



# Laverstock & Ford Parish Council

## Incorporating Hampton Park & Old Sarum

**Meeting held at the River Bourne Community Farm  
at 7.00pm on Monday 20 February 2017**

### **Draft MINUTES**

**Councillors present:** Burnell, Burton (Chairman), Bussereau, Champion, Davidson, Davis, Dean (from 7.18pm), Hayes, Law, Martin.

**Wiltshire Councillors present:** McLennan (until 7.30pm), Moss (until 8.30pm).

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

There were four members of the public present. The applicant for Planning Application 17/01278/FUL to demolish an existing house and construct a new 4-bedroom dwelling at Whitegates in Ford, addressed the Council. He described the application and the changes that had been made at the pre-application stage. The Council had not yet been consulted on this application.

WCllr Moss asked the Council what it is doing to support elderly residents in their 70s and 80s on a voluntary basis. Cllr Law spoke about a series of articles in the Parish Newsletter, and Cllr Hayes spoke about the Council's desire to promote Health and Wellbeing across the Parish. Another resident complained about the condition of Milford Mill Road including the section under the railway bridge.

The meeting started at 7.16pm.

**17.021 APOLOGIES.** Apologies had been received from Cllr Birkett and Cllr Waller.

**17.022 DECLARATIONS OF INTEREST** Nil.

**17.032 LATE NOTICE REPORT.** The Chairman invited WCllr McLennan to address the Council early in the meeting so that he could then leave. WCllr McLennan had previously submitted a written report to the Council. He spoke about the slow progress that is being made with the new Milford Mill Road footpath. Cllr Champion referred to his written report and asked about the Old Sarum – Persimmon Housing/Gains issue. He asked why the Council was not involved in the discussions. WCllr said that discussions were still at the pre-application stage and were confidential.

**17.023 APPROVAL OF MINUTES**

**Extraordinary Meeting 9 January 2017.** The Clerk said that the draft Minutes has been amended by including the numbers voting for the Precept decision.

**Resolved:** To approve the Minutes of the Extraordinary meeting held on 9 January 2017 as amended.

**Meeting 16<sup>th</sup> January 2017** The Clerk reported on two minor amendments that had been made to the draft Minutes.

**Resolved:** To approve the Minutes of the meeting held on 16 January 2017 as amended.

**Resolved:** To approve the Minutes of the Extraordinary meeting held on 27 January 2017.

#### **17.024 MATTERS ARISING**

**Action PC102. Consider how Junior Football Pitch (JFP) on MOD land could be managed.** The Clerk reported on a meeting with a representative of Salisbury Football Club (SFC) and their contracted grounds man. A suggested solution would be for the JFP to remain under the control of the Council but for it to be maintained by SFC in return for fees charged to the Steve Claridge Football Foundation for their use of the pitch. There would be some initial expenditure by the Council to improve and mark out the JFP, and to purchase a set of junior goal posts, but after that there would be no cost to the Council. He is waiting for a response to this proposal from directors of SFC.

**Action PC111. Identify projects at Old Sarum for use of Youth and Adult Offsite Recreation funds.** The Chairman reported on an online survey, which had resulted in 170 replies. He will analyse and circulate the results shortly.

**Action PC176. Seek provision of 'No Smoking' signs in play areas.** The Clerk reported that the sign for the new Old Sarum play area included 'NO SMOKING' and that he had ordered similar signs for other Council owned play areas. CLOSED.

**Action PC205. Investigate alternative proposal for acoustic reverberation problem in the Old Sarum Community Centre.** The Clerk reported that Hayes McKenzie had approved the design plan by Mi-space for the high level installation of acoustic panels. This information has been passed to Ridge and Mi-space who are now investigating the availability of material and labour to carry out the installation. It is still hoped to carry out the work during the Easter break.

**Action PC218.** Closed.

#### **17.025 PLANNING**

**Old Sarum update.** The Clerk reported that he had received a draft Side Agreement to cover Area 9A & 9B. This needs to be signed by both Wiltshire Council and the Council before funds can be transferred for the provision of a Local Area for Play and for Youth and Adult Off-site Recreation. He understood that these funds had not yet been paid by Persimmon Homes and that they were long overdue.

Progress on the AOS Country Park Play Park was discussed. The contractors were still forecasting completion by 24 February. The Clerk also reported on various landscaping tasks that he had authorised for the Country Park.

**Old Sarum Airfield update.** Cllr Bussereau gave a brief report.

**HP2 Country Park update.** The Chairman gave short summary on the progress of negotiations with the developer. After a long delay of over 6 weeks the response from Barratts was disappointing and a meeting with solicitors was the most likely next step.

**Planning Application 16/12430/CLE Certificate of Lawful Use for construction of buildings and conversion of stable block to accommodation. Little Acre, Winterbourne Earls.**

Cllr Bussereau outlined the history of the site and the enforcement action that led to this application for lawful use. The Council is being consulted to determine if they have any evidence of the use of these premises. Discussion followed.

**Resolved:** To respond to Development Services at Wiltshire Council with the statement that the Parish Council were unaware that anyone was living at this location and has never delivered Parish Newsletters to that address.

**Planning Application 17/00748/TPO Work to TPO trees T1 to T22, Hangar 1, Old Sarum Airfield.**

Cllr Bussereau described the application and pointed out the location on a plan of the airfield.

**Resolved:** To respond with NO COMMENT.

**Planning Application Log** The following responses to Planning Applications have been made since the Council meeting on 16 January 2017. 16/12000/FUL. Demolition of conservatory & garage. Construct new 2-storey extension. 21 Church Road, Laverstock. NO COMMENT. 16/12404/FUL. Erection of 2-storey rear extension. 34 Down View Road, Laverstock. NO COMMENT. 17/00721/FUL. Single storey lean-to side extension. 87 Church Road, Laverstock. NO COMMENT.

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

**17.026 GRANT APPLICATIONS**

**River Bourne Community Farm.** An application for £1350 to carry out repairs to the straw bale classroom and meeting place. The application included repairs to walls, replacement and reinstatement of faulty radiators and other work. The total cost of the work is £1550.

Cllr Champion said that he considered the amount was too large for the proposed work and that he would like to see the quotation. Cllr Hayes said that the Council could approve the grant subject to sight of the quotation for the work. It was suggested that for this size of grant the attendance of the applicant would have been appropriate. The Chairman said that he would include this in a current revision of grant conditions. **Action Chairman**

**Resolved:** To grant £1350 to the River Bourne Community Farm subject to sight of a quotation for the planned work.

**Old Sarum Community Centre.** An application for £157 to fund a 'Private Parking' sign for the Community Centre.

**Resolved:** To approve a grant of £157 for the Old Sarum Community Centre CIO.

**Victim Support.** A letter requesting a contribution towards the work of Victim Support Wiltshire. Cllr Davidson said that it was for individuals to support this charity if they thought it was worthwhile, not the Parish Council. The Chairman said that there was no clear indication of how this charity was helping the residents of the Parish. Cllr Hayes said that the letter requesting a contribution failed to make a case for assistance. The Clerk added that the Council had made at least two previous contributions of £100.

**Resolved:** To decline the request for a contribution.

## **17.027      SPEED LIMIT ON THE PORTWAY**

Cllr Bussereau had previously circulated a summary of previous actions, resolutions and meetings on this issue and a recommendation of how to proceed at the next Community Area Traffic Group (CATG) meeting on 1 March. The sum of £1000 that the Council had previously committed to a Speed Review is no longer required because the South Wiltshire Area Board did not support this action. Cllr Bussereau said that he would like to propose to CATG, that the Council request the Highways Engineer to design an alternative scheme to combat the speed issue on the Portway. Cllr Hayes said that he did not think the problem of exiting from Throgmorton Hall justified further expense. It was pointed out that there is also a 'desire' crossing point from Green Lane to the Country Park and that soon there would also be an uncontrolled shared-use crossing near this point.

**Resolved:** That the £1000 previously committed to moving the speed limit signs be now allocated to a new scheme designed by the Highways Engineer.

## **17.028      WAY FORWARD INITIATIVE**

**Format for signature to be used with Council addresses.** Cllr Bussereau said that he thought all emails sent by Councillors, using their 'laverstock-ford.co.uk' address should be accompanied by the warning signature block as used by the Clerk. Cllr Champion said that he was currently engaged in drafting a full email and internet policy with Cllr Waller, but that he would in the interim circulate a proposal for the signature. **Action Cllr Champion**

**Approval of new Planning Process document.** Cllr Champion had previously circulated a draft of this document.

**Resolved:** To approve the Planning Application Process document as drafted.

## **17.029      GREEN LANE/OLD SARUM AIRFIELD – SOUTHERN ACCESS**

A resident of Ford has addressed the Council by email with his concerns at the use of a privately owned road to access the airfield to and from Green Lane in Ford. Cllr Burnell said that as this was private land the Council should not get involved. Cllr Champion and Cllr Bussereau concurred. The Chairman said that he would respond to the resident.

**Action Chairman**

## **17.030      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 January 2017 were £601,305.75 of which £550,775.53 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 amounted to £52,704.19. This included a payment to Wicksteed Leisure Ltd of £45,610.50 for 90% of the cost of constructing the Norman Drive Play Park at Old Sarum. Debit card payments in January 2017 amounted to £115.13.

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

## **17.031      CLERK'S REPORT AND CORRESPONDENCE**

**Community First – Zurich Fidelity Insurance.** The Clerk reported that, having been asked at the Precept and Budget meeting to investigate an increase in the Council's

Fidelity Insurance, he had received a quotation of an extra £275 per year to increase the sum insured to £1 million.

**Resolved:** To increase Fidelity Insurance to £1,000,000 in accordance with the quotation.

**Letter from a resident of Silverwood Drive.** The Clerk reminded the Council of the issue in 2015 when a resident had complained about trees close to his boundary on Council land that were depriving him of light. At the time the Clerk had declined to take action but he was overruled by the Council following an investigation and recommendation by Cllr Bussereau and Cllr Hayes. The resident was invited to pay 50% of the cost of the tree work. The same resident is now requesting permission to carry out further pruning and crown topping work on other trees on Council land before they get too tall. The Clerk said that he did not recommend this work to Council, and that only a fully qualified and indemnified tree surgeon should be permitted to work on Council trees. Cllr Bussereau said that he and Cllr Hayes would carry out another investigation and report back to the Council.

**Action Cllrs Bussereau & Hayes**

**Protecting Wiltshire's Rights of Way for People.** A paper from Wiltshire Council officers arguing against a motion by WCllr Oldrieve that £36,000 of funding for the maintenance of Rights of Way should be delegated to Area Boards.

**Unitary and Parish elections – 4 May 2017.** An information pack from the Head of Electoral Services regarding the process and timetable leading up to the elections on 4 May. This has been circulated to Councillors.

**17.032 LATE NOTICE ITEMS.** None had been received other than the earlier item by WCllr McLennan.

**17.033 EXEMPT BUSINESS – EXCLUSION OF THE PRESS & PUBLIC.** There being no exempt business this item was cancelled.

The meeting concluded at 9.19pm.

**The next meeting of the Parish Council will be the ANNUAL PARISH MEETING at the Old Sarum Community Centre at 7pm on Monday 20 March 2017. It will be followed at 7.30pm by a monthly meeting of the Council.**