



## Sherborne St. John Parish Council

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

**Wednesday 25 September 2024  
The Chute Pavilion, Vyne Road**

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Councillors present: Richard Morgan – Chair (RM), Jane Bechelet (JB), Carl Davies (CD), Linda Agnew (LA), 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 – Grounds/Site Manager  
Allotment Wardens (Ted Wilkinson, Mike Greaves, John Reed)  
6 members of the public

### MINUTES

**94/24**

**Public Question Time**

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

Allotment Plot holder: Plot holder made representation to the Councillors following receipt of a 'Notice to Quit'. Photographs presented as evidence. Agreed that the Notice is withdrawn pending finding a discussion between the plot holder and the Warden, Mike Greaves and agreeing a way forward.

Footway alongside the A340 is in need of clearance. This footway is the responsibility of HCC. Cllr Vaughan will make the report.

**95/24**

**To receive a report from PC Simon Denton:** Report sent by email:

- 1 robbery
- 6 firearms or shotgun license holder certificates
- 2 domestics
- 1 stalking
- 1 criminal damage (Chute Rec Grd)
- 1 theft
- 3 non-dwelling burglary

**96/24**

**To receive a report from Councillor Rhydian Vaughan (Hampshire County Council)**

- Universal Select Committee has identified £175M shortfall to find by 2025/26. Report produced giving recommendations on areas of savings e.g. reduction in street lighting times (under guidance from the police). Report to be submitted to cabinet for consideration. £2M/day is being spent on Adult & Child Social Care.

**97/24 To receive a report from Councillor Simon Minas-Bound (Basingstoke & Dean Borough Council)**

- He'll be sending a formal letter regarding consultation on proposed changes to NPPF. Whilst the impact of the proposed changes on adopted Neighbourhood Plans is unclear, SSJPC's Neighbourhood Plan has strong protections e.g. designated Greenspaces to protect the strategic gap.

**98/24 Apologies for Absence: None**

**99/24 Declarations of interest: None**

**100/24 Minutes**

- i) The Minutes of the Parish Council meeting held on **24 July 2024** were approved

**101/24 Scheme of Delegation**

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

<b>Matter under consideration</b>	<b>Decision</b>
Safeguarding Policy	Policy approved and adopted.
Health and Safety Policy	Policy approved and adopted.
<u>24/01559/RES:</u> Pippins Monk Sherborne Road Sherborne St John Hampshire RG24 9LH <u>Proposal:</u> Erection of a 4 bed dwelling and detached garage following outline permission 22/02313/OUT	OBJECT for the following reasons: - 1. It would be too large and does not comply with the outline permission. 2. It would be out of keeping with the neighbouring properties in terms of street scene and materials 3. It presents overlooking and light issues to the immediate neighbours 4. The triple garage roof is excessive in terms of height and does not warrant skylights nor laundry and washing connections (it gives rise to the question of its use not being subordinate to the main dwelling).
HCC ROWT Village Path Warden Grant	Application for £500 grant for 1) the Footpath Warden to attend Brushcutter training courses and 2) purchase Brushcutter and PPE equipment. Application approved by HCC. Balance funds to be met by SSJPC: £728.32 <u>Action:</u> Courses to be booked (subject to Footpath Warden's availability) and equipment purchased (one item out of stock so awaiting guidance from HCC ROWT)
Request from the Parochial Church Council for a financial contribution towards mowing costs for the cemetery that it maintains on behalf of the community.	Approved £540 (representing 50% cost)
The Community Infrastructure Grant 2024/25: The Chute Pavilion Refurbishment Project  Invitation by BDBC to submit full application by 20 Sept 2024.	The full application for the installation of a new boiler, refurbishment of the toilets/changing rooms, and drain repairs was approved and submitted to BDBC.

102/24

## Planning

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

**T/00411/24/TCA:** Cleeves 4 West End Sherborne St John Hampshire RG24 9LF

**Proposal:** 1- remove two lower limbs overhanging shed roof 2- reduce southeast side of ash tree back towards fence line while maintaining shape. Reducing by 2-3 meters in width leaving approximately 7 meters width

**Observation date:** 05 September 2024

**Decision:** No objection

**24/01939/LBC:** The Vyne Vyne Road Sherborne St John Hampshire RG24 9HL

**Proposal:** Replacement timber gate to the walled garden (including unauthorised works).

**Observation date:** 20 September 2024

**Decision:** No objection

**24/01962/HSE:** 14A Manor Road Sherborne St John Hampshire RG24 9JJ

**Proposal:** Alterations to fenestration on front elevation. Proposed bay window.

**Observation date:** 25 September 2024

**Decision:** No objection

**24/02126/HSE:** 23 Cranesfield Sherborne St John Hampshire RG24 9LN

**Proposal:** Single Storey rear extension. Erection of single storey, double garage with pitched roof.

**Observation date:** 08 October 2024

**Decision:** By majority decision, object: the proposed garage is in front of the notional building line – here is precedent to object from previous applications in a similar position in the village

**24/02147/HSE:** 25 Hewitt Road, Basingstoke Hampshire RG24 9FL

**Proposal:** Single storey rear extension. Erection of single storey, double garage with pitched roof.

**Observation date:** 11 October 2024

**Decision:** No objection. *This decision was made using the Scheme of Delegation.*

103/24

## Aldermaston Road Solar Farm

- i) Cllr Rowley and Phillip Williams (of ET Planning) delivered a report on the scoping application (which is due to be determined by early October). Discussions with Bramley and Pamber Heath Parish Councils have taken place. A meeting with RWE has been set for 14 October. Key considerations in terms of site specifics cover flooding, protected species, wildlife corridor, ancient woodland, trees of special interest.

- ii) **RESOLVED:** ET to produce and submit a letter on the scoping application on behalf of SSJPC.

Other actions to include:-

- Attend RWE meeting 14 Oct
- Hold pre meeting with Bramley and Pamber Heath Parish Councils
- Hold public meeting at The Chute (after the 14 Oct meeting)

104/24

## CIF Application 2024/25: Chute Pavilion Refurbishment Project

- i) Noted the application, Project Plan, and supporting documentation has been submitted to BDBC and that the outcome will be known by 18 October 2024

- ii) **RESOLVED:** in the event SSJPC's application is successful, implementation of the Project Plan may be initiated as from week commencing 21 October 2024.

**105/24 Heating at The Chute**

- i) One heater being 'end of life' was considered. Agreed that the Site Manager, Terry Buller, will seek quotes for the newer model available of this heater.

**106/24 Play Park Project**

- i) MC reported that potential project budget up to £71,596.91. Sourced from earmarked Play Park Capital Spend, CIL, S106. Plus, S106 available yet to claim.
- ii) Cllr Rowley presented his Play Park Project Proposals. This was identified as a target in the SSJPC Neighbourhood Plan. Next steps: -
- Consultation on requirements and design (the school, Piccolo Pre-School Nursery)
  - Engagement with BDBC and play park equipment providers

**107/24 Finance**

- i) **RESOLVED:** the Cash Flow Report and payments were approved (see Appendix).

**108/24 Lengthsman**

- i) Noted the current balance funds remaining for the municipal year 2024/25 is £210+vat).
- ii) **RESOLVED:** Lengthsman's quote for hedge-cutting (incl A340 Sunnyside Allotments and Memorial Bush) was approved. Funded from balance under the Lengthsman Scheme 2024/25 with balance funded by SSJPC directly. *This decision was made using the Scheme of Delegation.*

**109/24 Allotments**

- i) **RESOLVED:** the following documents produced by the Wardens were approved:
- List of Warden Duties
  - Allotment Tenancy Agreement (subject to changing notice period for rent increases to three month)
- ii) The 2025 charges for each site and plot sizes (including over 65s discounts) will be considered at the Nov meeting. **RESOLVED:** charges will now move to each financial year (wef 01 April 2025). All allotment holders will therefore receive three months rent-free for the period Jan – March 2025.
- iii) Noted that the 01 April 2025 – 31 March 2026 Allotment invoices will be issued during Feb/March 2025.
- iv) MC to send the database to the Wardens to review and update contact details, and to maintain in terms of content.
- MC reported that 2023 and 2024 rents remain outstanding for a small number of plots. The Wardens to review the plot holder contact details recorded in the database and make direct contact with the plot holders before determining further action.

**110/24 Tennis Courts**

- i) To consider and resolve to approve arrangements and fees in relation to the advertising and hire of tennis courts. *Deferred to Nov Agenda.*

**111/24 Governance**

- i) **RESOLVED:** the S137 Grant Policy and Application Form were approved, subject to the inclusion of 'source of balance funds' on the application form.

**112/24 Remembrance Sunday Parade**

- i) To note the invitation from His Worshipful Mayor of Basingstoke and Deane, Cllr Dan Putty, to join him for the Remembrance Sunday Service on Sunday 10 Nov 2024 11am at the War Memorial, Civic Offices, Basingstoke Hants. The RAF Odiham Chinook flypast over Basingstoke is scheduled at 10:57.

- ii) As there is a local Service in place, there will be no Parish Council representation to this B&D event.

**113/24 Councillors Reports**

**RM**

- The Chute Land is in the process of being registered with HM Land Registry using a solicitor
- Consideration is being given to ownership of land at the end of Cranfield (currently owned by The Crown)
- At the Nov meeting full council will consider the 2025/26 Budget and Precept requirements

**114/24 Correspondence, AOB, urgent matters: None**

**115/24 Date of next meeting**

- i) The date of the next **Sherborne St. John Parish Council Meeting** will take place on **Wednesday 27 November 2024** in **The Chute Pavilion, Vyne Road, at 7:15pm**

Being no further business, Cllr Richard Morgan closed the meeting at 8:35pm.

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

**APPENDIX**

**Treasurers Account Balance:** 29 Aug 2024 £113,376.91

**Payments: 17 July – 29 Aug 2024**

<b>Date</b>	<b>Method</b>	<b>Payee</b>	<b>Details</b>	<b>Amount</b>
18 July 2024	BACS	Member of public	Deposit refund	251.00
18 July 2024	BACS	Member of public	Deposit refund	287.50
18 July 2024	BACS	Member of public	Deposit refund	65.00
20 July 2024	BACS	BDO	External Audit	504.00
26 July 2024	BACS	Member of public	Deposit refund	125.00
26 July 2024	BACS	Member of public	Deposit refund	65.00
26 July 2024	BACS	Clerk	Expenses	34.65
26 July 2024	BACS	Site Manager	Expenses	49.06
30 July 2024	BACS	Staff Salaries	July	2,223.44
30 July 2024	BACS	HMRC	Mth4	1,175.46
30 July 2024	BACS	Basingstoke and Dean BC	Community Transport	133.32
01 Aug 2024	BACS	SSJ Village Hall	Coffee Morning	84.60
02 Aug 2024	BACS	Ideal Car	Mower repair	120.00
03 Aug 2024	BACS	Basingstoke and Dean BC	Community Transport	66.66
03 Aug 2024	BACS	SMS Heating	Boiler Service	720.00
03 Aug 2024	BACS	Larkstel Ltd	Tennis Courts weeds	216.00
07 Aug 2024	DD	Rokill	Pest Control	139.92
20 Aug 2024	BACS	Basingstoke and Dean BC	Community Transport	66.66
16 Aug 2024	DD	O2	Mobile	52.76

20 Aug 2024	BACS	Trafalgar Cleaning	Repairs	338.03
20 Aug 2024	BACS	RC Saunders	Cut back vegetation	90.00
22 Aug 2024	BACS	Member of public	Deposit Refund	65.00
22 Aug 2024	BACS	Basingstoke and Dean BC	Community Transport	66.66
27 Aug 2024	BACS	Staff salaries	August	2,013.30
27 Aug 2024	BACS	Site Manager	Expenses	33.48
27 Aug 2024	BACS	HMRC	Mth5	994.86
28 Aug 2024	BACS	Scribe	Renewal	489.60
29 Aug 2024	DD	BT	Broadband	55.38
23 Aug 2024	BACS	RC Saunders	Refund	-90.00
				<b>£10,436.34</b>

#### Income Received

Date	Ref. No.	Sender	Details	Amount
July		Member of Public	Allotment	60.00
July		Yoga Bliss	Hire	348.00
Aug		Summit Judo	Hire	205.95
Aug		HCC	County Cllr Grant	1,000.00
Aug		Member of Public	Hire	170.00
Aug		Member of Public	Hire	100.00
Aug		Member of Public	Hire	209.00
Aug		Member of Public	Hire	197.00
				<b>£2,289.95</b>