



Laverstock & Ford Parish Council

Incorporating Hampton Park & Old Sarum

**Meeting held at the River Bourne Community Farm
at 7.00pm on Monday 23rd May 2016**

MINUTES

Councillors present: Burnell, Burton (Chairman), Bussereau, Champion, Davis, Dean, Hayes, Law, Tunnicliffe.

Wiltshire Councillors present: McLennan.

Clerk: Prince

The Chairman welcomed four members of the public including two prospective Councillors and PC Clissold.

PC Clissold spoke about possible forthcoming changes to Community Policing in Wiltshire and answered other questions from Councillors.

The meeting started at 7.16pm.

This being the Annual Meeting of the Parish Council the Chairman and Vice-Chair retired from office. The retiring Chairman, Cllr Burton, took the chair for the first item on the Agenda.

16.046 ELECTION OF CHAIR AND VICE-CHAIR

Cllr Burnell proposed Cllr Burton as Chairman of the Council, seconded by Cllr Hayes. A ballot was taken. Cllr Burton was re-elected as Chairman and signed a Declaration of Acceptance of Office.

The Chairman proposed Cllr Bussereau as Vice-Chair of the Council, seconded by Cllr Champion. A ballot was taken. Cllr Bussereau was re-elected as Vice-Chair and signed a Declaration of Acceptance of Office.

16.047 APOLOGIES Apologies were received from Cllr Ansonia.

16.048 DECLARATIONS OF INTEREST

Cllr Law declared a non-pecuniary interest in the River Bourne Community Farm and said that he would not take part in any discussion or vote on issues relating to the Farm.

Cllr Tunnicliffe declared a pecuniary interest in the Citizens Advice Bureau.

16.049 CO-OPTION OF COUNCILLOR

Carole Martin spoke briefly on her background and gave reasons why she would like to be a Parish Councillor. She left the meeting. There was a short discussion. Cllr Burnell

proposed the co-option of Carole Martin, seconded by the Chairman. Her co-option was carried, all in favour. Cllr Martin signed a Declaration of Acceptance of Office of Councillor.

16.050 APPROVAL OF MINUTES

Resolved: To approve the Minutes of the meeting held at Greentrees School on 18 April 2016.

16.051 MATTERS ARISING

Action PC111. Identify Projects at Old Sarum for Youth & Adult Recreation. The Chairman referred to a meeting with the Youth Club to discuss suitable projects, and that he would also meet with Old Sarum Councillors. Cllr Bussereau reminded Councillors of former suggestions for installing outdoor fitness equipment. It was agreed that nothing could be done until the Council owns the land but Cllr Tunnicliffe thought there was need for some advance planning.

Action PC178. Investigate action for Service Delegation to clean Portway bus-shelter. The Clerk said that he is awaiting a draft agreement from Wiltshire Council.

Action PC179. Clarification of CGR process & timescales. Discussion followed. It was still not clear if there was to be a further meeting with the Working Group but it was agreed that further information should be sent to them before they commence their final discussions.

Action PC181. Simplifying Terms & Conditions for Grant Applications. The Clerk said that he did not have a final document for approval. Deferred until the next meeting.

Action PC184. Refer reverberation problem at OSCC back to Wiltshire Council. The Clerk reported on an email from Ridge and Partners to Mi-space that placed the responsibility for achieving the required reverberation times with the construction company. This action is closed pending a response from Mi-space.

Action PC185 & PC187 Closed

Spatial Planning & a Neighbourhood Plan. Cllr Bussereau reported on a meeting with Spatial Planning at Wiltshire Council that might negate the necessity for proceeding with a Neighbourhood Plan.

Local Highways and Streetscene Cllr Bussereau reported on a meeting that he, Cllr Champion and the Clerk had attended. The Clerk said that he was attending a further meeting on the Parish Steward scheme in June.

16.052 PLANNING

Old Sarum Public Open Space The Clerk reported on the failure of the transfer of the AOS to the Council on 29 April because Persimmon Homes did not pay the accompanying funds as promised. Persimmon have now informed Wiltshire Council that they will pay the funds on 31 May so that the transfer can be completed on 1 June.

The lack of maintenance of public open space at Old Sarum is causing great concern. The AOS has been cut just once this year and the MOD open space has not been cut at all. The Clerk had received a second-hand report that Persimmon may be about to address this problem. Cllr Tunnicliffe said that the condition of the POS is so bad that the Council

should intervene, cut the grass and invoice Persimmon for the work. It was agreed that the Council should proceed with the land transfer in the expectation that it would be handed over in a satisfactory condition. If the condition is not satisfactory then the extra cost of maintenance will be invoiced to Persimmon Homes Ltd.

Hampton Park Country Park The Chairman reported on a meeting of Councillors to discuss the concept of the Council working with The Land Trust on the provision and management of the Country Park. He added that The Land Trust are enthusiastic about this project but they need a commitment from the Council before they commit further resources. It was agreed to defer a resolution and vote on this subject until the June meeting. It was also agreed that there needed to be communication with Wiltshire Council who, it is understood, will be discussing the Country Park at a Cabinet Meeting on 13 September 2016.

The Chairman also raised the issue of archaeology and its possible impact on the play features on the top of the Country Park. It was agreed that there needed to be further communication with BDW Southern and Wiltshire Archaeology on the current status of this issue, and on archaeological surveys across the Country Park. **Action Chairman**

Old Sarum Airfield Cllr Bussereau reported on a meeting with Barton Willmore at the office of John Glen MP. Barton Willmore have submitted amended plans and other documents to Development Services. A new response to the application is required by 9 June. **Action Cllr Bussereau**

Longhedge The Clerk reported on correspondence with WYG, the planning consultants. The developers have produced a plan of the site showing all of the public open space and play areas that will be available for adoption. They would like to know as soon as possible which areas the Council would like to adopt as a nominee of Wiltshire Council. Any land that remains will offered to Wiltshire Council or may be placed with a management company. He added that the funds that accompany each area have not yet been defined. They are to be calculated from tables and formulae in Annex 6 to the S106. It was agreed that no decision could be made until the funding is defined.

WYG have prepared draft proposals for variations to the S106 that will alter the delivery of the Community Open Space in order to cope with spoil. These proposals are currently with the developers for approval before being sent to the Council.

The Clerk reported on a further request from WYG for street names. They had originally requested 47 but he thought that Spatial Planning at Wiltshire Council would reduce this number. He is waiting for an update.

Planning Application Log The following responses to Planning Applications have been made since the last Council meeting. 16/03083/TPO Two oak trees, cut back to boundary. 57 Holmes Rd, Riverdown Park. NO COMMENT. 16/03498/FUL. Erection of 1.8m close-board fence behind wall adjacent to road. !8 Riverbourne Rd, NO COMMENT. 16/03720/FUL Creation of additional tarmac driveway, 10 Ashlands, Ford. NO COMMENT. **Resolved:** To approve the above responses.

16.053 FINANCE

Adoption of Monthly Accounts The Financial Statement had previously been circulated by email and copies were provided. The total funds held at the end of April 2016 were £172,059.02 of which £109,426 were earmarked or restricted reserves.

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

Grant Application by Citizens Advice Bureau

Resolved: To grant £100 to the Citizens Advice Bureau.

Grant Application by The Wiltshire Bobby Van Trust

Resolved: To grant £50 to The Wiltshire Bobby Van Trust.

Grant Application by the Laverstock Village Hall

Resolved: To grant £300 to the Laverstock Village Hall.

Approval of Insurance. The Clerk described the process of renewal and the options that he had investigated including an alternative policy from Came and Co. A copy of the renewal quotation was provided to Councillors. He recommended the renewal with Zurich Insurance plc at a cost of £2,728.88 without a long-term agreement.

Resolved: To approve the renewal of the Council's insurance with Zurich Insurance plc arranged through Community First Trading.

Cheque & Debit Card Payments The list of payments had been circulated by email and copies were provided. Cheque payments amounted to £6,333.87. Debit card payments in April 2016 amounted to £187.34.

Resolved: To approve the cheque and debit card payments.

Grant Application by the River Bourne Community Farm. The application is for £5000 to assist with the construction of a new shop and café at the Farm. Cllr Champion reported on discussions that he had with the Farm's Chairman. He had previously circulated a response to the Farm's application that laid down certain conditions including further information on the cost and details of the build, a business plan and the additional funding that would be available. Formal consideration of the grant would be considered when this information is available.

16.054 COMMUNITY FARM – Sub-Lease to Giant Steps (Yexley) Ltd The Clerk reported on the legal processes required for a sub-lease to be concluded between the River Bourne Community Farm CIC and Giant Steps (Yexley) Ltd. Since the under-tenant (Giant Steps) has to give direct covenants to the head landlord (the Council) it will be necessary to prepare a separate Licence in which consent is given and the covenants made. He requested the authority of the Council to proceed with this Licence.

Resolved: To approve the signing of a Licence agreement for the sub-let of part of the River Bourne Community Farm to Giant Steps (Yexley) Ltd by any two Councillors in accordance with Standing Order 26, subject to the recommendation of the Council's solicitor.

The Clerk said that the Council's solicitor had estimated her costs in relation to this sub-lease to be approximately £950. These will be payable by the tenant.

The Clerk also referred to a letter from the Community Farm asking for support for the temporary location at the Farm of classroom(s) to house the Wessex Alternative Supply Partnership (WASP). This request had come from the Head teacher of St. Edmund's Girls' School, who is Chair of WASP. The exact location of these classrooms had not yet been decided. The Clerk was asked to send a letter of support. **Action Clerk**

16.055 CLERK'S REPORT & CORRESPONDENCE

Complaint regarding dog waste in Riverbourne Road. The Clerk said this was a repeat of a complaint made in 2013. Warning signs has been placed at the location but it was still a problem. Publicity would be given to the issue in the Parish Newsletter.

Complaint about lack of community activity at the Hampton Park Pavilion. A discussion followed, which included the use of the Community Centre Contribution from Riverdown Park. These funds of approximately £71,000 are for the 'improvement of the existing community facility at the Pavilion' and they are currently with Wiltshire Council. Cllr Martin said that she would make contact with the trustees.

Vodafone Rent. In 2015 two rent reviews were implemented and the rent increased to £6,125 per annum. In April 2016 O2 equipment was decommissioned and the rent has fallen back to £5327 per annum.

16.056 REPORTS

Cllr Bussereau reported on the Flying Forum meeting held that morning.

Cllr Champion He reflected on the Community Governance Review and said that the Council needed to review some of its operations. He said that after the July meeting of Wiltshire Council the CGR sub-committee should remain in place and address issues such as the delivery of the Newsletter in an expanding parish and the lack of a Council meeting in August.

Cllr Hayes He spoke about the Parish Performance Log and requested that Councillors keep him informed of developments so that it can become a permanent feature of the Council's records.

Cllr Davis reported on the success of the Wyvern year-7 football team, of which his son is a member, who have won the Southern Wiltshire cup for the fourth year in succession.

The Chairman spoke about the letter of support from the four Laverstock schools regarding the Community Governance Review, and the excellent work of the School's Liaison sub-group. He also reported on incidents of fires being lit on Cockey Down, which had required the intervention of the Fire Service.

WCllr McLennan spoke about the Old Sarum Airfield planning application, and the Community Governance Review.

16.057 EXEMPT BUSINESS This item was cancelled.

The meeting concluded at 10.08pm.

The next meeting of the Parish Council will be held the Old Sarum Community Centre at 7.30pm on Monday 20 June 2016.