



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

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Meeting held at the River Bourne Community Farm at 7.00pm on Monday 19th August 2019

MINUTES

Councillors present: Bussereau, Dean, Hayes, Hilliard, Tucker, Waller

Wiltshire Councillors present: McLennan (until 8.55pm)

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

The meeting started at 7pm.

Cllr Bussereau addressed the Council to explain that in the absence of the Chairman who is away on business there was no one to chair the meeting. Cllr Hayes proposed that Cllr Bussereau should chair the meeting.

Resolved: To elect Cllr Bussereau to chair this meeting of the Council.

The meeting stood adjourned while Cllr Bussereau welcomed four members of the public and two prospective Councillors, and invite them to address the Council. David Burton spoke about his role, on secondment from Natural England, to assist with the development and funding of Castle Hill Country Park. He is specifically tasked to assist with planning matters and is present to speak if required on the Non Material Amendment to the Country Park planning permission. The applicant for Planning Application 19/06409/FUL at 123 Church Road, Laverstock, addressed the Council in support of the application. A resident of Laverstock asked why the weed growth in the gutters and on footpaths in Riverside Road was so bad.

The meeting restarted at 7.10pm.

19.116 APOLOGIES. Apologies had been received from Cllr Birkett and Cllr Watson who are both absent on business.

19.117 DECLARATIONS OF INTEREST. Nil.

19.118 CO-OPTION OF COUNCILLORS. Cllr Bussereau welcomed Kevin Lynn and David Lovibond and explained the process of co-option. Both addressed the Council, explained why they would like to join and answered questions. Cllr Bussereau asked that they and members of the public leave the meeting. Cllr Bussereau proposed the co-option of Kevin Lynn.

Resolved: To co-opt Kevin Lynn to the Ford, Old Sarum and Longhedge ward of the Council.

Cllr Bussereau proposed the co-option of David Lovibond.

Resolved: To co-opt David Lovibond to the Laverstock and Milford ward of the Council. Cllrs Lynn and Lovibond returned to the meeting and signed Declarations of Acceptance of the office of Councillor.

19.119 APPROVAL OF MINUTES. This item was deferred until Exempt Business.

19.120 MATTERS ARISING.

Action PC306. Identify Council procedure to deal with significant changes to Wiltshire Council's procedure for dealing with highways improvements and traffic survey requests. Cllr Bussereau briefly described the new procedure. New issues and requests will come directly to the Council for approval before being forwarded to the Community Area Transport Group (CATG). It was agreed that they should also be published on the Council website.

Action PC309. Request an amendment to Planning Application 19/02482/FUL to include 12 additional parking spaces. The Clerk has had no response to the request for additional parking. This remains **open**.

Action PC312. Closed.

Action PC315. Make new Grant Application form more user-friendly. The Clerk reported that Cllr Watson has produced a 2-page version of the new form but it was not yet available as a writable pdf. He would prefer to wait before posting the form online. **Open**.

Action PC316. Investigate process for Substantive Highways Scheme Fund Bid. Cllr Bussereau reported on his investigation. Any scheme would have to be approved by the Community Area Transport Group who would then instruct design and costing. A scheme started now would then be presented as a bid for August 2020. **Closed**.

Action PC317. This will be dealt with under Exempt Business.

Action PC318. Discuss with LGRC a suitable candidate for the Council external review. Cllr Waller reported that this had been discussed with the Managing Director of LGRC Associates Ltd. He had agreed to proceed with the review process himself using the procedure already agreed with the previous director. He would commence with a familiarisation visit in October. **Closed**.

Salisbury Central Area Framework. It was agreed that Councillors should respond on an individual basis.

19.121 PLANNING

Planning Application 19/06409/FUL. 123 Church Road, Laverstock. Cllr Hayes said that the Laverstock and Milford planning Team had discussed this and they recommended an objection to just one aspect of this retrospective application and that was the rear raised decking. Three neighbours had also objected to this feature.

Resolved: To object to the application on the grounds of quality of design and a significant overbearing impact on neighbouring properties.

Old Sarum update. The Clerk reported that work on Virginia Way Play Park had come to a halt because the hot dry conditions were not suitable for the laying of turf and safety matting. This will be reviewed shortly.

Skatepark update. The Assistant reported that he had a design and specification from a local company and this had been approved by the Skatepark group. This will form the basis of an Invitation to Tender that will be sent out within the next few weeks.

Old Sarum Airfield update. Cllr Bussereau spoke about a reported statement by the All-Party Parliamentary Group on General Aviation. They are reported to have said they are prepared to chair discussions over the future of Old Sarum Airfield and are calling on both the operator and the local authority to take a proactive approach to the retention of the existing airfield. WCllr McLennan reported on action that he had been taking with Wiltshire Council. Enforcement action and compulsory purchase were mentioned.

Longhedge update. The Clerk reported that the first 50% of the Community Open Space (COS) Contribution had been received from both developers but the land had not yet been transferred. He reminded the Council that the COS included a play area but it was unclear whether this should be a Local Landscaped Area for Play for children up to 8 years of age as specified by the S106, or a Neighbourhood Equipped Area for Play specified by the Landscape plans. There is a significant difference in cost. The availability of funding from other Longhedge developments was discussed.

Castle Hill Country Park update. The Ranger's summary of work had been circulated to Councillors and was included with Supporting Papers. Cllr Bussereau briefly described the application for a Non-Material Amendment pursuant to the Planning Permission (16/00048/FUL) for the Country Park. This application seeks to amend the alignment of footpaths to overcome issues relating to the current topography, and to ensure that the footpath network reflects existing desire lines. Extracts of the application were included with Supporting Papers. David Burton answered questions from Councillors.

Resolved: To support the Application for a Non-Material Amendment dated 19th July 2019 pursuant to the Notification of Full Planning for 16/00048/FUL.

The Country Park Subgroup's Terms of Reference were deferred to a later meeting.

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

19/06624/FUL. Demolition of existing conservatory and entrance canopy. Erection of new single storey rear extension, single storey entrance porch, external cladding and aperture alterations. Internal alterations. 57 Church Road, Laverstock. No Comment.

19/06825/FUL. Conversion of detached garage to ancillary accommodation. 49 Elm Close, Laverstock. No Comment.

19/06832/TPO. Work to TPO trees. Norway Maple (194) crown lift to 2.3m agl. Common Lime (205,210,209) crown lift to 2.3m agl. To provide shared use cycleway. Land NW of Portway, Old Sarum. (OS Swale). Support.

19/06840/TPO. Work to TPO Trees. T1 & T2 Lime trees – pollard to previous points. Darnaway, Laverstock Park, Laverstock. No Comment.

19/06896/TCA. Work to trees in a Conservation Area. T1 Laburnum – crown reduce by 2.5m. T2 – Laburnum – fell. T3 – Purple Plum crown reduce by 3m. 13 Green Lane, Ford. No Comment.

19/07229/FUL. Single storey extension to the rear of detached bungalow. 40 Riverbourne Road, Milford. No Comment.

19/07590/FUL. Proposed two storey elevation to east and west elevation with internal alterations and proposed garage. Ferrers House, Laverstock Park. No Comment.

Resolved: To approve the above responses.

Neighbourhood Planning Steering Group update. Cllr Bussereau reported that survey leaflets had been printed, freepost envelopes were in progress and they would be inserted in the next Newsletter prior to distribution. The business survey was also being prepared.

19.122 LGBCE ELECTORAL REVIEW. Cllr Bussereau spoke about the response of the Council to the Further Limited Draft Recommendations of the Local Government Boundary Commission for England. This had been approved by email and despatched to meet the deadline of 29 July 2019. It now needed the formal approval of the Council.

Resolved: To approve the response to LGBCE's Electoral Review of Wiltshire: Further Limited Draft Recommendations. (Attached at Appendix 1 to these Minutes).

19.123 LICENCE TO UNDERLET PREMISES AT COW LANE. The Clerk explained the background to the Licence, which was required to permit the River Bourne Community Farm CIC to underlet premises to the Giant Steps nursery.

Resolved: To approve the signing of a Licence to Underlet part of the property leased to the River Bourne Community Farm CIC, to Giant Steps (River Bourne Farm) Limited by any two Councillors in accordance with Standing Order 26.

19.124 POLLING DISTRICT & POLLING PLACE REVIEW CONSULTATION. Cllr Bussereau described the Review Consultation, which had been circulated with the Wiltshire Council Briefing Note No: 19-019. There had been no changes to the polling venues for districts in the parish of Laverstock and Ford and it was agreed that the Council would not respond to the consultation.

19.125 CONSULTATIONS ON NHS SERVICES AT OLD SARUM & LONGHEDGE. Cllr Hayes described applications, which have been made to NHS England, to provide pharmaceutical services at Old Sarum and Longhedge. The Old Sarum application appears to be made by Caducifer Medical Services Limited and the Longhedge application by Bestway National Chemists Limited, but both company names appear on both applications. Cllr Hayes recommended supporting both applications. Cllr Waller expressed concern that this would be a commercial decision and that it would be better to support the provision of the service rather than the actual applications.

Resolved: To support both applications.

Action Clerk

WCllr McLennan left the meeting at 8.55pm.

19.126 EXTERNAL REVIEW AND LGRC. Already covered under Item 19.120, Matters Arising.

19.127 FINANCES.

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 July 2019 were £2,364,571.44 of which £2,295,969.94 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 August 2019 amounted to £102,890.58.

In addition an extra payment of £2,000 was made at the end of July to Rebecca Twigg as part of the Boardwalk project. The Clerk drew attention to the following payments. £4,054 to Salisbury City Council as a contribution to the maintenance of the new Avenue Cemetery, £54,600 to G Farwell Ltd being the material cost for the Boardwalk and £35,865.49 being the cost of Virginia Way Play Park up to the point at which construction was halted. Debit card payments in July 2019 amounted to £215.82.

Resolved: To approve the cheque and debit card payments.

Treasury Deposit Report. The Clerk had provided summary reports of Fixed Term Deposits and the new 32-day Notice Account with Supporting Papers. He explained that of the £1.347m received in March 2019 for Castle Hill Country Park, £714k had been placed in a 12-month term deposit account and would be transferred at the time of signing the Lease. The remaining £633k had originally been held in a low interest 'instant' account but had now been transferred into a 32-day Notice account linked to the Bank of England base rate.

19.128 CLERK'S REPORT AND CORRESPONDENCE

Service Devolution of Wiltshire Council Assets. The Clerk referred to recent correspondence with an Asset Manager at Wiltshire Council who had been charged with implementing the Service Devolution and Asset Transfer Policy for Small Parishes. This policy is described in Wiltshire Council Briefing Note No. 373. Wiltshire Council have been listing the assets in Laverstock and Ford for presentation to an internal Service Devolution Board. It now appears that the number of assets is greater than the 10 stated in the policy and that another method of implementation might be required. The Clerk has enlisted the help of WCllr McLennan to unravel this problem. It was agreed that the next step would be another meeting with Wiltshire Council officers. **Action Clerk.**

19.129 LATE NOTICE ITEMS.

Special Community Area Transport Group meeting. Cllr Bussereau reported on a special CATG meeting planned for 25th September. The meeting is seeking projects for the next financial year. Cllr Bussereau said he would propose a resurfacing of Green Lane between Roman Road, Ford and Pearce Way, Bishopdown. He would welcome other suggestions. The deadline is 31st August 2019.

Area Board Attendance. Cllr Bussereau drew attention to some gaps in the attendance rota for South Wiltshire and Salisbury Area Boards.

19.130 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.

The meeting closed at 9.50pm.

The next meeting of the Council will be held at 7.00pm on Monday 16th September 2019 at Greentrees Junior School.

Appendix 1 to Minutes of Council Meeting held on 19th August 2019

Review Officer (Wiltshire)
The Local Government Boundary Commission for England
1st Floor,
Windsor House
50 Victoria Street
London
SW1H 0TL

29 July 2019

Dear Sir or Madam

ELECTORAL REVIEW OF WILTSHIRE: FURTHER LIMITED DRAFT RECOMMENDATIONS

Laverstock and Ford Parish Council has considered the revised draft recommendations of the Local Government Boundary Commission for England announced on 2 July 2019 for Laverstock and Ford Parish. It is pleased to note that the revised recommendations offer the following:

- two Divisions / Wiltshire Councillors for the parish rather than 3;
- maintaining Laverstock village within a single Division;
- Division names do not include the name Salisbury in their title.

Nevertheless, Laverstock and Ford Parish Council strongly **OBJECTS** to the revised recommendations as they apply to the proposed Divisions of **Old Sarum & Lower Bourne Valley**, and **Laverstock**. The recommendations for these Divisions do not align to the statutory criteria of community identity, effective and convenient local government, and electoral equality.

This submission should be read in conjunction with the Parish's previous submissions of 2 November 2018 and 13 April 2019.

Proposed Division - **Old Sarum & Lower Bourne Valley**

Although there are some indications several hundred years ago that there may have been some association between the northern part of the Parish and the Winterbournes (e.g. Ford in the 1800s was known as Winterbourne Ford) this has long ceased to exist. The majority of the Parish is now an established element of the Wiltshire Council Southern Wiltshire Area Board comprising 13 other rural or semi-rural parishes. At this moment in time Laverstock and Ford Parish Council and Alderbury Parish Council, one of the 13, are at the early stages of evolving a joint traffic-calming scheme.

The latest recommendation from the Commission proposes a Division which includes the northern part of the Parish, i.e. Longhedge, Old Sarum and Ford. Moreover, both Winterbourne Parish and Gomeldon, part of Idmiston Parish, form part of this proposed Division. As the latter 2 elements form the largest geographic area within this proposed Division, and are currently part of the Amesbury Area Board, it is more than likely that this proposed Division would be allocated to the Amesbury Area Board. The result would be, once again, Laverstock and Ford Parish split between 2 different Area Boards, something

that the Parish Council strongly wishes to avoid. Moreover, the revised recommendation divides the relatively small parish of Idmiston between 2 Divisions, which surely cannot be an acceptable situation.

The Parish Council notes that the proposed Division would have a variance of 13%, which exceeds the general policy of not exceeding 10% variance. This is a concern to the Parish Council as the geographic location and size offer the possibility of further development in the near future in view of the additional employment opportunities that could arise from development of both the Boscombe Aviation Business Park and the Porton Science Park located within the Porton Down Science Campus.

Lastly, and most significantly, the revised recommendations separate the 2 historical components of Laverstock and Ford Parish by placing them in different Divisions. Ford would be in **Old Sarum & Lower Bourne Valley**, the northern Division, while Laverstock would be in **Laverstock**, the southern Division. This would have a significant impact on community identity.

Proposed Division - **Laverstock**

This proposed Division as indicated above separates the 2 historical components of the Parish and therefore does not align with the Boundary Commission's criteria of reflecting community interests and identity. Furthermore, it is noted that it is only marginally within the criteria of 10% set for equality of representation.

Conclusion

Laverstock and Ford Parish Council is pleased to note that the revised draft recommendations of the Local Government Boundary Commission for England announced on 2 July 2019 have addressed 3 of the concerns highlighted by the Council in its 13 April 2019 submission.

Nevertheless, the Parish Council strongly **OBJECTS** to the revised recommendations as they apply to the proposed Divisions of **Old Sarum & Lower Bourne Valley**, and **Laverstock**. The recommendations for these Divisions do not align with the statutory criteria of community identity, effective and convenient local government, and electoral equality set within the Local Democracy, Economic Development and Construction Act 2009. Furthermore, the PC believes the Division titles should clearly indicate that the majority constituent parts are Laverstock and Ford Parish.

The Council therefore restates that its earlier submissions, in line with those of both Wiltshire Council and Salisbury City Parish, of one Division comprising parts of Laverstock and Ford Parish only (**Laverstock and Ford West**) and another joining the rest of the Parish with other nearby rural parishes (**Laverstock and Ford East**), would be more appropriate to meet the 3 statutory criteria.

Yours faithfully

Andrew Prince
Clerk to the Parish of Laverstock and Ford