



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

**Meeting held at the River Bourne Community Farm
at 7.00pm on Monday 16th December 2019**

Draft MINUTES

Councillors present: Baker, Birkett (Chairman), Bussereau, Dean, Hayes, Hilliard, Lovibond, Lynn, Tucker, Waller.

Wiltshire Councillors present: WCllr McLennan. (Until 8.30pm)

In attendance: Prince (Clerk).

The Chairman welcomed five members of the public and invited them to address the Council. A resident of Glendale Crescent spoke to give his reasons for objecting to Planning Application 19/11119/FUL. The applicant spoke in support of the application and gave reasons for the design changes.

The meeting started at 7.05pm.

The Chairman announced that Cllr Watson had tendered his resignation from the Council.

19.183 APOLOGIES. Nil

19.184 DECLARATIONS OF INTEREST. Nil

19.185 APPROVAL OF MINUTES. The Clerk had provided a first draft of the November minutes with Supporting Papers but they were not yet ready for approval.

19.186 GRANT APPLICATION. Victim Support Wiltshire. The Clerk referred to the letter requesting a financial contribution that was included with Supporting Papers. He had responded with a copy of the Council's Grant Policy and an Application Form but nothing further had been received. In previous years small grants of up to £100 had been made in response to the letter. Cllr Tucker suggested that non-compliance with the policy should not be a reason to ignore the request. The Chairman and Cllr Hayes both said that the organisation should comply with the Council's policy. No proposal was made.

19.187 MATTERS ARISING.

Action PC197. Hampton Park Pavilion. Cllr Bussereau said that the determination date for the Bishopdown Farm Yard application had been extended until 31 December and that a new case officer had been appointed. OPEN.

Actions PC307, PC321, PC324. OPEN

Action PC325. Advise Scout Leader that the Parish Council will assist. The Clerk said he had not yet contacted the Scout Leader but that it appeared that the Old Sarum

Community Centre had been able to accommodate them on an alternative evening.
OPEN.

Action PC327. CLOSED

Action PC329. Investigate appointment of an independent highways and traffic expert. The Clerk said that he would prefer that the Council first seek the views of the Community Area Transport Group. Wiltshire Council have their own consultant experts and their views should be sought. If no results were forthcoming then the Council can engage its own consultant but this might be expensive. This action was CLOSED.
Cllr Bussereau said he would raise the issue at the next CATG. **Action Cllr Bussereau.**

19.188 PLANNING.

19/1119/FUL. 23 Potters Way. Cllr Hayes described the application and made recommendations for a response on behalf of the Laverstock and Milford Planning team.

Resolved: To Support the application subject to conditions.

1. No external lighting over the double glass doors, which might illuminate the property in 19 Glendale Crescent, will be permitted.
2. The proposed glass balustrade, creating a balcony on the roof, should be no greater than is required to allow the opening of the double doors on to the flat topped roof space.
3. The proposed glass balustrade which creates a balcony outside the French doors will be constructed of obscure glass which will prevent visual access to the bedrooms of 19 Glendale Crescent.

Old Sarum update. The link path has progressed but is still not complete. The Clerk reported that there is an issue with the legal documents that are still not complete.

Old Sarum Airfield update. Cllr Bussereau said that commercial flying had been resumed. There would be no leisure or recreational flying. The High Court has refused permission for a judicial review.

Longhedge update. The Clerk updated the Council on the Play Areas. Two new play areas, Middleton Green and Liddell Gardens, have been completed and offered to the Council. Cllr Bussereau reported on two issues raised by a resident of Mynarski Close. The first was a possible breach of a Planning Condition relating to the footpath link to Longhedge. The Clerk was asked to investigate. **Action Clerk**

The second was a Highways issue that was awaiting a formal request by the resident.

Castle Hill Country Park update. The update from the Country Park Ranger had been circulated and included with Supporting Papers. Cllr Waller drew attention to the 'what3words' application that had been adopted by the Land Trust and could be used for location finding in emergencies in the Country Park. Cllr Baker offered to write an article about the application for the Parish Newsletter. **Action Cllr Baker**

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

19/10550/FUL. Change of use to allotment from equestrian. Borrowback Stables, Ford. Support with comments.

19/06825/FUL. Conversion of detached garage to ancillary accommodation. 49 Elm Close, Laverstock. New Plans. No Comment.

Resolved: To approve the above responses.

Neighbourhood Planning Steering Group update. Cllr Bussereau reported that the residents' and business surveys are complete, and have been analysed. He confirmed that the Council are content for the information to be made public, initially on the website and subsequently in the Parish Newsletter. Cllr Hilliard reported on the school's survey. It is hoped to get 800 responses from the schools in Laverstock.

Cllr Bussereau reported on changes to the governance and constitution of the Steering Group. It was agreed that the new constitution would be brought to the January meeting for approval.

Action Cllr Bussereau.

19.189 WILTSHIRE COUNCIL ASSET TRANSFERS. The Clerk said that he had not yet started the process of taking over the four Wiltshire Council managed play areas in the Parish. This would be a priority for the New Year.

Action Clerk.

He reported on a meeting between the Chairman, the Leader of Salisbury City Council, the City Clerk and himself, at which the transfer of ownership of Wiltshire Council owned land in the City to the Parish Council was discussed. No problems were envisaged but it was yet to be approved by the City Council. Wiltshire Council's Service Devolution and Asset Transfer Board had not yet discussed the transfer of the strategic buffer around Bishopdown Farm. This was scheduled to take place in January 2020.

19.190 BUS SHELTERS. The Clerk explained the process that had led to him receiving quotations for the repair of three bus shelters and the installation of two new bus shelters. There were two outstanding issues. First, whether one of these shelters should be open-sided or enclosed, and second on the type of seating. The Council agreed that wooden seats should be specified for all new shelters. The Council agreed to defer the decision on the style of shelter until the January meeting.

19.191 RIGHTS OF WAY. Requests for improvement. Cllr Lovibond reported on his work so far. A voluntary team was being assembled to carry out work to footpaths, and the new Wiltshire Council Countryside Access Officer had agreed to undertake work on obstructed footpaths such as LAF13 and LAF25 in Ford. Cllr Lovibond explained the need to establish a register of the ownership of land crossed by rights of way. Cllr Bussereau said that he was sure this information already existed at Wiltshire Council. Cllr Bussereau requested that Terms of Reference be drafted for the Rights of Way responsibility.

Action Cllr Lovibond.

19.192 COUNCILLOR RESPONSIBILITIES AND SUBGROUPS. The Chairman drew attention to the current vacancies. He welcomed Cllr Baker's offer to join the Finance and Budget Subgroup. He said that the Human Resources Subgroup needed another member. Cllr Lovibond agreed to join the Business Management Communications Subgroup and Cllr Hilliard agreed to take on the responsibility for School's Liaison.

19.193 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 November 2019 were £2,469,180.15 of which £2,395,497.29 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 November 2019 amounted to £13,089.11. Debit card payments in November 2019 amounted to £508.98.

Resolved: To approve the cheque and debit card payments.

Treasury Deposit Report. The Clerk presented a brief report listing three Fixed Term Deposits and the balance of the 32-day Notice Account at the end of November. Since being opened on 19 July 2019 this has earned interest of £2,525.37. There was a total of £2,345,483.90 on deposit at the end of November.

Budget and Precept. Cllr Tucker reported on a meeting of the Finance Subgroup. It was not possible to produce a draft in time for this meeting. It will be distributed before the Budget and Precept meeting on 13th January 2020.

19.194 CLERK'S REPORT AND CORRESPONDENCE.

Old Sarum and Longhedge Residents' Association. The Clerk reported on his attendance at the Resident's Association meeting on 5th December. Several points were raised. A request for litterbins at the new bus shelters. The reduced sight-line visibility at the Green Lane shared-use path crossing due to hedge growth. The lack of any road signs in Partridge Way. Discussion followed on this last point and it was agreed that it was a Parish-wide problem. The Chairman said that the Facilities Management Subgroup would address this issue.

Action Facilities Management Subgroup.

Milford Mill Road Boardwalk. Following a complaint that the Boardwalk was dangerous when it was icy, the Clerk confirmed that Wiltshire Council are the responsible authority. The role of the Parish Council is only to maintain the boardwalk in accordance with a Memorandum of Understanding. Discussion followed on the reasons for flooding of Milford Mill Road.

River Bourne Community Farm Annual Accounts. These had just been received from the Chairman of the CIC and will be circulated to Councillors.

19.195 LATE NOTICE ITEMS.

Request for street lighting on the footpath between Riverbourne Road and Whitebridge. Cllr Lovibond had made this request. The Chairman said that he would not support it and he did not think Wiltshire Council would either. Cllr Hilliard said that she had conducted a 'straw poll' of some users at night and could find no support. Cllr Lovibond said he would re-engage with local residents and come back to the Council if necessary.

Photo-id for Councillors and Staff. Cllr Hilliard had raised this as an issue and agreed to investigate further.

Action Cllr Hilliard.

Councillor Reports. Cllr Lovibond had requested an Agenda item to make a report to the Council on the Milford Preservation Group. It was agreed that all such reports should be made in writing and only added to the Agenda if an action was required from the Council.

19.196 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.

The meeting closed at 9.49pm.

The next meeting of the Council will be held at 7.00pm on Monday 13th January 2020 at the River Bourne Community Farm.