



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

**Parish Council Meeting held at River Bourne Community Farm on
Monday 16th August 2021 at 7.00pm**

MINUTES

Councillors present: Baker (Chair), Barker, Hayes, Lynn, Maskell, McDonald, Schneider, Waller

In attendance: Prince (Clerk), Deane (Deputy Clerk), Cavendish (Operations Officer)

The Chair opened the meeting at 7.02pm. There were no members of the public present.

21.117 Apologies. Apologies had been received from Cllrs Jones, Rigiani and Tucker.

Resolved: to accept the apologies from Cllrs Jones, Rigiani and Tucker.

21.118 Declarations of Interest. There were no declarations of interest.

21.119 Approval of Minutes of meeting on 19th July 2021.

Resolved: to exclude the press and public due to the staff in-confidence nature of the business to be discussed.

Cllr Baker had previously circulated two suggested additional paragraphs to the draft minutes. The Clerk asked that he be permitted to produce a transcript of what was said, and that the matter be deferred to the next meeting. After some discussion, councillors felt that the suggested paragraphs reflected what was said.

Resolved: to approve the minutes as amended including the additions from Cllr Baker. The Public and Press were re-admitted to the meeting.

21.120 Referral of Committee Minutes

The minutes of the Personnel Committee meeting on 2nd August 2021 were not yet available. This item will be deferred to the next meeting.

21.121 Matters Arising

From Action List:-

OPS351 – Cllr Lynn reported that the funds for the Defibrillator had already been raised and installation arranged. The Operations Committee are still investigating First Aid training provision.

OPS353 – The Operations Officer confirmed that she has obtained some quotes for the Biodiversity Survey but has not yet been able to review them. Cllr Baker asked that she discusses the surveys with the Neighbourhood Plan Steering Group.

ACTION OPERATIONS OFFICER

PC352 – this has now been closed as Salisbury Road and Mountain Cycle Club had been provided with the information required. Further information from the new Countryside and Greenspace Officer for the Land Trust is expected.

PC358 – The Clerk reported that complaints have been received from two residents regarding the proposal to change the position of the central link path at Longhedge.

Councillors expressed concerns about the safety of the path if it was made in the original

position. Cllrs Lynn and Barker offered to meet with the concerned residents in person to see if this could be resolved.

ACTION: CLLRS LYNN AND BARKER

21.122 Planning

PL/2021/04084 – 53 new dwellings Old Sarum

The Clerk reported that Cllr Oliver had asked for details of the Parish Councils requests for planning gains, if permission was granted. Several councillors expressed their concerns about the impact on the parish council objection to the application, if there was also a request made for planning gains, in the event that permission is granted. The Clerk explained that the Planning Committee could only make their decision on the facts relevant to the planning application and that requests for planning gains are specifically excluded in regulations from consideration in determining the application. The Clerk suggested that appropriate requests for planning gains could be a link path and bridge to Longhedge, safety fencing for the infiltration basins, information signs for the Old Sarum open spaces and fitting out of the commercial units at the local centre to encourage rentals. Councillors felt that a list of desirable planning gains should be provided by ward but not linked to any specific planning application, and that it is made clear that there is no change or impact on the Parish Councils objection to this application. The Clerk will advise the Wiltshire Councillor for Old Sarum of the four suggested priorities for Old Sarum. Parish Councillors were asked to consider priorities for their wards.

ACTION: ALL COUNCILLORS

Planning Application Log – Approval of Responses.

Due to the deadline for response of PL/2021/07335 and the indication from one councillor that they may wish to object, the Chair requested that the approval of the decision be delegated to the next Finance and General Purposes Committee meeting.

PL/2021/04068 Replace existing rear boundary fence increasing height to 2m. 17 The Steadings, Ford NO COMMENT

PL/2021/05640 Conversion of garage into home hair dressing salon. 16 Partridge Way, Old Sarum SUPPORT

PL/2021/06389 Lower ground floor extension with balcony above, replacement of conservatory and reduction of front porch. 3 Potters Way, Laverstock NO COMMENT

PL/2021/06467 Part single, part two storey extension. 9 Linden Close, Laverstock NO COMMENT

PL/2021/06793 Work to TPO tree. Pollard Lime (T2) up to 1.5m below existing prune points in order to manage size appropriate to garden. 16 Norton Drive, Ford NO COMMENT

PL/2021/07091 Proposed two storey side extension and alterations to rear boundary. 1 St Ursulas Close, Bishopdown NO OBJECTION

PL/2021/07111 Work to TPO trees. Group of Lime and Sycamore – crown raise to 4m from ground level all trees. Reduce 3 lowest limbs on 2 Sycamores closest to the property by 2-3m. 14 Green Lane, Ford NO COMMENT

Resolved: to approve the above responses and delegate approval of the response to PL/2021/07335 to the Finance and General Purposes Committee Meeting on 7th September.

Longhedge Update

The Clerk reported that contractors at Longhedge are investigating why one of the infiltration basins is holding water. The local centre is open with two takeaways under development. The footpath from Mynarski Close is complete and the three new homes are progressing.

The Clerk reported that Vistry are asking for agreement from the Parish Council that they build the Country Park using the remaining 50% of the Community Open Space (COS)

contribution that they still hold. Para 24a Schedule 1 of the S106 agreement provides that as Wiltshire Council (WC) have not served notice on the owner (Vistry) that WC's nominee (Parish Council) wishes to take over the COS, then the owner (Vistry) can complete themselves. The Clerk will respond that the Parish Council are content for Vistry to build the Country Park, but that we cannot approve the nature of the works, and that the Planning Authority must inspect and produce a practical completion certificate on completion, before handover to the Parish Council. The Clerk will agree this approach with appropriate officers from Wiltshire Council. The Parish Council were paid half of the COS funds in August 2019 to build the Open Space. These funds will now be retained as the ongoing maintenance funds. The Clerk will notify Vistry that the sum should be adjusted by RPI up until the date of handover, and the additional funds paid to the Parish Council.

21.123 Councillor Co-option. Adoption of Policy and Procedure

The Deputy Clerk had previously circulated a report 21.123 with the policy attached. Cllr Baker had circulated an application form that could be completed prior to initiation of the procedure. The Deputy Clerk agreed to update the application form.

Resolved: to adopt the Councillor Co-option policy subject to review in 3 years

ACTION: DEPUTY CLERK TO UPDATE

21.124 Delegation to Committee

- Use of Old Sarum Youth & Adult Offsite Recreation Funds.
- Use of Community Infrastructure Levy Funds. Longhedge.
- Adoption and/or Management of Longhedge Football Pitch & Changing Rooms.

The Clerk reported that CIL funding has been received from Longhedge which can be used for improvements to infrastructure and the Chair of the Operations Committee agreed they could consider and make recommendations regarding CIL and Youth and Adult Contributions early in 2022.

The Clerk reported that the issue of the Longhedge Football Pitch was more urgent as the Parish Council need to indicate to Vistry whether they wish to take over the pitch. The Chair asked that other interested parties and stakeholders be included in the discussions regarding the Football Pitch at Longhedge. No specification for the pitch and changing rooms has yet been presented and feedback from Wiltshire FA is that they believe it will be extremely difficult to make this stand alone football pitch cover its expenses. The Clerk will continue investigations and report to the Operations Committee at their next meeting.

The Chair asked that any interested parties be invited to attend the public session of the next Parish Council meeting. This session will be publicised via social media and identified interested parties invited. The Clerk reported that a planning consultant had already been invited to attend from 6 – 7, prior to the next meeting, regarding future housing allocation sites.

Resolved:- Use of Old Sarum Youth & Adult Offsite Recreation Funds.

- Use of Community Infrastructure Levy Funds. Longhedge.
- Adoption and/or Management of Longhedge Football Pitch & Changing Rooms be delegated to the Operations Committee

21.125 Finance

The Chair confirmed he had checked the monthly accounts.

Adoption of Monthly Accounts. The Financial Statement had previously been circulated in Report 21.125. The total funds held at the end of July 2021 were £1,344,514.78 of which £1,248,849.20 were earmarked or restricted reserves.

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

Payment of Salaries including Overtime. The Chair proposed that the Council approve the payment of salaries including overtime and pensions amounting to £7,750.86. Seconded by Cllr Lynn.

Resolved: To approve the payment of salaries including overtime and pensions amounting to £7,750.86.

Other Cheque & Debit Card Payments. The list of payments had been circulated in Report 21.125. Total cheque payments in August 2021 excluding salaries, tax, NI, and other payments, amounted to £79,439.28. Debit card and direct debit payments in July 2021, excluding pensions, amounted to £220.88.

Resolved: To approve the cheque and debit card payments.

Reserves and Treasury Deposit Report. Summaries of Financial Reserves and Deposits had been presented in Report 21.125. Earmarked and Restricted Reserves at the end of July 2021 were £1,248,849.20. The balance on the 32 Day Notice Account at the end of July 2021 was £717,263.11 including interest of £5,379.70. There was a total of £717,263.11 on deposit at the end of July 2021.

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

The Clerk reported that he had already completed a days training session on the new Rialtas Accounting system and he was now in the process of transferring the accounts.

21.126 Clerk's Report & Correspondence.

The Operations Officer reported that engagement with the community at the Old Sarum Fun Day had not been very successful and it was disappointing after the amount of effort involved. Cllr Maskell felt that future events needed to include something that drew people across to the stand.

The Clerk reported that the Parish Council have been notified of the opening of the Substantive Highways Scheme Fund. The resurfacing of Green Lane between Bishopdown and Ford could be considered.

Bus Back Better survey ends on 23rd August and councillors were encouraged to respond. An update on Operation London Bridge has been issued and councillors were asked to contact the Clerk if they would like details.

The Chair offered to attend the Wiltshire Environment Policy Consultation in early September and report back at the October meeting. Cllr Maskell confirmed he would attend if possible.

21.127 Exempt Business - Exclusion of the Press & Public

There being no further exempt business, this item was cancelled.

NEXT MEETING. The next meeting of the Parish Council will be held at 7pm on Monday 20th September 2021 at the Old Sarum Community Centre.