



Sherborne St. John Parish Council

MINUTES of the SHERBORNE ST. JOHN PARISH COUNCIL MEETING Wednesday 27th May 2026 The Chute Pavilion, Vyne Road, RG24 9HX

Councillors present: Richard Morgan – Chair (RM), Jane Bechelet (JB), Cllr James Rowley (JR) and Carl Davies (CD)

Plus: Cllr Simon Minas-Bound (Basingstoke & Dean BC), Cllr Rhydian Vaughan (HCC), Cllr Jay Ganesh, Cllr Karl ?

Plus: Alison Heward (AH) – Clerk, Rosie Burton (RB) – Responsible Financial Officer
Terry Buller – Grounds/Site Manager, Allotment Wardens x 2, members of the public x 2

MINUTES

- 40/26 Co-opt of New Parish Councillor** – Deferred to Extra Ordinary Meeting after 14 days, notice of casual vacancy.
- 41/26 Election of Chair for the municipal year 2026/27** – Resignation of Chair (RM) with immediate effect. Written resignation letter received and all financial authority revoked.
Temporary Chair position resolved and approved (CD) to take the role for 1 month until Chair can be elected at next meeting.
(RM) Left meeting
- 42/26 Election of the Vice Chair for the municipal year 2026/27** – Deferred to next meeting.
- 64/26 Item brought forward from Confidential Section: Approval of Clerk and RFO Titles & Roles** – Resolved to Approved both titles and roles.
RFO (RB)– resignation received with 2 months’ notice – 31st July 2026
- 43/26 Apologies for Absence – (LA)**
- 44/26 Declarations of interest - None**
- 45/26 Public Question Time -** Period of time designated for Public Participation in accordance with the Standing Orders.
The following comments were made by the public:
Q. The footpaths installed by Hampshire County Council wanted to know if the approval had been given to alter the footpath. This had previously been approved by Parish Council. Drainage also was discussed regarding maintenance.
- 46/26 Minutes**

- i) The Minutes of the Parish Council meeting held on 25th March 2026 – **RESOLVED & APPROVED** by Temporary Chair (CD), signed and dated.

47/26 General Powers of Competence (under Localism Act 2011)

- i) **RESOLVED** that SSJPC does meet the eligibility criteria to declare General Powers of Competence. (Clerk Manual Page 143 – states that to be granted GPC you must have 2/3rds of your councillors elected (were in 2024 – 80%) and have a fully qualified Locum Clerk (MC). But the period of GPC remains in place until the May meeting after the next election, in our case 2028 and not if either the clerk leaves or we change councillors).

48/26 Governance

- s29(1) of the Localism Act 2011: **Resolved:** Confirmed Councillors' Register of Interests are published and up to date.
- **Resolved:** Confirm Councillor's commitment to abide by The Local Government Association's Model Councillor Code of Conduct
- Agreed dates of all Ordinary Meetings of full council up to and including the next Annual Parish Council Meeting in 2027.
- **Resolved:** The following Policies and Procedures were approved and adopted by CD, JR, JB:
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 - Standing Orders
 - Financial Regulations
 - General Reserves Policy
 - Publication Scheme and FOI Requests
 - Complaints Policy

49/26 Finance Part 1: Annual Governance

- i) **Resolved:** The signatories on the Council's Bank Accounts for orders of payment
- ii) **Resolved:** Appointed a Councillor to at least once in each quarter, and at each financial year end, verify bank reconciliations (for all accounts)
- iii) **Resolved:** Approved continuation of variable DD payments set-up
- iv) Noted the Annual Subscriptions: ICO, HALC/NALC, SLCC and Scribe.
- v) **Resolved:** Insurance cover in respect of all insured risks, as set out in the Asset Register (including land and building assets) and resolve to approve seeking additional cover where there is a shortfall

50/26 Finance Part 2: Internal and External audit

- i) Annual Governance and Accountability Return 2025/26 Form 3
 - a. **Resolved:** Confirm that there are no conflicts of interest with the external auditor, BDO LLP
 - b. Noted the Bank Reconciliation ending 31 March 2026
 - c. Noted the Internal Auditor's Report
 - d. **Resolved, Approved** Section 1 – Annual Governance Statement - Read out and approved by each councillor.
 - e. **Resolved, Approved** Section 2 – Accounting Statements
 - f. **Resolved, Approved** Explanation of Significant Variances Report
 - g. **Resolved, Approved** dates for the period of the exercise of Public Rights and Publication of unaudited Annual Governance and Accountability Return.

RFO to publish the documents on the Parish Council Website and submit all necessary documentation to the external auditor, BDO

51/26 Finance Part 3: Payments

- i) **Resolved, Approved,** the Cash Flow Report and payments
- ii) **Resolved, Approved,** the Bank Reconciliation prepared by the RFO and signed off as correct by Members of the Council

52/26 To receive a report from Councillor Rhydian Vaughan (Hampshire County Council)

Update on the changes within Hampshire County Council was discussed at the meeting.

53/26 To receive a report from Councillor Simon Minus-Bound (Basingstoke & Dean Borough Council)

54/26 Scheme of Delegation

- i) The following decisions made under the Scheme of Delegation (adopted on 28 February 2024) were ratified.

Matter under consideration	Decision
Scribe Booking System	Approved by Previous Chair RM. Details on arranging the new package and start date for the new booking system to be agreed at next meeting.

55/26 Planning

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

i) 26/01030/VLA

Location: Land at Park Prewett Hospital Village, Aldermaston Road, Sherborne St John, RG24 9JY

Proposal: Variation of S106 agreement attached to BDB/37260 to vary mortgage exemption clause.

Grid Ref: 462380, 155493

Observation Date: 10th June 2026

Action: Decision to be made by BDBC

56/26 The Chute: Maintenance:

- i) **Scale out system**, replaced on Thursday 28th May 2026, will be adopted servicing by our plumbing and heating contractor
- ii) **Cleaning of the Chute:** To resolve and approve deep cleaning of the Chute Pavillion – Deferred to next meeting in July 2026
- iii) **Hire prices & Hire Agreements:** Deferred to next meeting.
- iv) **Plant/Boiler Room:** Deferred to next meeting.

57/26 Allotments:

Warden gave an update on the installation of water to Cranes Road.

Inspections of plot cultivation has been carried out and will be followed up with tenants who have not complied to Rules and Regulations of Tenancy.

School have accepted the plot for the children to cultivate. Terms and contract need to be presented to School. Clerk to Draft

58/26 Scribe Package additions the Chute Booking – Approved under Scheme of Delegation, date of purchase and installation deferred to next meeting.

59/26 Play Park Project – Sub Meeting to be arranged by Clerk, full quotes and questions to be reported back to councillors to resolve and approve playground re-surfacing.

60/26 Website: Consider Emango updating the website. Deferred to July Meeting

61/26 Councillors Reports

JR Reported on Local Plan as provided in his report.

62/26 Correspondence, AOB, urgent matters

63/26 Date of next meeting

The date of the next **Sherborne St. John Parish Council Meeting** will take place on **22nd July 2026** in **The Chute Pavilion, Vyne Road, at 7:15pm.**

64/26 Confidential Session: Deferred to next meeting

Meeting officially closed by CD (temporary chair) 9:30 pm.