



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Meeting held at the River Bourne Community Farm at 7.00pm on Monday 20th August 2018

MINUTES

Councillors present: Birkett (Chairman), Brown, Bussereau (Vice-chair), Buttigieg, Davidson, Dean, Hayes, Waller.

Wiltshire Councillors present: McLennan. (Until 8.37pm)

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

The Chairman welcomed eight members of the public and invited them to address the Council.

A resident of Ford spoke in opposition to planning application 18/06367/FUL for the use of a site adjacent to Old Sarum airfield for a car park and storage to include motor vehicles, caravans and motor homes. The agent for the application, Mr William Penny, spoke in support.

The meeting started at 7.06pm.

18.112 APOLOGIES. Apologies had been received from Cllrs Beard, Burton and Davis.

18.113 DECLARATIONS OF INTEREST. Cllr Hayes declared a non-pecuniary interest as a member of the Laverstock and Ford History Group. He would take part in the discussion on their grant application but not vote.

18.114 CO-OPTION OF COUNCILLOR. The Chairman welcomed Marti Hilliard and explained the process of co-option. Marti Hilliard spoke briefly on her background and her reasons for wanting to join the Council. The Chairman proposed Marti Hilliard, seconded by Cllr Bussereau.

Resolved: To co-opt Cllr Hilliard to the Council.

Cllr Hilliard returned to the meeting and signed a Declaration of Acceptance of the office of Councillor. Cllr Hilliard also declared a non-pecuniary interest as a member of the Laverstock and Ford History Group and said that she would not vote on their grant application.

18.115 GRANT APPLICATIONS.

Laverstock and Ford History Group. Two members of the History Group spoke to describe the project that is being undertaken in association with the Sarum Chronicle to publish a book on Laverstock in the Sarum Studies series. The application is for £452 which would pay for some direct costs of publication including professional proof reading.

All other production costs will be met by the Sarum Chronicle. Councillors asked several questions.

Resolved: To grant £452 for the benefit of the Laverstock and Ford History Group but payable to The Sarum Chronicle to assist with the direct costs of producing the book, 'Sarum Studies No 6 – Laverstock'.

23rd Salisbury Scout Group. The Chairman said that this was an unusual request for funds to support a Council event but confirmed that it does comply with the expenditure powers granted by Section 137 of the Local Government Act 1972.

Resolved: To grant £150 to the 23rd Salisbury Scout Group to provide a barbecue and refreshments for the Castle Hill Country Park Information Day on 15th September 2018.

Wiltshire Citizens Advice. The Chairman explained that the Council had originally received a circular letter requesting support, sent to all Parish and Town Councils. In response to a request from the Clerk, Wiltshire Citizens Advice had sent in a formal Grant Application for £500. Cllr Bussereau said that this was large increase from previous grants of £100 and proposed £300.

Resolved: To grant £300 to Wiltshire Citizens Advice.

18.116 APPROVAL OF MINUTES. The Clerk reported on a small deletion from the draft Minutes at the request of Cllr Waller.

Resolved: To approve the Minutes of the meeting held on 16th July 2018 as amended.

18.117 MATTERS ARISING

Action PC268. Consider a policy for provision of new bus shelters in parish by the Council. The Chairman reported that notes on the provision of bus shelters had been circulated to the Council. The Facilities Management Subgroup would investigate the issue further and make recommendations for new bus shelters to be included in future budgets. CLOSED.

Action PC273. Investigate feasibility of Wiltshire Council Winter Salt Scheme for individual wards. The Chairman reported that there were no volunteers from Old Sarum or Laverstock. Cllr Beard had previously said she would like to proceed for Bishopdown Farm. The Clerk said he would order one pallet of 25kg bags for Bishopdown. CLOSED.

Action PC274. CLOSED.

Action PC275. Draft a Media and Electronic Communication Policy to meet the requirements of GDPR. Action transferred to the Business Management – Communications Subgroup.

Action PC276. Organise an informal meeting of Councillors to discuss the resourcing and staffing of the Council. The Chairman said that this informal meeting will be deferred until after the September Council meeting.

Action PC278. Investigate a suitable process for the security and availability of Council data held electronically by the Clerk. The Chairman reported that a process has been agreed that the Clerk's data would be backed up to a USB Flash Drive every week and this would be held by the Assistant. CLOSED.

Action PC279. Seek guidance from the DPO on GDPR. The Clerk read out a response from the DPO. CLOSED.

18.118 PLANNING

18/07328/VAR. Variation to 16/04126/OUT for 10 bungalows on Hilltop Way.

Resolved: To respond with NO COMMENT to this application.

18/07607/FUL. Temporary modular building at Portway House, Old Sarum.

Resolved: To respond with NO COMMENT to this application.

18/06367/FUL. Use of site for car park and storage to include motor vehicles, caravans and motor homes. Old Sarum Park, Old Sarum. Cllr Bussereau had previously circulated to Councillors his full appreciation of this application, and in particular he recorded how it was affected by three Core Policies; 25, 51 and 58. He reminded Councillors of a previous similar application for a smaller site that was refused by Wiltshire Council in February 2017. The Chairman said that the development was sympathetic and does have proposals for screening but does not include an assessment of the visual impact on the landscape. He added that the Council must also consider how it will provide support to commercial activity at Old Sarum. Discussion followed. Cllr Bussereau provided more detail on the provisions of Core Policies 25, 51 and 58. Cllr Hayes asked if the development would affect flying on the airfield. The Chairman agreed that the application does not state how it meets safeguarding requirements for airfields.

Resolved: To object to Planning Application 18/06367/FUL for the following reasons.

1. Development should protect, conserve and where possible enhance landscape character, and must not have a harmful impact on landscape character. No Landscape and Visual Impact Assessment has been provided in accordance with Core Policy 51 to demonstrate this.
2. The application fails to meet the requirements of both Core Policy 25, for permitting new development on Old Sarum Airfield, and Core Policy 58, that any development within a Conservation Area should protect, conserve and where possible enhance the historic environment.
3. The application does not state how it meets the safeguarding requirements for Airfields with its traffic frequency and size.

Old Sarum update. The Invitation to Tender for the Virginia Way Play Park was posted online on 13 August. The subgroup of Councillors responsible for the consultation and procurement process will be Cllrs Birkett, Hayes and Waller.

The shared-use link path to Longhedge was discussed. A proposal by strategic transport planners at Wiltshire Council to replace two footpaths with a second 3-metre wide shared-use path was rejected by the Council.

Longhedge update. The Clerk reported that the transfer of Robinson Grove Play Park (Area K) was still not complete. The transfer documents, signed by the Council in February, had still not been completed by one or both of the developers. There is currently a dispute with the developers who have requested that the method of calculating the commuted maintenance sums, is reduced from that specified in the S106 agreement.

Old Sarum Airfield update. Cllr Bussereau reported on the progress of documentation that could be expected before the Inquiry on 9th October.

Castle Hill Country Park update. Cllr Burton had provided a written report to the Chairman. A summary was read to the Council. There are delays to the play areas due to

a lack of irrigation for new turf, and there are issues with the strategic earthworks in the vicinity of the proposed large play area next to the school. A Non-Material Amendment, including new shrubs and other planting, is about to be submitted by the developer. This will create a further delay of up to 6 weeks. An Information Event will take place on accessible parts of the Country Park on 15th September. The Assistant reported on progress with the Community Art Project.

Planning Application Log. The following response has been made since the last Council meeting.

18/06314/FUL. Proposed single storey front and rear extensions and alterations. 1 Burroughs Close, Laverstock. NO COMMENT.

Resolved: To approve the above response.

18.119 NEIGHBOURHOOD PLAN ROAD SHOW RESULTS.

Cllr Buttigieg reported on the three events held in July in each of the parish wards. The results were disappointing with only 30 residents attending the events. 15 questionnaires were completed, which means that the Steering Group now has a total of 40. Improvements are required to the level of community engagement, the internal skills structure of the Steering Group and to external access to information.

18.120 MEMBERSHIP OF THE WILTSHIRE ASSOCIATION OF LOCAL COUNCILS. This item was deferred until the September meeting of the Council so that Cllr Beard could be present.

18.121 REVIEW OF ALL RESPONSIBILITIES AND TERMS OF REFERENCE.

The Chairman said that this would be discussed at the separate meeting proposed at Item 18.117, Action PC276.

18.122 APPROVAL OF EXPENDITURE ON PILGRIMS WAY PLAY PARK FENCE.

The Clerk explained the history of the timber fence built by the developer at Pilgrims Way. £500 had been spent one year ago on replacement posts and a similar repair is required now. A replacement metal bow-top play-spec fence will cost £7,225. This was the cheaper of two quotes. The cost will be funded from the Pilgrims Way (Duck Lane) maintenance commuted sum, which currently stands at £76,888.13.

Resolved: To approve the expenditure of £7,225 on a new metal fence for Pilgrims Way Play Park.

18.123 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 July 2018 were £521,910.61 of which £470,663.08 were earmarked or restricted reserves.

Resolved: To adopt the monthly accounts as a true record of the Council's finances.

The Clerk (RFO) reported that a further £160,243.55, arising from the transfer of the Old Sarum Swale and Area 9A/9B, had been received on 2 August. The maintenance element of this payment, £133,412.87, had been invested in a 7-month Fixed Term Deposit that will mature on 13 March 2019.

Cheque & Debit Card Payments. The list of payments had been circulated by email and copies were provided. Total cheque payments in August 2018 amounted to £8,155.12.

Debit card payments in July 2018 amounted to £601.66. Cllr Waller queried the payment of £100 to Citizens Advice Wiltshire. The Clerk said that this was a Section 137 grant, approved in July 2017, that had been missed in error.

Resolved: To approve the cheque and debit card payments.

18.124 CLERK'S REPORT AND CORRESPONDENCE

Residents complaint and questions about Rights of Way Maintenance. The Clerk had provided a copy of correspondence from a resident of Laverstock about the state of two bridleways, both of which were partially obstructed by vegetation. The resident said that this was a Parish responsibility. The Clerk had responded that this was a Wiltshire Council responsibility and explained how reports could be made on the My Wiltshire reporting. The Council supported this view and it was suggested that an article in the Newsletter would be appropriate.

Laverstock and Ford Heritage Boardwalk Project. A copy of the acknowledgement of the Heritage Lottery Fund application by the assigned Grants Officer, was included with Supporting Documents. The Assistant reported that the bid, submitted on 4 August, was 5000 words long with four letters of support from the Community Farm, Natural England, Laverstock Secondary Schools and the Bee Trail. The grant application is for £44,200 which is 46% of the total cost. The decision will be made by December, but it could be sooner depending on the level of competition for funds. The Assistant thanked and acknowledged the help of Cllr Burton in preparing the application.

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

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

The meeting concluded at 9.20pm.

The next meeting of the Council will be held at 7pm on Monday 17th September 2018 at Greentrees Junior School, Saunders Avenue, Bishopdown Farm.