

SHERBORNE ST JOHN PARISH COUNCIL

Draft Minutes of the Sherborne St John Parish Council Ordinary Parish Council Meeting held at 7.30p.m in The Chute Pavilion, Vyne Road Sherborne St John, on Monday 29th April 2019

Planning Matters:

Planning applications are detailed in an addendum at the end of these minutes.

Present:

Cllr R Morgan Chairman Cllr N Rougier Vice-Chairman Cllr C Davies Treasurer
Cllr R Cooper Mrs P Mayo Parish Clerk 4 parishioners

29.19 Apologies for absence

Apologies were received from Cllrs Vaughan & Agnew.

30.19. Minutes of the meeting 25.3.2019

24.19d It was noted that it is not the 30mph sign that is down but the sign leaving the Village.

Cllr Davies proposed acceptance of the amended minutes of 25th March 2019, seconded by Cllr Rougier and signed as accurate by Cllr Morgan as Chairman.

31.19. Matters arising from the minutes

5.18c. West End Footpath – investigating ownership at present with farmer/HCC – cost assessed as £150 to improve safety. **PM.**

15.19i New speed equipment received and now in use.

24.19 h. Contractors appointed to carry out tree work on Village Green & Chute Recreation grounds, & also to install barriers around Village Green.

24.19d Awaiting replies re 1) A340 work & quote for Vyne Road., 2) from HCC re signage at junction Elm Road and A340 and

3) reply from Cllr Robinson re potential new junction at Rooksdown Rd.

24.19f. Lengthmen has completed work for 2018/9. Parish Clerk asked to compile a list of jobs to be undertaken during 2019/20. **PM**

26.10b. No employees wish to take up pension entitlement.

32.19. Councillors Comments

Problems were noted re the lay-by near Gales Garage on A340 with lorries using the area to park & rubbish left. This is access to 2 properties. Cllr Robinson has raised the issue with BDBC.

33.19. Open Forum

Mr Wilkinson, the Neighbourhood Watch co-ordinator, reported on the current situation and asked the Parish Council to purchase some new signs to put up in relevant places. He will investigate cost & report back for a decision. **EW**

Mr W Edwards commented that the Elms on Dark Lane had been cut down to severely. Until Mr Buller is available he will retain the gate key to the Village Green to allow access to the appointed contractors. **JWE**

34.19. Chute Facilities

1. It was decided that a meeting needed to be called for Councillors and Paul Saunders, for the Tennis Club, to discuss and agree a new licence for the use of the courts and Pavilion facilities. The Tennis Coach from Odiham will also be invited to attend. **NT/PM**

2. A meeting will also be arranged between the Parish Council and all current Pavilion & Recreation ground users to discuss any problems. **PM**

3. Installation of WIFI at the Pavilion. After discussion it was agreed unanimously that there was no call to install WIFI especially with the on going costs it would entail.

35.19. Parish Matters

1. Solicitor – leases, licences. The Parish Clerk & Cllr Rougier have received draft documents to review and amend if necessary & return to Mr Pender for finalisation. The Parish Clerk also confirmed that all Parish Council deeds would be delivered to the Solicitors for review & safe keeping. **PM/NR**

2. Transport/Infrastructure. – see lay-by issue above. 32.19 .

a. Traffic calming A340 West End. Review design plans. b. Traffic calming Vyne Road into Village. Still no information received,

4. GDPR update. – SSJ Policy – Cllrs Morgan & Davies agreed that there was no need to have a specific policy as the Parish Council does not hold sensitive or personal details only e mail addresses.

5. Lengthsman's tasks . The Parish Clerk asked all present to send her any items to be included in their work for 2019/20. **ALL**

6. Allotments. Post & rail fence/gate at Moss Hill onto Sherborne Road needs repair. **PM**

Moss Hill has 2 vacant allotments. Parish Clerk to re contact Rooksdown & also Popley area. **PM**

7. Renovation of Village Green & tree work. The Chairman asked the Parish Clerk to contact the contractors to cut the Green in time for the Village Hall's fete on 22nd June 2019. **PM**

Mr W Edwards asked the Parish Council to plant a large Oak tree in the centre of the green, with a protective shield around the base. He will investigate the cost and report back. The Parish Clerk will ask National Trust whether they can supply a tree. **JWE/PM**

8. New Speed equipment. Received and in operation.

9. Website, Cllr Davies informed the Parish Council that under W3C accessibility regulations they could no longer provide access to their website for the Village Hall. Cllr Morgan will inform them that they need to create their own website.

10. Confirmation of new Parish Council meeting dates to accommodate new Yoga sessions. After discussion the new dates for Parish Council meetings was agreed unanimously, with the 2 in May being joined together on Wednesday 15th May 2019. As Cllr

Agnew has not replied to the Parish Clerk's request for information Cllr Morgan will contact her to ascertain if she has a problem with the new dates which can be resolved.

RM

36.19. Correspondence Received

- a. Name for Dark Lane houses. Cllr Davies proposed the new houses should be named as 1-6 Watercress Cottages, suggested by the developer, seconded by Cllr Morgan and carried unanimously by all Councillors present. **PM**
- b. A resident had contacted the Parish Clerk concerning a large Oak tree on her boundary which may be dangerous. Parish Clerk is in process of trying to ascertain the owner of the land. **PM**

37.19. Finance

a. Payments. The Councillors reviewed the schedule of payments listed below made by the Parish Clerk on the Parish Council's behalf since the last meeting and all present signed as accurate

	<u>Apr-19</u>		<u>VAT</u>	<u>Parish</u>	<u>Chute</u>	<u>Grant</u>	<u>Total</u>
			<u>Reclaimed</u>				<u>with VAT</u>
26.3.19	S Electric	electricity	3.50		66.50		70.00
29.3.19	PJH Window cleaning	chute windows			60.00		60.00
29.3.19	Datacentre	website	10.00	50.00			60.00
29.3.19	Village Hall	coffee morning		32.80			32.80
30.3.19	BDBC Mtce contract	yrly mtce contract	716.01	3580.06			4296.07
31.3.19	Morlock Signs	speedwatch equip	63.00	315.00			378.00
10.4.19	Castle Water	allotments		75.26			75.26
10.4.19	HALC	yearly subscription		472.00			472.00
31.3.19	Rokill	vermin	21.00		105.00		126.00
31.3.19	HouseProud	cleaning	62.00		310.00		372.00
10.4.19	CPRE	yrly subscription		36.00			36.00
13.4.19	Booker	chute supplies	12.74		63.72		76.46
13.4.19	Village Hall repayment	Band night		-300.00			-300.00
14.4.19	Macro	toilet supplies	4.40		21.98		26.38
14.4.19	Currys	flash drives	6.00	29.98			35.98
14.4.19	O2	telephone	1.98	9.91			11.89
14.4.19	O2	telephone	5.74	28.72			34.46
14.5.19	Basingstoke Locksmiths	repair lock	12.57		62.83		75.40
14.5.19	Curry's	I cloud storage	10.00	50.00			60.00
23.4.19	Lightatouch	int audit		395.00			395.00
27.4.19	April salaries & exps	salaries	1.00				1247.18
27.4.19	SSE	electricity	3.50		66.50		70.00
25.4.19	Office Direct	office stamp	5.19	25.94			31.13
	Total		938.63	5559.91	1243.47		7742.01
	Total less VAT	6803.38	VAT	reclaim	quarterly		

b. Reimbursement of donation re Band Night at Village Hall. Cllr Morgan confirmed that only 60 tickets were sold and that the Village Hall had reimbursed the Parish Council half of the money, £300, as agreed.

c. Audit 2018/9 for agreement & signing for submission to Audit Commission
The Parish Clerk had e mailed copies of the completed internal audit for 2018/9. Cllr Davies proposed acceptance of the completed forms, seconded by Cllr Rougier and carried unanimously by Councillors present. Cllr Morgan signed as Chairman with the Parish Clerk who will submit the Annual Governance and Accountability Return 2018/9 to the External Auditors PKF Littlejohn LLP. **PM**

d. Salaries review for Parish Council Staff. The Councillors had already held a meeting and confirmed a unanimous agreement to award the hourly rates in line with NALC national salary awards 2019/20.

38.19. Close

The Chairman Cllr Morgan closed the meeting at 8.40p.m.

Planning Committee met at 7.00pm Chute Pavilion 29th April 2019

The Planning Committee supplied the following report to the Parish Clerk for inclusion as an addendum to the minutes of the main meeting. Details to be sent to Cllr Robinson for information.

Application no	Address	Description of work	Actions
19/00880/HSE	Silver ring 13	Increase in ridge height to single	Parish Council will support neighbours

	Manor rd	storey side ext approved under PD application	objections – raising roof height will be overbearing on the neighbouring property because of the very significant drop in ground levels & will be visible to the road because of the increased height & significant drop in ground levels as the road has a steep incline up a rise.
19/00293/HSE	7 Manor Road	Amendment to application re location of double garage	Request plans of new position of garage
18/03679/FUL	Bob's Farm	amendments to application	Check with Mr Whitmarsh it is as he informed the PC.