



Laverstock & Ford Parish Council
Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

**Meeting held at Greentrees Junior School
at 7.00pm on Monday 17th September 2018**

Draft MINUTES

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

Wiltshire Councillors present: McLennan. (Until 8.21pm)

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

The Chairman welcomed three members of the public and invited them to address the Council. Two residents of a property in St Andrews, Laverstock spoke in support of their planning application.

The meeting started at 7.06pm.

18.127 APOLOGIES. Apologies had been received from Cllr Bussereau.

18.128 DECLARATIONS OF INTEREST. Nil.

18.129 APPROVAL OF MINUTES. Resolved: To approve the Minutes of the meeting held on 20th August 2018.

18.130 MATTERS ARISING

Action PC 272. Consider inclusion of Planning Applications in Parish Newsletter.
Cllr Davidson said that the Business Management Communications subgroup recommended that the Planning Applications should be restored to the Newsletter.
CLOSED.

Action PC280. CLOSED.

18.131 PLANNING

Planning Application 18/06854/CLE- Certificate of lawfulness for use as a gypsy and traveller site consisting of 18 existing pitches and 18 amenity buildings. Dairy House Bridge & Traveller Site.

Cllr Dean reminded Councillors that there was a previous application, approved in 2014, that increased the size of the site. Nothing was built, and the planning consent had lapsed. He did not want it resurrected. It was agreed that the Certificate of Lawfulness only referred to the current use for 18 sites. Anything further would require a new planning application.

Resolved: To support the application for a lawful development certificate for the existing use with the following condition. That it is restricted to the original site of 18 existing pitches and 18 amenity buildings and not extended to include the larger site proposed by planning application 13/06906/FUL.

Application 18/07991/FUL. Construction of detached dwelling with access from Westfield Close. Land adjacent to 8 St Andrews, Laverstock.

Cllr Hayes reported on the deliberations of the Laverstock and Milford Planning Subgroup. He said that the Subgroup were unanimous in their view that the site was too small for the proposed development and that there was inadequate amenity space for the new dwelling. He recommended that the Council object to the application because of the inadequate amenity space and because it is overdevelopment of the site.

Resolved: To object to the application because there is inadequate amenity space and the new dwelling is overdevelopment of the site.

Old Sarum update. About forty letters had been sent to residents of Norman Drive and Virginia Way informing them of the proposed Virginia Way play area. The Chairman said that there had been two complaints about the location. Cllr Waller said that she had viewed the site and thought that it should be moved away from the road for safety reasons. Cllr Hayes said he would support the idea of moving the play area back from the road.

The Clerk said that the 9A/9B planning consent stipulated the position of the play area and would therefore need to be amended. He also said that the current approved landscape plan for the remainder of the public open space probably prohibited the construction of a play area but that this needed further investigation. The Clerk added that two other responses had supported the location and construction of the play area.

It was agreed that further consultation was required. This will be on the Agenda for the next Parish Council meeting on 15th October and be preceded by a further letter to residents. The Clerk was asked to inform the companies tendering for the play park that there might be a change of location.

Action Clerk

He was also asked to investigate the planning issues raised by a change of location.

Action Clerk

Old Sarum Airfield update. There has been an acknowledgment from the Planning Inspectorate that the Council would like to make representations at the Planning Inquiry on 9th November.

Longhedge update. The Clerk reported that he had recently walked the Western Boundary and another new play with a landscape contractor to get a clearer idea of long-term maintenance costs.

Castle Hill Country Park update. Cllr Burton gave a progress report on the works being carried out in preparation for a handover of the Country Park to the Council. The play park contractor said they would not be finished until November. Work has started on the large NEAP and MUGA. He had previously circulated the Country Park Management Plan and, subject to some minor changes suggested by Cllr Bussereau, he proposed that it be approved by the Council.

Resolved: To approve the Country Park Management Plan as amended.

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

18/07460/FUL. Proposed solid roof conservatory to side of property. 59 Norman Drive, Old Sarum. NO OBJECTION. 18/07799/FUL. Enlargement of existing single storey porch for new WC. 21 Vanessa Avenue, Laverstock. NO COMMENT. 18/08368/TCA. Work to tree in a Conservation Area. Fell walnut tree because of excessive shading. 12 The Close, Old Sarum. NO COMMENT.

18.132 DUCK LANE BRIDLEWAY. The Clerk had provided a redacted copy of an email from a resident of Laverstock explaining the problems caused by the poor surface in the unadopted portion of Duck Lane. The resident had asked if the Parish Council would be willing, and in a position, to complement the substantive costs for the repairs. After a long discussion it was the view of the Council that they would not offer financial support to the repair of an unadopted highway.

18.133 ELECTORAL REVIEW – CONSULTATION RESPONSE. The Clerk reminded the Council that the deadline for a response to Wiltshire Council was the end of September, and to the Boundary Commission was 5th November. Cllr Beard had previously submitted a draft response to Wiltshire Council and this was included with supporting papers.

Cllr McLennan reported that the Wiltshire Councillors in the Salisbury Community Area had stated that they would like all of the new build properties in Laverstock and Ford Civil Parish moved into the Salisbury Area. Conversely it was the opinion of Wiltshire Councillors in Southern Wiltshire that the whole of Laverstock and Ford, including that part currently in Salisbury Area, should be moved to Southern Wiltshire Area. He discussed the options for having two electoral divisions within Laverstock and Ford Parish, both of which would be in the Southern Wiltshire Area. He discounted the idea of having a single electoral division with two Wiltshire Councillors.

Resolved: To agree the response to Wiltshire Council on the Electoral Review by the Local Government Boundary Commission for England as drafted by Cllr Beard and amended by the deletion of one option and attached to these Minutes at Appendix 1.

Cllr Beard agreed to lead the subgroup that will determine and propose a more detailed response to the Boundary Commission.

18.134 MEMBERSHIP OF WILTSHIRE ASSOCIATION OF LOCAL COUNCILS.

The Council had previously been briefed by the County Secretary on the benefits and costs of being a member of the Wiltshire Association of Local Councils. The Chairman reminded Councillors that there was no budget for membership in the current financial year. Cllr Beard said that the cost of joining both WALC and the National Association would be £1,117.34 per annum and that it would be possible to join mid-year on a pro rata basis.

Resolved: To commence membership of the Wiltshire Association of Local Councils in the financial year 2019-2020, or earlier if the Council approves a financial provision from general reserves.

18.135 NEIGHBOURHOOD PLANNING UPDATE. Cllr Buttigieg gave a progress report. The Steering Group is working hard on increasing Community Engagement after the low attendance at recent road show events. They are looking for more engagement with established groups within the parish. He gave a summary of other activities by the Steering Group. These included the possible recruitment of consultants to assist the Group and an analysis of the strategic housing allocation areas within the parish. He emphasised

the importance of community cohesion and its links to both neighbourhood planning and the current process of electoral reform. The lack of a leader for the steering group was discussed.

18.136 REVIEW OF ALL RESPONSIBILITIES AND TERMS OF REFERENCE.

Terms of Reference for Complaint Adjudicators had been circulated by Cllr Buttigieg. Cllr Waller said that a record should be kept of complaints and this should be included. Cllr Buttigieg said that all Terms of Reference should include a method of handling complaints. This was deferred to the next meeting.

18.137 AMENDMENTS TO FINANCIAL REGULATIONS. The Clerk requested that this be deferred to the next meeting.

18.138 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 2018 were £677,304.73 of which £601,468.10 were earmarked or restricted reserves. The Clerk informed the Council that, after receipt of the commuted funds from the transfer of the Swale and Area 9A/9B at Old Sarum £133,412.87 had been invested in a new 7-month Fixed Term Deposit. He also advised the Council that the external auditor had queried the method of preparation of accounts. Because expenditure exceeded £200,000 in the last financial year the Council should be working on income and expenditure instead of receipts and payments.

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 2018 amounted to £11,876.40. Debit card payments in August 2018 amounted to £677.07. This included one payment of £457.92 for Play Grade Bark, which exceeded the Clerk's debit card authority.

Resolved: To approve the cheque and debit card payments including the card payment of £457.92.

18.139 CLERK'S REPORT & CORRESPONDENCE

The Clerk briefly reported on a minor problem of a lack of awareness by some residents of the responsibilities and boundaries of the Parish Council. Reports and requests were often made incorrectly to an adjacent parish. The employment of a media and/or public relations consultant or employee was discussed.

18.140 LATE NOTICE ITEMS. Cllrs Davidson and Hayes reported on a plan to place a 'Thank You' note to all volunteers in the next issue of the Newsletter. Cllr Waller criticised the acoustics in the school hall and requested that a classroom be used instead.

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

The meeting concluded at 9.18pm.

The next meeting of the Council will be held at 7pm on Monday 15th October 2018 at the River Bourne Community Farm, Laverstock.

Appendix 1 to Minutes 17th September 2018.

Legal & Democratic Services
Wiltshire Council
County Hall
Trowbridge
Wiltshire
BA14 8JN

21 September 2018

Dear Sir or Madam

ELECTORAL REVIEW OF WILTSHIRE COUNCIL

Laverstock and Ford Parish Council writes in response to your invitation for submissions to be considered in advance of Wiltshire Council's own submission to the Local Government Boundary Commission for England. This Council submits the following for your consideration:

Laverstock and Ford Parish Council is mindful of both the Boundary Commission's statement that;

"in areas where parishes exist, the parish boundaries often represent the extent of a community. In fact, the Commission often uses parishes as the building blocks of wards and electoral divisions"

and of the fact that in the recent Parish Boundary Review, Wiltshire Council ratified the views expressed by this Council and large numbers of the Parish's residents. They believe strongly that the Parish is an entity with a semi-rural identity, separate and distinct from that of the City, which the residents value and wish to preserve. Furthermore, all are content that the Parish Council exercises good governance.

This Council therefore intends to make representation to the Commission to divide the current Parish into two electoral divisions which fall within the Southern Wiltshire Community Area, each with one Wiltshire Councillor.

We note your advice that the Boundary Commission have made it clear that they will not be restricted by existing Area Board geography alone.

Whilst the matter of electoral equality remains under investigation and discussion with its Southern Wiltshire Area Board neighbours, this Council will provide evidence that these proposals best serve the Parish residents' community interests and identity and provide for more effective and convenient local government.

Laverstock and Ford Parish Council will now prepare its detailed evidence-based submission for the Boundary Commission.

Yours faithfully

Andrew Prince
Clerk to the Parish of Laverstock and Ford