



Laverstock & Ford Parish Council

Incorporating Hampton Park & Old Sarum

**Meeting held at River Bourne Community Farm
at 7.00pm on Monday 16 October 2017**

MINUTES

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

Wiltshire Councillors present: Brown, McLennan.

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

There were ten members of the public present. PCSO Jenny Moss addressed the Council on recent crime, which included several thefts from vehicles. She spoke about efforts to curb the number of rogue traders preying on the elderly and answered questions from Councillors. A resident spoke in support of a planning application for a change of use of a dwelling in Laverstock to be used as a meeting room for the Plymouth Brethren. The application had been submitted but not yet been registered.

The meeting started at 7.10pm.

17.140 APOLOGIES. There were no apologies.

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

17.142 CO-OPTION OF COUNCILLOR.

Jennifer Brown spoke briefly on her background and her reasons for wanting to join the Council. She answered several questions from Councillors and then left the meeting. The Chairman proposed Jennifer Brown, seconded by Cllr Hayes.

Resolved: To co-opt Jennifer Brown to the Council.

Cllr Brown returned to the meeting and signed a Declaration of Acceptance of the office of Councillor.

17.143 COMMUNITY POLICING REPORT. The monthly Community Policing Report had been previously distributed and was included with Supporting Papers.

17.144 APPROVAL OF MINUTES.

Resolved: To approve the Minutes of the meeting held on 18 September 2017.

17.145 MATTERS ARISING.

Action PC240. Alabare request for an uncontrolled crossing and bus shelter. The Chairman reported that the Assistant has received confirmation from the bus company that they will pick up outside Alabare's premises, which removes the need for a crossing.

Action PC244, 249, & 250. Closed.

17.146 PLANNING.

Old Sarum update. Cllr Birkett gave a brief update on the skate park proposal. The residents who are leading the project have been investigating grants and should soon be able to advise on a proposed level of Council funding. The Clerk reported on the lack of progress with remedial work on the swale land by the developer.

Old Sarum Airfield update. Cllr Bussereau said that there was no revised forecast of a determination date for the planning application for houses on the airfield. There has been an increase in movements on the airfield including night flying by helicopters.

Longhedge update. The Chairman said there would be a meeting with the developers on 18th October for an update on progress.

Hampton Park Country Park update. The Chairman reported that the Deed of Variation has been signed and sealed but that planning approval has not yet been granted. The developer is about to commence the strategic earthworks.

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

17/07931/FUL. Installation of replacement Sewage Treatment Plant by Wiltshire Council at 1 Spire View, Ford. NO COMMENT. 17/08167/FUL. Remove existing conservatory and replace with a double and single storey rear extension, 33 Elm Close, Laverstock. NO COMMENT. 17/08516/FUL. Erection of Stable/Store Building and provision of new associated exercise arena. Land off Green Lane, Ford. NO COMMENT. 17/08867/TCA. Crown reduction of 50% of unspecified tree in conservation area. 1 The Close, Old Sarum. SUPPORT.

Resolved: To approve the above responses.

17.147 PARISH PLANNING.

The Chairman reported on an informal meeting of Councillors at which it was recommended that the Council proceed with a Neighbourhood Plan.

Resolved: That the Council proceed with a Neighbourhood Plan.

17.148 FINANCIAL REGULATIONS. The Clerk explained that this amendment to the Council's Financial Regulations was required to permit the Council to contract The Land Trust to construct the Country Park at Bishopdown without having to resort to the tender process defined in Section 11 of the Regulations. The draft amendment would add an additional exemption "for goods and services purchased from The Land Trust for the construction and management of the Country Park under a Collaborative Agreement". Unfortunately this Collaborative Agreement has not yet been written and is still in an early stage of negotiation. The Clerk said he would like to defer the amendment to Financial Regulations until after the agreement has been further progressed.

17.149 BUDGET & PRECEPT. The Clerk gave a brief explanation of the Tax Base for the benefit of new Councillors. The draft tax base for 2018-2019 has not yet been published. Discussion followed on the Council's level of Band D precept. Cllr Beard commented that this Council's Band D was very low in comparison to other Wiltshire Parish and Town Councils with a similar Tax Base. The Clerk said that Parish Councils

were not subject to the referendum principle applied to principle Councils but that there was an expectation from central government that increases are kept to a minimum. Cllr Birkett said that there was also a request from the Unitary Council that Parishes consider taking over many services previously supplied by them. The Clerk reminded the Council of the Council Tax Setting Timetable and proposed an Extraordinary Meeting of the Council to agree the Budget and set the Precept on Monday 8 January 2018.

17.150 FINANCES

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 September 2017 were £418,710.79 of which £378,338.87 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 October 2017 amounted to £6,449.49. Debit card payments in September 2017 amounted to £192.59.

Resolved: To approve the cheque and debit card payments.

Annual Return. The Clerk reported that Grant Thornton LLP has approved the Annual Return without comment. He informed the Council that Grant Thornton had requested a lot of extra documents to support extraordinary receipts and payments arising from S106 agreements. The external audit fee had consequently risen from £300 in previous years to £1000 for 2016-2017.

17.151 CLERK'S REPORT & CORRESPONDENCE

Old Sarum Community Centre Play Park. The Clerk reported on a webmail received from a resident of Old Sarum on 23 September. The resident said that children had been seen climbing on the roof of the Multiplay unit. He had been in touch with the supplier of this equipment, Jupiter Play & Leisure, and also with their Health & Safety consultant. It was clearly misuse of the equipment and various options had been discussed including the removal of the roof panels. The Council's insurers have been informed of the problem and legal advice is being sought. Two sets of temporary signs advising users of the danger have been removed by unknown persons. A lengthy discussion followed. Cllr Davidson said that parents should be warned of the risk with signs and in the Newsletter. Cllr Birkett said that the source of the risk, which was access to the roof, should be removed. The Chairman reported on a RoSPA view that some risk was a necessary part of play. Cllr Hayes said that the history of the equipment should be investigated as part of a risk assessment.

Parish 'Walks'. Various dates had been suggested for a tour of the Parish for new Councillors. The most popular date was Sunday 19th November commencing at 2pm from the Community Farm. If there is sufficient support another date in December will be arranged, or Councillors may decide to arrange their own tours.

Councillors as Data Controllers. The Clerk had previously circulated Briefing Note No: 332 from Wiltshire Council. This gave advice on when Councillors should register themselves as Data Controllers with the Information Commissioner's Office. Wiltshire Council have since recalled the Briefing Note stating that it was intended only for Unitary Councillors. The Clerk said that the content was still relevant.

Footpath 10 Milford Mill Road Memorandum of Understanding. The Clerk had been informed that the MoU was now engrossed for signature and should be concluded soon.

Waiting and Parking Requests 2018-2019. An invitation from Traffic and Network Management at Wiltshire Council to request waiting and parking restrictions to be applied in 2018. The deadline for requests is 1 January 2018.

17.152 LATE NOTICE ITEM. The Chairman reported on a letter from a resident of Riverdown Park stating that a small swale feature that was being used as a play area was a hazard to young children. The developers had responded by saying they would erect a heras fence to restrict access.

17.153 EXEMPT BUSINESS – EXCLUSION OF THE PRESS AND PUBLIC.

Resolved: That in view of the 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 concluded at 9.29pm.

The next meeting of the Parish Council will be held at the Old Sarum Community Centre at 7pm on Monday 20th November 2017.