



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Meeting of the Parish Council held on Monday 16th January 2023 at River Bourne Community Farm.

MINUTES

Councillors present: Baker (Chair), Barker, Jones (from 19.10pm), Maskell, McDonald, Rigiani, Schneider, Smith, Tucker, Waller

In attendance: Brain (Communications and Community Engagement Officer CCEO), Deane (Clerk), Prince (Responsible Financial Officer RFO)

There was one member of the public in attendance and one member of the public joined the meeting online.

The meeting commenced at 19.04pm.

The Clerk read an update from the Police, who were unable to attend in person, regarding a dog bite on Castle Hill Country Park, attempted theft of a motor cycle in Old Sarum and incidents of offensive graffiti in Laverstock. Some stolen motor cycles have recently been recovered in Bemerton Heath.

23.001 Apologies

Apologies had been received from Cllr Vanstone

Resolved: to accept the apologies received.

Wiltshire Councillor Oliver had also sent apologies in advance of the meeting.

23.002 Declarations of Interest

Cllr Barker declared her interest in an item on the Clerks report as a member of CPRE.

23.003 Approval of Minutes

Resolved: to approve the minutes of the meeting held on 19th December 2022

23.004 Matters arising – from Action List, Minutes and Committees

No items were raised.

23.005 Planning

The Planning Log had been circulated in advance of the meeting.

Resolved: to approve the response of 'No Comment' to PL/2022/09704 Dormer Windows to first floor at 50 Potters Way, Laverstock

23.006 Community Centres update

The Clerk reported that she was still waiting for updates from the solicitors regarding Hampton Park Pavilion. It was agreed to progress the quote received from Wilsons for professional advice regarding Old Sarum Community Centre.

23.007 Annual Review

The Clerk had circulated a report regarding a proposed Action Plan and strategy in advance of the meeting. Councillors suggested the addition of items including Community Events, protection of heritage assets including Old Sarum Airfield, the Love Your Parish campaign, climate change, access to open spaces, Quality Council awards, succession planning and anti-social behaviour. The Clerk will update for council and committees to review, with the intention of adopting the formal action plan at the annual meeting in May.

23.008 Committee Membership

The Clerk had notified councillors in advance of the meeting that Cllr Tucker wished to temporarily step back from committee duties. Cllr McDonald expressed his interest in becoming Chair of the Personnel Committee. Cllr Jones agreed to join the Personnel Committee as an additional member. Cllr Smith expressed his interest in becoming a member of the Finance and General Purposes FGP Committee, but wished to observe the next committee meeting and consider his personal work arrangements. Membership of FGP will be considered again at the next full council meeting. Cllr Schneider agreed to be added to the signatories for the bank account to facilitate authorising of payments.

Resolved: to appoint Cllr McDonald as Chair of the Personnel Committee and for Cllr Jones to join as a member of the Personnel Committee.

23.09 Adoption of Policies

Draft Child Protection and Safeguarding Policy and Communications Policies had been circulated in advance of the meeting. Updates to the Child Protection and Safeguarding Policy had been suggested which will be updated and circulated in advance of the next meeting. An amendment to numbering in the Communications Policy was identified.

Resolved: to adopt the Communications Policy as amended.

23.010 Finance

The RFO reported that the high level of payments this month included the payment for the Outdoor Gym at Longhedge, from the grant provided by Abri.

Councillor Baker confirmed that he had checked the monthly accounts in detail and was satisfied all was correct.

Adoption of Monthly Accounts for December 2022

The Financial Statements had previously been circulated in Report 23.010. The total funds held at the end of December 2022 were £1,589,985.80 of which £1,443,848.32 were earmarked or restricted reserves.

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

Authorisation of Payments

The lists of payments had been circulated in Report 23.010. Total cheque and BACS payments in January 2023 amounted to £46,479.88. Debit card and direct debit payments in December 2022 amounted to £958.83.

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

Review of Reserves and Treasury deposit report

Reserves and Treasury Deposit Reports Summaries of Financial Reserves and Deposits had been presented in Report 23.010. Earmarked and Restricted Reserves at the end of December 2022 were £1,443,848.32. The balance on the 32 Day Notice Account at the end of December 2022 was £518,582.96 including interest of £6,699.55. The balance on the CCLAPSDF was £988,297.04 including dividends awarded of £7353.04. There was a total of £1,506,880.00 on deposit at the end of December 2022.

Resolved: To note the reserve and treasury deposit reports.

The RFO reported that the new Financial Regulations now required a councillor outside of the Finance and General Purposes Committee to check the accounts and bank reconciliation every six months.

23.011 Clerk's Report and Correspondence

The Clerk reported that Cllr Jones had volunteered to become Team Leader for the Laverstock and Ford Community Speedwatch Group which should be up and running soon.

The Clerk reported that a renewal notice had been received from Campaign for Preservation of Rural England with a request for an additional contribution of £24 above the standard renewal fee of £36. Councillors discussed whether there were any benefits of membership. CCEO felt there may be some benefits of membership to the Parish Environment Action Group. Councillors supported continuing membership but not the increase in fee.

The Clerk reported that the amendment to the lease at River Bourne Community Farm had now been finalised which gave the councils consent for a residence for a farm worker on the site, subject to necessary planning permission.

The Clerk reported that the invitation to enter the Best Kept Village Competition had been received and would be promoted on Facebook, via the website and in the next newsletter.

The Clerk reported that works to St Peters and St Lukes Play Areas were due to start early March.

The Clerk reported that the provision of turf, rather than topsoil and seed, would be an additional cost of £6,500.00. Due to the closure of the Sycamore Drive Play Area, councillors supported the additional spend in order to ensure these play areas would be re-opened as quickly as possible. The RFO reported that historic funds for play areas at Bishopdown Farm which had recently been transferred from Wiltshire Council or CIL funding could be used for the works. A formal resolution will be presented at the next meeting.

Cllr Barker reported on reports of anti-social behaviour at Old Sarum, in particular involving the Co-Op and resulting in several 999 calls to the Police due to threats, intimidation and shop lifting. It was agreed that the Clerk should write to Wiltshire Community Safety Partnership, Wiltshire Cllr Oliver and Police Area Inspector.

ACTION CLERK

23.012 Exempt Business – Exclusion of the Press and Public

There was no exempt business.

The meeting closed at 8.28pm.

NEXT MEETING. The next meeting of the Parish Council will be held on Monday 20th February 2023 at River Bourne Community Farm.