

**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 25<sup>th</sup> June 2018**

**Planning Matters:** 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 C Davies Treasurer    Cllr L Agnew Planning Chairperson  
Cllr R Cooper    Mrs P Mayo Parish Clerk  
County Councillor R Vaughan    Borough Cllr T Robinson    5 parishioners

**38.18 Apologies for absence**

Apologies were received from Cllr. Rougier. Cllr Morgan therefore agreed to write the next Villager article in place of Cllr Rougier. **RM**

**39.18 Minutes of the meeting 23<sup>rd</sup> April 2018**

Cllr Agnew proposed acceptance of the minutes of 23<sup>rd</sup> April 2018 seconded by Cllr Cooper. Cllr Morgan signed the minutes as correct. **RM**

**40.18 Matters arising from the minutes**

31.18 No signs can be placed on the Village Green without the permission of the National Trust.

33.18 Clerk to check that the signs concerning the dog fouling problems have been placed around the Village roads as agreed. **PM/JWE**

34.18.8 No bollards can be placed on the Village Green without National Trust permission.

34.18.4a *Mr Wilkinson is in contact with Cllr Cooper to discuss SSJ footpaths and rights of way. The Parish Clerk is in the process of trying to identify ownership of land.*

**41.18 Councillors Comments**

a. Cllr Vaughan gave the following short report:

There is a hearing at BDBC on 26<sup>th</sup> June 2018 to discuss the problem with Travellers' encampments.

HCC has received another £6million from the Government so more roads can be repaired.

They now have more 'dragon blasters' which can repair approx 150 potholes a day.

HCC is using new 'robot mowers' to cut verges in the County as this is more cost effective.

He asked that as many people as possible respond to the recently issued HCC survey concerning various issues such as street lighting, buses etc, especially the need to keep rural communities connected. Cllr Davies will place the survey contact details on the PC website and on Facebook **CD**

He reminded the Council about the 'Silent Soldier' being run by the Royal British Legion to raise funds – each silhouette standing 3/4ft tall costs £150 (without sponsorship name) or £250 with a sponsor noted. The Parish Council will make a decision at the next meeting. Meanwhile Cllr Morgan will contact Mr Delafield for details. He will also ask him what words are actually on the War Memorial. **RM**

b. Cllr Robinson gave the following short report:

The planning application for Dark Lane has been granted.

He also delivered a framed notice for the Sherborne St John Neighbourhood Plan commissioned by BDBC.

It will be placed on the wall in the Chute Pavilion.

**42.18. Open Forum**

Mrs Morgan complained to the Parish Council of the unsuitability of hiring the Pavilion to the band and the unacceptable noise level. She claimed that they played for 4/5 hours at a time and are aggressive towards her when she approaches them. As far as the Site Manager is aware the noise level is not above legal limits of 40 decibels and that they only ever play for 3 hour rental slots. Cllr Morgan will contact Environmental Health to ask that they investigate & carry out a decibel test at the boundary of her property and let her know the results. **RM**

Mr Edwards was thanked for cutting back the overhanging tree in Elm Road.

The Parish Clerk will write to the owner of 44 Manor Rd about his hedge to try to resolve the problem of it blocking the view of the road at the junction. **PM**

#### **43.18. Parish Matters**

1. Appointment of a Solicitor to advise Parish Council.

a. Resolution: Parish Council to appoint Phillips Solicitors to review Chute Deeds, to produce new tenancy/and or licence agreements for users of the Pavilion (clubs & commercial enterprises), to review Parish Council's liabilities concerning the Village Hall.

Proposed by Cllr Morgan, seconded by Cllr Cooper, and carried unanimous by a vote of 4 in favour.

b. Resolution: appointment of Parish Councillor to contact chosen solicitor.

Cllr Morgan proposed Cllr Rougier, seconded by Cllr Cooper, contact the solicitor chosen. Carried unanimously by a vote of 4 in favour.

2 Chute Pavilion.

a. Resolution: Disband Chute Management Committee. Unanimous vote of 4 the Chute Management Committee has officially be disbanded.

b. Urgent work needed on drainage of playing areas of recreation ground, unusable since January 2018. The football representative informed the Parish Council that Verti drainage work would cost about £3900 to allow the pitches to be used for the next season and asked for a PC contribution towards the costs. The Council asked Mr Buller to contact Cllr Rougier (Item 34.18.2b) for information on work carried out at her property. The Parish Council decided they could make no commitment of funds until further information was provided. **TB/NR**

c. Football asked the Parish Council for reimbursement of charges of £1022 to hire alternative pitches they had incurred due to their inability to use the pitches which they had paid for because of the waterlogged condition. The Parish Council decided they could make no decision on reimbursement and asked for copies of the invoices for the charges. **TB**

d. The Parish Clerk informed the Parish Council that she has contacted BDBC about obtaining a LIF grant to carry out the extensive work needed on the pitches to ensure the drainage problem was dealt with for the future. Mr Buller and Parish Clerk to meet BDBC on site. **TB/PM**

e. Introduction of a Complaints/Comments form at the Chute facilities for users. With slight amendments the Councillors accepted the form provided by the Parish Clerk which will be made available on site and also on the website. **PM/CD**

Resolution: unanimous vote of 4 in favour.

f. Chute Users meeting 6<sup>th</sup> June 2018 was well attended and allowed any problems to be discussed and resolved. The new storage unit's floor needs to be sealed so concrete from it does not damage the Pavilion floor. This needs to be done urgently prior to the nursery packing away for the summer.

Resolution: Cllr Davies proposed a cost re the sealing of up to £250 seconded by Cllr Morgan. Unanimous vote 4 in favour. **TB/PM**

g. Setting an interim charge for the tennis club use of the tennis courts for 2018 season.

Resolution: The Parish Council agreed an interim invoice be sent for £1000 for 2018 season. Unanimous vote of 4 in favour. **PM**

A meeting will be arranged with the tennis club as soon as possible once the Solicitor has drawn up the necessary agreement at which time charges for the use of the courts will be detailed including the use by professional coaches of the facilities and to agree rental charges for this season and for the future.

3. Allotments

Resolution: No bonfires to be held without warden supervision/permission. The Parish Clerk will review the agreement to ensure it is clear and reissue to all tenants. However as there is no warden on the Cranes Road site no bonfires will be permitted. Tenants at Cranes road will be given the gate number for Moss Hill site so they can put their rubbish on the designated bonfire site.

The Parish Council voted 4 in favour . **EW/PM**

Mr Wilkinson said the skip hire had been successful in clearing away years of rubbish from the site and thanked all who helped load it. This is however a one off time and in future all tenants must take away anything that cannot be burnt on the bonfire such as metal, wire, etc & not leave it on the site

4. Transport 30mph sign still missing in Elm Road. **PM**

5. Traffic calming A340 West End. Review design plans.

Resolution: to accept HCC quote. Proposed by Cllr Morgan, seconded by Cllr Davies. Vote 4 to accept quotation from Mr Nortey. Parish Clerk to contact Mr Nortey. **PM**

6. GDPR update. Cllr Morgan informed the Council that they only needed a Privacy Statement and do not need a data protection officer. Cllr Davies agreed to produce a Privacy Statement and will send to all the Councillors to review and then post it on the website. **CD**

7. Update Village Event July 2018.

Resolution: to agree float amount for Cllr Morgan.

Cllr Davies proposed a float of £550 be provided to Cllr Morgan for the expenses on the day (he will send invoices/receipts to the Parish Clerk. The Parish Council voted 3 in favour of the proposal. **RM/PM**

9. Village Hall Matters - see AGM minutes 14.5.18 posted on website.

10. Resolution: To invoice Village Hall for costs incurred in overtime for the Site Manager plus petrol costs to cut the Village Green & remove grass for their fete. After discussion the Parish Council decided not to charge the Village Hall this time. However in future any work undertaken by a Parish Council employee will be charged to the Village Hall Committee.

Cllr Morgan reported that keys for the Village Green padlock will be sent to the PC as the lease holder by 30<sup>th</sup> June 2018.

The Parish Clerk read out an e mail from Cllr Rougier, who had reviewed the National Trust lease agreement with the Parish Council re leasing the Village Green.

a. The PC cannot sublet the ground.

b. the Village Hall must request access if needed.

c. If the Village Hall rents their premise for a wedding they must request permission from the Parish Council to use the Green for marquees or as part of the wedding venue & must provide documentation that there is adequate insurance in place.

d. A charge for the use of the Village Green by the Village Hall as part of a rental agreement would be due to the Parish Council.

11. Standing Orders – new template from NALC received to be tailored to Parish Councils’ specific needs. Cllr Agnew proposed she review the NALC draft, seconded by Cllr Davies, and issue it to the Parish Council for comment. **LA**

12. Lengths man’s tasks - list required of task to be undertaken prior to contact. Mr Wilkinson and Mr Edwards agreed to compile a list of items to be sent to the Council and Clerk before contact with the lengths man – to include washing street signs, footpath clearing, and weed killing path to war memorial amongst other suggestions. **JWE/EW**

#### 44.18 Correspondence Received

a. Dangerous parking in Vyne Road which unfortunately the PC can do nothing to stop.

#### 45.18 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>Mav &amp; June 2018</u> |                             | <u>Parish</u> | <u>Chute</u> | <u>Grant</u> | <u>Event</u> |
|---------|----------------------------|-----------------------------|---------------|--------------|--------------|--------------|
| 1.5.18  | Retail Networks            | consultant re Leader grant  |               |              | 306.00       |              |
| 1.5.18  | Basing Locksmiths          | Chute repairs               |               | 141.46       |              |              |
| 1.5.18  | House Proud                | Chute cleaning              |               | 168.00       |              |              |
| 1.5.18  | Mayo Halfords              | padlocks                    | 297.81        |              |              |              |
|         | Office outlet              | cartridges                  |               |              |              |              |
|         | Macro                      | mats for Chute              |               |              |              |              |
| 1.5.18  | John Edwards               | paint etc sas agreed        | 143.00        |              |              |              |
| 27.4.18 | SSE electricity            | electricity                 |               | 70.00        |              |              |
| 2.5.18  | village hall               | coffee morning              | 48.00         |              |              |              |
| 2.5.18  | O2                         | telephone                   | 31.82         |              |              |              |
|         | aerial direct              | telephone                   | -4.00         |              |              |              |
| 2.5.18  | E Wilkinson                | rat bait allotments         | 67.84         |              |              |              |
| 5.5.18  | Buller exps                | mileage, petrol & supplies  |               | 32.73        |              |              |
| 10.5.18 | Piccolo keys               | keys                        | 10.40         |              |              |              |
| 12.5.18 | Exps Mayo                  | mileage to open/close chute |               | 56.50        |              |              |
| 16.5.18 | J Sutton                   | tree at Cranes Rd allot     | 120.00        |              |              |              |

|         |                                  |                            |                |               |               |               |
|---------|----------------------------------|----------------------------|----------------|---------------|---------------|---------------|
| 25.5.18 | BDBC TENS Licence                | Parish Event               |                |               |               | 21.00         |
| 28.5.18 | SSE electricity                  | electricity                | 70.00          | 70.00         |               |               |
| 28.5.18 | J Brind mmay sal                 | salary                     | 202.90         |               |               |               |
| 28.5.18 | T Buller may sal                 | salary                     | 366.22         |               |               |               |
| 28.5.18 | P Mayo May sal                   | salary                     | 596.20         |               |               |               |
| 1.6.18  | Nvillage Hall                    | coffee morning             | 32.80          |               |               |               |
| 1.6.18  | Computer Fusion                  | computer work              | 72.00          |               |               |               |
| 2.6.18  | Sports Direct                    | litter picker shoes        | 32.99          |               |               |               |
| 16.6.18 | O2                               | telephone                  | 31.82          |               |               |               |
| 11.6.18 | House Proud                      | cleaning                   |                | 420.00        |               |               |
| 11.6.18 | House Proud                      | cleaning                   |                | 19.18         |               |               |
| 12.6.18 | Skip Hire/Wilkinson              | skip allotments            | 260.40         |               |               |               |
| 12.6.18 | Exps June Mayo                   | mileage, signs supplies    | 33.10          |               |               |               |
| 12.6.18 | Timpsons                         | keys                       | 17.00          |               |               |               |
| 12.6.18 | Childrens Party Ent              | parish event               | 300.00         |               |               | 300.00        |
| 12.6.18 | PPL PRS                          | parish event licence       |                |               |               | 100.38        |
| 14.6.18 | E Wilkinson                      | photocopying               | 8.20           |               |               |               |
| 15.6.18 | Aldermaston recycling            | skip hire Chute re rubbish |                | 240.00        |               |               |
| 19.6.18 | Allders Glass                    | broken door                | 234.00         |               |               |               |
| 23.6.18 | Brind salary                     | salary                     | 202.90         |               |               |               |
| 23.6.18 | Mayo salary                      | salary                     | 537.84         |               |               |               |
| 23.6.18 | Buller salary                    | salary                     | 431.02         |               |               |               |
| 23.6.18 | HMRC                             | PAYE tax 3 months          | 689.49         |               |               |               |
| 23.6.18 | McAFee                           | scan contract              | 47.88          |               |               |               |
| 19.6.18 | Macro                            | supplies for Chute         | 94.01          | 94.01         |               |               |
|         | Less VAT                         |                            | -174.27        | -187.53       | -51.00        | -16.73        |
|         |                                  |                            | <b>4801.37</b> | <b>814.89</b> | <b>255.00</b> | <b>404.65</b> |
|         | <b>Total Expenditre less VAT</b> |                            | <b>6275.91</b> |               |               |               |

b. The Audit forms have been sent to external auditor

c. 106 monies available to SSJ. The Parish Clerk is in contact with BDBC to try and get 106 monies available to the Parish released.

#### 47.18. Close

The meeting was closed by Cllr Morgan, Chairman, at 9.50p.m.

#### **Planning Committee met at 6.30pm Chute Pavilion 25<sup>th</sup> June 2018**

#### **Planning Matters:**

Chairman Planning Committee will send a 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           | Description of work                             |
|----|----------------|-------------------|---|
| 1  | 18/01151/HSE   | 5 West End        | Erection of single storey side & rear extension |
| PC | No objections  |                   |   |
| 2  | 18/01274/HSE   | Beaurepaire House |   |

|    |                |  |  |
|----|----------------|--|--|
|    |                |  |  |
| PC | No objections  |  |  |
| 3  | 18/01617/FUL   | Land at the Spinney<br>Park Prewitt Rd | construction of stone path within woodland       |
| PC | No comments    |  |  |
| 4  | 18/01697/LDPO  | 18 Spring Close                        | conversion of loft to include flat dormer window |
| PC | No objections  |  |  |
| 5  | T/00228/18/TCA | 9 Vyne Road                            |  |
| PC | No objections  |  |  |
| 6  | T/00200/TCA    | 8 Vyne Meadow                          |  |
| PC | No objections  |  |  |
| 7  | T/00213/18/TCA | 6 Bournefield                          |  |
| PC | No objections  |  |  |