



Sherborne St. John Parish Council

**MINUTES of the
SHERBORNE ST. JOHN PARISH
COUNCIL MEETING
Wednesday 27 March 2025
The Chute Pavilion, Vyne Road**

Councillors present: Richard Morgan – Chair (RM), Jane Bechelet (JB), and James Rowley (JR)
Plus: Councillors Rhydian Vaughan (HCC) and Simon Minas-Bound (Basingstoke & Dean BC).

Plus:

Melanie Camilleri (MC) – Locum Clerk & Responsible Financial Officer
Terry Buller (TB) – Grounds/Site Manager
Mike Greaves (MG) - Allotment Warden
And 5 members of the public

MINUTES

- 20/25** **Apologies for Absence:** Cllrs Carl Davies (CD) and Linda Agnew (LA). Rosie Burton (RB) - (Clerk & RFO)
- 21/25** **Declarations of interest:** None
- 22/25** **Minutes**
i) **RESOLVED:** the Minutes of the Ordinary Parish Council meeting held on **22 January 2025** were approved with changes to 16/25 reflecting Cllr Rowley had prepared the draft Procurement Brief and that Cllr Agnew was to source previous play park procurement records e.g score card.
- 23/25** **To receive a report from PC Simon Denton:** PC Denton did not attend nor send a report
- 24/25** **To receive a report from Councillor Rhydian Vaughan (Hampshire County Council)**
- Report Circulated
 - HCC going through devolution process
 - VE/VJ Celebration activities in local villages e.g. lunch on the green, talks, ceremony at the Memorial, Lighting the Beacon, BBQ
- 25/25** **To receive a report from Councillor Simon Minas-Bound (Basingstoke & Dean Borough Council)**
The Neighbourhood Plan – schedule now published on BDBC website: Reg 18 Autumn/Winter, Reg 19 2026, Adopted 2027.
- A discussion then took place around implications of revising housing targets. Agreed that SSJPC will approach Jo Brombley (BDBC's Principal Planning Officer) to: -
- 1) Request indicative housing target for SSJ (per section 70)
 - 2) Seek guidance on calling for sites to fulfil indicative target
 - 3) Ask what funding is available to assess availability of sites offered

26/25

Scheme of Delegation

- i) **RESOLVED:** All decisions made under the Scheme of Delegation (adopted on 28 February 2024) since the last meeting of full council held on 22 January 2025 were ratified: -

Matter under consideration	Decision made / to be ratified
1) To consider and resolve to approve a financial contribution (using powers of spend S137) towards entertainment and refreshments for the Sherborne St. John Fayre Summer 2025. Offered for the health and wellbeing of the community. Event organised by a team of volunteers from within the village.	Resolved by majority decision (Cllrs Morgan, Agnew, Rowley, and Bechelet) to make a financial contribution of £2.5K <u>subject to</u> sight and approval by SSJPC of the Event Plan with itemised costs. Invoicing to/settled by SSJPC for main suppliers. Operational costs e.g. use of facilities (Village Hall and The Vyne) subject to submission and approval of an Expense Form and receipts/invoice.
2) Chute: cleaning down and sealing the internal steel beam with a shrink proof silicon	Works proceeding based upon the estimate £270
3) Chute: Repair Emergency Lighting	Emergency works proceeding based upon the quote £167.50 + vat
4) Allotments: repair gates	Repair carried out by Allotment Warden cost £13.90 +vat

27/25

Public Question Time

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

- Solar Farm meeting attended by 45 residents – unanimous **not** in support. Organisations such as National Trust and Natural England were not satisfied with proposal e.g heritage and archaeological investigations. More dialogue required with National Trust (who has put in a Holding Objection) regarding site being unsuitable
- Reported to Cllr Simon Minas-Bound that there are many rubbish bags left on verges in need of collection by BDBC.

28/25

Finance: Part 1

- i) **RESOLVED:** SSJPC will make a £100 financial contribution (using powers of spend S137) towards Sherborne St. John's under 10s Boys Football Team's tour in Paris for the Europa Cup Tournament at PSG Parc De Princes Stadium.
- ii) To consider and resolve to approve a financial contribution towards The Villager Magazine printing costs in which SSJPC provide a monthly article for publication (using powers of spend under S142 'Provide information relating to Matters affecting local government'): matter deferred pending further information from The Villager

29/25

VE/VJ Day 80th Anniversary

- i) RM will discuss options for marking this Event on 05 May Bank Holiday with Cllr Vaughan (and others). Decision on Event to be made under the Scheme of Delegation.

30/25

Planning

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

25/00446/HSE: 23 Hewitt Road Basingstoke Hampshire RG24 9FL

Proposal: Loft Conversion

Decision: No Objection

24/01165/OUT: Bow Brook Farm Vyne Road Bramley Hampshire RG26 5DW

Proposal: Outline planning application for the construction of 50 dwellings with all matters reserved except for access

Decision: This application is not within Sherborne St. John, however, as SSJPC has been contacted for comment, SSJPC wish to express concern regarding the volume of additional traffic the construction of 50 dwellings will bring, particularly harm to the narrow/weak bridge south of Vyne Road, which vehicles (domestic and commercial) will use as a main route to/from the site.

- ii) The Sherborne St. John Neighbourhood Plan Monitoring Report produced by BDBC was noted. MC had completed and returned the BDBC Survey in support of the value of this report.

31/25 The Chute: Maintenance

- i) To consider and resolve to approve the quote for LED Lighting in the car park: Deferred to May Meeting
- ii) **RESOLVED:** TB to purchase a replacement microwave oven budget £200.
- iii) **RESOLVED:** to place a key to the Barrier entrance in the key safe
- iv) TB gave an update on considerations in sourcing a replacement gas heater through SMS Heating. Further update to follow.

32/25 Play Park Annual Safety Inspection

- i) To note the report from BDBC's 2025/26 inspection and resolve to agree actions in relation to repairs

Noted the inspector had raised issues with the Zip wire stop and climbing net bolts. C to seek quotes for repairs from the installer, Vitaplay.

MC is seeking log-in access to the BDBC Play Park Portal to view full report.

33/25 Finance: Part 2

- i) **RESOLVED** the Cash Flow Report and payments were approved
- ii) **RESOLVED** the Bank Reconciliation prepared by the Locum and signed-off as correct by Members of the Council was approved
- iii) MC reported that Scribe has set-up SSJPC's 2025/26 accounts. RB will now access SSJPC's Scribe accounts to review and prepare for data entry for the new financial year. In addition, assess capability of managing Allotment Invoices and Chute Bookings
- iv) To consider and set the level of annual financial contribution from Sherborne St. John Football Club for operating from The Chute: deferred to the May meeting

34/25 Allotments

- i) MG delivered an overview of his inspection report of Elm Road. All actions underway e.g. trees and hedges.
- ii) Noted that RB will update the Database to reflect recent changes in tenancies. RB will then issue the 2025-26 invoices/agreement by 30 April
- iii) To consider a report from Cllr Davies on a full list of issues and questions in respect of the Marnel Park for sending to BDBC (before SSJPC can take-on the site): Request that CD put questions in writing and circulate to all Councillors in advance of the May meeting.

35/25 Lengthsman

- i) To identify jobs for the 2025/26 allocation: MC to seek confirmation that funding is in place from HCC.
- ii) JB will seek indicative costs for the repair of the heritage telephone kiosk before allocating job i.e. through Lengthsman scheme of elsewhere if no longer funded by HCC.

36/25 Councillors Reports

JB

Member of public has got in touch regarding problem with the stream in her back garden (flooding). She suspects caused by work being carried out at a property upstream. Advised that she should approach the Environment Agency.

JR

Letter received seeking feedback regarding Cranesfield Play Park. Agreed this should be responded to on an individual level (rather than collective response from SSJPC)

37/25 Correspondence, AOB, urgent matters

- i) Noted the Devolution Consultation taking place until 13 April 2025
- ii) Noted the temporary closure of Sherborne St. John FP18, restricted Byway 701, and Bromley FP702
- iii) Agreed that the **Sherborne St. John Annual Parish Assembly** will take place on **21 May 2025 7:15pm** in The Chute before the SSJPC Annual Parish Council Meeting.

38/25 It was agreed that it wasn't necessary to close Agenda item 39/25 to members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) by reason of the confidential nature of the business to be discussed.

39/25 Play Park Project

- i) To consider and resolve to approve
 - the procurement plan prepared by Cllr Agnew, covering project scope and budget
 - the selection of three suppliers to invite to tender
 - next steps

Agreed actions

- Once Cllr Agnew has returned from holiday and provided her comments to Cllr Rowley on the Procurement Brief, Cllr Rowley will send the final Procurement Brief to the Clerk so that she may approach the three agreed suppliers (in April).
- The three agreed suppliers will be given 21 days in which to submit their tenders.
- The Tender Selection Panel
 - will comprise Cllrs Rowley, Agnew, Bechelet, and the Clerk.
 - meeting date to be determined. Dependency: when in April the Procurement Brief is issued, and after the 21 day deadline in which they submit their tender.
- Recommendation on selection will be made to full council at the meeting 21 May.

40/25 Date of next meeting

The **Sherborne St. John Annual Parish Council Meeting** will take place on **Wednesday 21 May 2025** in **The Chute Pavilion, Vyne Road** commencing immediately after the **Sherborne St. John Annual Parish Assembly** which starts at **7:15pm**

Being no further business, RM closed the meeting at 9:45 pm.

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING