



Sherborne St. John Parish Council

**MINUTES of the
SHERBORNE ST. JOHN PARISH COUNCIL
PARISH COUNCIL MEETING
Wednesday, 25 October 2023 at 7:15pm.
The Chute Pavilion, Vyne Road, RG24 9HX**

Councillors present: Richard Morgan (RM) - Chair, Linda Agnew (LA) – Vice-Chair, Jane Bechelet (JB), Carl Davies (CD)

Other councillors present: Simon Minas-Bound (SM-B), Basingstoke & Deane Borough Council

Plus: Melanie Camilleri (MC) – Locum Clerk/Responsible Financial Officer
Daniel Faulkner (DF), Parish Clerk & Responsible Financial Officer
Terry Buller – Grounds/Site Manager
Seven members of the public

MINUTES

- 102/23** Apologies
Apologies for absence were received from Cllr James Rowley. Apologies were also received Cllr Rhydian Vaughan of Hampshire County Council (HCC) and Cllr David McIntyre of Basingstoke & Deane Borough Council (BDBC).
RESOLVED: THAT, apologies were received and accepted from Cllr James Rowley.
- 103/23** Declarations of interest
Cllr Carl Davies submitted a pecuniary interest prior to the meeting item 108/23 – Bollin House application. He re-declared his interest at the meeting and indicated that he would take no part in the planning section of the agenda.
- 104/23** Minutes
i) The Minutes of the meeting held on 27 September 2023 were presented.
RESOLVED: THAT, the minutes of the meeting held on 27 September 2023 were agreed as a true and accurate record and are to be signed by the Chair.
- 105/23** Open Forum & Parish Matters
Period of time designated for Public Participation in accordance with the Standing Orders.

A member of the public expressed concerns around speeding in the village, particularly the Vyne Meadow end of the village. Concerns were raised around additional traffic in the area due to development such as near Bobs Farm. The Chairman advised that Police Inspector Paul Freeman of Hampshire & Isle of Wight Constabulary had regrettably given his apologies and was due to attend the meeting to discuss speeding and traffic in the village. He has confirmed his attendance at the next scheduled meeting on 29 November. SM-B commented that issues relating to speeding and highways

safety/maintenance/traffic fall under the responsibility of Hampshire & Isle of Wight Constabulary and HCC, respectively, and that addressing both issues is complicated by this separation. RM advised that local residents have been collecting speeding data and had hoped to present this to the police at the meeting. Questions were posed whether the parish council could fund additional speed indicator devices. The costs were explained; however, it was agreed funding additional devices would form discussions under the budget setting heading.

106/23 To receive a report from Councillor Rhydian Vaughan (HCC)

The Chair delivered the report from Cllr Vaughan that was circulated by the Clerk in advance. The report included sections on HCC's autumn financial planning, an update on in-house nursing, local campaigns to save the UK's rarest helleborine orchids indigenous to parts of North Hampshire and additional police stations in the Hampshire area.

107/12 To receive a report from Councillor David McIntyre (Basingstoke & Dean BC)

DM of BDBC was unable to attend however SM-B delivered a councillor report on matters at BDBC. He advised that BDBC has adopted its new council plan. In respect of the local plan, BDBC were inviting local town and parish councils to have private sessions to discuss the plan. RM commented that SSJPC had not received any contact from BDBC. In respect of the Manydown proposed development, the development is not currently included in the count for the 5-year housing supply within the local plan being prepared.

108/23 Planning

As noted above, CD declared a pecuniary interest in the Bollin House 23/02564/HSE application.

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

PLANNING

23/02430/HSE: 42a Manor Road, Sherborne St John, Hampshire, RG24 JN

Proposal: Erection of a garden room.

Decision: No objection in principle. However, the council draws attention that the extension is close to the neighbouring property and has been BDBC received any comments from the neighbours.

23/02473/HSE: 12 West End, Sherborne St John, Basingstoke, RG24 9LF

Proposal: Single storey link extension between the existing house and garage, with internal alterations.

Decision: No objection.

23/02503/LBC: Edernish House, Vyne Road, Sherborne St John, Basingstoke, RG24 9HX

Proposal: Repair and partial rebuild of boundary wall.

Decision: No objection.

23/02564/HSE: Bollin House, Cranes Road, Sherborne St John, Basingstoke

Proposal: Demolition of existing garage and erection of front extension to create a replacement utility room/garden store.

Decision: No objection.

23/02595/HSE: 44 Manor Road, Sherborne St John, Hampshire, RG24 9JN
Proposal: Ground floor infill extension, additional storey extension, car port
Decision: Object - on the basis that the ground and first floor extensions are excessive to a small bungalow in Manor Road and contrary to the Village Design Statement.

109/23 Neighbourhood Development Plan and other planning issues

i) Neighbourhood Development Plan update

RM provided an update on the progress of the neighbourhood plan. On 6 October the council held a public consultation evening as part of the Regulation 14 statutory consultation. The parish council is currently collating responses with the public consultation ending on 6 November. The next significant stage will be the Regulation 16 consultation.

ii) Weybrook Park planning application

RM advised that the parish council had received notification from BDBC that two applications had been submitted for development at Weybrook Park/Land at Aldermaston Road. The first being an outline application for 220 homes, with the second being the highways and roundabouts on the A340 associated with the scheme. RM assured residents that the parish council would be responding and had requested an extension with BDBC in order to provide an adequate planning comment. He advised that the parish council would be keeping residents updated and encouraged residents to apprise themselves of the plans and engage with the consultation.

110/23 Village Matters

i) To consider and agree an application to HCC for the siting of a salt bin at the junction of Sherborne Street and Chineham Lane.

The Clerk advised that residents of Sherborne Street and Chineham Lane had requested that the parish council make an application to HCC for a salt bin at the above location to assist residents with access during the colder weather. Having made enquiries with HCC, DF advised that there would be no cost to the council but requests must come from town and parishes in the first instance.

RESOLVED: THAT, the Parish Council will make an application on behalf of residents for the installation of a salt bin at the location requested.

111/23 Finance

i) Cashflow Report

The Cashflow Report was presented.

RESOLVED: THAT, the Cashflow Report is noted and approved, with payments ratified – See Appendix A.

ii) Draft Budget 2024/25

The draft budget for 2024/25 was presented. RM thanked MC for her time preparing the budget for consideration. At the time it was clarified that the budget was for comment with additional time to hone, for further consideration at the November meeting and approval at the December meeting. A number of amendments to the budget were proposed under expenditure including a provision for Scribe support of £500, increasing Village Hall rent fees to £750 and rounding the water and gas and electricity budgets at The Chute to £4,000 and £6,000 respectively. It was also suggested that the budget for speed indicator devices should be increased. Discussion took place over whether rent received from the Tennis Club was reasonable for exclusive access and whether options

could be explored for casual hire to generate further income. DF to explore whether Scribe can be integrated for casual bookings or work with another payment system such as Stripe, as suggested by CD. The council noted the budget of £19k for play area refurbishments, which included the use of £9k s106 monies held and £10k capital fund for play areas. It was commented whether this would be sufficient to deliver a decent scheme for 3-8 year olds. It was suggested that the £4k CIL funds could bolster the scheme. Furthermore, consideration was given to ensuring adequate reserve levels in the coming years for the Chute Pavilion roof maintenance/repair. DF advised in the event of a shortfall of funds the council could seek a Public Works Loan. Additionally, consideration was given to commemorative events for VE Day in 2025 and ensuring adequate budget was in place for worthy events. It was suggested that £5k would be sufficient. In respect of improvements to the Chute and car park areas and adding EV chargers, SM-B advised that Emma Gover of BDBC would be a useful source of advice. DF advised installing EV chargers may give rise to VAT implications for the council if making a taxable supply of electricity, and that these should be explored fully. DF advised he would arrange a meeting for the council to meet with Emma Gover.

MC adopted changes to the budget during the meeting to provide an estimated figure of the impact on reserves. However, MC also agreed to adopt changes and circulate a revised version for further consideration at the November meeting.

- iii) To consider and resolve to approve the PCC's request for a financial contribution towards cemetery maintenance (grass cutting) for the year 2023/24

DF had investigated issues as to why the cemetery grass cutting was higher in 2023 as opposed to 2022. Following discussions with the PCC the reason for this was owing to the exceptionally hot weather in 2022 resulting in fewer cuts. The PCC was requesting a 50% reimbursement of their total grass cuttings in 2023 – that being £540. The members agreed that this was significantly higher than 2022, when £270 was reimbursed, and that the PCC should work with the council to ensure that SSJPC can budget appropriately with no significant adverse fluctuations between years. RM offered to meet with PCC members to discuss how to work together, and it was agreed that £405 was a reasonable contribution.

RESOLVED: THAT, the Parish Council will reimburse the PCC £405 for grass cutting costs of the cemetery in 2023, and that RM will offer to meet with the PCC to discuss future council support.

- iv) Hedge cutting works at The Chute

The council received two quotes from Mike's Garden Services for hedge works and maintenance for two areas at The Chute Recreation Ground at a total cost of £1,300. These were agreed as appropriate and necessary works. DF and TB will liaise with the contractor to progress the works.

RESOLVED: THAT, the quotes for hedge works and maintenance are accepted and work is to be progressed.

- v) BDBC Pride in Place Grant

Members received the Clerk's notes from a call with BDBC regarding the Pride in Place grant fund. Grants of up to £25k are available to not-for-profits, including town and parish councils for projects delivering a wide range of outcomes.

Members discussed taking one idea forward for a grant application before the deadline of 19 November. Suggestions included incorporating the grant into the play area refurbishment, improvements to the Chute car park and accessibility to the pavilion, including the installation of EV chargers. It was noted that the council must speak with BDBC to discuss their idea before formally applying to the grant fund.

RESOLVED: THAT, the Clerk and RM will take forward the idea of improvements to The Chute car park, accessibility to the pavilion and potentially additions to the play area. DF and RM will liaise with BDBC to discuss the proposals.

vi) BDBC Councillor Grant

In addition to the Pride in Place grant, members considered applications that could be made under the BDBC councillor grant fund scheme, whereby parish councils and not-for-profits can apply for grants of up to £2k if supported by one councillor or £3k if supported by two or more councillors. It was agreed that the Clerk and RM would liaise and discuss ideas to take forward and seek support from SM-B and DM. It was suggested any grant could be incorporated into the proposed improvements at The Chute.

vii) Spitfire Flyover

The members had received the Clerk's paper, outlining a request from Sherfield-on-Loddon Parish Council requesting contributions from neighbouring parish councils to provide financial support for a Spitfire flyover in June 2024 to commemorate the 80th anniversary of D-Day. S-o-LPC estimated the cost of approx. £3k and that if enough councils contributed the costs could be reduced to £500 per council. The members discussed a proportionate contribution when considering the size and precepts of the neighbouring councils.

RESOLVED: THAT, the Parish Council will contribute £250 to the event, on the conditions that the event is fully funded and proceeds as planned.

viii) Scribe implementation

The Clerk advised that a revised quote for Scribe had been supplied and was lower than the original quote, which did not include the allotments module. DF and LA advised the allotments module could help manage the site data, tenancy details, export documents such as tenancy agreements and invoices. The module was integrated with the main accounts package. DF advised he was happy for members to determine the implementation date; however, if implementing mid-year it would require retrospective back-keying and date input for 2023/24. This would need to be funded through overtime. Members indicated they were happy for the system to be implemented in time for full use from 1 April 2024.

RESOLVED: THAT, the allotments module be added to the order for Scribe Accounts and support and that full implementation be from 1 April and the start of the next financial year.

112/23

Councillors Reports

JB provided the meeting with an update on the areas of the parish that had been addressed for maintenance such as verges, cleaning etc. with the new lengthsman service. JB queried whether SSJPC had records as to what areas were within the parish bounds. DF agreed to explore this with BDBC. It was noted that the bus shelter on Dixons Corner was showing signs of disrepair and appeared to have loose roof tiles. It was unclear who owned the shelter; DF agreed to investigate and report back.

113/23 Correspondence, AOB, urgent matters

i) None to report.

114/23 There was no resolution for the public to withdraw under s1(2) Public Bodies (Admission to Meetings) Act 1960.

115/23 Legal matters

The Chair provided a brief update on issues of trespass at The Chute and advised the public that the council was looking to address these as a matter of urgency.

116/23 **Date of next meeting**

The date of next **Sherborne St. John Parish Council Meeting** will be held on **Wednesday 29 November 2023** in **The Chute Pavillion, Vyne Road, at 7:15pm**

There being no further business, Cllr Richard Morgan closed the meeting at 9.20pm.

DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING

APPENDIX A

Payments

Method	Payee	Details	Amount
BACS	Basingstoke and Dean BC	Community Transport	66.66
BACS	ET Planning	NDP	522.00
BACS	ET Planning	NDP	372.00
BACS	Mr R Morgan	Expenses	2.05
BACS	J R Williams	Chute Hire Deposit Return	125.00
BACS	Alice Parsons	Chute Hire Deposit Return	65.00
BACS	St Marks	Chute Hire Deposit Return	65.00
BACS	Sibi Varrghese	Chute Hire Deposit Return	125.00
BACS	Basingstoke and Dean BC	Community Transport	66.66
BACS	Basingstoke and Dean BC	Community Transport	66.66
BACS	BDO	External audit	756.00
DD	O2	Mobile phone	50.32
BACS	M Antonowicz	Chute Hire Deposit Return	65.00
BACS	A P Joy	Chute Hire Deposit Return	85.00
BACS	SLCC	Delivery of professional services Aug (Inv 635)	3,304.58
BACS	Fineprint	Booklets NDP	539.00
BACS	Basingstoke and Dean BC	Community Transport	66.66
BACS	Mr T Buller	Expenses	23.31
BACS	P Cousins	Chute Hire Deposit Return	175.00
BACS	ET Planning	NDP	348.00
BACS	HMRC	Tax Mth 6	216.60
BACS	Mr T Buller	Salary	662.05
BACS	Mr M Stewart	Salary	278.02
BACS	ET Planning	NDP	1,688.50
BACS	BT	Broadband Chute	51.59

9,785.66

Receipts

Date	Sender	Details	Amount
01 September 2023	Summit Judo	Hire	205.95
01 September 2023	Chute Hire	Hire	65.00
01 September 2023	Chute Hire	Hire	45.00
04 September 2023	Chute Hire	Hire	208.00
05 September 2023	Yoga	Hire	348.00
05 September 2023	Chute Hire	Hire	93.00
08 September 2023	Groundwork	NDP Grant	8,000.00
12 September 2023	Chute Hire	Hire	282.50
19 September 2023	Chute Hire	Hire	233.00
25 September 2023	BDBC	Precept - 2nd installment	22,500.00
25 September 2023	Chute Hire	Hire	251.00
28 September 2023	Piccolo	Hire	2,500.00
			34,731.45