



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Virtual Parish Council Meeting held at 6.00pm on Monday 15th June 2020

MINUTES

Councillors present: Baker, Birkett, Bussereau, Dean, Hayes, Hilliard, Lovibond, Tucker, Waller

Wiltshire Councillors present: WCllr McLennan

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

Cllr Baker, aided by the Assistant, hosted the meeting on Zoom. The meeting started at 6.10pm.

The former Chairman, Cllr Birkett welcomed Councillors and two members of the public to the first virtual meeting of the Parish Council and briefly explained procedure. He invited members of the public to address the meeting.

The meeting started at 6.14pm.

20.039 ELECTION OF CHAIRMAN & VICE-CHAIR.

Cllr Birkett nominated Cllr Baker for the office of Chairman. There being just one candidate a vote was taken by a show of hands and Cllr Baker was elected as Chairman of the Council. Cllr Baker read out and signed a Declaration of Acceptance of the Office of Chairman. He also offered the thanks of the Council to Cllr Birkett for his work as Chairman.

There being just one candidate for the office of Vice-chair a vote was taken by a roll call of Councillors present and Cllr Hilliard was elected as Vice-chair of the Council. Cllr Hilliard read out and signed a Declaration of Acceptance of the Office of Vice-chair.

20.040 APOLOGIES. There were no apologies.

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

20.042 APPROVAL OF MINUTES.

Resolved: To approve the Minutes of the meeting held on 17th February 2020.

20.043 FORMAL APPROVAL OF EMAIL VOTING RECORD.

The Chair explained that the purpose of this item was to approve twenty-one draft resolutions and decisions made by the Council during the Covid-19 lockdown. The full list had been circulated prior to this meeting and is attached at Annex 1 to these Minutes.

Resolved: To approve twenty-one resolutions numbered 20-01CV to 20-21CV previously made by email and listed at Annex 1 to these Minutes.

20.044 MATTERS ARISING. Cllr Bussereau had circulated a list of Open Actions prior to the meeting with updates obtained from individual Councillors and Staff. The Chairman reported that 34 signs had been repainted in Laverstock and Milford using Community Infrastructure Levy funds. The replacement of broken signs was still being investigated. There were no other updates.

20.045 PLANNING.

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

20/02823/FUL. Proposed single storey front extension. Westbourne, Laverstock Park, Laverstock. No Comment.

20/03078/FUL. Proposed rear conservatory. 49 Elm Close, Laverstock. No Comment.

20/03621/FUL. Proposed single storey extension to rear elevation. 3 Myrrfield Road, Bishopdown. No Comment

20/03813/TPO. Pollard 1 x Horse Chestnut back to last growth points. Same tree as 13/03409/TPO after 7 years growth. 8 Norton Drive, Ford. No Comment.

20/03914/FUL. Single storey rear extension. 16 Merryfield Road, Ford. No Comment.

20/03960/FUL. Installation of canopy with polycarbonate roof supported on timber post to provide covered all weather play area. Laverstock St Andrews VA Primary School. No Comment.

20/04245/TPO. Work to TPO trees. Oak tree – reduce crown overall by 2 metres. 30 Myrrfield Road, Bishopdown. Support.

Resolved: To approve the above responses.

Neighbourhood Planning Steering Group. Cllr Bussereau had previously circulated a paper titled “Local Plan Review: Suggested Guidelines for Future Development Submission to Wiltshire Council by Laverstock and Ford Parish Council June 2020”. This had also been covered at an online briefing with Councillors.

Resolved: To approve the above submission to Wiltshire Council Spatial Planning.

20.046 LOCAL GOVERNMENT RESOURCE CENTRE ASS. REVIEW.

The Clerk reported that the Final Report had been received from Mr Nick Randle, the Managing Director of LGRC Associates, and circulated to Councillors on 5 April 2020.

Cllr Birkett gave a summary of the situation before Covid-19 brought progress to a halt. It had been agreed that the Council would hold another Workshop with LGRC to debate and decide on which of the proposals should be taken forward. Some Councillors have an issue for example with the proposed number of officers that the Council might require. He suggested that the Council should wait until it has its first physical meeting before deciding on how to proceed. Cllr Hayes expressed the view that the Council should proceed without an LGRC presence. Cllr Birkett said that he would prefer LGRC to be present in order to make use of the considerable experience of Mr Randle. A physical meeting would be unlikely before the autumn. The Clerk was requested to investigate possible dates in September.

Action Clerk

The Chairman said that a discussion between Councillors before meeting again with LGRC might be better. Cllr Birkett requested that any meeting on this subject should be held outside of a Council meeting.

20.047 FINANCE

Adoption of Monthly Accounts. The Financial Statement had previously been circulated by email. A statement of Financial Reserves was also included. The total funds held at the end of May 2020 were £2,021,736.28 of which £1,979,927.20 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. Total cheque payments in June 2020 amounted to £33,428.32. Debit card payments in May 2020 amounted to £101.98.

Resolved: To approve the cheque and debit card payments

Treasury Deposit Report. The Clerk had circulated a Treasury Deposit Report that listed one Fixed Term Deposit of £508,112.00. The balance on the 32-day Notice Account at the end of May 2020 was £1,430,524.59, which included interest of £4,711.71. There was a total of £1,938,636.59 on deposit at the end of May 2020.

20.048 FUTURE MEETINGS & FIRST PHYSICAL MEETING.

The Chairman asked for the views of each individual Councillor on how they would like to proceed with future Council meetings. Virtual, physical or hybrid.

The views were recorded separately by the Chairman and the Clerk and are available on request.

The Chairman summarised that most would prefer a physical meeting but that this would require a risk assessment of the premises. The Council should investigate all possible venues including schools and the Old Sarum Community Centre.

The meeting closed at 7.06pm.

The next meeting will be held on Monday 20th July 2020. If it is a physical meeting it will start at 7pm at a venue yet to be decided. If it is a virtual meeting it will start at 6pm.

ANNEX 1 TO MINUTES OF COUNCIL MEETING HELD ON 15th JUNE 2020.

RECORD OF COUNCIL DECISIONS

Reference	Date	Resoluitiion
20-01CV	16 th Mar 2020	To approve Cheque payments for March and Debit Card payments for February 2020.
20-02CV	16 th Mar 2020	To object with reasons to planning application 20/01204/FUL. Three-bedroom dwelling, Cranbrook, Laverstock Park.
20-03CV	16 th Mar 2020	To support the Highways Improvement Request Form for the footpath alongside the A345 near Mynarski Close.
20-04CV	19 th Mar 2020	To approve the appeal submission in support of Caducifer Medical Services. (for a new pharmacy at the Local Centre, Old Sarum)
20-05CV	19 th Mar 2020	To approve the use of Council land at Old Sarum (The Green) by Old Sarum Nursery
20-06CV	24 th Mar 2020	To support a further submission on PA 16/06690/OUT. Outline application relating to access, demolition of existing buildings/structures and erection of 14 residential dwellings.
20-07CV	2 nd Apr 2020	To approve a grant of £5,000 to the River Bourne Community Farm to assist in developing a new facility for adults with mental health issues.
20-08CV	13 th Apr 2020	To cancel the Council meeting scheduled for 20 th April 2020.
20-09CV	14 th Apr 2020	To grant £350 to St Joseph's Catholic School, Salisbury to assist in the production of Face Visors for the NHS.
20-10CV	27 th Apr 2020	To adopt the monthly accounts ending 31 March 2020 as a true record of the Council's finances.
20-11CV	27 th Apr 2020	To approve cheque payments for April 2020 and debit card payments for March 2020.
20-12CV	4 th May 2020	To approve the following the following responses to Planning Applications:- 20/01670/TPO - SUPPORT, 20/01923/TPO - SUPPORT, 20/02148/FUL - NO COMMENT, 20/02158/ADV - NO COMMENT, 20/02197/TCA - SUPPORT, 20/02225/FUL - NO COMMENT, 20/02585/FUL - SUPPORT.
20-13CV	12 th May 2020	To cancel the Annual Parish Council Meeting scheduled for Monday 18th May and defer all appointments and associated decisions until the Annual Parish Council Meeting in 2021 in accordance with The Local Authorities (Coronavirus) Regulations 2020.
20-14CV	19 th May 2020	To approve the renewal of the Council's Insurance with Zurich Municipal.
20-15CV	19 th May 2020	To approve a Direct Debit Mandate in favour of NEST - the National Employment Savings Trust.
20-16CV	21 st May 2020	That the Council approve the signing of an Agreement under Section 38 of the Highways Act 1980 relating to the construction and adoption of a Shared Use Path situate at the north-west side of Norman Drive, Old Sarum, Salisbury, by any two Councillors in accordance with Standing Order 26

Reference	Date	Resolution
20-17CV	21 st May 2020	To approve cheque payments for May 2020 and debit card payments for April 2020.
20-18CV	23 rd May 2020	To adopt the monthly accounts ending 30 April 2020 as a true record of the Council's finances.
20-19CV	26 th May 2020	To object with reasons to planning application 20/03112/OUT.
20-20CV	28 th May 2020	To grant £500 to Carer Support Wiltshire in support of their Covid-19 'Time for Carers' Appeal.
20-21CV	2 nd June 2020	To object with reasons to planning application 20/03421/FUL.