



## Sherborne St. John Parish Council

**MINUTES of the  
SHERBORNE ST. JOHN PARISH COUNCIL  
MEETING**

**Wednesday 28 February 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), Councillor David McIntyre (Basingstoke & Dean BC), and Councillor Simon Minas-Bound (Basingstoke & Dean BC).

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

### MINUTES

**20/24 Public Question Time**

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

Matters discussed:-

- Potholes, worn-out line markings around the village, parking issue outside the old Post Office. All are HCC Highways matters.
- Thanks expressed for cleaning the pavement in Bournefield (it was slippery and dangerous).

**21/24 To receive a report from Councillor Rhydian Vaughan (HCC)**

- RM confirmed that Cllr Vaughan's monthly report has been circulated.
- Cllr Vaughan generously committed he'll award SSJPC a £1k grant (from his County Councillor Grant 2024/25 allocation) towards the cost of the installation of gated access to The Chute
- Cllr Bechelet enquired about continuation of the Lengthsman Scheme in 2024/25. Cllr Vaughan confirmed its continuation.

**22/24 To receive a report from Cllr Simon Minas-Bound and Cllr David McIntyre (Basingstoke & Dean BC)**

- Confirmed that they'd support SSJPC submitting a Councillor Community Grant Scheme application for funding towards the installation of gated access to The Chute. MC to action.
- Planning: expressions of concern with approach to 4.08 years land supply. Will keep a watchful eye on delayed sites.
- Introduction of the 'Big Bin' collection in every ward on a quarterly rota basis. Aimed at those who for various reasons are unable to get to the tip to dispose of their household waste. Dates yet to be published.

- Has invited Paul Freeman (Hampshire Police) to attend the March meeting to discuss speeding and enforcement measures. Confirmed that the mobile speed van was in the village today.
- They're having their heads shaved to raise money for St. Michaels Hospital. They've set-up a Justgiving Page.

**23/24 Apologies for Absence:** Jay Ganesh (Basingstoke & Dean BC). Reasons noted and accepted. Cllr Rowley has been granted a leave of absence for up to 12 months for health reasons (Minute 130/23).

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

**25/24 Minutes**

- i) The Minutes of the meeting held on **31 January 2024** were approved.

**26/24 Planning**

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

**PLANNING**

24/00004/ROC: Kestrel Court Vyne Road Sherborne St John Hampshire RG24 9HJ

Proposal: Variation of Condition 1 of 21/01947/FUL to amend plan numbers to allow for retention of existing porch area to Unit 7 with other associated internal works

Observation Date: 22 January 2024

**RESOLVED:** No objection

- ii) Appeal 22/01669/OUT Land At Cranesfield. Noted the hearing date (21 Feb 2024) has been postponed. Reasons unknown but may be purely for logistical reasons.
- iii) 23/00863 Bobs Farm: Proposal from the developer to naming the road within the new development 'Oak Field Gardens'. Invitation to comment by 20 March 2024 (with reasons if any objection and a suggestion for an alternative name). The general feeling of the Council was no objection.

**27/24 Allotments**

- i) The Clerk delivered a report on outstanding payments for 2022 and 2023 (totalling £1,149.25). **RESOLVED:** MC to recover all outstanding payments with the 2024 invoices.
- ii) **RESOLVED:** MC to issue 2024 invoices.
- iii) Other matters:-
- Waiting list: to be managed by Ted Wilkinson. Priority will always be given to local residents
  - Master spreadsheet for plot holder: To be managed by the SSJPC Clerk so Ted Wilkson to communicate any changes
  - Ted is considering succession planning for end 2024 when he hopes to retire

**28/24 Village Matters**

- i) To receive an update from the Clerk on reports made to Highways for Hedges, gullies, and salt bins (Minutes 01/24 and 14/24)
- Salt Bin Kiln Road: Highways investigating.
  - Gullies need clearing on Elm Road: Highways investigating.
  - Salt bin Sherborne Road: Highways replied to say location does not meet criteria for a new salt bin.
  - Hedges junction Kiln Rd/Sherborne Rd. Highways replied to say doesn't require action at this time.
- ii) Noted report from HCC Highways concerning that the large mature oak tree on the west boundary of The Chute is a potential threat to highway users and recreation ground visitors. **RESOLVED:** the Grounds Manager is seeking quotes to remedy.

Authorisation for treeworks may take place using powers of emergency spend set-out in SSJPC's Financial Regulations (up to £1,000).

**29/24**

**Finance**

- i) **RESOLVED:** the Cash Flow Report and payments were approved. See Appendix A
- ii) Quotes for the installation of gated access to The Chute car park were discussed. The best location for its installation to be considered. Cllr Morgan and the Site Manager Terry Buller meeting contractors onsite to discuss. MC to look finance provision in 2024/25 budget and report back at the March meeting.

**30/24**

**Scribe**

- i) Cllr Davies reported that he's sent an email to Scribe but not heard back.
- ii) Next steps deferred until March meeting

**31/24**

**Parish Council Meetings in 2024**

- i) Noted reasons the frequency of full council convening (ability to be quorate) in 2024 is reduced.
- ii) **RESOLVED:** the Scheme of Delegation setting-out the Terms of Reference by which the discharge of functions will operate was approved and adopted.
- iii) **RESOLVED:** the Scheme of Delegation Policy is activated with immediate effect.
- iv) Meeting dates for 2024 set as follows:-
  - 27 March
  - 24 April
  - May (date to be confirmed as the Annual Parish Council Meeting must be held 4-18 days after the election on 02 May 2024)
  - 24 July
  - 25 Sept
  - 18 Dec

**32/24**

**Councillors Reports**

- RM delivered an update on the unauthorised encampment in The Chute car park

**33/24**

**Correspondence, AOB, urgent matters**

- i) Protocols for Operation Menai Bridge – replicate per Operation London Bridge until such time receive official notification of any other arrangements. MC to order a free framed official photo of Charles III.

**34/24**

**Election 02 May 2024**

- i) The Clerk delivered a report on the nomination process and timetable for SSJPC candidates:-
  - Nomination papers must be delivered by hand between 22 March and 04 April (10am-4pm) strictly by appointment.
  - Publication of candidates: 08 April (latest). IF 5 (or less) nominations received, all will be elected in seat.
  - Return of election expenses (even if nil return): 07 June 2024

**35/24**

**Date of next meeting**

- i) The date of next **Sherborne St. John Parish Council Meeting** will be held on **Wednesday 27 March 2024** in **The Chute Pavillion, Vyne Road, at 7:15pm**
- ii) Date and arrangements for the **Annual Parish Meeting** and the **Annual Parish Council Meeting of Sherborne St. John Parish Council:** deferred to the 27 March meeting.

Being no further business, Cllr Richard Morgan closed the meeting at 8:20pm.

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

## APPENDIX A

**Treasurers Account Balance:** 30 January 2024 £86,331.54

### Payments

<b>Payee</b>	<b>Detail</b>	<b>Amount £ (incl vat)</b>	<b>Method</b>
Member of public	Chute Hire Deposit Return	125.00	FPO
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Richard Morgan	Reimbursement expenses	2.40	FPO
West Mercia	Gas/Elec	901.78	DD
Castle Water	Water supply	75.40	DD
Mikes Garden Services	Hedge Cutting	700.00	FPO
O2	Mobile phone	50.32	DD
Basingstoke buses	Community Bus	66.66	FPO
Mikes Gardening Services	Hedge Cutting	570.00	FPO
RC Saunders	Instal Posbox	76.80	FPO
Member of public	Chute Hire Deposit Return	125.00	FPO
Member of public	Chute Hire Deposit Return	125.00	FPO
SLCC	Delivery of professional services	3,484.38	FPO
T. Buller	Expenses	14.31	FPO
BT	Broadband Chute	51.59	FPO
Staff Salaries	Salary	1,065.08	FPO
HMRC	Tax Mth 10	247.80	FPO
		<b>7,236.52</b>	

### Receipts

<b>Payee</b>	<b>Detail</b>	<b>Amount £</b>	<b>Method</b>
Member of Public	Chute Hire	149.00	FPI
Summit Judo	Chute Hire	230.00	FPI
Yoga	Chute Hire	197.00	FPI
Member of Public	Chute Hire	269.00	FPI
Member of Public	Chute Hire	251.00	FPI
Piccolo	Chute Hire	1,062.00	FPI
Member of Public	Chute Hire	261.50	FPI
		<b>2,419.50</b>	