



# Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

**Meeting held at the Old Sarum Community Centre  
at 7.00pm on Monday 20<sup>th</sup> September 2021**

## **Draft MINUTES**

**Councillors present:** Baker (Chair), Barker, Jones, Maskell, McDonald, Schneider, Waller.

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

**Wiltshire Councillors present:** McLennan, Oliver (online only).

Prior to the meeting there was a presentation to the Council and members of the Neighbourhood Planning Steering Group by Footstep Ltd and Ken Parke Planning Consultants.

This was the first hybrid Council meeting. Members of the public were invited to join by Zoom. Councillors must attend in person to cast a vote. The public part of the Council meeting started at 7.18pm. One member of the Neighbourhood Planning Steering Group remained.

**21.128 Apologies.** Apologies had been received from Cllrs Hayes, Tucker and Warren.

**Resolved:** To accept apologies from Cllrs Hayes, Tucker and Warren.

**21.129 Declarations of Interest.** There were no declarations of interest.

**21.130 Approval of Minutes.**

**Resolved:** To approve the Minutes of the meeting held on 16<sup>th</sup> August 2021.

**21.131 Referral of Committee Minutes.** The Minutes of the Personnel Committee meeting on 2<sup>nd</sup> August and the Finance and General Purposes Committee meeting on 7<sup>th</sup> September were noted. The Minutes of the Communications and Community Engagement Committee on 14<sup>th</sup> September had not yet been circulated.

**21.132 Matters Arising.**

**PC342 - Transfer of Play Parks to Parish Council.** Cllr Waller asked if the Council still intended to replace the play park in Drake Close given the level of vandalism and anti-social behaviour that had been reported. The Clerk said that the Deputy Clerk is contacting the Abri Housing Officer for Drake Close to discuss options, and he is trying to determine what legal obligations remain for the provision of a play area.

## 21.133 Planning

### Planning Application Log.

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

PL/2021/05383. Extend the external front porch of the property at 26 Ash Crescent, Bishopdown. NO COMMENT.

PL/2021/07335. Variation of condition 2 for application 18/07607/FUL. Temporary siting for 5 years of a two-storey modular building to provide temporary office space during the refurbishment of Portway House, Old Sarum Park. NO COMMENT.

PL/2021/07753. Single storey extension to rear elevation. 2 Gibson Place, Longhedge. NO COMMENT.

PL/2021/08176. Conversion of garage, two-storey side extension and outbuilding to garden area. 10 Becket Way, Laverstock. NO COMMENT.

**Longhedge update.** The Clerk reported on three issues.

1. Delivery of the Community Open Space. Following correspondence with the developer and Wiltshire Council officers it now appears that Legal Services are going to request a Deed of Variation to the S106 Agreement to reflect the altered financial provisions. Work on the reprofiling and hard landscaping is continuing slowly.
2. Maintenance funding of Open Space. The Clerk briefly recounted the negotiations that had taken place in 2019 to agree the maintenance funding that would accompany areas of Open Space (other than the Community Open Space) to be transferred to the Council. This should also have been subject to a Deed of Variation between Wiltshire Council and the developer. Nothing was done however, and this might cause a delay with future transfers.
3. Neighbourhood Equipped Area for Play. The site has now been cleared and an early provision is expected. At the same time, it is hoped to build some raised beds as a community growing area on management company land alongside the play area. These will be provided using grant funding from a Housing Association.

**Link path between Longhedge and Old Sarum.** Cllr Barker outlined the issue of the middle link path between the two communities. The planned position was impractical because it ended at a deep drainage gully on the Old Sarum side. The Clerk had suggested changing the location to coincide with a 'desire' path on flat ground, but adjacent residents had objected. Cllr Barker met with these residents and as a result of discussions she suggested that the middle path be deleted. The Clerk said that removal of this path would probably require the consent of Wiltshire Council Highways and Planning officers. The Chair requested that the Clerk contact the officers to seek their views and that meanwhile the Council consult with more residents. **Action Clerk.**

The Deputy Clerk said that the views of residents might change when the eastern link path is completed as part of final phase of the development.

**Neighbourhood Planning Update.** A member of the Steering Group reported that they are working on responses to the consultation and expect to have a new draft for the Council at the next meeting in October.

**21.134 Hybrid Meetings and IT upgrade.** This item was deferred until the October meeting of the Council.

**21.135 Highways Improvement Request.** The Chair gave an outline of the proposal to extend the 20mph speed limit on Milford Mill Road. It currently ends just before

the mediaeval bridge on the Salisbury City side. There were 3 options. Leave it where it is, extend it to the junction with Queen Manor Road or extend it along the length of Milford Mill Road (MMR) to the railway bridge. The Deputy Clerk said that this option would increase the amount of street furniture on a rural road and that there was no suitable location for a community speedwatch or Speed Indicator Device. There being no clear majority on any one option it was agreed to defer a decision until the October meeting and to seek resident's views.

**21.136 Approval of Contract for Tree Work.** The Clerk described the contract for tree work at Pilgrims Way and Old Sarum. Much of it was for the removal of trees suffering from Ash dieback. The total was above his spending limit.

**Resolved:** To approve a contract for £3,335 for tree work at Old Sarum and Pilgrims Way.

**21.137 Longhedge Land Transfers.** The Clerk had circulated a report on three land transfers from the developer. Completion of the transfers will not take place until the associated funds have been received.

**Resolved:** That the Council approves that the transfer deeds and any attached plans for the land at Longhedge, designated as Areas D, J and M, be signed by any two Parish Councillors in accordance with Standing Order 23.

#### **21.138 Finance.**

The Chair requested a breakdown of the Community Infrastructure funds received in August. The Clerk reported that £8,644.38 came from the first phase of extra dwellings at Longhedge, £5,127.56 from the 3 extra dwelling in Mynarski Close, Longhedge and £1,567.66 from two new dwellings in Beechcraft Road, Laverstock. The Clerk confirmed that there were no overtime payments other than those related to a statutory provision for holidays. He has not claimed for 28 hours of overtime worked in August. The Monthly Finance documents had been checked and approved by Cllr Tucker.

**Adoption of Monthly Accounts.** The Financial Statement had previously been circulated in Report 21.138. The total funds held at the end of August 2021 were £1,274,904.27 of which £1,186,507.57 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 in Report 21.138. Total cheque payments in September 2021 amounted to £15,490.59. Debit card and direct debit payments in August 2021 amounted to £912.39.

**Resolved:** To approve the cheque and debit card payments in August, and the debit card payment of £998.63 on 10<sup>th</sup> September for hardware to facilitate a hybrid meeting.

**Reserves and Treasury Deposit Report.** Summaries of Financial Reserves and Deposits had been presented in Report 21.138. Earmarked and Restricted Reserves at the end of August 2021 were £1,186,507.57. The balance on the 32 Day Notice Account at the end of August 2021 was £717,281.99 including interest of £5,398.58.

**Resolved:** That the Council has received the reports of Financial Reserves and Treasury Deposits.

#### **21.139 Clerk's Report & Correspondence.**

**Whitebridge Green. Occupation by Travellers.** The Clerk gave a summary of the unauthorised encampment including the assistance received from the police and the

Wiltshire Council Enforcement Officer. There had been some requests from residents for barriers to prevent future occupations. Given that it was an isolated incident he did not recommend further action.

**Nomination of the Hampton Park Pavilion and Green as an Asset of Community Value.** A request for this nomination had been made by the Chair of Trustees of the Pavilion charity. He had been invited to add the Green to the nomination. The Clerk has objected to this because the land is in the process of being transferred to the Council.

**Laverstock and Ford Parish Hall.** The Clerk explained that, although the Charity that manages the Hall operates very efficiently, they might benefit from some assistance by either a Councillor or an officer especially regarding a digital presence and booking system.

**School Access through Tryhorn Drive.** The Clerk reported on further correspondence with a resident of Tryhorn Drive who would like to close the direct access route to Greentrees Junior School.

**21.140 Exempt Business - Exclusion of the Press & Public.** There being no exempt business this item was cancelled.

The meeting closed at 9.20pm.

**NEXT MEETING.** The next meeting of the Council will be held at 7pm on Monday 18<sup>th</sup> October at the River Bourne Community Farm.