



Laverstock & Ford Parish Council

Incorporating Hampton Park & Old Sarum

**Meeting held at the River Bourne Community Farm
at 7.00pm on Monday 19th February 2018**

Draft MINUTES

Councillors present: Beard, Birkett, Brown, Burton (Chairman), Bussereau, Champion, Davidson, Davis, Dean, Hayes, Waller.

Wiltshire Councillors present: McLennan (until 7.21pm)

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

The Chairman welcomed seven members of the public and recorded that WCllr Brown had sent his apologies.

Edward Haycock, the Youth and Children's Minister for St Marks and St Andrews addressed the Council and described the youth projects that he was running at the Pavilion at Bishopdown Farm. He would like to start a similar project in Laverstock and is seeking a suitable venue. He answered several questions from Councillors and was offered the support of the Council.

WCllr McLennan presented a report to the Council and then left the meeting.

The meeting started at 7.21 pm.

18.022 APOLOGIES. Apologies had been received from Cllr Buttigieg.

18.021 DECLARATIONS OF INTEREST.

Cllr Beard declared a non-pecuniary interest in the grant application by the Friends of Greentrees School, as she was Chair of that organisation. She will not participate in the discussion or vote. Cllr Beard also declared a non-pecuniary interest in the grant application by the Laverstock Scout Group, as one of her family was a member. Again she would not participate or vote. Finally Cllr Beard declared a non-pecuniary interest in Agenda Item 18.031, the Greentrees Junior School Access Path, as a family member attends the school. It was her project and so she would participate in the discussion, but not vote.

The Chairman declared a non-pecuniary interest in the grant application by Laverstock Scout Group as one of his family was a member and he will not participate in the discussion or vote.

Cllr Waller declared a non-pecuniary interest in the grant application by Laverstock Scout Group, as one of her family was an instructor with the Salisbury and South Wilts Scouts. She will not participate in the discussion or vote.

The Chairman said that, in order to facilitate participation by members of the public, he would change the order of business. He would start by bringing forward planning application 17/11650/FUL from Agenda item 18.026.

18.026 PLANNING

Planning Application 17/11775/FUL. Proposed Annex and Alterations at 50 Saunders Avenue. Amended Plans. The applicants addressed the Council and explained the amended plans that had been submitted. These were intended to counter the previous objections by both the Council and a neighbour. The applicants answered questions from Councillors.

Resolved: To withdraw the Council's objection to this application and to submit a revised response of 'No Comment'.

18.032 GRANT APPLICATIONS

Greentrees Primary School PTA. The Deputy Headteacher of Greentrees Primary School, Mr Alan Geary, addressed the Council and explained the reason for the grant application. He also answered questions from Councillors.

Resolved: To grant £1,000 to the Friends of Greentrees School to assist with the purchase of new outdoor fitness and play equipment.

Laverstock and Ford Village Hall. The Honorary Secretary of the Village Hall Committee addressed the Council and explained the reason for the grant application.

Resolved: To grant £350 to Laverstock and Ford Village Hall to assist with the purchase of lockable storage lockers for the use of organisations using the Village Hall.

1st Laverstock Scout Group. A Leader from the 1st Laverstock Scout Group addressed the Council and explained the project by the Salisbury and South Wilts District Scouts to raise £150,000 to provide a campsite in the local area for all of the local Scout Groups. Each Scout Group in the District is independently raising funds for the project. Cllr Birkett proposed that the grant be increased from £500 to £750.

Resolved: To grant £750 to the 1st Laverstock Scout Group as a contribution towards the Salisbury and South Wilts Scouts Campsite Fundraising Plan.

The Leader also asked if the Group might be sponsored by the Council to carry out litter picking in the Parish. The Chairman said that this should be possible and could be discussed outside of the meeting.

18.024 APPROVAL OF MINUTES

Resolved: To approve the Minutes of the Extraordinary Meeting held on 8 January 2018.

The Clerk reported on three changes that he had made to the draft Minutes of the meeting held on 15th January 2018.

Resolved: To approve the Minutes of the meeting held on 15 January 2018 as amended.

18.025 MATTERS ARISING

Action PC243. Provide draft policy for tree maintenance. Cllr Hayes read a statement to Council about the draft policy that he has presented to the Council. He recommended that the policy and procedures be tested for 12 months. Cllr Waller asked about the legal position when a tree on Council property is depriving a resident of light. Cllr Hayes said that the Council would not take action on a complaint about blocked light. Closed.

Action PC257. Investigate the issue of parking and congestion caused by Bishopdown Farm Pre-school. The Chairman said that he had written to the headteacher of Greentrees School who had in turn been in touch with the Pre-school. Cllr Beard reported that the traffic and parking problem had much improved. Closed.

Action PC260. Contact Passenger Transport and Old Sarum School regarding lack of safe pedestrian access between Longhedge and the school. The Assistant reported that he given the necessary forms to the school to pass on to the seven or eight families from Longhedge who have children at the school. The request to provide a bus from Longhedge to Old Sarum must come from the parents. Closed.

Actions PC261 and PC263. Closed.

Action PC264. Contact Community First to see if they had plans to support Councils with the new General Data Protection Regulations. The Clerk reported that they had no plans to provide support but would provide some training. Closed.

Actions PC265 and PC266. Closed.

18.026 PLANNING

Planning Application 17/11650/FUL. 10 New driving bays, ball wash, café, kitchen, video room, golf shop, office/store, floodlighting and improved car park. Cllr Birkett described the application and said that there would be a minimal amount of light pollution visible from Longhedge and Old Sarum from the floodlights.

Resolved: To respond to planning application 17/11650/FUL with No Objection provided that the restrictions on the hours of operation of the floodlights, included in the application, are made a condition of the Planning Approval.

Old Sarum update. The Clerk reported on progress with the Swale. Wiltshire Council Land Drainage have agreed the redesign of the headwalls and grills, and he had been informed that contracts have been let for other remedial work. Optimistically it should be possible to accept the transfer of the land by the end of April.

Old Sarum Airfield update. Cllr Bussereau reported on the meeting of the Strategic Planning Committee that he had attended with Cllr Champion and residents. The Committee met, in response to a non-determination appeal, to consider the outline application by Old Sarum Airfield Limited to build 462 residential dwellings on the airfield site. The Committee resolved to advise the Planning Inspectorate that they would have refused the scheme.

Longhedge update. The Clerk gave a summary of the current status of the first two areas of land to be adopted by the Council. The first will be Area K, which includes Robinson Grove Play Park.

HP2 Country Park update. The Chairman reported that it was very unlikely that the developer would meet the deadline of 23 March to complete the strategic earthworks. Progress with the collaborative agreement with the Land Trust was also very slow. He reported more positively on the forthcoming Lantern Parade on 20th March and Information Event on 24th March.

Planning Application 17/01208/FUL. Demolition of existing house and construction of new 4-bedroom house and garage, Whitegates, Ford Lane, Ford. Cllr Bussereau raised this application as an additional item. The Council had submitted a response to

support the application on the final day of the consultation. He has since noticed that three days after the consultation ended revised landscape plans were submitted, and that these moved the entrance to the site. He wondered why the Council were not informed of the amended plans. The Clerk was requested to enquire the reason from the assigned Planning Officer.

Action Clerk.

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

17/11873/ADV. 2 non-illuminated proposed fascia signs. (resubmission of 17/06578/ADV). Unit 1A, Castlegate Business Centre, Old Sarum. NO COMMENT.

18/00382/ADV. Internally and externally illuminated fascia signs, print panels and ATM sign with window graphics. One Stop, Church Road, Laverstock. NO COMMENT.

18/00556/FUL. Proposed pre-school education building. River Bourne Community Farm, Laverstock. SUPPORT.

Resolved: To approve the above responses.

18.027 OLD SARUM SKATEPARK.

Cllr Birkett said that the Skatepark Committee had approached several large grant providers and they had requested some form of assurance that land has been allocated for this project. He had circulated a draft letter that he would like sent to the Skatepark Committee giving the necessary assurances.

Resolved: The Council approves the provision of the land as outlined in the draft letter previously circulated.

18.028 BUS SHELTERS AT OLD SARUM AND BISHOPDOWN FARM.

The Chairman referred to recent requests for new bus shelters at Old Sarum and Bishopdown Farm. He thought that the Council should have a policy on the provision of bus shelters. Wiltshire Council no longer provide or maintain bus shelters. After discussion the Chairman offered to research the matter further and develop a policy. Cllr Birkett said that he would make it an agenda item for the next Facility Management Subgroup meeting.

Action Chairman & Cllr Birkett.

18.029 TRANSFERS OF LONGHEDGE PUBLIC OPEN SPACE.

The Clerk explained the requirement for two resolutions in anticipation of a transfer of land and funds from Linden/Bovis to the Parish Council. Any two Members of the Council may seal a legal document, on behalf of the Council, when the signing has been authorised by a resolution. He reviewed the current condition of both parcels of land known as Area K and Area B.

Resolved: To approve the signing of the Transfer Deed and any attached Plans for the Land at Longhedge, designated as Area K and including Play Area 10, by any two Parish Councillors in accordance with Standing Order 26.

Resolved: To approve the signing of the Transfer Deed and any attached Plans for the Land at Longhedge, designated as Area B and known as the Western Boundary, by any two Parish Councillors in accordance with Standing Order 26.

18.030 REVIEW OF ALL RESPONSIBILITIES AND TERMS OF REFERENCE.

Cllr Bussereau said that five Terms of Reference has been written and circulated. These were for the three Planning subgroups plus the Old Sarum Airfield Development subgroup,

and the individual responsibilities for Transport, Roads and the Community Area Traffic Group (CATG). There were a large number of outstanding Terms of Reference. All Councillors were asked to complete Terms of Reference by the end of February.

Resolved: To approve the Terms of Reference for the three Planning Subgroups, the Old Sarum Airfield Development Subgroup and the individual responsibility for Transport, Roads and CATG.

18.031 GREENTREES JUNIOR SCHOOL ACCESS PATH.

Cllr Beard reminded the Council of the paper that she had circulated, and explained the other funding that she was exploring including the Wiltshire Council Path Improvement Grant Scheme (PIGS) and a £500 contribution from the Greentrees PTA. She had obtained three quotations for three types/widths of tarmac path. Cllr Hayes said that he thought it was too soon to approve this scheme. Discussion followed on the required width for a new path. The Chairman said it will eventually be the main access path to the large play area and the Country Park and should be 2.8m or 3m. He also said it might be possible to source funds from the Country Park contribution.

Resolved: That the Council supports replacing the hoggin with 2.8m wide tarmac on the extension pathway, which runs from the existing tarmac pathway on Riverdown Park to the gate at the main pedestrian entrance to Greentrees Junior School. In addition, the Parish Council supports an application for match funding from Wiltshire Council's Path Improvement Grant Scheme to fund 50% of the costs and will contribute the remainder of 50% of the cost less any contributions secured from other non-Wiltshire Council sources.

18.033 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 January 2018 were £447,820.20 of which £404,215.09 were earmarked or restricted reserves. The Clerk pointed out that it is possible to estimate the General Reserve from these figures but an allowance must be made for VAT recovery and unspent recurrent expenditure.

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 February 2018 amounted to £9,081.78. Debit card payments in January 2018 amounted to £268.41.

Resolved: To approve the cheque and debit card payments.

Amendment to Treasury and Investment Policy The Clerk introduced two amendments to the Treasury and Investment Policy. The first was the addition of missing punctuation mark. The second was an additional statement in Appendix A, Procedure for Deposits. New item "7. All interest payments received will be paid to the General Reserve unless otherwise decided by Full Council."

Resolved: To approve the amendments to the Treasury and Investment Policy.

18.034 CLERK'S REPORT AND CORRESPONDENCE

Old Sarum Community Centre CCTV. The Clerk reported that the Trustees had obtained two quotations for a CCTV system to protect the Community Centre. At the same time they had obtained quotations for an additional camera that might be directed at the adjacent play park. The cost of this camera would be between £650 and £900. The Clerk did not think this expenditure could be justified in relation to the risk. Councillors agreed and

pointed out that the use of cameras in public places was in any case closely controlled by regulation.

Oldfield Road – Damaged Kerb Stone. The Clerk spoke about correspondence with a resident of Oldfield Road and a Wiltshire Council Highways Engineer. The resident had reported to My Wiltshire a damaged and dislodged kerb stone that was hazard to vehicles and pedestrians. The response was that the section of road was not adopted and therefore not the responsibility of Wiltshire Council. The Clerk had ascertained from the Land Registry that the road was still owned by the Swaythling Housing Society, part of the Radian Group. He was disappointed that Wiltshire Council did not intend to take any action to enforce a repair, but merely referred the resident to the Parish Council

18.035 LATE NOTICE ITEMS. There being no Late Notice Items this item was cancelled.

18.036 EXEMPT BUSINESS. There being no exempt business this item was cancelled.

The meeting concluded at 9.38pm.

The next meeting will be the ANNUAL PARISH MEETING at 7pm on Monday 19th March 2018 at the Old Sarum Community Centre. This will be followed by a monthly meeting of the Parish Council.