



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

**Meeting held at the River Bourne Community Farm
at 7.00pm on Monday 17th June 2019**

MINUTES

Councillors present: Brown, Bussereau, Dean, Hayes, Hilliard, Waller.

Wiltshire Councillors present: Nil.

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

The meeting started at 7pm.

Cllr Bussereau addressed the Council to explain that in the absence of the Chairman who is on leave and following the resignation of the vice-chair, there was no one to chair the meeting. Cllr Waller proposed that Cllr Bussereau should chair the meeting.

Resolved: To elect Cllr Bussereau to chair this meeting of the Council.

The meeting stood adjourned while Cllr Bussereau welcomed three members of the public and invited them to address the Council.

The meeting resumed at 7.03pm.

19.084 APOLOGIES

Apologies had been received from Cllr Birkett who is on leave and Cllr Watson who is away on business.

Resolved: To accept all apologies.

19.085 DECLARATIONS OF INTEREST. Nil.

19.086 APPROVAL OF MINUTES. The Clerk reported on three amendments to the draft Minutes requested by Councillors.

Resolved: To approve the Minutes of the meeting held on 20th May 2019 as amended.

19.087 GRANT APPLICATION. Renewal of Friend of Youth Action Wiltshire.

The Clerk described the circumstances in which the Council had paid a £200 grant to Youth Action Wiltshire in 2018 to become a Corporate Friend. In 2019 he had been sent the same application form with a request to renew. He briefly described the activities of Youth Action Wiltshire. He informed the Council that there was £4,690 of grant funds available. Cllr Bussereau said that if this were to become a regular payment it should be included in the annual budget. Cllr Waller said that she was not happy with a regular payment being made that might be in competition with smaller groups. She would also like to know the benefits from the £200. Cllr Hayes said that, as a trustee of Carer Support Wiltshire, he could confirm the benefits received by Young Carers from Youth Action

Wiltshire. It was agreed that the budget setting process should include a review of a regular payment to Youth Action Wiltshire. **Action Clerk**
Resolved: To grant £200 to Youth Action Wiltshire to become a Corporate Friend.

19.088 MATTERS ARISING.

Action PC304. Contact agents for 16/06690/OUT to determine the content of the S106 negotiations that are in progress. The Clerk reported that he had contacted the agent for this application. He read an emailed response that said S106 negotiations are continuing and their main focus is the provision of affordable housing. This relates more specifically to 16/04126/VAR regarding the provision of affordable housing at Hilltop Way in Salisbury CP. CLOSED.

Action PC305. Draft consultation response on the Masterplan for the Maltings and Central Car Park. This had been completed by Cllr Burton. CLOSED.

Planning Application 19/02482/FUL. Replan of permitted 28 dwellings in Parcel B & C at Longhedge to provide an additional 14 units. The Clerk reminded the Council that they had supported this application subject to the provision of extra parking. The developer has adjusted the plans to provide 3 extra spaces and the Planning Officer has invited the Council to comment. It was agreed that the Council should respond by requesting up to an additional 12 parking spaces and that these should be located on adoptable roads only. They can be orientated at right angles to the highway and the Council will accept the increased loss of Public Open Space. **Action Clerk**

Whitebridge Boardwalk. Increased expenditure. The Clerk reminded the Council that they had already approved the expenditure of £78,588.59 with the contractor for replacement of the boardwalk. Following a further inspection with the contractor the Clerk recommended that a further 38m. of boardwalk also be replaced. The Council had given consent by email and this now needed confirmation.

Resolved: To approve the revised expenditure of £91,484.94 on the Whitebridge boardwalk replacement project.

Area Board Issue 7134 – Provision of Shared use (Cycle/Pedestrian) signs. The Clerk explained the background to this issue. At the May meeting the Council had supported the provision of the signs subject to a confirmation of the cost. This had now been revealed to be £4,786 of which COGS would provide one-third. Cllr Bussereau reported that he had attended the Salisbury Area Board CATG and they had agreed to provide £1,600. He understood that a similar request would be made to the South Wiltshire CATG who in turn would probably request a parish contribution.

Resolved: To offer a contribution of up to £400 towards the cost of this scheme.

19.089 APPROVAL OF ANNUAL GOVERNANCE STATEMENT. The Clerk gave a brief explanation of the Annual Governance and Accountability Return for the Financial Year 2018/19. This must be submitted to the external auditor, PKF Littlejohn LLP, by 1 July 2019. There are three parts to be approved. The first part is the Annual Governance Statement. Cllr Bussereau read each of the Governance Statements and the definition of responding with 'Yes' to each statement. He invited questions or comments on each statement.

Resolved: To approve the Annual Governance Statement for 2018/19.

19.090 APPROVAL OF ACCOUNTING STATEMENTS 2018/19. The Clerk summarised the Accounting Statements and said that for the first time they had been

adjusted to an Income and Expenditure basis instead of a Receipt and Payment basis. This is required whenever Income or Expenditure exceeds £200,000 in any financial year. It has also been necessary to restate the figures for the previous year. Because of the low level of transactions the adjustments for accruals are not large.

Resolved: To approve the Annual Accounting Statements 2018/19.

19.091 APPROVAL OF INTERNAL AUDIT. The Clerk presented the Annual Internal Audit Report signed by Mr Kevin Rose of IAC Audit & Consultancy Ltd.

Resolved: To approve the Annual Internal Audit Report 2018/19.

19.092 PLANNING

19/05238/PNCOU. Prior notification for change of use of The Barn, Cow Lane, Laverstock. Cllr Hayes had previously circulated a draft response to Councillors and now presented and read to the Council an amended version based on feedback received. Discussion followed and focused on the agricultural use of the building. The present tenant has declared that the building is not currently needed, but he plans to retire and there is no evidence to suggest that an alternative occupant might have been sought to use the Barn for agriculture purposes.

Resolved: To agree to the second draft response subject to minor changes that would be circulated by Cllr Hayes. (NB. The final response to 19/05238/PNCOU is attached at Appendix 1.)

Old Sarum update. There has been no progress on the pre-application plans by Persimmon Homes to build more dwellings on employment land at Old Sarum. The Clerk reported on requests for a new noticeboard at Old Sarum.

Skatepark update. The Clerk reported on a site meeting with the Assistant, a skatepark provider and the leader of the skatepark group. The aim is to produce a specification that can be used for a £60k fixed price tender procurement process.

Old Sarum Airfield update. Cllr Bussereau reported that the determination date of the Planning Appeal was now 26th July 2019.

Longhedge update. The Clerk reported that the developers have agreed to an Open Space Maintenance Contribution of £319,000 that will include all of the open space except the Community Open Space, the Western Boundary and the Football Pitch. A Deed of Variation to the S106 will be required. One of the developers has also reported that the 3m. wide link path to the Old Sarum estate will be complete on the Longhedge side by the middle of August.

Castle Hill Country Park update. The Clerk had received an update report from the Ranger and read the contents to the Council. He also reported that the Ranger has applied, on behalf of the Community Farm, for an Area Board grant to purchase an All Terrain Vehicle and other equipment. A long discussion followed. The Clerk was requested to contact the Land Trust Estates Officer South and discuss the options for acquiring the ATV.

Action Clerk

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

19/04515/ADV. Advertisement consent, verge mounted V-shaped hoarding. C B Skips, St Thomas Farm, Laverstock. Object for Reasons.

19/04650/TPO. Work to TPO tree, Lime tree pollard to 7.6m below pollard points, 16 Norton Drive, Ford. No comment.

19/04955/TPO. Work to TPO Trees. Group of Elm Trees – crown raise the canopy of all trees overhanging applicants garden to a height of 7 metres. 2 St Albans Close, Bishopdown. Support.

Resolved: To approve the above responses.

Neighbourhood Planning Steering Group update. Cllr Bussereau reported on the meeting held on 10th June 2019 to brief the Council on the Outline Plan, the draft Residents' Survey and on the new Website. There was consensus from the Council that the Steering Group should progress with all three matters.

19.093 PEAS. Parish Emergency Assistance Scheme. Participation for 2019-2020. The Clerk summarised how the Council participated in the scheme in 2018-2019. It was not a great success. In order to participate for 2019-2020 the Council would have to expend a great deal of time and effort to recruit volunteers and create an active Snow Plan. The Parish was too large and the expenditure of resources too great in relation to the benefits. It was agreed that the Council would not participate in the scheme for 2019-2020.

Action Clerk

19.094 COMMUNICATIONS. Newsletter and Social Media Proposals. This item was requested by Cllr Beard who has since resigned from the Council. The editor of the Newsletter has also indicated that he wishes to retire and that issue number 177 published on 1 September will be his last. Various options were discussed including recruiting another staff member to carry out this function, and temporarily contracting out the publication for three or more issues. Cllr Bussereau said that he would discuss the issue with the current editor.

Action Cllr Bussereau

19.095 LONGHEDGE COMMUNITY OPEN SPACE. Resolution to sign.

The Clerk introduced the motion stating that the transfer is ready to sign but there are outstanding issues on remedial work, and he has yet to prepare invoices.

Resolved: That the Council approve the signing of the Transfer Deed and any attached Plan for the Land on the east side of the A345, Salisbury, known as the Community Open Space, by any two Parish Councillors in accordance with Standing Order 26.

19.096 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 May 2019 were £2,245,193.77 of which £2,155,962.01 were earmarked or restricted reserves. The Clerk explained that no Councillor was available to confirm these accounts and approval would be deferred until next month.

Cheque & Debit Card Payments. The list of payments had been circulated by email and copies were provided. Total cheque payments in June 2019 amounted to £53,124.79. Debit card payments in May 2019 amounted to £299.23.

Resolved: To approve the cheque and debit card payments.

19.097 CLERK'S REPORT & CORRESPONDENCE.

The Clerk had nothing to report. The Assistant reported on the successful completion of the Quarterly Maintenance inspections on 10th June.

19.098 LATE NOTICE ITEM.

Cllr David Burton

Cllr Bussereau said that he would like to express the thanks of the Council to David Burton following his recent resignation. David Burton made a significant contribution to the Council during his time in office and has also worked hard for the community. He was a joint founder of the Community Farm and has been a driving force behind Castle Hill Country Park since 2012, long before he joined the Council in 2015. He then gave valuable service as Chairman for 3 years including the important period when the Council opposed a takeover from a neighbouring parish.

It was agreed that the Parish Council Website should also record the thanks of the Parish Council to David Burton.

Action Cllr Bussereau

19.099 EXEMPT BUSINESS – EXCLUSION OF THE PRESS AND PUBLIC

Resolved: That in view of the COMMERCIAL-IN-CONFIDENCE and STAFF-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 9.57pm.

The next meeting of the Council will be held at 7.00pm on Monday 15th July at the Old Sarum Community Centre.

Appendix 1 to Minutes of Council Meeting held on 17th June 2019.

Development Management
Wiltshire Council
Bourne Hill
Salisbury
SP1 3UZ

19th June 2019

Dear Sir or Madam

PLANNING APPLICATION 19/05238/PNCOU

Laverstock & Ford Parish OBJECTS strongly to this development for the following reasons:

Transport and Highways impact.

The exit from Cow Lane on to Laverstock Road is on a very busy and dangerous junction with Riverside Road and Manor Farm Road and has a restricted access. There are heavy pedestrian movements in the lane from dog walkers and parents with pushchairs accessing the Nursery. In addition, there is already vehicle traffic from the Farm, Nursery and the Allotments. All of these activities make Cow Lane an often-congested highway. Further traffic from the proposed construction and occupation of the Barn conversion will constitute a greater hazard.

Contamination risks on site.

A Councillor has stated that more than 50 years ago the site had been used for landfill by previous farm occupiers. Ground contamination is likely.

Flooding risks.

The site is not designated as a flood plain, but it is a water meadow and has flooded in previous years.

Agricultural Building

The Barn has been an essential facility of a very successful Community Farm. Over the past ten years, thanks to the generosity of the applicant ref. 19/05238/PNCOU, the Community Farm has made full use of this meadow for the benefit of the local community. A riverside walk, a river dipping platform for the children, grazing for cattle, chicken farming are some of the attractions the meadow offers to its visitors. The design and external appearance of the proposed building is not in keeping with the character of the local area and will have a detrimental effect when viewed from across at Laverstock Village and Cockey Down from the Community Farm.

The present tenant of the Community Farm has only very recently declared that the Meadow and Barn in question are not currently needed. However, he has indicated his plans to retire within the next few years and, anticipating a new tenant and given the ever-

increasing success of the farm it would be undesirable to consider change from Agricultural to residential for the Barn at this time. Furthermore, there is no evidence to suggest that an alternative occupant might have been sought to use the Meadow and Barn for agriculture purposes.

The Parish Council, owners of the Community Farm land, along with the Trustees of the Water Meadows, have determined that the preservation of the entire green corridor of land running alongside the river Bourne, maintaining the semi-rural character of the parish must be preserved at all costs. The importance of this is reiterated in the Neighbourhood Plan, which the Parish is currently drafting.

To summarise: The Parish Council is firmly of the view that the Barn must remain as an agricultural building and the meadow preserved to serve the future use of the Community Farm and the wider community.

Yours faithfully

Andrew Prince
Clerk to the Parish