



# Laverstock & Ford Parish Council

## Incorporating Hampton Park & Old Sarum

**Meeting held at the River Bourne Community Farm  
at 7.00pm on Monday 18 December 2017**

### MINUTES

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

**Wiltshire Councillors present:** McLennan.

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

There were eight members of the public present and one member of the press. A resident of Pilgrims Mead spoke of his concern at the traffic and parking problems caused by the Bishopdown Farm Pre-school, which has occupied temporary buildings inside Greentrees Primary School since 2015. The Pre-school uses a gate in St Thomas Road for access. One resident reported that the Primary School Breakfast Club also uses this access. Cars were blocking driveways, parking on yellow lines and double parking. There is a serious hazard to children on foot.

The parking and congestion problem exists in spite of there being a Travel Plan that stipulates that parents must park in the Pavilion car park. The Travel Plan was created in order to discharge a Planning Condition and all parents must sign a declaration that they will abide by this Plan. He asked for the advice of the Council on how to deal with the problem and if the Council could apply pressure to provide a solution. Other residents of Pilgrims Mead were present and spoke of the problems caused by this issue.

Several Councillors asked questions. The Chairman said that the Council would investigate the issue.

**Action Chairman**

The meeting started at 7.14pm.

**17.169 APOLOGIES.** Apologies had been received from Cllr Brown, Cllr Buttigieg and Cllr Davidson.

**17.170 DECLARATIONS OF INTEREST.** Cllr Dean declared a non-pecuniary interest in the Footpath 10 issue as he has an interest in the land crossed by the footpath.

**17.179 GRANT APPLICATION BY RIVER BOURNE COMMUNITY FARM.** The Chairman called this item forward as the Farm Manager was present to speak in support of the application. Jane Wilkinson, the Farm Manager, described the Live @ the Farm event that had been run for 5 years and which provided significant funds to support the Community Farm. It has increased in size year-by-year and last year expanded into a water-meadow field with an attendance of 3,500. 80% of the attendees are local residents. It costs £12,000 to stage the event and in 2018 they would like to hire a professional stage

instead of using a scaffolding and plank structure. Last year they made £6,500 profit for Farm funds. Councillors asked several questions.

**Resolved:** To grant £2,000 to the River Bourne Community Farm CIC to support the 'Live @ the Farm' event with the hire of a professional stage.

**17.171 COMMUNITY POLICING REPORT.** No report had been received.

**17.172 APPROVAL OF MINUTES.**

**Resolved:** To approve the Minutes of the meeting held on 20 November 2017.

**17.173 MATTERS ARISING.**

**Request from CATG for £1000 to fund legal fees for FP10 diversion.** Cllr Bussereau explained the background to the request. The project to divert the footpath alongside Milford Mill Road has taken over 2 years to negotiate with the landowner and the Memorandum of Understanding had only just been concluded. The extra legal fees are those of the landowner and their agent. If agreed this would increase the Council's contribution to the project to £3,500. The Clerk reported that the Diversion Order for Footpath 10 had just been published.

**Resolved:** To increase the contribution of the Council to the Milford Mill Road Footpath 10 Diversion project by £1,000 to a total of £3,500.

**Wiltshire Council Play Areas.** The Clerk described the current status of negotiations. It has been agreed with Local Highways that the management of all areas would be transferred by means of a Service Delegation Agreement. WCllr McLennan said that there was also the possibility of an asset transfer of two of the play areas in the future. A lengthy discussion followed.

**17.174 PLANNING**

**Old Sarum update.** The Clerk reported on a positive response from a director of Persimmon Homes that might lead to progress on the transfer of the swale land and Area 9A/9B public open space.

**Old Sarum Airfield update.** Nothing to report.

**Longhedge update.** Groundwork to prepare the Community Open Space is continuing. The Clerk reported that solicitors have agreed a common format for all Transfer Documents.

**Hampton Park update.** Groundwork to achieve the strategic earthworks is well under way but it is still likely to be April 2018 before the Country Park will be ready for transfer. The Chairman reported on a meeting with the chosen artist, Wiltshire Council and the developer. Plans for a consultation event on the art project are being finalised.

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

17/09615/ADV. Proposed non-illuminated v-shaped entrance sign. Alabare Christian Care and Support, Old Sarum Garden Centre. NO COMMENT. 17/10971/FUL. Proposed single storey flat roof extension. 31 Riverbourne Road, Laverstock. NO COMMENT.

17/11436/FUL. Proposed first floor extension and alterations. 2 Paddock Way, Laverstock. NO COMMENT. 17/11452/TCA. Work to trees in a Conservation Area. Southside, Old Sarum. NO COMMENT.

**Resolved:** To approve the above responses.

#### **17.175 OLD SARUM SKATEPARK PROJECT.**

Cllr Birkett referred to a Project Proposal document that he had circulated to Councillors and that was included with supporting documents for this meeting. He listed the Youth and Adult Offsite Recreation funds for Old Sarum that had been received or that were due to be received by the Council. The total was nearly £130k and there are currently nearly £117,000 of these funds that have not been earmarked or spent. He also listed the various projects that had been requested by residents in an online survey. These included a skatepark. The proposal was that the Council should match-fund the skatepark project up to a maximum amount of £50,000. The total cost of the project will be £100k to £125k. Discussion and questions followed.

**Resolved:** That the Council commits to provide 50% of the skatepark costs up to a maximum contribution of £50,000 for a skatepark costing £100,000 or more.

#### **17.176 WILTSHIRE LOCAL PLAN REVIEW.**

Cllr Bussereau reminded Councillors that the Wiltshire Council consultation on the Local Plan Review ends on 19 December 2017. He had received comments from Councillors and he outlined them to the Council along with his own. He will co-ordinate them into a Council response.

**Action Cllr Bussereau**

#### **17.177 NEIGHBOURHOOD PLANNING STEERING GROUP.**

Cllr Bussereau updated the Council on the last meeting of the Neighbourhood Planning Steering Group held on 29 November. 14 members attended including 4 councillors, and there were 4 apologies. The steering group is 7 members short of the recommended 25. No one has yet volunteered to be chair of the steering group. Wiltshire Council has assigned two link officers from Development Services to the Steering Group.

Cllr Bussereau reminded Councillors that he had circulated a draft constitution for the Steering Group for comment.

**Resolved:** That the Council approve the draft Constitution for the Laverstock and Ford Neighbourhood Area Neighbourhood Plan Steering Group.

Cllr Bussereau also proposed that the Council, in accordance with section 35c of Standing Orders, re-designate the Neighbourhood Plan or Parish Plan Subgroup as the Neighbourhood Plan Steering Group. This will enable the Steering Group to be covered by the Council's Employers Liability Insurance. This proposal was seconded by Cllr Beard and will be presented for a vote at the next Council meeting.

WCllr McLennan left the meeting at 8.29pm.

#### **17.178 REVIEW OF ALL RESPONSIBILITIES AND TERMS OF REFERENCE.**

The Chairman reminded the Council of the Action on all Councillors to assist in the review of Subgroups and Responsibilities. He has been working on this with Cllr Bussereau and a draft of these changes will be circulated shortly.

**Action Chairman/Cllr Bussereau**

#### **17.180 BUDGET AND PRECEPT – FINAL DRAFT.**

The Clerk had circulated a further draft of the Council's Budget, which had been agreed at a meeting of the Finance Subgroup. There has been a late change caused by the

introduction of quarterly Operational Inspections to the projected large increase in play areas during the next financial year. The final draft will be presented at the extraordinary meeting on 8 January 2018. The current draft would result in a deficit on this year's precept of £47,664 and a new precept requirement of £118,584. The draft budget included a one-off sum of £40,000 to enable the Council to take over responsibility for Wiltshire Council play areas. A discussion followed.

#### **17.181 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 2017 were £431,037.93 of which £368,278.75 were earmarked or restricted reserves. He reported that a Fixed Term Deposit of £119,378 had matured on 7 December yielding interest of £1,193.78.

**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. The payments included a separate amount of £12,000 paid to Wilsons Solicitors LLP to enable them to give an undertaking for legal fees for the Land Trust. Total cheque payments in December 2017 amounted to £23,559.36. Debit card payments in November 2017 amounted to £173.34.

**Resolved:** To approve the cheque and debit card payments.

#### **17.182 CLERK'S REPORT AND CORRESPONDENCE.**

**Salisbury City Council New Cemetery.** The Clerk has received correspondence from the Interim City Clerk asking if the Council would be interested in participating in a major project to build a new cemetery off The Avenue in Wilton. It is a 4-acre site and the total investment is c. £500,000. The Clerk circulated a plan of the project. The Chairman suggested that he invite a City Councillor to brief the Council on the project.

**Action Chairman**

**Wilson's Law response on Play equipment at Old Sarum.** A lengthy reply from the litigation department at Wilsons Solicitors LLP on the Council's responsibilities and liabilities with regard to the misuse of play equipment at Old Sarum. This has been forwarded to Councillors.

**17.183 LATE NOTICE ITEMS.** There were no Late Notice Items and this agenda item was cancelled.

#### **17.184 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 9.09pm

**The next meeting of the Parish Council will be an Extraordinary meeting to be held at the River Bourne Community Farm, Cow Lane, Laverstock at 7pm on Monday 8<sup>th</sup> January 2018. The next monthly meeting will be held on Monday 15<sup>th</sup> January 2018 at Greentrees Junior School, Saunders Avenue, Bishopdown Farm.**