

**SHERBORNE ST JOHN PARISH COUNCIL**  
**Minutes of the Sherborne St John Parish Council Meeting held at 7.30p.m in**  
**The Chute Pavilion, Vyne Road Sherborne St John, on Monday 23<sup>rd</sup> April 2018**

The Planning Committee met at 6.30 p.m. at the same venue see end of the minutes for their report

**Ordinary Meeting of Sherborne St John Parish Council 7.30 p.m.**

**Present:**

Cllr R Morgan Chairperson                      Cllr N Rougier Vice-Chairperson                      Cllr C Davies Treasurer  
Cllr L Agnew Planning Chairperson      Mrs P Mayo Parish Clerk  
Borough Cllr T Robinson      3 parishioners

**29.18. Apologies for absence**

Apologies were received from Cllrs Cooper & Vaughan.

**30.18. Minutes of the meeting 26<sup>th</sup> March 2018**

Cllr Davies proposed acceptance of the minutes of 26<sup>th</sup> March 2018 seconded by Cllr Agnew. Cllr Morgan signed the minutes as correct.

**31.18. Matters arising from the minutes**

The Parish Clerk was asked to check with BDBC planning department for their reply re 15/04229/FUL . **PM**  
No reply yet received from A Northey HCC re A340 improvements. *E mail reply received 24.4.18 forwarded to Councillors to be placed on next agenda.* **AGENDA/ITEM**  
No information yet received re the provision of more speed signs on the parish roads. **PM**  
Lengths man Scheme – the Parish Clerk will contact him about cleaning the signage around the village. **PM**  
It was noted that Vyne Road potholes have still not been repaired. **PM**  
Laminated signs saying no horses/ponies permitted on Village Green to be put up by Mr Edwards with invoices sent to the Parish Clerk. Action unanimously agreed by all the Councillors. **JWE**  
New contracts still to be issued for Nursery school & Tennis Club.  
Mill House – Parish Clerk to contact authorities again to confirm that all necessary environmental aspects were agreed for work carried out by current owners as stated. **PM**

**32.18. Councillors Comments**

Cllr Morgan asked the Parish Clerk to send him a copy of the flyer for last year's Parish Council event on the Village Green. **PM**  
Cllr Morgan also requested the Parish Clerk to obtain quotes to paint Chute metal struts with anti-climb paint. **PM**  
It was suggested that the Parish Clerk contact Julie Ede re the provision of a Solicitor in Basingstoke. **PM**  
Cllr Robinson informed the PC that BDBC Planning was still considering the Dark Lane application. Conservation Dept have objected and the developer RJS is in process of a reply. He had no further information about the Cranes Road site /Rydon Homes.  
*County Cllr Vaughan has since the meeting sent an e mail concerning the unauthorised Traveller encampments in the area with contacts to a petition from the MP Ranil Jayawardena. This is to be placed on the Council website for residents to review.* **CD**

**33.18. Open Forum**

Reports of dog fouling around the village – Cranes Road, Manor Road & Church Path. Mr Edwards will arrange for approx 10 signs & put them up around the Village and send invoices to the Parish Clerk for payment. Action unanimously agreed by all the Councillors. **JWE/PM**  
Parish Clerk to contact BDBC re the new bins already requested. **PM**  
It was noted that BDBC have still not cut the hedge along Sherborne Road to Kiln Road. **PM**  
Mr Edwards will paint the Village gates near West Land Farm & send invoice to Parish Clerk. Action unanimously agreed by all the Councillors. **JWE**  
It was reported that the hedge on the corner of Manor Road and Elm Road is obstructing vision. Mr Edwards will send the Parish Clerk the house number so she can contact the owners and ask them to cut it back.  
**JWE/PM**

**34.18. Parish Matters**

1.a The Parish Clerk strongly advised the Parish Council that they need to appoint a Solicitor to advise them concerning, Chute deeds and to write new tenancy agreements for Tennis Club & Nursery for 2018. The Parish Clerk was asked to contact several solicitors in Basingstoke area – Phillips, Lambs Brooks, Clarks to obtain quotes on costs for this service. **AGENDA/**

**PM**

b. The Parish Clerk also advised the Parish Council to seek their own independent professional advice from a solicitor on their position in relation to the Village Hall and any liabilities as custodian trustees of the land as only one of the current Councillors was on the Parish Council at the time of the setting up of the Foundation & new Village Hall. The advice was rejected by the Parish Council as unnecessary stating that they were happy to accept the information received from Mr Pettifer, Chairman of the Trustees of the Charity running the Village Hall. *E mail from Mr Pettifer received by Chairman Cllr Morgan circulated after the meeting & copied to all Councillors.* It was noted that the Parish Council still had an outstanding loan due from the Village Hall @ 31.3.2018 of £12750 which will be paid off in just under 5 years.

2 Chute Pavilion .

a. Chute Management Committee to be continued or to be disbanded. This item was not discussed. **AGENDA ITEM**  
*BDBC also advised the Parish Council to arrange a complete surveyor of the Pavilion to assess the need to start to provide funds for major work needed in the next few year as it is nearing it is now over 20 years old. To be added to next Agenda.*

b. Urgent work needed on drainage of playing areas of recreation ground, unusable since January 2018. The site Manager Mr Buller is still investigating solutions as the sand Master option is very expensive. Cllr Rougier will send Mr Buller a contact carrying out work for her on badly flooded land. **NR**

c. 2 beds by Pavilion. The work has been completed and the area now provides a pleasant outside area for use by renters of the Pavilion.

3. Allotments.

a. Moss Hill warden reported 3 plots 3B, 22 & 8B have not been cultivated so far this year. Parish Clerk to write to the tenants. **PM**

b. Warden will purchase more rat bait & send invoice to Parish Clerk. **TW**

c. It was noted that due to disease chickens need to be able to be enclosed from contact with wild birds.

4. Transport /Infrastructure.

a. Rights of Way – Cllr Cooper will meet Mr Wilkinson to review the situation. **TW/RC**

b. Bus shelter West End notice board. Removal of all notices. Mr Wilkinson will send Stagecoach contact to Parish Clerk to see if they are the ones removing everything. **TW/PM**

5. Traffic calming A340 West End. Review design plans . No decision made. See 31.18. **AGENDA**

**ITEM**

6. GDPR update. The Parish Council still has to write an IT & Data Policy to comply with the new regulations. Cllr Davies will advice all Councillors and Officers on their new e mails & how to access. **CD**

7. Update Village Event July 2018 – see item 32.18 **PM**

8. Village Green - bollards. After discussion the Councillors decided to accept Mr Edwards offer to place 3 bollards & erect the signs saying no horses/ponies allowed on the Village Green noted in 31.18 and review later. Resolution. The Council agreed a maximum cost for all the work of £300. Proposed by Cllr Rougier, seconded by Cllr Morgan. **JEW**

9. Village Hall Matters

a. Parish Clerk informed the Parish Council that no yearly report or accounts have been received by the Council for several years. This is a requirement under the deeds as the Parish Council is Custodian Trustee of the land.

b. Parish Clerk informed the Parish Council that past PC AGMs minute the appointment of Parish Councillor/s on the Village Hall Committee. A Parish Council representative will be elected at the next AGM. **AGENDA/AGM**

10. Standing Orders – new template from NALC received to be tailored to Parish Councils’ specific needs. Once completed will be sent to Councillors for comment and voting. **PM**

**35.18. Correspondence Received**

a. Bus stop A340 – lack of visibility. It was decided that there was no problem to investigate.

b. Parish Clerk has arranged for a contractor to remove the dead elm tree by gate of Cranes field allotment site. BDBC states a new tree should be planted as a replacement as a Conservation area.

**36.18. Finance**

a. Payments. The Councillors reviewed the schedule of payments listed below made by the Parish Clerk on the Parish Council’s behalf since the last meeting and all present signed as accurate.

	<u>Apr-18</u>		<u>Parish</u>	<u>Chute</u>
5.4.18	HPFA	Hants Playing Fieds fees	40.00	
5.4.18	House Proud	cleaning Chute Pavilion		185.00

5.4.18	Rokill	Vermin control		126.00
5.4.18	Phoenix Fencing	new fencing at pavilion		962.82
5.4.18	HALC	HALC Ass fees	180.00	
5.4.18	HALC	HALC ass fees re HR	397.00	
5.4.18	British Gas	Gas Chute Pavilion		1571.01
30.4.18	SE Water	Water allotments	69.22	
30.4.18	SE Water	water Chute Pavilion		158.57
5.4.18	PJH Window cleaning	window cleaning		60.00
16.4.18	O2	telephone	31.82	
11.4.18	New Lawns Artificial	artificial grass Chute		2303.61
20.4.18	New Lawns Artificial	artificial grass Chute		2303.60
20.4.18	Fleet Markers	line marking supplies		82.87
20.4.18	Football club	reimbursed		-69.06
20.4.18	Village Hall	coffee morning	16.00	
16.4.18	Data Centre	Web site e mails	60.00	
16.4.18	Lightatouch	Internal Auditor	370.00	
24.4.18	Martin Wood (fence)	Fencing at Chute		924.00
24.4.18	Computer Fusin	computer help	36.00	
24.4.18	Aerial Diirect	telephone	-4.00	
23.4.18	Buller exps	salary & exps 4.2018	58.14	
23.4.18	Buller april sal	salary & exps 4.2018	406.72	
23.4.18	Brind april sal	salary & exps 4.2018	202.90	
23.4.18	Mayo april sal	salary & exps 4.2018	674.08	
23.4.18	Mayo april exps	salary & exps 4.2018	34.20	
	Less VAT		-21.30	-1303.03
			<b>2550.78</b>	<b>6031.57</b>
	<b>Total Expenditre less VAT</b>		<b>8582.35</b>	

b. The Clerk has completed this year's Parish Council Audit 2017/8 and e mailed copies with the Asset Register & financial accounts to 31.3.2018 to all Councillors.

1. The Parish Council unanimously approved Annual Governance Statement 2017/8. Section One. Cllr Morgan signed the form on behalf of the Parish Council.

2 The Parish Council unanimously approved Section 2 Accounting Statements 2017/8. Cllr Morgan signed the form on behalf of the Parish Council.

The Parish Clerk will now complete the accompanying forms to explain any variances as required in totals from last year's return and send to the new external auditors. A notice will also be posted for any resident wishing to review the accounts as required by law.

**PM**

c. 106 monies available to SSJ – the Parish Clerk is investigating monies available to see if they can be used at the Chute Recreation grounds.

**PM**

### **37.18. Close**

The Chairman Cllr Morgan closed the meeting at 8.50p.m.

The next meeting is the PC AGM 14<sup>th</sup> May 2018 at the Chute Pavilion.

### **Planning Committee met at the same venue at 6.30p.m 23<sup>rd</sup> April 2018**

Chairman Planning Committee will send a report to Parish Clerk detailing planning applications & any objections to be registered by the Parish Council. The report will then be included as an addendum to the minutes of the main meeting. Should a longer period of discussion be needed the Planning Committee will arrange another date to meet.

1. 18/00780/FUL Wyne rd 1 x 2 bed dwelling os ref 462845 155806. Parish Clerk to check if within the settlement boundary area
- 18/00828/ROC the Wyne variation on planning application 16/02330/FUL
- T/00157/18/CA !5 Kiln Road Yew Tree Cottage
- 18/01123/HSE High Bank Elm Rd erection of single storey rear ext & roofed veranda

**PM**

**Planning Matters: 23.4.2018**

Chairman Planning Committee report to Parish Clerk detailing planning applications reviewed and any objections to be registered by the Parish Council. The report will then be included as an addendum to the minutes of the main meeting. Should a longer period of discussion be needed the Planning Committee will arrange another date to meet.

Please record any votes taken if appropriate.

	Application no	Address	Application Title / description
1	18/00780/FUL	Vyne Road	1 x 2 bed dwelling
PC	<p>In principle we agree with the 2 bed bungalow to be built as the neighbourhood plan requires smaller properties.  Of concern is that the bungalow will be extended into a house as in our experience very few remain and an application is received quickly this end.  We ask that the developer inserts a covenant preventing this.</p>		
2	18/00641/FUL	24 Cranesfield	Change of use – open space to residential and 2 storey extension
PC	<p>The Change of use to open space - we believe the open space does not belong to the residents - we believe it belongs to the PC.  We believe the same applies to the land behind 23 and 19 as well for example.  We object to the proposal as overdevelopment of the site (without considering the open space) in proportion to the surrounding properties.</p>		
3	18/00903?FUL	Popley Fields Community Centre	Replacement entrance doors
PC	No objection		
4	18/540/FUL	2 Manor Road	Erection of 3 dwellings
PC	<p>Inevitable as approval has been given for a similar development  No objections</p>		
5	18/00479/FUL	25 Tyfield	New detached garage
PC	<p>The PC object as the new proposed garage is in front of the notional building line - application similar to this have been refused previously , therefore if the residents wish to retain a garage the existing one cannot be converted</p>		
6	18/00006/RET	Cufaude Lane gypsy camp	Appeal
PC	Parish Council objection previously raised remain – BDBC will submit to Inspector		
7	18/01123/HSE	High Bank House Elm Road	Single storey rear extension and roofed verandah
PC	No objections		
8		Bobs Farm	Revised layout
PC	<p>The PC is keen to see this area redeveloped appropriately  The revised layout is an improvement which the PC does not object to and we agree with, although we still feel the sizes of the 4 bed houses are still over large in relation to the smaller properties.</p>		