



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

**Meeting held at River Bourne Community Farm
at 7.00pm on Monday 21st October 2019**

MINUTES

Councillors present: Birkett (Chairman), Bussereau, Hayes, Hilliard, Lovibond, Lynn, Tucker, Waller, Watson.

Wiltshire Councillors present: WCllr McLennan. (Until 8.50pm)

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

The meeting started at 7pm.

The Chairman welcomed two members of the public and two representatives of Alabare Christian Care and Support. The Chairman offered the thanks and appreciation of the Council to Barry Stay who has resigned from the post of Assistant to the Clerk. He will continue to assist with play area inspections.

The meeting started at 7.01pm

19.145 APOLOGIES. Apologies had been received from Cllr Dean.

19.146 DECLARATIONS OF INTEREST. Nil.

19.147 APPROVAL OF MINUTES. The Clerk reported on amendments requested by Cllr Bussereau and an additional paragraph added to Exempt Business. These amendments had previously been circulated by email.

Resolved: To approve the Minutes of the meeting held on 16th September 2019 as amended.

19.148 GRANT APPLICATION. Alabare Christian Care & Support. The Trust Grant Fundraising Officer and a Team Leader spoke in support of the Grant Application and explained that it was to contribute to the provision of a training venue and café located in two converted shipping containers. They answered several questions from Councillors.

Resolved: To grant £1000 to Alabare Christian Care and Support to assist in the provision of a training venue and café.

19.149 MATTERS ARISING.

Action PC197. The determination date for the planning application has now been extended to 31st October.

Action PC307. Investigate possibility of purchasing a Speed Indicator Device (SID) jointly with Alderbury. Cllr Bussereau reported on a recent meeting with the Clerk of

Alderbury. He explained that the matter of ownership and insurance of the SID had yet to be determined. Discussion followed on whether or not the Council should proceed independently with its own purchase of a SID. OPEN.

Action PC309. The Clerk reported that both the Highways Engineer responsible for Longhedge and the Planning Officer had said that the provision of increased parking was against policy and would not be supported. CLOSED.

Action PC315. Cllr Watson said that a “word” version of the form is available and can be used. He will continue to work on a writable pdf. CLOSED.

Actions PC321, 322 and 323. OPEN.

19.150 PLANNING

Old Sarum update. The Clerk said that work to complete the Virginia Way play park was about to recommence.

Skatepark update. The Clerk said that no progress has been made due to work pressures. Cllr Lynn offered assistance.

Old Sarum Airfield update. Wiltshire Council is waiting for a decision by the Courts on whether to give permission for a Judicial Review.

Longhedge update. There has been no progress with the land transfers.

Castle Hill Country Park update. Cllr Bussereau reported that the subgroup had agreed to let the Land Trust make all decisions about signage. He explained the reasons for the relocation of the dog agility areas and the Council accepted these. There was discussion about the location of the Trim Trail. This is subject to further consultation by the Ranger. Work on constructing the footpaths and car park will commence on 28th October.

Neighbourhood Planning Steering Group. Cllr Bussereau reported that the Residents’ Questionnaire was now complete, the Business Questionnaire will close on 31st October and the School’s Questionnaire is being prepared. There have been 551 responses to the Residents’ Questionnaire, of which 140 were completed online. There have been 33 responses to the Business Questionnaire so far, out of 131.

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

19/07924/FUL. Single storey rear extension and associated works. 21 Potters Way, Laverstock. No Comment.

19/08378/FUL. Change of use of agricultural land to create 2 additional Gypsy/Traveller Mobile Homes and Tourers and repositioning of existing Mobile Home. Land north of Broken Cross Bridge. No Comment.

19/09147/FUL. Retention of the existing rear timber porch. 25 Riverbourne Road, Milford. No Comment.

Resolved: To approve the above responses.

19.151 WILTSHIRE COUNCIL ASSET TRANSFERS. The Clerk reported on a meeting with Strategic Asset and Facilities Management staff at County Hall. The Head of Local Highways and Streetscene South, who is responsible for managing Wiltshire Council owned play areas was also present. The Clerk explained the process by which the Council could take over four Wiltshire Council managed play areas not in their ownership. The £1000 grant for each play area is still available. These four play areas are Partridge Way, St Jude’s Close, Sycamore Drive and Drake Close. A draft budget of £78,000 for their refurbishment was presented to the Council. The Clerk then asked the Council for a decision on whether or not to restore the Drake Close play area. Views had previously been expressed that it should be closed and turned into a car park. A Councillor proposed

that the Council should accept Partridge Way, St Jude's and Sycamore Drive, but not Drake Close. A vote was not taken. The Chairman made a counter proposal that the Council should vote solely on whether or not to adopt the Drake Close play area.

Resolved: To proceed with the adoption and refurbishment of Drake Close play area.

The Clerk briefly described the areas of land at Bishopdown Farm that might be offered for transfer by Wiltshire Council. He also described two other areas that currently will not be offered. They are both contiguous with Castle Hill Country Park and might form a beneficial addition to the Park. The first was the strategic buffer strip around the outside of the estate and the second was an area that fell within the civil parish of Salisbury. The Clerk had been asked by Wiltshire Council to determine if The Land Trust would be prepared to accept responsibility for the extra land. A preliminary discussion had indicated that The Land Trust would be in favour of the additions.

19.152 COMMUNITY GOVERNANCE REVIEW. The Chairman briefly described the proposal by Winterbourne Parish Council to take over the properties north of Broken Cross Bridge. It was agreed that more detail is required before the Council can take a view.

19.153 SECTION 38 AGREEMENT FOR LONGHEDGE LINK PATH. The Clerk described the circumstances in which this Agreement had been presented to the Council. The Agreement is in a standard format that requires the Parish Council to build the shared use path and for Wiltshire Council to adopt it as highway maintainable at the public expense. The Clerk said that he had separate correspondence that confirms that Wiltshire Council will construct the path on behalf of the Parish Council.

Resolved: That the Council approve the signing of an Agreement under Section 38 of the Highways Act 1980 relating to the construction and adoption of the Shared Use Path situate at the north-east side of Sherbourne Drive, Old Sarum, Salisbury, by any two Councillors in accordance with Standing Order 26.

19.154 LGBCE – ELECTORAL REVIEW. The Final Recommendations had been circulated and it was confirmed that there would be no further changes.

19.155 HIGHWAYS IMPROVEMENT REQUEST. Cllr Bussereau briefly described the new process for these requests. He then outlined the requests that had been made by a Salisbury resident for the crossing between Green Lane and Roman Road in Ford. One of the requests, which was to provide white lines, has already been carried out.

Resolved: To support a request to Wiltshire Council for the following improvements to the crossing.

- Signs on Roman Road to indicate the crossing by non-motorised traffic.
- A warning sign on the north side of Green Lane.

19.156 HOUSING SITE ALLOCATIONS PLAN CONSULTATION. Cllr Bussereau informed the Council that the consultation referred only to the soundness and legal compliance of the plan. The Council is not qualified to comment.

19.157 AMENDMENTS TO STANDING ORDER. The amendments had been tabled and proposed at the meeting held on 21st October 2019.

Resolved: To approve the following amendments to Standing Orders section 35.

- Corporate Responsibility Subgroups.
 - i. Delete 'Business Management'.
 - ii. New subgroup. 'Business Management – Communications – to include Website, Newsletter and other Social Media aspects'.

- iii. New subgroup. 'Business Management – Council Organisation and Development – to include arrangements for Council meetings, Council performance and Standing Orders'.
 - iv. New subgroup. 'HR Subgroup – to include Clerk's Pay and Assessment.'
 - v. New subgroup. 'Community Farm'.
- Project Subgroups
 - i. New project subgroup. ' Castle Hill Country Park'.
 - Paragraph (e) – individual responsibilities.
 - i. Delete. 'Community Farm'.

19.158 COUNCILLOR RESPONSIBILITIES AND SUBGROUPS. A list of current responsibilities and subgroups had been circulated. The following amendments were agreed. Cllrs Hilliard and Lovibond were added to the Planning team and the Individual Responsibility for Laverstock and Milford. Cllr Watson was added to the Planning team and Individual Responsibility for Bishopdown Farm. Cllr Tucker joined the Finance and Budget Subgroup. Cllr Hilliard accepted the Schools Liaison responsibility. Cllr Lovibond asked about Rights of Way. He agreed to accept this as an Individual Responsibility. Standing Orders will be amended in due course. There remain vacancies in the Finance and Budget Subgroup and in the Individual Responsibilities for Emergency Planning and Flood Warden. The Chairman asked all Councillors to consider filling these vacant posts.

Action All Councillors

19.159 ANNUAL GOVERNANCE & ACCOUNTING REVIEW. The External Auditor Report and Certificate for 2018/19 was included with Supporting Papers. The Clerk advised that there were no items of Proper Practices had not having been met and that there were no matters that needed to be drawn to the attention of the Council. The Notice of Conclusion of Audit had been posted.

19.160 FINANCE

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 September 2019 were £2,564,067.20 of which £2,459,808.83 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 October 2019 amounted to £50,457.09. Debit card payments in September 2019 amounted to £245.25.

Resolved: To approve the cheque and debit card payments.

Treasury Deposit Report. The Clerk presented a brief report listing three Fixed Term Deposits and the balance of the 32-day Notice Account at the end of September. Since being opened on 19 July 2019 this has earned interest of £1,266.12. There was a total of £2,345,483.90 on deposit at the end of September.

19.177 CLERK'S REPORT & CORRESPONDENCE

New Litter Bin for Milford Mill Road Boardwalk. Cllr Lovibond has arranged for a new litterbin to be donated to the Council by Wiltshire Council Streetscene provided that the

Council agrees to install and empty the bin. The Clerk reminded Councillors that the cost of a weekly empty was £3.58 or £186.16 a year.

Resolved: To approve the installation of a new litterbin on Milford Mill Road.

Scout Accommodation at Old Sarum. The Clerk had previously circulated a request by a Scout Leader of the Old Sarum Sections of the 23rd Salisbury Scout Troop to assist them with finding accommodation. The Clerk had proffered several suggestions to Councillors including the donation of land at Old Sarum to build a Scout Hut. There was a consensus among Councillors that as much assistance as possible should be given but without the offer of funds.

Action Clerk

19.162 LATE NOTICE ITEM. Cllr Bussereau reported on a meeting, attended by himself and Cllr Hilliard, called by a Senior Transport Planner at Wiltshire Council to discuss a Salisbury to Porton Cycle Route. Various options were discussed. They will be circulated to Councillors and a resolution will be prepared for the next meeting.

Action Cllr Bussereau

19.163 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 10.05pm.

The next meeting of the Council will be held at 7.00pm on Monday 18th November 2019 at the Old Sarum Community Centre.