



## Sherborne St. John Parish Council

By Order of Melanie Camilleri, Clerk/RFO

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10 May 2024

Dear Councillor,

You are hereby summoned to attend the  
**ANNUAL PARISH COUNCIL MEETING OF  
SHERBORNE ST. JOHN PARISH COUNCIL**  
on **WEDNESDAY 15 MAY 2024**  
in the at **The Chute Pavilion, Vyne Road, RG24 9HX**  
To transact the following business.

The Meeting will commence immediately after the  
**ANNUAL PARISH MEETING**  
which commences at **7:15pm**

The public and press are welcome to attend.

### AGENDA

- 53/24** Councillors' Acceptance of Office (signed declarations) following the 02 May election
- 54/24** Election of the Chair for the municipal year 2024/25
- 55/24** Election of the Vice-chair for the municipal year 2024/25
- 56/24** Public Question Time
- 57/24** Apologies for absence
- 58/24** Declarations of Interest
- 59/24** **Minutes:** to consider and resolve to approve the Minutes of the Parish Council's Meeting held on **27 March 2024**
- 60/24** **General Powers of Competence (under Localism Act 2011)**  
i) To resolve that SSJPC meets the eligibility criteria and declares General Powers of Competence
- 61/24** **Councillor vacancy**  
i) To receive a written application for the office of parish councillor and resolve to co-opt to fill the vacancy.
- 62/24** **Governance**
- s29(1) of the Localism Act 2011: resolve to confirm Councillors' Register of Interests are published and up to date.

- To resolve to confirm Councillor's commitment to abide by The Local Government Association's Model Councillor Code of Conduct
- To agree dates of all Ordinary Meetings of full council up to and including the next Annual Parish Council Meeting in 2025.
- To resolve to adopt the following Policies and Procedures: -
  - Standing Orders
  - Financial Regulations
  - General Reserves Policy
  - Publication Scheme and FOI Requests
  - Complaints Policy

**63/24 Finance Part 1: Annual Governance**

- i) To resolve to approve the signatories on the Council's Bank Accounts for orders of payment
- ii) To resolve to appoint a Councillor to at least once in each quarter, and at each financial year end, verify bank reconciliations (for all accounts)
- iii) To resolve to approve continuation of variable DD payments set-up
- iv) To note the Annual Subscriptions
- v) To confirm insurance cover in respect of all insured risks, as set out in the Asset Register (including land and building assets)

**64/24 Finance Part 2: Internal and External audit**

- i) Annual Governance and Accountability Return 2023/24 Form 3
  - a. To resolve to confirm that there are no conflicts of interest with the external auditor, BDO LLP
  - b. To receive and note the Bank Reconciliation ending 31 March 2024
  - c. To receive and note the Internal Auditor's Report
  - d. To consider and resolve to approve Section 1 – Annual Governance Statement
  - e. To consider and resolve to approve Section 2 – Accounting Statements
  - f. To consider and resolve to approve the Explanation of Significant Variances Report
  - g. To resolve to approve the dates for the period of the exercise of Public Rights and Publication of unaudited Annual Governance and Accountability Return

**65/24 Finance Part 3: Payments**

- i) To resolve to approve the Cash Flow Report and payments
- ii) To resolve to approve the Bank Reconciliation prepared by the RFO and signed-off as correct by Members of the Council

**66/24 Planning**

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

**T/00202/24/TCA:** Swan Cottage 5 Kiln Road Sherborne St John Hampshire RG24 9HS  
 Proposal: Cherry tree crown reduction by 1-2 meters taking the height from approximately 7 meters to approximately 5 meters with a finished approximate canopy spread of 4 meters  
 Observation Date: 07 May 2024

**24/00931/LBC:** The Vyne Vyne Road Sherborne St John Hampshire RG24 9HL  
 Proposal: Listed Building Consent to revert two rooms (kitchen and bathroom) within redundant Buttery Flat back into one single room, to include removing the stud wall and modern splash back tiles and any kitchen or bathroom plumbing  
 Observation Date: 22 May 2024

**24/00948/ROC:** 17 Paice Gardens Basingstoke Hampshire RG24 9NX  
 Proposal: Variation of condition 1 of 23/02358/HSE to increase size of dormer for headroom to bedroom  
 Observation Date: 22 May 2024

**T/00212/24/TPO:** 23 Cranesfield Sherborne St John Hampshire RG24 9LN

Proposal: Full removal of - Goat Willow (T1).

Observation Date: 24 May 2024

**T/00224/24/TCA:** The Grange Nursing Home Vyne Road Sherborne St John Basingstoke Hampshire

Proposal: T5901 Ash: fell to ground level. Replace with native hardwood T5914 Ash: fell to ground level

Observation Date: 24 May 2024

**24/00752/FUL:** The Grange Nursing Home Vyne Road Sherborne St John Hampshire RG24 9HX

Proposal: Erection of 4 no. 3 bed dwellings (2 no. pairs of semi detached dwellings) with parking and amenity space

Observation Date: 28 May 2024

ii) **42A Manor Road** – Planning Appeal

Planning Ref: 23/02981/HSE

BDBC Appeal Ref: 24/00014/REF

Inspectorate Appeal Ref: APP/H1705/D/24/3342482

To resolve on whether the Parish Council wish to withdraw any representations it made on the application (request to the Planning Inspectorate by 23 May 2024)

At the meeting 13 December 2023 (135/23), SSJPC determined ‘No Objection’

iii) **Weybrook Farm** – Planning Breach Appeal APP/H1705/C/07/2036433

To note the report of a breach in conditions for planning 17/02580/FUL (change of use Agricultural Store to commercial B8 use) and SSJPC’s recommendation to report the matter to BDBC’s Enforcement Officer

**67/24 Public Footpaths**

i) To consider and resolve on the Parish Council’s support for a Public Path Order to Hampshire County Council to change the definitive map by diverting footpath no 502 at Mill House.

ii) To note that on 03 April 2024, Hampshire County Council approved an application to change the definitive map for a partial diversion of footpath no 15.

**68/24 Lengthsman**

i) To note that the Lengthsman Scheme will continue for 2024/25 and 2025/25 at the same level of support (£1,000 per financial year).

ii) To sign the Lengthsman Scheme Agreement (operated through Pamper Parish Council, Clerk/RFO Chris Gunnell)

iii) To consider jobs for the Lengthsman

**69/24 Councillors Reports**

**70/24 Correspondence, AOB, urgent matters**

**71/24 Date of next meeting**

i) If agreed, the date of the next **Sherborne St.John Parish Council Meeting** will take place on **Wednesday 26 June 2024** in **The Chute Pavillion, Vyne Road.**