noted the hearing into this appeal is to be held in the Deanes Building, Civic Offices, London Road, Basingstoke, RG21 4AH commencing at 10.00am on 21 February 2024.

**RESOLVED:** SSJPC will engage the services of ET Planning to make representation on behalf of the Parish Council at the Hearing.

- iii) Noted the revised National Planning Policy Framework has been issued by central government.

**08/24**

**NDP**

- i) To receive an update on Reg 14 - now moved to Regulation 16:-
- Basingstoke and Deane Borough Council is in receipt of the final submission version of the Modified Sherborne St John Neighbourhood Plan (NP). The Submission will be subject to formal public consultation through to 5pm 26 February 2024.
  - Submission documents and supporting evidence base documents are available to view here <https://www.basingstoke.gov.uk/SSJNP>
  - These submission documents, along with a guidance note, are also available for public inspection at:
    - Basingstoke and Deane Borough Council Offices (8:30am - 5:00pm on Mondays to Thursdays, and 8:30am - 4.30pm on Fridays)
    - Basingstoke Discovery Centre (8:30am - 6:30pm on Mondays to Fridays, and 8:30am - 4:30pm on Saturdays)
    - Sherborne St John Village Hall, Kiln Road, Sherborne St John, Basingstoke RG24 9HR (10:00-14:30 Mon – Fri)
    - Sherborne Village Store, Sireburne Close, Sherborne St John, Basingstoke, RG24 9YZ (07:30-21:00 daily)
    - St Andrews Church, Sherborne St John, Basingstoke, RG24 9HT (Please contact the Church for opening hours on tel:07897 562134)
    - Swan Pub, 3 Kiln Road, Sherborne St John, Basingstoke, RG24 9HS (Monday – Friday: 11:00-23:00- Sat 09:30-23:00- Sun: 09:30- 22:30)

**09/24**

**Allotments**

- i) **RESOLVED:** The updated Allotment Agreement was approved except for the rental charges (as they are out of date and showing 2022 rates).
- ii) **RESOLVED:** Rental charges for 2024 will remain unchanged from 2023 rates:-

Moss Hill and Elm Road		
Size Plot	Annual Rent	Discounted Annual Rent OAPs
Small	£28	£25
Medium	£50	£45
Large	£60	£50

Cranes Road		
All Plots	Annual Rent	Discounted Annual Rent OAPs
	£45	£33.75

- iii) Cllr Agnew indicated there was still some outstanding invoices from 2022 and 2023. A discussion then took place on outstanding payments (2022 and 2023) and invoicing to be sent at the same time as the 2024 invoices. Agreed to defer this decision to the Feb Meeting, when MC will have investigated and have a better understanding of the full situation.

**10/24 Village Matters**

- i) Councillor rota for producing articles for The Villager as follows:-  
 Carl: 12 Feb, 12 Aug  
 Richard: 12 March, 09 Oct,  
 Jane: 10 April, 11 Dec  
 Linda: 08 May, 12 Feb 2025  
 James: 12 June

**11/24 Finance**

- i) **RESOLVED**: the Cash Flow Report and payments were approved. See APPENDIX A. MC confirmed that she'd carried out the Bank Reconciliation and all correct.  
 ii) **RESOLVED** to appoint 'John K Murray Accounting and Taxation Services' as the internal auditor for the Parish Council's accounts 2023/24  
 iii) Noted the tax base 2024-25 is 965.4 resulting in a Band D payment of £49.20 p.a.

**12/24 Scribe**

- i) **RESOLVED**: CD will make contact with Scribe to discuss an implementation approach (which MC will be involved with) in readiness for 01 April 2024.

**13/24 BDBC May 2024 elections**

- i) MC reported that local elections will be held May 2024. The last election was held in 2021, delayed by one year due to COVID. This corrects the 4-year election timetable moving forwards. MC will be attending a virtual meeting with the Elections Team on Tues 13<sup>th</sup> Feb. She will report all relevant actions and timescales for the nomination process to Cllrs afterwards.

**14/24 Councillors Reports**

**JB**

A member of the parish has requested the installation of a salt bin to be located by The Swan pub. MC to contact Highways.

**LA**

Requested MC also ask for a salt bin to be installed on the Sherborne Road.

**RM**

The SSJPC Post Box is now in place. All post to be directed to this address.

**15/24 Correspondence, AOB, urgent matters: None**

**16/24 RESOLVED Agenda items 17/24 and 18/24 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**

- 17/24 Confidential employment matter**  
**RESOLVED:** The Locum Clerk has been offered and accepted a 6-months fixed-term part-time contract employed by SSJPC on 15 hrs/per week as their Clerk and Responsible Financial Officer, pending recruitment of a permanent employed Clerk and Responsible Financial Officer.
- 18/24 Confidential Legal matter**  
No resolutions were passed under this Agenda item.
- 19/24 Date of next meeting**  
The date of next **Sherborne St. John Parish Council Meeting** will be held on **Wednesday 28 February 2024** in **The Chute Pavillion, Vyne Road, at 7:15pm**

Being no further business, Cllr Richard Morgan closed the meeting at 9:04pm.

**DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING**

## APPENDIX A

**Treasurers Account Balance:** 08 January 2024 £91,148.56

### Payments

Payee	Detail	Amount £ (incl vat)	Method
Staff Salaries	Salary	2,927.23	FPO
HMRC	Tax Mth 8	492.97	FPO
ET Planning	Professional support planning	540.00	FPO
Dan Faulkner	Office Allowance	26.00	FPO
SSJ Village Hall	Coffee morning + room hire	45.00	FPO
Richard Morgan	Reimbursement expenses	16.00	FPO
Mikes Gardening Services	Hedge Cutting	570.00	FPO
Basingstoke buses	Community Bus	66.66	FPO
Richard Morgan	Reimbursement expenses	18.00	FPO
Member of public	Chute Hire Deposit Return	125.00	FPO
Member of public	Chute Hire Deposit Return	125.00	FPO
Richard Morgan	Reimbursement expenses	46.00	FPO
O2	Mobile phone	50.32	DD
West Mercia	Gas/Elec	314.78	DD
Basingstoke buses	Community Bus	133.32	FPO
Castle Water	Water supply	68.54	DD
Wel Medical	Defib pads	151.02	FPO
Staff expenses	Expenses	68.29	FPO
E.Wilkinson	Pest Control	64.90	FPO
Staff Salaries	Salary	1,516.97	FPO
HMRC	Tax Mth 9	225.80	FPO
BT	Broadband Chute	51.59	FPO
SSJ Village Hall	Coffee morning + room hire	56.40	FPO
Member of public	Chute Hire Deposit Return	125.00	FPO
Basingstoke buses	Community Bus	66.66	FPO
Rokill	Pest Control	108.00	FPO
		<b>7,999.45</b>	

### Receipts

Payee	Detail	Amount £	Method
Member of Public	Chute Hire	206.00	FPI
Summit Judo	Chute Hire	205.95	FPI
Yoga	Chute Hire	222.00	FPI
Member of Public	Chute Hire	188.00	FPI
Member of Public	Chute Hire	230.00	FPI
Member of Public	Chute Hire	183.50	FPI
Member of Public	Chute Hire	125.00	FPI
Summit Judo	Chute Hire	205.95	FPI
Piccolo	Chute Hire	1,344.00	FPI
Yoga	Chute Hire	246.00	FPI
Member of Public	Chute Hire	188.50	FPI
Member of Public	Chute Hire	149.00	FPI
		<b>3,493.40</b>	