



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Virtual Parish Council Meeting held at 6.00pm on Monday 16th November 2020

MINUTES

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

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

The Chairman opened the meeting at 6.03pm. He welcomed three members of the public.

A resident of Old Sarum addressed the Council about parking problems in Norman Drive and the dangers of traffic and pedestrians mixing on a road with no footpaths. Several Councillors asked questions and commented on the issues.

The applicant for planning application 20/09411/FUL addressed the Council and discussed details of the application with Councillors.

The meeting started at 6.24pm.

20.110 APOLOGIES. Apologies had been received from Cllr Hilliard.

20.111 DECLARATIONS OF INTEREST. Nil.

20.112 APPROVAL OF MINUTES.

Resolved: To approve the Minutes of the Extraordinary meeting held on 12th October 2020.

Resolved: To approve the Minutes of the meeting held on 19th October 2020.

20.113 MATTERS ARISING.

Bus shelters. The Assistant said that she had prepared grant applications for both the South Wiltshire and Salisbury Area Boards and that these would be submitted in time for meetings in January.

Bishopdown Access issues. The Clerk reported that Wiltshire Council Highways and Property Services had both denied responsibility for removing the fence that prevented access from Oldfield Road and The Oakbournes. The only way would be for the Council to take ownership of the buffer land and to remove the fence. The Clerk was requested to progress this transfer with Wiltshire Council Estates and Development. **Action Clerk.**

Greentrees School Access Path. The Clerk had issued a further report (20.085 v2) on the issue and would discuss it with the Land Trust at a meeting with them on 18th November.

Joint Community Area Transport Group Meeting, Milford Mill Road. A joint meeting with Salisbury CATG is scheduled for 23rd November. Cllrs Lovibond, Dean and the Assistant will attend.

20.114 PLANNING

20/06435/FUL and 20/0703/LBC, Distloc House, Old Sarum Airfield. Cllr Tucker had previously submitted a report from the Ford, Old Sarum and Longhedge planning team. He said that the team recommended that the Council support the application subject to a review of signage relating to HGV movements on the site by Wiltshire Council Highways.
Resolved: To support both applications subject to a review of signage relating to HGV movements.

20/09411/FUL. Two-storey extension at 7 St James Close, Bishopdown. The application had been discussed at some length with the applicant during the public part of the meeting. The only remaining concern was about the size of vehicles and the space available for parking. The applicant said that he would have the parking plan redrawn.
Resolved: To respond with No Comment to this application.

20/08160/REM. Amended plans for 65 dwellings at Longhedge. The Clerk reported that the amended plans did not materially affect the Council's previous response.
Resolved: To repeat the Council's previous response to this application.

Planning Application Log – Approval of Responses. A redacted version of the Log is available online as Report 20.114 (4). The following responses have been made since the last Council meeting.

20/08505/DP3. Retention of temporary building at Bishopdown Farm Pre-school. No Objection.

20/09100/FUL. Removal of car barn and construction of garage. 2 Longhedge Cottages. No Comment.

20/09290/FUL. Single storey garden room to rear elevation. 69 St Clements Way. No Objection.

20/09339/TPO. Work to TPO trees. Two Oak trees. 57 Holmes Road, Bishopdown. No Objection.

20/09403/TPO. Work to TPO trees. Remove T1 Ash tree, remove lateral limb T2 Ash tree. 71 Fiander Lane, Bishopdown. No Objection.

Resolved: To approve the above responses.

Neighbourhood Planning Update. The Clerk had previously circulated a progress report from the Neighbourhood Planning Steering Group. This included a request from former Cllr Bussereau for another member of the Council to join the Steering Group. Cllr Lynn volunteered to join the Group.

20.115 HIGHWAYS IMPROVEMENT REQUEST FORM. The Chairman reported on the last meeting of the Laverstock Schools Joint Travel Plan Working Group. One aspect of the Travel Plan was to investigate alternative pedestrian routes to the schools. The Clerk had prepared a draft Highway Improvement Request Form for possible changes to the crossing of London Road at St Thomas's Bridge roundabout. It was agreed that the form should be amended to request suggestions for improving safety rather than specific proposals.

Resolved: To approve the Highways Improvement Request Form as amended.

20.116 AREA BOARD: RE-SETTING PRIORITIES. The Chairman reported that he and the Assistant Clerk had attended an informal meeting of the Area Board that aimed to set priorities for the way ahead over the next 4 years. The Assistant Clerk had circulated and published a Report (20.116) on the meeting. Cllr Waller had highlighted three priorities; addressing anti-social behaviour, protecting the environment and access on an equal basis. The Chairman added improving the energy efficiency of homes. Cllr Hayes was in favour of greater collaboration between parishes on community projects. This led to a lengthy discussion on progress with the purchase of a Speed Indicator Device.

20.117 COUNCIL STAFFING AND GOVERNANCE REVIEW. The Chairman reported on the recent meeting between the Local Government Resource Centre (LGRC) and the Council's Implementation Group. The LGRC staff had included an HR specialist. The meeting had agreed three new staff posts including full job descriptions and salary scales. These now needed the approval of the Council. A full Report (20.117) had been circulated and published.

Resolved: To approve 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.

20.118 INTERNAL AUDIT OBSERVATIONS. The Clerk had presented and published a Report (20.118) that showed the Internal Auditor's Observations and Recommendations, and his comments in response. Cllr Waller said that she would like to see the Internal Auditor's replies to those comments. The Clerk said that he had a reply but was waiting to also see comments by the External Auditor.

The Chairman recorded that the Council have received the Internal Auditor's Report, Observations and Recommendations.

20.119 COUNCIL TAX SETTING. The Clerk had circulated and published a Report (20.119) outlining the timetable and process for agreeing a Budget and setting the Precept. This included the draft Tax Base, which has fallen by 0.91% because of an increase in Council Tax Reduction. The Chairman observed that all Councillors and Subgroups should aim to formulate their spending plans for 2021/22 by the 30th November.

20.120 FINANCE

Adoption of Monthly Accounts

The full Monthly Accounts had been checked by Cllr Tucker and summaries had been circulated by email and were available online. The total funds held at the end of October 2020 were £1,357,509.90 of which £1,247,149.77 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

Cllr Tucker had checked the payments. They had been circulated by email and were available in Report 20.120. Debit card & direct debit payments in October 2020 amounted to £132.10. Total cheque payments in November 2020 amount to £16,278.17.

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 October 2020 was £717,028.41

including interest of £5,145.00. There was a total of £1,225,140.41 on deposit at the end of October 2020.

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

20.121 EXEMPT BUSINESS

Resolved: That in view of the Staff-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 7.56pm.

The next Council meeting will be held on Monday 14th December 2020. This will be a virtual meeting held using Zoom and will start at 6pm.