



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

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

MINUTES

Councillors present: Baker (Chair), Barker, Jones, McDonald, Schneider (from 7.35pm), Smith

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

Also in attendance: Wiltshire Councillor Oliver and 3 members of the public. 2 further members of the public joined the meeting online, together with Wiltshire Councillor McLennan.

WCllr Oliver updated the council on progress with planning applications, and the review of budgets at Wiltshire Council.

The meeting commenced at 7.41pm.

23.146 Apologies

Apologies had been received from Councillors Lynn, Rigiani, Vanstone and Waller. WCllr McLennan had also sent his apologies and joined the meeting online.

Resolved: to approve the apologies received

23.147 Declarations of Interest

There were no declarations of interest.

23.148 Approval of Minutes

Resolved: to approve the minutes of the meeting held on 20th November 2023

23.149 Matters Arising

There were no matters arising.

23.150 Highways

Highways Improvement Request Hill Road

The Clerk confirmed this item had been deferred until receipt of the traffic survey results, and the applicant had been advised.

Local Highways and Footpath Improvement Group

The Clerk had circulated Report 23.150(2) in advance of the meeting. Updates were noted.

Resolved: to approve the Parish Councils contribution of £359.38 to scheme 13-22-30 Additional traffic calming measures Roman Road, Ford

23.151 Planning

PL/2023/07727 Beehive Cottage

Cllr Barker presented ward councillor views that the modern building was not in keeping with the heritage area, that there were mature trees on the site and concerns over access to the site.

Resolved: that the Parish Council approves the response below:

Laverstock and Ford Parish Council object to this application for reasons of :

Heritage - given the proximity to Old Sarum Monument and the historic Airfield, the modern building is not considered to be in character of its setting.

Tree protection - there are mature trees close to the site with little detail on how these will be protected

Access – the access to the site crosses a cycleway and footpath, which is also the only access to the adjacent bus stop. Construction traffic, and subsequent residential vehicles associated with this large property will endanger these vulnerable users.

PL/2023/10145 Land between Open View and Little Acre

The applicant was present at the meeting and answered questions from councillors, stating that the proposed units were for family only, and would remain in family only occupation.

Resolved: that the Parish Council has no objection subject to the screening plan being included as an enforceable planning condition.

Planning Log

No vote was taken and these items will be carried forward to the next meeting.

23.152 Parish Strategic Plan Review

The Clerk had circulated Report 23.152 in advance of the meeting with updates on items in the Parish Strategic Plan.

Public Amenity – the Clerk confirmed that all Play Areas at Longhedge were now under Parish Council management. The handover of the public open spaces is still being discussed with developers and no definite dates were available. The transfer of the football pitch at Longhedge will be added as a separate item.

Planning and Development – the Clerk reported on discussions with consultants regarding a Neighbourhood Plan review, which will be added as a separate item.

Community Resilience – the Chair asked that grants awarded to youth groups this year be noted. An entry will be added regarding the Community Pantry and Longhedge Community Growing Space.

River Bourne Community Farm – Councillors asked that the Farm be included on the plan. The Clerk confirmed that Cllr Smith was meeting with the new directors to discuss their plans for the future.

Parish Environment Action Group – the Chair asked that the group be added as an additional item.

The review of the Parish Strategic Plan was noted.

23.153 Review of use of Community Infrastructure Levy CIL

The Clerk had circulated Report 23.153 in advance of the meeting, detailing councillors proposals to review their approach to CIL spending.

Resolved: that the Parish Council resolves to permit spending of Community Infrastructure Levy on projects throughout the Parish

23.154 Approval of Budget 2024/25

The RFO had circulated Report 23.154 & 155 in advance of the meeting, detailing the proposed budget figures for 2024/25 and the resulting precept. The RFO confirmed that anticipated changes to the Tax Base calculation had not been implemented by Wiltshire Council. Proposed figures had come from committees and calculations by the RFO resulting from increased Parish Council assets in 2023/24. The use of CIL to support items proposed by the Operations Committee had reduced the increase in precept requirement from 17% to 9.56%.

The Chair highlighted the inclusion of £250 Chairs allowance in the new budget, which would be claimed on an expense basis on production of a receipt. This was supported by councillors.

Cllr Barker expressed thanks to the RFO for careful controls of spending.

The Chair asked councillors to consider if they were content to approve the budget at this meeting, or if they wished to wait until January. The RFO highlighted a significant increase in salaries budget, and that several councillors were not present. Those councillors present confirmed they wished to progress with approval as the report had been circulated well in advance of the meeting with no comments received, and there could be no certainty that more councillors would be present at January's meeting.

The Chair noted the overspend on salaries this year and the need to draw on reserves.

Resolved: That the Council approve a Revenue Budget of £232,525 and a Capital Budget of £91,597 for 2024 - 2025

23.155 Approval of Precept 2024/25

Resolved: That the Council approve the Precept Requirement for 2024-2025 of £324,122

23.156 Tree Policy

This item was deferred to the next meeting.

23.157 Finance

Approval of renewal IdVerde Contract 2024

The Clerk had circulated Report 23.157(1) in advance of the meeting, detailing proposed renewal of the litter bin emptying contract. It was recommended to renew with the existing supplier, whose quote remained the most competitive.

Resolved: That the Parish Council resolves to appoint IdVerde to continue the litter bin emptying contract for 2024, at a cost of £12,350.11 per year or £1,029.18 per month. Councillors noted that this cost may increase proportionally as new bins are added throughout the year.

Cllr Schneider confirmed he had checked monthly accounts and was satisfied all were correct.

Adoption of Monthly Accounts for November 2023

The Financial Statements had previously been circulated in Report 23.157. The total funds held on 30th November 2023 were £1,860,224.43 of which £1,628,995.21 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 23.157. Total cheque and BACS payments in December 2023 amounted to £25,650.79 including two grant payments totalling £7,000.00. Debit card and direct debit payments in November 2023 amounted to £314.39.

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 23.157. Earmarked and Restricted Reserves at the end of November 2023 were £1,628,995.21. The balance on the 173 Days Term Account at the end of November 2023 was £390,000.00. The balance on the 32 Day Notice Account was £296,048.63 including interest of £14,165.22. The balance on the CCLAPSDF was £1,113,648.71 including dividends awarded of £47,704.71. There was a total of £1,799,697.34 on deposit at the end of November 2023.

Resolved: To note the reserve and treasury deposit reports

23.158 Clerk's Report and Correspondence

The Clerk reported to councillors that Boscombe Down Aviation Collection BDAC had been awarded matched funding from Area Board for the Parish Council grant given in November to fund improvements. The Parish Environmental Action Group were meeting at BDAC on 20th January and councillors were invited to attend. The Clerk reported that the next Area Board meeting on 22nd February 2024 would include a 'Highways Matters' event and a presentation from the Police and Crime Commissioner PCC. Councillors were encouraged to complete the current online PCC survey. The Clerk confirmed her wish to reduce her working hours from end April 2024 and that discussions had been held with the Personnel Committee regarding a recruitment process for a replacement Clerk early in 2024.

23.159 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 the meeting under the Public Bodies (Admission to Meetings) Act 1960 and the Local Government Act 1972 s100.

The Council discussed progress in regarding Hampton Park Pavilion and possible lease amendments at River Bourne Community Farm.

The meeting closed at 8.46pm.

NEXT MEETING. The next Parish Council Meeting will be held at 7pm on Monday 15th January 2024 at River Bourne Community Farm.

SIGNED:

DATE: