



**Meeting of the Parish Council held on
Monday 20 January 2025
At Old Sarum & Longhedge Community Centre
MINUTES**

Councillors present: Baker (Chair), Barker, Harris, Jones, Lynn, McDonald, Taylor, Vanstone, Waller, Williams

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

Three members of the public attended the meeting, as well as Wiltshire Councillor Oliver. Wiltshire Councillor McLennan joined the meeting online.

The public session commenced at 7.01pm.

WCllr Oliver reported that Somerset, Wiltshire and Dorset continued to progress Heart of Wessex devolution. A member of the public spoke about problems with grounds and public space maintenance at Longhedge.

The meeting commenced at 7.13pm.

PC25.001 Apologies for absence

Apologies had been received from Cllr Schneider.

Resolved: to accept the apologies received.

PC25.002 Declarations of interest

There were no declarations of interest.

PC25.003 Public participation time

No further items were raised.

PC25.004 Confirmation of minutes of previous meeting held on 16 December 2024

Resolved: to approve the minutes of the meeting held on 16th December 2024

PC25.005 Matters arising from the previous meeting held on 16 December 2024

There were no matters arising.

PC25.006 Planning

PL/2023/07727 Beehive Cottage, Portway, Old Sarum

Cllr Barker recommended that the council maintains it's objection to this application which was subject to appeal.

Resolved: to approve the response 'Laverstock and Ford Parish Council uphold their objection to this application. None of the grounds for objection have changed including poor access, proximity to Old Sarum Monument and the historic airfield, and the proximity to mature trees. Beehive Cottage is a listed building and such a modern structure adjacent would detract from the historic aspect of the cottage'.

PL/2024/11353 Conversion of Agricultural Building, Willow Tree Barn, Ford

Cllr Barker recommended that the council object to this application due to concerns over highways, noise and light. After much discussion it was agreed to amend to no comment.

Resolved: to approve the response 'No Comment'

Planning Log

Resolved: to approve the response PL/2024/11496 Works to trees 13 Green Lane, Ford
NO COMMENT

PC25.007 Approval of minutes of Standing Committees

Minutes were noted.

PC25.008 Record of Working Groups

Notes and actions were noted.

PC25.009 Laverstock & Ford Communities Neighbourhood Development Plan Review

Report 25.009 with the report from Master LP and comments from the Neighbourhood Plan Steering Group had been circulated in advance of the meeting. Councillors agreed that they would need to see evidence of considerable benefit to justify the time and cost involved in public consultation. Unless this could be justified, councillors would prefer the review be limited to minor amendments which would not necessitate consultation.

PC25.010 PPE Equipment for Community Emergency Volunteers

Report 25.010 had been circulated in advance of the meeting with details of equipment to be purchased.

Resolved: To approve the purchase of PPE equipment for Community Emergency Volunteers as recommended in the report.

PC25.011 Review of Policies

The Clerk had circulated draft policies in advance of the meeting.

PC25.011(a) Councillor Co-Option Policy

Resolved: to adopt the Councillor Co-Option Policy as circulated.

PC25.011(b) Complaints Procedure

Resolved: to adopt the Complaints Procedure as circulated.

PC25.011(c) Councillor Code of Conduct

Resolved: to adopt the Councillor Code of Conduct as circulated.

New and updated policies will be added to the Transparency page of the website.

PC25.012 Annual Investment Strategy

The RFO had circulated Report 25.012 in advance of the meeting recommending no changes to the policy as agreed by the Finance and General Purposes Committee.

Resolved: To approve Annual Investment Strategy as circulated.

PC25.013 Approval of Budget 2025/26

The RFO had circulated Report PC25.013 & 25.014 in advance of the meeting, presenting up to date proposed budget figures following agreements at previous meetings. The RFO noted that a quote for ongoing litter bin emptying had been received after distribution of the report, meaning an additional £700 was required.

Resolved: That the Council approve a Revenue Expenditure Budget for 2025-2026 of £408,000, a Revenue Income budget of £136,632 including £56,342 from Reserves and a Capital Budget of £99,583.

PC25.014 Approval of Precept

Resolved: That the Council approve a Precept for 2025-2026 of £370,951.

PC25.015 Finance Report

The RFO had circulated Report 25.015 in advance of the meeting highlighting that Professional Fees and Community Buildings are over budget by £13,706.50 and £2,005.00 respectively. Tree work is over budget by £2,795.00. At the end of Q3 (75% of FY) there is 22.5% of the Revenue Budget remaining. Cllr Baker confirmed he had checked the accounts and was happy to recommend acceptance.

Adoption of Monthly Accounts for December 2024

The Financial Statements had previously been circulated in Report 25.015. Total funds held on 31st December 2024 were £1,868,548.08.

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

Authorisation of Payments

The lists of payments had been circulated in Report 25.015. Total cheque and BACS payments in January 2024 amounted to £33,836.31 including a payment of £2080.80 to Master Land and Planning for Stage 1 of the Neighbourhood Plan Review and a grant of £3,315 to the Old Sarum Community Centre. Most of this grant came from the Grant Reserve but the balance increases the overspend on the Community Buildings budget to £2,960. Debit card and direct debit payments in December 2024 amounted to £285.82.

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 25.015.

£1,838,731.71 was held on deposit on 31st December 2024. With Lloyds. £359,925.72 is invested in a 95-Day Notice account that yielded £1,128.86 interest. £10,387.08 remains in a 32-Day Notice account that yielded £21.03. £280,000 is invested in a 9-month Fixed Term account at 3.55%. CCLA. £1,188,418.91 is invested in the Public Sector Deposit Fund and earned a dividend of £4,751.26 in December. The dividend was re-invested. £20,000 was withdrawn from this fund on 9th December to assist cash flow and a further £20,000 has been withdrawn on 13th January 2025. Total interest and dividends earned in December 2024 were £5,901.15. The total at the end of Q3 is £57,767.07. The budget interest & dividends for the whole year are £50,000.

Earmarked Reserves held on 21st January 2025 will be £1,683,650.64.

Resolved: to note the reserve and treasury deposit reports

PC25.016 Clerk's Report

The Clerk reported on an upcoming meeting with Vistry regarding issues at Longhedge, progress with Worknest on HR and H&S advice and progress with a planning application for works at Hampton Park Pavilion.

The Clerk will discuss progress on the Annual Parish Meeting plans with the Communications and Community Engagement Officer. Councillors would like Wiltshire Constabulary to be included in the invitations.

ACTION CLERK

PC25.017 Exempt Business/Matters in Confidence

Resolved: that in view of the commercial in confidence nature of the business about to be transacted, that the public and press be temporarily excluded from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 and the Local Government Act 1972 s100.

The Chair reported on a further meeting with Wilsons Solicitors regarding River Bourne Community Farm, and a planned meeting with Wilsons and Directors of the farm.

The meeting closed at 8.20pm.

The next meeting is scheduled for Monday 17 February 2025 at 7.00 pm Hampton Park Pavilion, Ash Crescent, Bishopdown, SP1 3GY.