



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Virtual Parish Council Meeting Held at 6.00 pm on Monday 19th April 2021 DRAFT MINUTES

Councillors present: Baker (Chair), Barker, Dean, Hayes, Lynn, Maskell, Tucker, Waller, Warren

In attendance: Prince (Clerk), Deane (Deputy Clerk), Whitfield (Communications and Community Engagement Officer), Cavendish (Operations Officer)

The chair opened the meeting at 6.05pm and welcomed 16 members of the public. Several spoke regarding access to the Country Park and Greentrees School via Tryhorn Drive. Issues raised included protecting a flood defence bund in the park, safety issues in Tryhorn Drive, lack of consultation with residents, safety and length of alternative routes and the safety of the gate at the access point. The Clerk confirmed that he would consult with both the Land Trust and Wiltshire Council to address the issues raised. The Communications and Community Engagement Officer agreed to collate a list of email addresses for residents interested in future updates.

One member of the public spoke regarding the signs and displays at the Whitebridge Boardwalk and fly tipping in Queen Manor Road. The Clerk reported that new signs for the boardwalk were on order, that repairs were being arranged to the existing signs and displays and that the fly tipping at Queen Manor Road was on privately owned land and outside of the control of both Wiltshire Council and the Parish Council.

The meeting commenced at 6.37pm.

21.053 Apologies – no apologies had been received

21.054 Declarations of Interest – there were no declarations of interest

21.055 Approval of Minutes

Resolved: to approve the minutes of the meeting of 15th March 2021

Resolved: to approve the minutes of the meeting of 29th March 2021.

21.056 Matters Arising – from Action List & Minutes

PC324 – PC Subgroups and committees. This action was closed as new committees will be established after the May elections.

21.057 Grant Applications.

River Bourne Community Farm – Cllr Baker had previously circulated a report with the grant application form, requesting funds for improvements to access and animal paddocks.

Resolved: to award £10,000 to Riverbourne Community Farm for improvements to Cow Lane, access to animal paddocks and improvements to animal paddocks.

Wiltshire Search and Rescue – the Clerk had previously circulated a report with the grant application. A member of WSR spoke about the application for equipment for the Flood Response and Water Rescue Team; a cover for the Lowland Rescue First Response Bag and some reflective floating rescue lines.

Resolved: to award £787.45 to Wiltshire Search and Rescue for the purchase of equipment for the Flood Response and Water Rescue Team.

21.058 Planning

Planning Application Log – Approval of Responses

21/00557/MOD PO Application to discharge all obligations contained in the planning application number S/98/1466/TP Section 106 made on 14th February 2000 between Salisbury District Council and Westward Investment Management Services (UK) Ltd and the Secretary of State for Defence. Throgmorton Hall, The Portway, Old Sarum. NO COMMENT

21/00885/FUL Partial demolition, extension and alterations, construction of ancillary garage and leisure buildings and associated external works. Burroughs Hill, Duck Lane, Laverstock. NO COMMENT

21/01684/REM Reserved Matters Application pursuant to Outline Permission 20/03112/OUT (Erection of 3 houses and ass. Parking) relating to scale, appearance and landscaping. Land adjacent to 10 Mynarski Close, Longhedge. NO COMMENT

21/02075/FUL Proposed two storey side extension & alterations. 4 The Oakbournes, Bishopdown NO OBJECTION

21/02079/FUL Dig out front garden and drop kerb to create parking area. 31 Duck Lane, Laverstock NO COMMENT

21/02153/FUL Proposed rear conservatory. 19 Herman Way, Old Sarum NO COMMENT

21/02378/FUL Proposed first floor rear extension. 41 Duck Lane, Laverstock NO COMMENT

Resolved: to approve the above responses.

Longhedge update – the Clerk reported on the request from Vistry to change delivery of the Community Open Space. Wiltshire Council and the Parish Council have asked Vistry for more details of timescales and land profiles. Wiltshire Council are considering if a Deed of Variation to the S106 is needed. The Clerk and the Communications and Community Engagement Officer will work on a communication for residents regarding the ongoing discussions.

Neighbourhood Planning update – the Neighbourhood Planning Team are working with the Communications and Community Engagement Officer to promote the upcoming consultation.

21.059 Governance

The proposed new Constitution, Scheme of Delegation and Standing Orders were reviewed at the previous meeting on 29th March. Financial Regulations have not yet been fully reviewed by the Clerk and will be presented for review by Councillors at a future date. Cllr Waller raised concerns over the use of unclear and complicated language.

Resolved: That the PC adopts the new Constitution, Scheme of Delegation and Standing Orders with an implementation date of 10th May 2021 as presented.

ACTION: That the Chair write formally to the National Association of Local Councils, NALC, stating that we welcome the use of clear understandable language within their Legal Topic Papers circulated to Parish Councils by WALC on 7th April 2021, and request that NALC reviews all their 'model' Policies for Parish Councils, in particular the model Constitution, Scheme of Delegation and Standing Orders, with a view to rewriting these documents in language that is more understandable to Parish Council residents and elected Parish Councillors, using the papers named above as exemplars of good practice.

21.060 Old Sarum Skatepark.

Cllr Maskell reported that 5 bids had been evaluated by a committee of two councillors and two members of the local skatepark group. Access to the site for construction is still under discussion. The committee recommended Gravity Skateparks Ltd as the preferred bid.

Resolved: to appoint Gravity Skateparks Ltd as the contractor to provide Old Sarum Skatepark for a price of £60,000.00

21.061 Appointment of Internal Auditor.

The Clerk recommended the appointment of IAC Ltd to conduct the Internal Audit for a fee of £385, which would provide an auditor onsite for two full days.

Resolved: to appoint IAC Ltd to conduct the internal audit for a fee of £385.00

21.062 Finance

Cllr Tucker confirmed that he had reviewed the monthly accounts, payments and reserves and treasury deposit reports, which have been circulated to councillors and are available online.

Adoption of Monthly Accounts

The total funds held at the end of March 2021 were £1,292,356.26, of which £1,216,703.23 were earmarked or restricted reserves.

Resolved: To adopt the monthly accounts as a true record of the council's finances.

Cheque, Debit Card and Direct Debit Payments

Debit card & direct debit payments in March 2021 amounted to £604.36. Total cheque payments in April 2021 amount to £31,865.86.

Resolved: To approve the cheque, debit card and direct debit payments, including the purchase of two new Bus Shelters from GW Shelter Solutions for £12,820.00.

Treasury Deposit Report.

The balance on the 32 Day Notice Account at the end of March 2021 was £717,191.72 including interest of £5,308.31. There was a total of £717,191.72 on deposit at the end of March 2021.

Resolved: That the Council has received the reports of Financial Reserves and Treasury Deposits.

21.063 Clerk's Report & Correspondence.

Speeding on Norman Drive: The Clerk has received complaints regarding speeding on Norman Drive. The Clerk has responded to the complainant to confirm that the road is unadopted and remains the responsibility of Persimmon Homes.

Parish-On-Line Mapping Services: These are now available to the Parish Council, to produce maps using Ordnance Survey mapping. The Operations Officer will arrange to demonstrate the system to councillors.

Country Park Artwork: The artwork in the Country Park has suffered from more damage and will require an insurance claim to repair. Additional funds may be needed to improve the standard of the installations.

Old Sarum Community Centre: Approval has been given for a Community Fridge to be placed outside Old Sarum Community Centre. The nursery have requested permission for a canopy/shelter. More details have been requested.

An order will be placed for replacement street nameplates, which will mean most of the current highways budget will be used or allocated for this financial year.

21.064 Exempt Business - Exclusion of the Press & Public

There being no items of exempt business, this item was cancelled.

The meeting closed at 8.03pm.

NEXT MEETING. The next meeting of the Parish Council will be the Annual Parish Council Meeting and it will be held at 7pm on Monday 17th May 2021. The probable venue is the Old Sarum Community Centre, but this has yet to be confirmed. It will be preceded by the Annual Parish Meeting at 6.30pm.