



# Laverstock & Ford Parish Council

## Incorporating Hampton Park & Old Sarum

**Meeting held at the River Bourne Community Farm  
at 7.00pm on Monday 18<sup>th</sup> July 2016**

### **MINUTES**

**Councillors present:** Burnell, Burton (Chairman), Bussereau, Champion, Davis, Dean, Hayes, Martin.

**Wiltshire Councillors present:** McLennan, Moss.

**Clerk:** Prince.

The Chairman welcomed six members of the public including WCllr Rogers and two potential Parish Councillors. A resident offered his thanks and congratulations to the Council on the result of the Community Governance Review. Another resident reiterated these sentiments and then continued by expressing her concern at the speed of traffic on Riverside Road, especially at the uncontrolled crossing near the entrance to Whitebridge Road. A resident expressed his concern at the amount of herbage growing in the gutters between pavements and the road. He also complained about undergrowth obstructing St Marks's Path at the boundary of Laverstock and Salisbury parish.

The meeting started at 7.12pm.

**16.072 APOLOGIES** Cllr Ansonia, Cllr Law and Cllr Tunnicliffe.

The Chairman invited Cllr McLennan to give his report to Council, as he had to leave the meeting early. Cllr McLennan read his report, which has also been circulated to Councillors.

WCllrs McLennan, Moss and Rogers left the meeting at 7.22pm.

**16.073 CO-OPTION OF COUNCILLOR**

Andy Birkett spoke briefly on his background and gave reasons why he would like to be a Parish Councillor. He left the meeting. There was a short discussion. Cllr Burnell proposed the co-option of Andy Birkett, seconded by the Cllr Bussereau. His co-option was carried, all in favour. Cllr Birkett signed a Declaration of Acceptance of Office.

**16.074 DECLARATIONS OF INTEREST** Nil

**16.075 APPROVAL OF MINUTES**

**Resolved:** To approve the Minutes of the meeting held at the Old Sarum Community Centre on 20 June 2016, and the Extraordinary Meeting held in the Parish Office on 4 July 2016.

## **16.076 MATTERS ARISING**

**Actions PC102 & 111** To be discussed at the next meeting of the Old Sarum Resident's Association.

**Action PC170** The tender document is ready to be uploaded to the 'Contract Finder' website. Closed.

**Action PC173** Earmarked and restricted reserves. The Clerk will send his ideas on the issue to the Finance sub-group.

**Action PC188 Communicate with Wiltshire Council on the way forward for the Country Park.** The Chairman said this had been drafted. Further progress on how to move forward with the provision of the Country Park is in the hands of the Asset Portfolio Manager at Wiltshire Council. Cllr Bussereau reported that he had been told that planning approval would be delayed until the method of provision had been decided.

**Action PC189** Closed.

**Action PC192 & 193.** Select street names for the Longhedge development. Cllr Burnell reported that the theme, of airman who have been awarded the Victoria Cross, had been agreed. The first ten names had been sent to the developer. The developer has agreed to add an ascription under each name. Closed.

**Action PC194 & 195** Closed.

**Action PC196 Investigate solution to clearing overgrown paths with volunteers.** The Chairman reported that the Community Farm has funds remaining for the supervision of volunteers to clear footpaths with hand tools. They have agreed to give one day to the Parish. The date has yet to be decided and it will be advertised in the next Newsletter.

**CATG Speeding on the Portway, Old Sarum.** Cllr Bussereau reported on the CATG meeting on 22 June. Moving the 40mph limit sign away from the built up area was contrary to Department of Transport guidance. Other options were discussed but no conclusion reached. It will be on the agenda for the next CATG in September. Cllr Birkett suggested that the speed limit outside of the 40mph zone should be reduced to 50mph. Cllr Bussereau said that whatever the eventual solution there would need to be a Speed Review. He has yet to determine what this entails.

**Vegetation overhanging Highways Land.** Cllr Bussereau had discussed this with the Area Highways Engineer at CATG. The preferred procedure is for the Parish Council to initially write to the landowner and only if there were no response would Wiltshire Council take enforcement action. The Clerk reported that he has sent three such letters in recent weeks.

## **16.077 COMMUNITY GOVERNANCE REVIEW**

Cllr Bussereau, who led the CGR sub-group, reviewed the process that resulted in the successful outcome on 12 July. He announced that there would be a wash-up meeting of the sub-group to analyse the process and discuss future actions.

The Chairman expressed his thanks, and the thanks of the Council, to the residents of the Parish who spoke in support of Parish Council, and to those who wrote letters of support to Wiltshire Councillors.

## 16.078 PLANNING

**Old Sarum** The Clerk reported on the current situation with regard to the Acoustic Reverberation problem in the Community Centre. The Contract Manager for Persimmon had agreed that there was a problem and that this was probably the fault of the construction company, Mi-space, but he had not chased them further. There is now further correspondence with the Technical Manager and a Director of Persimmon on this subject.

The Clerk gave a summary of progress with improving the maintenance and standard of the Archaeology Open Space. Finally he reported on delays in the transfer of the MOD Land due to an incorrect red line plan that had been furnished by the developer.

**Old Sarum Airfield** Cllr Bussereau said that the planning process is on going and the determination date had not yet been fixed.

**Longhedge** The Chairman drew attention to the reply from WYG, received today, that answered some of the technical issues of the Council but failed to address the fundamental problem of the delay in the provision of the Community Open Space and the associated funding. It was agreed that the Council should meet with Wiltshire Council officers before further discussions with WYG and the developers.

**Bishopdown Farm Yard** The Clerk said that the Planning Application had been submitted but not yet registered. He referred to the Design and Access Statement that had been supplied by the developer in advance of registration. Discussion followed on the layout of the Country Park Car Park in relation to the access road for the development. There were opposing views on the balance between road safety and the loss of biodiversity.

**Further response to 16/00048/FUL.** The response had previously been agreed by email and despatched.

**Response:** To approve the further response to 16/00048/FUL dated 5 July 2016.

**Planning Application Log** The following responses to Planning Applications have been made since the Council meeting on 20 June 2016. 16/05013/FUL Single storey side extension, 21 Duck Lane, NO COMMENT. 16/06325/TPO Work to TPO trees, 26 Partridge Way, Old Sarum, NO COMMENT.

In addition a response has just been returned to the Clerk for 16/05231/FUL for a change of use of land north of Broken Cross Bridge for use as a residential caravan site for one gypsy family. The recommended response was to object for 3 reasons.

- i. The access point to the land is less than 5 metres from the give-way markings at the mini-roundabout and this will be a safety issue.
- ii. Core Policy 47 states that the site must be large enough for vehicle parking and circulation along with residential amenity and play areas. This site does not meet those criteria.
- iii. The application will have an unacceptable impact on the character and appearance of the countryside.

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

## 16.079 HAMPTON PARK PAVILION

Cllr Martin reported on her investigation into the activities at the Old Sarum Community Centre and how she would like to see similar activities at Hampton Park. Cllr Bussereau

said that a conversation with a trustee of the Pavilion charity revealed that they were unaware that there was a move to transfer the Pavilion to the community alongside the application to build houses at Bishopdown Farm Yard.

The Clerk reminded the Council that the owner might ask them at short notice if they are willing to accept the transfer of the building. Cllr Bussereau had provided the name of the Wiltshire Council Estates Manager responsible for the building and the Clerk was asked to contact him for a report on its condition. **Action Clerk**

The Chairman said that he would call an informal meeting of Councillors to progress the decision making process. **Action Chairman**

## **16.080 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 June 2016 were £327,984.58 of which £270,772 were earmarked or restricted reserves.

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

### **Grant Application Laverstock & Ford Cricket Club**

**Resolved:** To approve a further grant of £300 to the Laverstock & Ford Cricket Club.

**Cheque & Debit Card Payments** The list of payments had been circulated by email and copies were provided. Cheque payments amounted to £4,355.53. Debit card payments in June 2016 amounted to £291.01.

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

### **Amendments to Financial Regulations**

The Clerk had provided copies of the proposed amendments to Councillors. Most amendments followed on from recommendations of the Internal Audit. First to specify that the Clerk shall be the Responsible Financial Officer, and second to alter the Contracts regulations to permit use of the 'Contract Finder' website. The contract threshold would be increased to £25,000 and 'Contract Finder' added as permitted method of seeking tenders.

The last amendment was to increase the expenditure limit on the Clerk from £500 to £2000.

**Resolved:** To adopt Financial Regulations as amended.

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

**Salisbury Transport Strategy** An invitation from the Senior Transport Planner at Wiltshire Council to attend a Working Group meeting at Bourne Hill at 2pm on Wednesday 7 September with the aim of refreshing the Salisbury Transport Strategy. Cllrs Bussereau and Champion said they would attend.

**Valley News – Request for news from Parish Councils** It was suggested that the Newsletter might be sent every 2 months as this included a summary of Council business.

**Action Cllr Law**

**Allotment Request** A request by a resident of Old Sarum for an allotment in Stratford sub Castle because she was told that she had to apply through her Parish Council. She has been informed that this Council does not operate allotments but the Clerk was not sure of

the status of Cow Lane. Can Laverstock residents apply for these even if they are not residents of Salisbury? Cllr Champion said he would investigate.

**Environment Agency - River Bourne Weed Cutting** A request from a Flood and Coastal Risk Management Officer. A substantial amount of cut weed and vegetation has been observed in the River Bourne in Laverstock. He would like the Council to give publicity to riparian responsibilities and had provided a summary for promulgation.

## **16.082        REPORTS**

**Cllr Bussereau** He had previously reported on CATG. There was also the outstanding issue of possible solutions to the traffic issue in Ford. He intended to take this to CATG in September.

**Cllr Dean** He attended the Planning Appeal for the 65-bed hotel and drive-thru restaurant in Southampton Road. He was disappointed with the response from Wiltshire Council and thought that, if the Inspector allowed the appeal, the traffic lights at the railway bridge in Milford Mill Road would go ahead.

**Cllr Davis** He reported on the Fire Risk Assessment that he had conducted for the Old Sarum Community Centre more than a year ago. This included a schedule of inspections, tests and equipment servicing. He is concerned that these have not been completed. He asked for contact information for the Trustees so that he could investigate further.

**Action Clerk**

**Cllr Champion** He had previously reported by email on his attendance at the Salisbury Area Board. He drew the attention of the Council to the supporting paper on the Wiltshire Online Broadband programme.

**Chairman** He said that the Laverstock Scouts had been back in touch about projects for the autumn and he would be speaking to them soon.

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

**The meeting concluded at 9.33pm.**

**The next meeting of the Parish Council will be held at the River Bourne Community Farm at 7pm on Monday 22 August 2016.**