



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

**Meeting of the Parish Council held on Monday 18th September 2023
at Old Sarum and Longhedge Community Centre.**

MINUTES

Councillors present: Baker (Chair), Barker, Jones, Maskell, McDonald, Schneider (until 21.03), Smith, Tucker, Waller

In attendance: Deane (Clerk), Prince (Responsible Financial Officer RFO)

Wiltshire Councillors in attendance: WCllr Oliver

There were six members of the public in attendance. 1 member of the public and WCllr McLennan joined the meeting online.

The meeting commenced at 7.03pm.

23.106 Apologies

Apologies had been received from councillors Lynn, Rigiani and Vanstone.

Resolved: to accept the apologies received.

23.107 Declarations of Interest

The Clerk confirmed that Cllr Jones did not need to declare an interest in the Highways Improvement Request raised for Riverbourne Road, as a resident.

23.108 Approval of Minutes

Resolved: to approve the minutes of the meeting held on 17th July 2023

23.109 Grant Applications

The Clerk had circulated two grant applications in Report 23.109 in advance of the meeting.

Old Sarum and Longhedge Pantry

The Clerk reported that this application towards their summer meals project had previously been circulated and supported by councillors.

Resolved: That in accordance with the powers granted under Section 137 of the Local Government Act 1972, the council grants £500 to Old Sarum and Longhedge Pantry towards their summer food project.

Old Sarum Community Centre

The Centre Manager spoke to present their grant application for additional funding to facilitate the continued engagement of a Centre Manager, who has been working to improve the management and administration of the building. They continue to work on improving the energy efficiency of the building, together with additional promotion for new hirers, with the aim that the centre becomes self funding.

Resolved: That in accordance with the powers granted under Section 137 of the Local Government Act 1972, the council grants £5000 to Old Sarum and Longhedge Community Centre towards the employment of a Centre Manager.

For the benefit of members of the public in attendance, the Chair brought the next item forward.

23.113 Planning

ASDA Land at Salisbury Retail Park, London Road, Salisbury PL/2022/04875

Two members of the public presented their concerns over issues of ecology, drainage, safety, traffic and light pollution at this site, together with the impact on retail in the city centre. The Chair reported that the applicants agent had offered to meet with interested councillors on site at the end of the month. Councillors discussed the issues raised in light of the response already submitted by the Parish Council. WCIlr McLennan confirmed that the application had been 'called-in' and would be discussed/determined at the Southern Planning Committee. Cllrs Baker and Barker offered to attempt to meet with the agents on site and make any recommendations for changes to the previous response at the October meeting. A member of the public highlighted her concerns regarding an application for a two storey extension in Sherbourne Drive, Old Sarum which she believes will impact on natural light and the view to the rear of her property. Councillors sympathised with the resident but the majority did not feel there was sufficient impact for the Parish Council to object. WCIlr Oliver agreed to ask the case officer to respond to the resident, who had requested they visit her property but had not received a response.

Planning Log

Report 23.113 had been circulated in advance of the meeting.

Resolved: to approve the following responses

PLL2023/07282 Consent under Tree Preservation Orders, Lime - Prune new shoot growth back to previous pollard points to maintain tree 16 NORTON DRIVE, FORD, SALISBURY, SP4 6DA **No Comment**

PL/2023/07012 Proposed two-storey rear extension. 92 Sherbourne Drive, Old Sarum, Salisbury, SP4 6GA **No Comment**

PL/2023/06866 Consent under Tree Preservation Orders: Oak tree – reduce canopy by 3m and remove overhanging branches, 35 APPLIN ROAD, BISHOPDOWN, SALISBURY, SP1 3PD **No Comment**

Neighbourhood Plan

The Clerk reported that a councillor was still required to volunteer to lead the Neighbourhood Plan Steering Group through review process in 2024.

Wiltshire Draft Local Plan

The Chair had circulated a report in advance of the meeting outlining an option for the council to seek professional advice to help form the Parish Councils response to the Wiltshire Draft Local Plan. Councillors discussed the options available, the sites in the Parish included in the draft and the possibility of working in conjunction with neighbouring parishes. The Chair commented that meetings with neighbouring parishes had been held and collaborative working may be effective in the future but the initial challenges would be focused on individual sites. The RFO reported that general reserves currently expected at the end of the financial year would be reduced to £75,000 and recommended that funds should not be spent on appointing Landmark Chambers, highlighting that this expenditure had not been budgeted and this may mean funds would not be available for other schemes in the future. The Chair commented that income was expected to be £15,000 in excess of predictions which would be added to reserves at year end. Councillors voiced their concern about conflicts in the Draft Local Plan and the adopted Neighbourhood Plan.

The Clerk reported that costs would be £1750 per site for advice, and a further £1750 per site for preparation of submissions and highlighted the results of the Landscape Sensitivity Assessment conducted when preparing the Neighbourhood Plan which identified the sites covered under Policy 23 and Policy 30 as Medium/High Sensitivity, but did not apportion the site under Policy 25 a landscape sensitivity ranking.

It was agreed that the first step should be seeking specific advice on two sites in the Parish.

1. Land under Policy 25 Land North of Beehive Park and Ride (100 dwellings)
2. Land under Policy 30 Land East of Church Road (50 dwellings).

It was hoped advice received would also be pertinent to Policy 23 Land North East of Old Sarum (350 dwellings).

Resolved: that the Parish Council instructs Landmark Chambers to provide written advice on the Wiltshire Draft Local Plan in relation to sites covered under Policy 25 and Policy 30 to a cost of no more than £4000 + VAT.

23.110 Matters arising

The Chair reported that he had visited recently retired Councillor Hayes to express his thanks for his service to the council.

23.111 Highways

Highways Improvement Requests

The Clerk had circulated Report 23.111 in advance of the meeting.

Riverbourne Road

Councillor Jones reported she had visited several residents who all supported the request.

Resolved: to support the Highways Improvement request for parking restrictions on the corner of Riverbourne Road at the junction with Queen Manor Road.

Broken Cross

The Clerk reported that she had visited the site with a Wiltshire Council Traffic Engineer and the Operations Officer, which was the location of several traffic collisions.

Resolved: to support the Highways Improvement request requesting safety improvements at the roundabout by Bridge House.

Sycamore Dr/St Clements Way

Cllr Waller reported on the parking of vehicles on grass verges along St Clements Way, damaging the verges and hampering visibility at the junction with Sycamore Drive.

Resolved: to support the Highways Improvement request for bollards along the grass verges adjacent to the local centre.

St Thomas Way (Nursery)

WCllr McLennan and a local resident had both submitted Highways Improvement requests regarding parking around the nursery site in Bishopdown Farm, requesting bollards to prevent parking on the pavements and parking restrictions at certain times. Councillors were supportive of investigations subject to cost.

Resolved: to support the Highways Improvement requests for bollards and parking restrictions around the nursery entrance, subject to cost.

Church Road/Schools update

The Chair reported that Wiltshire Council had still not approved the Traffic Regulation Order for Church Road. The schools working group continue to chase.

23.112 Longhedge Football Pitch and Changing Rooms

The RFO had circulated Report 23.112 in advance of the meeting. Councillors expressed concern about the financial implications of accepting the pitch. The Clerk confirmed that if the pitch was not used, any change of use from a football pitch in the future would require a planning application. It was agreed that refusing transfer of the football pitch to the Parish Council would place an unfair financial burden on Longhedge residents.

Resolved: That the Council resolves to adopt the Football Pitch and Changing Rooms and provide them as a facility for the use of Longhedge residents, the Parish and the greater Salisbury area.

23.114 Anti Social Behaviour Update

The Clerk reported that a meeting had been held with the Wiltshire Council Community Safety Officer and the local police team. An area wide survey regarding anti-social behaviour was planned. A Community Day was being planned for Partridge Way.

23.115 Committee Membership

This item was deferred.

8.20pm

23.116 Tree Policy

This item was deferred as further updates were being planned. The staff team were investigating a complaint from a resident about trees shading solar panels.

23.117 Finance

Financial Regulations

The RFO reported on a recommendation from Finance and General Purposes Committee for an amendment to Financial Regulations to allow the Clerk and RFO to both authorise payments in exceptional circumstances. The RFO presented a proposed amendment to Financial Regulation 6.4 to read:

6.4. Online payments by BACS or CHAPS shall be created and authorised by the Clerk or RFO and further authorised by two members who are bank signatories. ***Exceptionally if no member is available, the BACS payment can be authorised by the Clerk, the RFO and one councillor, and the departure from this regulation shall be minuted at the next meeting of the Finance and General Purposes Committee of the council.***

Resolved: to approve the amendment as presented.

Budget 2024/25

The RFO reminded councillors, particularly chairs of committees, that the budget was being drafted for 2024/25 and any requirements should be highlighted to the RFO.

Adoption of Monthly Accounts for July and August 2023

The Financial Statements had previously been circulated in Report 23.117. The RFO confirmed that accounts had been checked and confirmed correct by Cllr Schneider. The total funds held at the end of August 2023 were £1,468,424.03 of which £1,270,161.85 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 23.117. Total cheque and BACS payments in August 2023 amounted to £23,628.88. Total cheque and BACS payments in September 2023 amounted to £39,445.34. Debit card and direct debit payments in July 2023

amounted to £446.78. Debit card and direct debit payments in August 2023 amounted to £634.94.

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

Review of Reserves and Treasury Deposit Report

Reserves and Treasury Deposit Reports had been presented in Report 23.117. Earmarked and Restricted Reserves at the end of August 2023 were £1,270,161.85. The balance on the 32 Day Notice Account at the end of August 2023 was £324,013.86 including interest of £12,130.45. The balance on the CCLAPSDF was £1,015,283.80 including dividends awarded of £34,339.80. There was a total of £1,339,297.66 on deposit at the end of August 2023.

Resolved: To note the reserve and treasury deposit reports

23.118 Clerk's Report and Correspondence

The Clerk reported that a grant of nearly £4000 had been awarded by Southern Area Board towards setting up a youth club at Bishopdown Farm.

23.119 Exempt Business – Exclusion of the Press and Public

Resolved: that in view of the Commercial In-Confidence nature of the business 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 Section 100 Discussions were held regarding Parish Council owned and leased properties. The meeting closed at 9.35pm.

NEXT MEETING. The next Parish Council Meeting will be held at 7pm on Monday 16th October 2023 at River Bourne Community Farm. (note – subsequently changed to Old Sarum and Longhedge Community Centre).

SIGNED:

DATE: