



Sherborne St. John Parish Council

**MINUTES of the
SHERBORNE ST. JOHN PARISH COUNCIL
PARISH COUNCIL MEETING
Wednesday 25 January 2023.
The Chute Pavilion, Vyne Road**

Councillors present: Richard Morgan – Chair (RM), Jane Bechelet (JB), James Rowley (JR), Linda Agnew (LA), and Councillor Jay Ganesh (Basingstoke & Dean BC).

Plus: Melanie Camilleri (MC) – Locum Clerk/Responsible Financial Officer
Terry Buller – Grounds/Site Manager
Three members of the public

MINUTES

- 01/23** **Apologies for Absence:** Cllrs Carl Davies (CD) and David McIntyre (DM)
- 02/23** **Declarations of interest:** None
- 03/23** **Minutes:** the Minutes of the Parish Council Meeting held on **14 December 2022** were approved
- 04/23** **Open Forum & Parish Matters**
Period of time designated for Public Participation in accordance with the Standing Orders. Actions arising:-
- Representation was made for SSJPC to submit ACV applications for all Allotments under the PC's care. See Agenda 12/23 i)
 - Allotment invoices due to be issued. Wait until Rent reviews considered at the 22 Feb meeting. Plots which have been vacated may be re-allocated to those on the waiting list.
 - Overgrow hedges along stretch of Kiln Road to Sherborne Road. Need to be cut before end of Feb (pre bird season). MC to contact HCC Highways.
- 05/23** **To receive a report from Councillor Rhydian Vaughan (HCC):** Cllr Vaughan did not attend
- 06/23** **To receive a report from Councillor David McIntyre (Basingstoke & Dean BC):** Cllr McIntyre did not attend so Cllr Jay Ganesh delivered the following report:-
- Cllrs Ganesh and McIntyre having been doing the rounds to identify and report potholes to HCC Highways. They have to be a certain size (tennis ball) before HCC will fill
 - Cllr McIntyre has reported the two missing wooden posts from the chicane at Elm Road
 - Cllr McIntyre has chased the Gullies and Culverts Team about the drains outside the Village Hall. Summer 2023 this location will be prioritised as part of their 2-

year programme. RM reported the Village Hall will be employing a contractor to clear the drains which are on their property.

- BDBC has frozen Council Tax for 2023-24.
- 2x stabbings at Rooksdown. Street lighting needs improvement (HCC engaged) and increase in police presence in the area has been requested.
- Issues with IT for Planning Team meaning some neighbour notifications were not issued. The Team is checking planning history and are making contact with those affected.
- Council Community Grant of £1k available to PCs. Applications invited. MC to action.

07/23

Planning

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

22/01736/HSE: 16 Vyne Road Sherborne St John Hampshire RG24 9HX

Proposal: Demolition of front extension and erection of single storey rear extension. Amendment to scheme granted under

Unanimously agreed No Objection

T/00010/23/TPO: Edernish House Vyne Road Sherborne St John Hampshire RG24 9HX

Proposal: 1 - Yew tree: prune. 2 - Yew tree: prune. 3 - Yew tree: prune

Unanimously agreed to leave the decision to the tree officer

23/00031/RET: 17 Paice Gardens Basingstoke Hampshire RG24 9NX

Proposal: Erection of a front porch (Part Retrospective)

Unanimously agreed OBJECT for the following reasons:-

- The drawing published on the planning portal entitled 'Front Elevation' is not correct as it is clearly not to scale. As a consequence the Parish Council are unable to make an accurate judgement on this application.
- Notwithstanding this, given the measurements written down on this drawing, they believe the porch would not be in proportion to the house and accordingly detract from the streetscene. This would in itself deliver an OBJECT decision.

23/00160/HSE: 17 Paice Gardens Basingstoke Hampshire RG24 9NX

Proposal: Erection of a front porch (Part Retrospective)

Unanimously agreed NO OBJECTION

08/23

Neighbourhood Plan

- i) Cllr Rowley delivered the following report:-

- Grant Funds received.
- Working on the assumption zero allocation in Sherborne St.John
- 143 responses were received throughout the consultation period. Some extracts from the collated results: -
 - 95% agreed with the current vision and objectives
 - The vast majority enjoys the countryside around the village
 - The majority mentioned speeding and traffic safety in terms of improvements needed.
 - The majority of the vast responses agreed that local green spaces should be included

- Everyone voted in favour of including a Local Gap
- Nest steps: The results of the questionnaire will be further analysed and relevant evidence base work and supporting documents will be undertaken and drafted which incorporate the comments and views received within the survey. Work will then be undertaken to review and update the policies within the Neighbourhood Plan, it is likely that new policies will also be Page 3 of 5 included particularly where high support has been provided for specific topic areas through the questionnaire.
- Landscape report will be returned early Feb -JR reported that there could be an additional cost up to £1800 to undertake the additional work to provide supporting evidence for including a local gap policy- it was also agreed to support this work
- Design Code: AECOM agreed to do work with us
- ET Planning will use what part of the existing Neighbourhood Plan they can and update with the additional Policies.

09/23

Finance

- i) The Cash Flow Report and payments were unanimously approved. See APPENDIX

10/23

The Chute

- i) The Annual Fire Risk Assessment has not yet been completed. Report to follow.
- ii) The gas and electrical supply contracts were discussed together with concerns about SSJPC's financial resilience to continue to bear the entire cost of heating the facility. MC will contact Utility Aid and source quotes from other suppliers. Further update to follow at the 22 Feb meeting.

11/23

Councillors Reports

JB: the repair to the Lych Gate (funded partially by SSJPC Grant) has been completed and a good job done.

JR: reported an Enforcement issue relating to significant activity at Moorlands Elm Farm. JR and RM declared an interest on this matter as they know the landowner.

The issue:-

- Excavating part of the site and dumping material alongside the field
- New buildings (which don't look as if they conform with any standards), car port, boundary fencing
- Unauthorised access to site which is unsuitable
- Acquired adjacent field which looks as if it's intended for commercial use. Big issue as this field is part of the 'strategic gap' for development

MC to write to Enforcement Team on behalf of SSJPC cc Head of Planning requesting a formal 'stop' notice.

12/23

Correspondence, AOB, urgent matters

- i) **RESOLVED:** to make ACV applications for all allotments under SSJPC's care.
- ii) Monthly article for the Villager (production deadline 12th of each month) to be written on a rota basis for rest of 2023: Richard did Feb. James (March), Linda (April), Jane (May), Carl (June), Richard (July), James (Aug), Linda (Sept), Jane (Oct), Carl (Nov), Richard (Dec)
- iii) RM will update Noticeboards with Councillors and Clerk details

13/23

RESOLVED that Agenda items 14/23 would be closed to members of the public and press under the Public Bodies (Admission to Meetings) Act 1960 Sec 1 (2) by reason of the personal nature of the business to be discussed

14/23 Recruitment of permanent Clerk/RFO
Interviews conducted but no offer of employment made. Unanimously agreed to readvertise the position via SLCC - Silver package for 4 weeks.

15/23 Date of next meeting
The date of the next Meeting for **Sherborne St. John Parish Council** will be held on **Wednesday 22 February 2023 at 7:15pm** in **The Chute Pavilion, Vyne Road, RG24 9HX**

Being no further business, Cllr Richard Morgan closed the meeting at 8:53pm.

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING

APPENDIX A

Treasurers Account Balance: 28 December 2022: £88,276.61

Payments

Payee	Detail	Amount £ (incl vat)	Method
Member of public	Chute Hire Deposit Return	125.00	FPO
Member of public	Chute Hire Deposit Return	125.00	FPO
Mr R Morgan	Expenses	2.15	FPO
Member of public	Chute Hire Deposit Return	65.00	FPO
Member of public	Chute Hire Deposit Return	125.00	FPO
Member of public	Chute Hire Deposit Return	65.00	FPO
Member of public	Chute Hire Deposit Return	43.94	FPO
Member of public	Chute Hire Deposit Return	82.50	FPO
Rokill	Pest Control	139.92	DD
Staff expenses	Expenses	8.99	FPO
Unpaid cheque	Correction	461.00	CHQ
Member of public	Chute Hire Deposit Return	125.00	FPO
Member of public	Chute Hire Deposit Return	65.00	FPO
Basingstoke buses	Community Bus	66.66	FPO
Crown Gas & Power	Gas Supply	115.21	DD
Member of public	Chute Hire Deposit Return	125.00	FPO
O2	Mobile phone	44.39	DD
Mr R Morgan	Expenses	4.74	FPO
SLCC Enterprises	Delivery of Professional Services	2,487.78	FPO
Basingstoke buses	Community Bus	66.66	FPO
Staff expenses	Expenses	63.04	FPO
Hardy People Solutions	Delivery of Professional Services	3,315.00	FPO
Staff Salaries	October pay	641.15	FPO
Staff Salaries	October pay	290.31	FPO
HMRC	October Payroll	190.20	FPO
Mr R Morgan	Expenses	147.07	FPO
Southern Electric	Electricity supply	70.00	DD
Basingstoke buses	Community Bus	66.66	FPO
Basingstoke buses	Community Bus	66.66	FPO
SMS Heating	Boiler	156.00	FPO
Mr R Morgan	Expenses	2.15	FPO
Member of public	Chute Hire Deposit Return	125.00	FPO
SLCC Enterprises	Delivery of Professional Services	3,895.80	FPO
SLCC Enterprises	Delivery of Professional Services	2,790.40	FPO

Chroma Locksmith	Keys on onsite	100.00	FPO
Alliance Heating	Showers	78.00	FPO
SSJ Village Hall	Coffee Morning	33.60	FPO
BDBC	Deployment SLR signs and rental 22/23	4,160.00	FPO
BDBC	Premises License 22/23	180.00	FPO
Staff Salaries	October pay	387.86	FPO
PKF Littlejohn	External Audit	480.00	FPO
Mr R Morgan	Expenses	2.08	FPO
Hardy People Solutions	Delivery of Professional Services	297.50	FPO
Castle Water	Water supply	295.86	DD
O2	Mobile phone	44.39	DD
SMS Heating	Heating	204.00	FPO
Staff Expenses	Expenses	27.00	FPO
Basingstoke buses	Community Bus	66.66	FPO
Southern Electric	Electricity supply	70.00	DD
Member of public	Chute Hire Deposit Return	125.00	FPO
Staff Salaries	Nov pay	497.10	FPO
Staff Salaries	Nov pay	305.75	FPO
HMRC	Nov Payroll	157.80	FPO
SLCC Enterprises	Delivery of Professional Services	2,355.60	FPO
BT	Broadband Chute	46.86	FPO
HMRC	Nov Payroll	34.00	FPO
Staff Salaries	Nov Pay	135.50	FPO
SSJ Village Hall	Coffee Morning	16.80	FPO
Basingstoke buses	Community Bus	66.66	FPO
ET Planning	NDP	2,214.00	FPO
Member of public	Chute Hire Deposit Return	125.00	FPO
Mike Garden Services	Hedge Cutting	570.00	FPO
Mike Garden Services	Hedge Cutting	670.00	FPO
BFP	Annual Fire Risk Assessment	510.00	FPO
Member of public	Chute Hire Deposit Return	125.00	FPO
SLCC Enterprises	Delivery of Professional Services	558.08	FPO
SLCC Enterprises	Delivery of Professional Services	2,857.86	FPO
O2	Mobile phone	44.39	DD
Basingstoke buses	Community Bus	66.66	FPO
Crown Gas & Power	Gas Supply	175.66	DD
Bob Berry Fencing	Repair fencing allotments	1,190.40	FPO
Staff expenses	Expenses	20.25	FPO
Staff Salaries	Dec pay	578.40	FPO
Staff Salaries	Dec pay	290.51	FPO
HMRC	Dec Payroll	174.20	FPO
Basingstoke buses	Community Bus	66.66	FPO
PCC	Grant cemetery maintenance	270.00	FPO
Staff expenses	Expenses	6.49	FPO
Southern Electric	Electricity supply	70.00	DD
		36,917.66	

Receipts

Payee	Detail	Amount £	Method
Summit Judo	Chute Hire	205.95	S/Order
Member of Public	Chute Hire	197.00	FPI
Member of Public	Chute Hire	461.00	FPI
Member of Public	Chute Hire	251.00	FPI
Member of Public	Chute Hire	209.00	FPI
Member of Public	Chute Hire	209.00	FPI
Member of Public	Chute Hire	209.00	FPI
Member of Public	Chute Hire	100.00	FPI
Aerial Direct		8.00	BGC
Leader Grant	Grant	25,457.90	FPI

Member of Public	Chute Hire	193.25	FPI
Member of Public	Chute Hire	18.00	FPI
Football	Hire	461.00	FPI
Summit Judo	Chute Hire	205.95	S/Order
Yoga Blissipline	Chut Hire	456.00	FPI
Member of Public	Chute Hire	125.00	FPI
BDBC	CIL	4,776.11	FPI
Member of Public	Chute Hire	209.00	FPI
Piccolo	Chute Hire	1,416.00	FPI
Member of Public	Chute Hire	106.00	FPI
Groundwork UK	NDP Grant	10,000.00	S/Order
Member of Public	Chute Hire	192.00	FPI
Aerial Direct		8.00	BGC
Member of Public	Chute Hire	116.00	FPI
BDBC	CIL	37.00	FPI
Summit Judo	Chute Hire	205.95	S/Order
Yoga Blissipline	Chut Hire	210.00	FPI
Member of Public	Chute Hire	22.50	FPI
Member of Public	Chute Hire	206.00	FPI
		46,279.61	