



Laverstock & Ford Parish Council

Incorporating Hampton Park & Old Sarum

**Meeting held at Greentrees Junior School
at 7.00pm on Monday 18 September 2017**

Draft MINUTES

Councillors present: Beard, Birkett, Burton (Chairman), Bussereau, Champion, Davidson, Davis, Dean (from 7.15pm).

Wiltshire Councillors present: Brown, McLennan.

In attendance: Prince (Clerk). Stay (Assistant).

There were two members of the public present. A resident complained about the high traffic levels in Church Road and also about the lack of weed clearance on roads and footpaths.

The meeting started at 7.05pm.

17.124 APOLOGIES. Apologies had been received from Cllr Buttigieg and Cllr Hayes.

17.125 DECLARATIONS OF INTEREST. There were no Declarations of Interest.

17.126 CO-OPTION OF COUNCILLOR. This item was cancelled.

17.127 COMMUNITY POLICING REPORT. The report arrived late in the afternoon and had not been included with supporting papers. Cllr Bussereau reported that the Community Policing Coordinator had agreed to keep the Council informed of upcoming consultations and public meetings. Cllr Birkett reported that PCSO Jenny Moss had attended the Old Sarum Residents' Association meeting and had expressed support for the skate park project.

17.128 APPROVAL OF MINUTES. The Clerk said he had made a minor amendment to the Chairman's introduction at the request of WCllr McLennan.
Resolved: To approve the Minutes of the meeting held on 21 August 2017 as amended.

17.129 MATTERS ARISING.

Action PC215. Explore the possibility of partnership with the Land Trust at Longhedge. The Chairman reported on a recent meeting with the Land Trust on another matter. Longhedge was also discussed. He thought that it would be better to retain the management and provision of all public open space at Longhedge within the Council.
Closed.

Actions PC234, PC245, PC246. Closed.

17.130 PLANNING.

Old Sarum update. The Clerk reported on a pre-adoption inspection of the Swale land and the 9A/9B public open space carried out on 30 August. Cllr Birkett, a representative of Persimmon Homes and two Wiltshire Council officers, had accompanied him. The officer from Environment Services had not submitted his list of defects and remedials to Persimmon until today. It is a long list and includes fencing, scaffolding and rubbish that has been left on site, a neglect of swale maintenance that has to be rectified and serious problems with internal headwalls that need rebuilding.

The Clerk said he was still chasing Wiltshire Council officers about the lack of payment of Youth and Adult Off-Site Recreation funds by Persimmon. These had arisen from Area 9A/9B and the Local Centre and amounted to £60,584.51 before indexation. They were both more than 2 years overdue. WCllr McLennan said that he would try and assist in this matter.

Cllr Birkett reported from the Residents' Association meeting on 13 September. He had taken on the role of Chairman. Residents asked questions about the roads and when they would be completed and also about plans for the Employment Land.

Old Sarum Airfield update. Cllr Bussereau said there was nothing to report. He said there would be another Flying Forum meeting towards the end of October.

Longhedge update. The Chairman said that a meeting was required with the developers to determine progress with the development and the timing of various trigger points. Cllr Birkett reported that the main shared-use link path to Monarch's Way was still not complete.

HP2 Country Park update. The Chairman reported that the Deed of Variation was almost complete but that there was still an error in the transfer plan. Cllr Bussereau asked when Footpath 11 would be reopened. The Chairman said the developer should reinstate it once the strategic earthworks had been completed.

Planning Application Log. The following responses have been made since the last Council meeting.

17/06578/ADV. Proposed externally illuminated fascia sign. Unit 1 Castlegate Business Park, Old Sarum. NO COMMENT. 17/07176/FUL. Proposed first floor extension. 16 Paddock Way, Laverstock. NO COMMENT. 17/07824/FUL. Proposed 2-storey front and rear extension, and single storey side extension and alterations. 41 Elm Close, Laverstock. NO COMMENT. 17/07357/FUL. Single storey side & rear extension & re-pitch roof to create additional bedrooms & shower room in roof space. 6 Green Lane Close, Ford. NO COMMENT. 17/07465/FUL. Vehicular access from roundabout Amesbury Road for farm vehicles & equestrian horseboxes. (Resubmission of 16/09593/FUL). Longhedge House. NO COMMENT.

After a discussion it was agreed to change the following response from 'Support subject to Condition' to 'Support'. 17/08146/TPO. Work to TPO trees. Fell – T1 Horse Chestnut. Reduce by 35% - T2 Ash tree. 14 Norton Drive, Ford. SUPPORT.

Resolved: To approve the above responses.

17.131 CONSULTATIONS

Mobile Library Service. This consultation ends on 4th November. After discussion the Chairman said he would work with Cllr Davidson on a brief response.

Action Chairman, Cllr Davidson

Waste Management Strategy Consultation. This consultation ends on 14 November. It was agreed that the Council would not respond but that the consultation should be advertised to residents on both the website and in the Newsletter. **Action Chairman.**

17.132 PARISH PLANNING TEAM. The Chairman had previously distributed a progress report on this subject and reported on a successful meeting of volunteers on 7th September. He proposed a meeting of Councillors on Friday 29th September at 7.30pm to discuss and recommend a way forward. Cllr Bussereau spoke about Briefing Note 331, Wiltshire Local Development Scheme, which had been previously distributed to Councillors. Discussion followed on how this might affect the decision to prepare a Neighbourhood Plan. Cllr Bussereau said that he intended to meet with an officer from Strategic Planning and would provide further information to the Council.

Action Cllr Bussereau

17.133 MEMBERSHIP OF WILTSHIRE ASSOCIATION OF LOCAL COUNCILS.

Cllr Beard had investigated the terms and benefits of membership and recommended that the Council re-join the Wiltshire Association of Local Councils. Cllr Champion asked for the Clerk's views. The Clerk said that he would not recommend membership and gave several reasons including the fact that the membership fee would constitute 1¹/₂% of the current precept. He reminded Councillors that the Council is a member of Community First and that many of the benefits and services are available through that organisation. The importance of training for Councillors was discussed and it was agreed that a budget allocation for training should be considered for the next financial year.

Resolved: The Council will not re-join the Wiltshire Association of Local Councils this year or next but will review the decision when the budget is set for the 2019-2020 Financial Year.

17.134 GRANT APPLICATIONS

Laverstock and Ford Football Club. This is an application for £380 for the purchase of a defibrillator for use at the sports club. The defibrillator will be sited inside the club and only available for members, 80% of who are residents of the Parish. The grant is for one-third of the cost and Wiltshire FA and the British Heart Foundation will fund the remainder. The Chairman had doubts regarding the statement that an external case will cost thousands of pounds. Cllr Birkett said the equipment must be outside and available for public use. WCllr McLennan said that the Area Board could help fund this project as long as the Parish Council also contributes. He also thought that the defibrillator must be outside of the premises of the club.

Resolved: To refuse this application and to advise the Football Club to reapply for an external defibrillator with funding contributions from the Club, the Parish Council and the Southern Wiltshire Area Board.

Old Sarum Community Centre Fun Day. The Clerk reported that in spite of further requests he had no more information on how the funds had been used to support the Fun Day.

Resolved: To refuse the application.

17.135 ADOPTION OF GRANT POLICY AND GUIDANCE.

The Chairman had previously circulated a draft Policy and Guidance that he had prepared with the assistance of Cllr Beard. This was included with Supporting Documents. He had received no comments from Councillors. The Clerk queried the statement that 'The current grant programme stands at £8,000 per annum funded from a mixture of revenue and the parish precept.' Cllr Davidson suggested that the figure should be removed and there should be a reference to a sum agreed annually when the budget is set. Cllr Bussereau asked if there should be a requirement for an applicant to reveal the level of their reserves when an application reached a certain threshold. He suggested that this should be £1,000. Cllr Bussereau also queried some wording in the 'Decision Tree'. It was agreed that 'the body' should replace 'another body' in two boxes.

Resolved: To approve the Grant Policy and Guidance as amended.

17.136 FINANCE

Adoption of Monthly Accounts. The Financial Statement had previously been circulated by email and copies were provided. A statement of Financial Reserves was also included. The total funds held at the end of August 2017 were £387,477.54 of which £368,811.36 were earmarked or restricted reserves.

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

Cheque & Debit Card Payments. The list of payments had been circulated by email and copies were provided. Total cheque payments in September 2017 amounted to £5,922.49. Debit card payments in August 2017 amounted to £72.53.

Resolved: To approve the cheque and debit card payments.

The Clerk reported to the Council that a Fixed Term Deposit of £62,352 had matured on 7th September and that he had reinvested the capital and interest amounting to £62,679.65 in a further 6-month Fixed Term Deposit.

17.137 CLERK'S REPORT & CORRESPONDENCE

Idmiston Parish Newsletter. The Clerk had received a sample copy of the Idmiston Parish Newsletter from a print company. It was in A4 format, full colour throughout and 40 pages. The cost was £995 for 1050 copies. This compares with the Council's cost of £817 for 4000 copies in A5 format.

Tree Work. The Clerk had previously circulated, and had included with supporting documents, the following papers.

- An Invitation to Tender sent to three companies.
- The quotations received from those companies.
- A summary of the quotations.

The total value of the contract exceeds his Financial Regulation authorised limit of £2,000. He therefore required the Council's approval to carry out the work. Councillors asked questions about the tree surveys and how funds would be allocated. The Clerk recommended that the Contract be given to Ockenden Tree Services.

Resolved: To appoint Ockenden Tree Services to carry out the work in accordance with their quotation in response to the Invitation to Tender.

17.138 LATE NOTICE ITEMS. The Chairman raised the issue of the Public Notice by Wiltshire Council in the current edition of the Salisbury Journal regarding open spaces at Sycamore Drive, St Lukes Close and St Peters Road. These are play areas currently

operated by Wiltshire Council. The notice states that they intend to dispose of them by way of grant of lease to Laverstock & Ford Parish Council.

The Clerk reported that, in response to an email to a Wiltshire Council officer expressing an interest in exploring the option of a 7-year lease on play areas, he had received a draft lease for Sycamore Drive. This had been returned as it covered only the one-third of the play area owned by Wiltshire Council. There was no indication of how the remaining two-thirds would be dealt with. There has been no further response.

17.139 EXEMPT BUSINESS – EXCLUSION OF THE PRESS AND PUBLIC.

Resolved: That in view of the Commercial-in-Confidence nature of the business about to be transacted the public and press be temporarily excluded from this meeting under the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 Section 100.

The meeting ended at 9.30pm.

The next meeting of the Parish Council will be held at the River Bourne Community Farm at 7pm on Monday 16th October 2017.