



# Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

## Meeting held at the River Bourne Community Farm at 7.00pm on Monday 20<sup>th</sup> January 2020

### MINUTES

**Councillors present:** Baker, Birkett (Chairman), Bussereau, Dean, Hayes, Lovibond, Tucker (from 7.12pm), Waller.

**In attendance:** Prince (Clerk), Deane (Assistant).

The meeting started at 7.01pm. There were no members of the public present.

**20.008 APOLOGIES.** Apologies had been received from Cllr Hilliard who is unwell, and Cllr Lynn who has a conflicting appointment.

**20.009 DECLARATIONS OF INTEREST.** Nil.

**20.010 APPROVAL OF MINUTES.**

**Resolved:** To approve the Minutes of the meeting held on 18<sup>th</sup> November 2019.

**Resolved:** To approve the Minutes of the extraordinary meeting held on 30<sup>th</sup> November 2019.

The Clerk reported that a duplicated action and the preceding sentence had been removed from the draft Minutes of the meeting held on 16<sup>th</sup> December 2019.

**Resolved:** To approve the Minutes of the meeting held on 16<sup>th</sup> December 2019 as amended.

**20.011 BUDGET & PRECEPT CONFIRMATION.** The Clerk reported that an error had occurred in the presentation of the 2019-2020 Band D figure at the meeting held on 13<sup>th</sup> January 2020. In order to maintain the Band D at this incorrect figure the Council had passed a Budget of £378,772 and a Precept of £187,720. The key variable was the budget allocation for Business Development of £20,541. In order to correctly match the Band D for the current year of £48.27 the Business Development budget for 2020-2021 would have to be reduced to £16,433. A lengthy discussion followed.

**Resolved:** To set a budget of £20,000 for Business Development in 2020-2021.

Following this resolution the Clerk informed the Council of the new total Budget and Precept figures assuming that no other budget lines were amended.

**Resolved:** To approve a Budget of £378,231 for 2020-2021.

**Resolved:** To approve a Precept of £187,179 for 2020-2021, that will result in a Band D of £49.21.

**20.012 MATTERS ARISING.**

**Action PC307.** Cllr Bussereau said he hoped to bring a proposal on SID purchase to the Council at the February meeting.

**Actions PC321, PC325, PC328, PC337 CLOSED.**

**Action PC344.** Cllr Bussereau said that the amendment had been circulated. **CLOSED Resolved:** To agree to amend the Neighbourhood Planning Steering Group constitution to define a quorum as one-third of the membership or five members, whichever is the greater, that shall be present whenever a vote on a decision is required.

## **20.013 PLANNING**

**Longhedge update.** The Clerk reported that £7108.76 had been received from the first tranche of Community Infrastructure Levy on the new Care Home.

**Castle Hill Country Park.** There was no update from the Ranger. A stakeholders meeting was planned for 23<sup>rd</sup> January to discuss issues raised by residents and a councillor with regard to the Country Park footpath construction.

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

19/09041/FUL. Proposed roof conversion, ground floor internal alterations and rear extension. 14 Greenwood Avenue. **NO COMMENT.**

19/11395/FUL. Single storey rear extension and associated works. 52 Saunders Avenue, Bishopdown. **NO OBJECTION.**

19/11551/TPO. Work to TPO Field Maple trees. 4 St Albans Close, Bishopdown. **NO OBJECTION.**

19/12131/FUL. Rear two-storey extension, proposed area of block paving for car parking, proposed extension of existing dropped kerb. Cranbrook, Laverstock Park, Laverstock. **NO COMMENT.**

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

**Neighbourhood Planning Steering Group update.** Cllr Bussereau reported that the results of the Residents' and Business questionnaires had both been published on the NP website and will appear in the March/April Parish Newsletter. The School survey was progressing but more slowly than was hoped. Landowners' survey letters were about to be sent out. The NPSG were about to meet with a landscape architect and hope to complete a landscape sensitivity study in the current financial year.

**20.014 HIGHWAYS REQUEST, Mynarski Close.** Cllr Bussereau described the Highways Improvement Request Form and Traffic Survey Request Form that had been circulated to Councillors. A resident of Mynarski Close had made these requests.

**Resolved:** To support the above requests.

Cllr Bussereau also reported on a further Highways Improvement Request Form from a resident of Melvin Close, Laverstock. The resident requested that all of the street name signs in his estate be replaced or repaired. It was decided to support the request in principle and present it to the Community Area Transport Group.

## **20.015 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 December 2019 were £2,486,565.82 of which £2,386,926.01 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 January 2019 amounted to £132,494.72.

This included the first stage payment to the contractor building the footpaths on Castle Hill Country Park. Debit card payments in December 2019 amounted to £84.39.

**Resolved:** To approve the cheque payments.

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

**Treasury Deposit Report.** The Clerk had provided a Treasury Deposit Report that listed two Fixed Term Deposits. A third FTD of £96,101.91 had matured in December and the cash had been used to support the large payment for the Country Park. The balance on the 32-day Notice Account at the end of December 2019 was £1,022,703.54, which included interest of £3,197.59. There was a total of £2,249,381.99 on deposit at the end of December 2019.

## **20.016 CLERK'S REPORT & CORRESPONDENCE**

**Whitebridge Boardwalk.** The Clerk reported that the work has been completed but he had yet to carry out a final inspection. There were several items of finishing work to be completed including information signs, which were part of the whole Heritage Lottery Fund Project. Several residents have expressed their thanks to the Council for carrying out this work

**Boardwalk Ceramic Discs.** The Clerk has been contacted by Leehurst Swan School about the pictorial ceramic plaques that they produced in 2012 and which were mounted on chestnut posts in 2013. Most of the plaques were removed for safekeeping before the boardwalk replacement project commenced. Leehurst Swan have asked if replacements were required. The offer has been declined. Unfortunately many of the chestnut posts have started to rot and so the clerk is seeking an alternative method of displaying these plaques.

**Complaint about St Jude's Close Play.** This was directed at the Community Engagement Manager for South Wiltshire. She was not aware that Wiltshire Council are responsible for these play areas but it is one that is due to be taken over by the Council.

**Local Art and Culture.** The Community Engagement Manager has requested a list of significant art/culture projects, events or unveilings in the Parish in the last 3 years. This request has been circulated to Councillors.

**Salisbury Community Policing Report.** A new bi-monthly Community Policing Team Report had been received. This encompassed the whole of Salisbury, Southern Wiltshire and South-West Wiltshire. The covering email also offered attendance at Council meetings by members of the Neighbourhood Team. The Clerk was requested to invite attendance at the March meeting specifically to address the safety issues in Church Road, Laverstock associated with school traffic.

**Action Clerk**

**Bus Shelter Criteria.** The Wiltshire Council Bus Network Manager has emailed the Clerk with his recommendations for bus shelters. The outstanding issue of the design of the two approved bus shelters for Sycamore Drive and St Thomas Way was discussed. It was agreed that this should be discussed outside of this meeting.

## **20.017 LATE NOTICE ITEMS**

**Flooding in Milford Mill Road.** Cllr Lovibond had requested this item. Cllrs Baker and Dean have raised it previously. The Clerk reported that the drainage team had finally acknowledged the collapsed drain and were about to investigate the problem.

**20.018 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. Section 100.

The meeting closed at 8.51pm.

**The next meeting of the Council will be held at 7.00pm on Monday 17<sup>th</sup> February 2020 at the River Bourne Community Farm.**