



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Virtual Parish Council Meeting held at 6.00pm on Monday 14th December 2020

MINUTES

Councillors present: Baker (Chair), Barker, Dean, Hayes, Hilliard, Lovibond, Lynn, Maskell, Tucker, Waller.

Wiltshire Councillors present: McLennan.

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

The Chairman opened the meeting at 6.07pm. He welcomed one member of the public.

20.122 APOLOGIES. Nil.

20.123 DECLARATION OF INTEREST. Nil.

20.124 CO-OPTION OF COUNCILLOR. The Chairman welcomed Christopher Warren and explained the process of co-option. Chris Warren addressed the Council explaining his present circumstances and reasons for wanting to join the Council. He answered questions from Councillors. The Chairman then moved him and WCllr McLennan into the virtual waiting room while his co-option was discussed. The Chairman proposed the co-option of Chris Warren, seconded by Cllr Hilliard.

Resolved: To co-opt Chris Warren to the Bishopdown Farm ward of the Council. Cllr Warren and WCllr McLennan were returned to the meeting. Cllr Warren repeated a Declaration of Acceptance of the Office of Councillor, and joined the meeting.

20.125 APPROVAL OF MINUTES.

Resolved: To approve the Minutes of the meeting held on 16th November 2020.

20.126 MATTERS ARISING. An updated Action List had been circulated by the Deputy Clerk and was available online as Report 20.126.

Action PC342. Follow up with Wiltshire Council on the transfer of play parks and land to the Council. The Clerk reported that the Head of Estates and Development had informed him that the Service Devolution and Asset Transfer Board was no longer meeting but that he had delegated powers to approve transfers. He will approve and progress the transfer of the buffer land at Bishopdown that included part of the Hampton Park Trail. All other transfers have been delayed. There is no current forecast or timescale.

20.127 PLANNING

20/09411/FUL. Two-storey extension at 7 St James Close, Bishopdown. New plans had been submitted and the Council had been consulted again. The Clerk reported on an

objection from Salisbury City Council. The Chairman said that the tenant of the property next door had also objected and a dispute might follow. Cllr Waller wanted the Council response to remain as 'No Comment'. The Chairman said that 'No Objection' would be more appropriate. Cllr Maskell proposed 'No Objection', seconded by Cllr Hayes.

Resolved: To respond to the new consultation on application 20/09411/FUL with 'No Objection'.

20/10252/TPO. Fell 2 Lime trees and pollard a third Lime Tree at Unit 6, Hurricane Close, Old Sarum. Cllr Tucker reported that after some discussion and visits to the premises, the Ford, Old Sarum and Longhedge planning team recommend that the Council object to the application because there is insufficient reason to fell the trees.

Resolved: To object to planning application 20/10252/TPO because there is insufficient reason to fell the two Lime trees.

20/09949/FUL. Full Planning for additional 13 new dwellings in Parcel D (Phase 6), taking total dwelling numbers to 93, Longhedge. Cllr Tucker recommended that the Council support the application but with conditions relating to emailed comments from Cllr Waller. One of those comments suggested that all new dwellings should have electric vehicle charging points.

The Clerk reported that the extra dwellings are contained in the same area as the original application and that this application, and a previous increase to Parcels B and C, would still leave dwelling density at less than 33 per hectare, compared to a reported 45 per hectare at Old Sarum. He also said that charging points and other such facilities are a matter for Building Regulations and are not a Planning matter.

Cllr Barker said that the number of dwellings should not be allowed to increase beyond the original 673 permitted. Cllr Lynn said that more parking should be provided. Cllr Waller repeated her request for electric vehicle charging points for each dwelling and also said that each dwelling should have storage for waste and recycling bins. Cllr Maskell supported this view.

Resolved: To object to this application for the following reasons.

- i. That there should be more visitor parking.
- ii. That there should be an electric vehicle charging point for each dwelling.
- iii. That there should be storage facilities for waste and recycling bins.

20/09977/FUL. Construction of 6 dwellings with parking and private amenity areas following the demolition of Old Sarum Cottage. Cllr Tucker described the application and said that the criticisms of the Longhedge application also apply here. Cllr Waller pointed out that there was bin storage but only for two, not three bins. Cllr Tucker added that there were already objections from Wiltshire Council Archaeology and Drainage. Cllr Hilliard said the Landscape Sensitivity Assessment of the Neighbourhood Plan described the location as 'high risk' because of the view from Old Sarum castle, and that there should be some mitigation. Cllr Lovibond supported the objections of Wiltshire Council Archaeology.

Resolved: To object to this application for the following reasons.

- i. Lack of mitigation of the impact on Landscape Sensitivity with regard to the view from Old Sarum.
- ii. Support for the objection submitted by Wiltshire Council Archaeology.
- iii. Support for the objection submitted by Wiltshire Council Drainage.

- iv. That Wiltshire Council Highways must report on the possible hazards of egress from this site.
- v. That there should be an electric vehicle charging point for each dwelling.
- vi. That the bin storage facility should be increased from two to three for each dwelling.

Planning Application Log – Approval of Responses. The Log had previously been circulated to Councillors and a redacted version of the Log is available online as Report 20.127 (5). The following responses have been made since the last Council meeting.

20/09445/FUL. Loft conversion with rear flat roof dormer. Wierwood, Ford. No Objection.

20/09697/FUL. Single storey extension to provide a study and enlarged kitchen. 21 Vanessa Avenue, Laverstock. No Comment.

20/09743/FUL. Proposed two storey front extension and alterations. 35 Silverwood Drive, Laverstock. No Comment.

20/10338/FUL. Proposed single storey front and rear extensions and alterations. Midway, 102 Church Road, Laverstock. No Comment.

Resolved: To approve the above responses.

Neighbourhood Planning Update. Cllr Hilliard reported on on-going meetings with the Landscape Architect who had already produced a Landscape Sensitivity Assessment. The next step is a Design Statement that can be applied to future housing. The draft Neighbourhood Plan has reached version 15.

20.128 CASTLE HILL COUNTRY PARK. Update and approval of new Management Plan. The Clerk had distributed a Report on the new Country Park Management Plan and this is available online as Report 20.128. He recommended that the Council approve the new Management Plan dated 27 November 2020. This version of the Plan is integral to the 99-year Lease of the Country Park to the Land Trust, which was completed on 4 December. A lengthy discussion followed on the area of woodland that includes the mountain bike trail, and on the current survey of badger activity.

Resolved: That the Council approve the Castle Hill Country Park Site Management Plan dated 27th November 2020, and recommends its approval to the other parties.

20.129 COUNCIL STAFFING AND GOVERNANCE REVIEW. The Chairman reminded the Council that in November they had approved the implementation of the new posts of Deputy Clerk, Communications and Community Engagement Officer and Operations Officer, and the appointment of staff to fill these posts. He reported that there had been 20 applications for the latter two posts and that interviews of short-listed candidates will take place on 15th December.

20.130 DRAFT BUDGET and PRECEPT. The Clerk had distributed a draft Budget and Precept prior to the meeting. An earlier version had been presented to the Finance Subgroup the previous week. The budget has increased significantly due to the cost of extra staff, an increase in assets and the expiry of some maintenance funds. Together with the reduction in the Tax Base due to Council Tax Reduction this meant that the Band D tax was likely to rise from the current £49.21 to £60 or more. The Clerk requested that all Councillors examine the draft documents and make comments or suggestions. A further version will be circulated before the Extraordinary Budget Meeting on 11th January 2021.

20.131 ANNUAL GOVERNANCE & ACCOUNTING REVIEW. The Clerk gave a brief summary of the external review process. The External Auditor's Report and Certificate for 2019/20 had been received on 21st November 2020 and had been published. There were no comments or matters to be drawn to the attention of the Council. The Council noted receipt of the Report.

20.132 GRANT TO RIVER BOURNE COMMUNITY FARM. The Chairman presented a brief history of the proposal to give a grant of £10,000 per year for 2 years with an annual review. The grants would be made on application. Internal discussions had revealed a need to refine and review the application process. The terms and conditions of the grant required better definition and a Memorandum of Understanding between the Council and the Community Farm must be completed. The Chairman suggested that the Community Farm Subgroup draft some Terms and Conditions for the Grant Application. He would also like the Clerk to progress the Memorandum of Understanding and Lease revision with the Council's solicitor.

Action Clerk.

Cllr Hayes reminded the Council that they have already agreed (by resolution in December 2019) to grant the second sum of £10,000 for the financial year 2021/22. The Chairman confirmed that this was already included in the draft Budget.

It was agreed that an informal Subgroup, consisting of Cllr Hayes, Cllr Dean, Cllr Maskell and the Chairman would meet with the aim of drafting Terms and Conditions for the grant before the end of the current financial year. They will aim to report at the February Council meeting.

Action Subgroup.

20.133 FINANCE

Adoption of Monthly Accounts

The full Monthly Accounts had been checked by the Chairman. Summaries had been circulated by email and were available online. The total funds held at the end of November 2020 were £1,341,596.07 of which £1,240,165.18 were earmarked or restricted reserves.

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

Cheque, Debit Card and Cheque Payments

The Chairman had checked the payments. They had been circulated by email and were available in Report 21.133. Debit card & direct debit payments in November 2020 amounted to £375.93. Total cheque payments in December 2020 amount to £15,446.55.

Resolved: To approve the cheque, debit card and direct debit payments

Treasury Deposit Report.

The Clerk had circulated the Treasury Deposit Report via email and it was available online. This listed one fixed Term Deposit of £508,112.00 that matures in March 2021. The balance on the 32-Day Notice Account at the end of November 2020 was £717,086.28 including interest of £5,202.87. There was a total of £1,225,198.28 on deposit at the end of November 2020.

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

20.134 EXEMPT BUSINESS – Exclusion of the Press & Public

There being no exempt business this item was cancelled.

The meeting closed at 8.10pm.

The next Council meeting will be an Extraordinary Meeting on Monday 11th January 2021. This will be a virtual meeting using Zoom software and will start at 6pm.