



Sherborne St. John Parish Council

By Order of Alison Heward Clerk
& Rosie Burton RFO

☎ 07399 213133

✉: clerk@sherbornestjohn-pc.gov.uk

20th May 2026

Dear Councillor,

You are hereby summoned to attend the
**ANNUAL PARISH COUNCIL MEETING OF
SHERBORNE ST. JOHN PARISH COUNCIL**
on **WEDNESDAY 27th MAY 2026**

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. Please note that the meeting will be recorded for administration purposes only.

AGENDA

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| 40/26 | Co – opt of new Parish Councillor |
| 41/26 | Election of the Chair for the municipal year 2026/27 |
| 42/26 | Election of the Vice-chair for the municipal year 2026/27 |
| 43/26 | Apologies for absence |
| 44/26 | Declaration of Interest |
| 45/26 | Public Question Time |
| 46/26 | Minutes: to consider and resolve to approve the Minutes of the Parish Council's Meeting held on 25th March 2026 |
| 47/26 | General Powers of Competence (under Localism Act 2011)
i) To note that SSJPC does meet the eligibility criteria to declare General Powers of Competence |
| 48/26 | Governance <ul style="list-style-type: none">• 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 2026.
- To resolve to adopt the following Policies and Procedures: -
 - Standing Orders
 - Financial Regulations
 - General Reserves Policy
 - Publication Scheme and FOI Requests
 - Complaints Policy

49/26 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) and resolve to approve seeking additional cover where there is a shortfall

50/26 Finance Part 2: Internal and External audit

- i) Annual Governance and Accountability Return 2025/26 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 2026
 - 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

51/26 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

52/26 Report for Cllr Rhydian Vaughan

53/26 Report from Cllr Simon Minas Bound

54/26 Scheme of Delegation

Scribe Booking System approved by chair at Demo held on 12th May 2026

55/26 Planning

To consider applications received and resolve on recommendations to be made to BDBC Planning Authority.

i) **26/01030/VLA**

Location: Land at Park Prewett Hospital Park Village, Aldermaston Road, Sherborne St John, RG24 9JY

Proposal: Variation of S106 agreement attached to BDB/37260 to vary mortgagee exemption clause

Grid Ref: 462380, 155493

Observation date: 23rd January 2026

56/26 The Chute Maintenance

- i) Scale Out System to be replace – 28th May 2026 (already approved)
- ii) To consider, resolve and approve a deep cleaning of the Chute Pavilion interior
- iii) To consider, resolve and approve hire of the Chute Pavilion prices, invoices to be issued by RFO, timescale to be considered
- iv) New Hire Agreement for the Chute Pavilion
- v) To consider, resolve and approve Boiler Room to be divided into Plant Room & Storage Room, current storage to implement health & Safety standards.

57/26 Allotments

Update from warden.

58/26 Scribe package additions The Chute bookings

To consider and resolve to approve costs to implement an additional package to scribe

59/26 Playground surface replacement

To resolve to approve the quote for replacement of surface of playground due to incorrect installation.

60/26 SSJPC Website

To consider and resolve improved website by current provider Emango.

61/26 Councillors Reports

62/26 Correspondence, AOB, urgent matters

63/26 Next Parish Council Meeting

If agreed, the date of the next **Sherborne St. John Parish Council Meeting** will take place on **Wednesday 22nd July 2026** in **The Chute Pavillion, Vyne Road.**

64/26 Confidential Session

MEETING TO BE OFFICAILLY CLOSED BY CHAIR