



Laverstock & Ford Parish Council
Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

**Meeting of Laverstock and Ford Parish Council held on
Monday 16 December 2024 at Old Sarum & Longhedge Community Centre**

MINUTES

Councillors present: Baker (Chair), Barker, Harris, Jones, McDonald, Schneider (from 7.10pm until 9.04pm), Taylor, Vanstone, Waller, Williams

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

Two trustees of Old Sarum and Longhedge Community Centre attended as members of the public. There were no other attendees.

The meeting commenced at 7.04pm.

PC24.145 Apologies for absence

Cllr Lynn had sent apologies.

Resolved: to approve the apologies received.

Wiltshire Councillor Oliver had also sent apologies.

PC24.146 Declarations of interest

There were no declarations of interest.

PC24.147 Public participation time

There were no public questions.

PC24.148 Confirmation of minutes

Resolved: to approve the minutes of the meeting held on 18th November 2024.

PC24.149 Matters arising

There were no matters arising.

PC24.150 Grant Funding Application

The Clerk had circulated Report 24.150 in advance of the meeting with details of a grant application from Old Sarum and Longhedge Community Centre for funds towards the Centre Managers salary up to the end of March 2025. Two trustees spoke about the issues funding the Centre Managers post long term and funding a handover period following the resignation of the current manager.

Resolved: to award up to £5000 to Old Sarum and Longhedge Community Centre towards the Centre Managers salary under the powers granted by Section 137 of the Local Government Act 1972. To pay £3315 immediately and the balance to be paid at the Clerks discretion following confirmation of costs incurred for any handover period.

PC24.151 Planning

PL/2024/10111 Land at Westside Close

Report 24.151 had been circulated in advance of the meeting with details of an application for variation of s106 conditions at Westside Close.

Resolved: that the council resolves to OBJECT to the application for the reasons set out. The Parish Council have seen no justification for this application to remove nearly all the planning obligations on the development of 46 homes at Westside Close, Old Sarum. The application

refers to a 'review' by Dixon Searle, but we have been refused sight of this review due to sensitive information within it. Regardless of this, approval of this application would result in the delivery of 46 homes with no associated community benefits for the residents. We also understand CIL liability has not been confirmed with a possible move for the site to be 100% social housing. This application seeks only to protect the developers profit margins, leaving the Parish Council and Wiltshire Council to meet the costs which would normally be funded through developer contributions such as CIL, Early Years, Youth and Adult, Waste and Recycling, Transport etc.

Planning Log

PL/2024/10838 Works to TPO trees 10 Green Lane, Ford NO COMMENT

PL/2024/09679 Raised timber deck at 46 Pilgrims Way, Laverstock NO COMMENT

PC24.152 Apprentice Youth Worker Scheme

Report 24.152 had been circulated in advance of the meeting regarding a possible collaboration project with Area Board and other parishes regarding recruitment of an Apprentice Youth Worker. Some concerns were expressed about possible tensions working with other parishes and the difficulties in training and support for the apprenticeship locally without a qualified Youth Worker. In principle, councillors are content to allocate a minimum of £5,000 in each Financial Year 2025/26, 2027/28 and 2028/29 towards the Youth Worker Apprentice Scheme and for Laverstock and Ford PC to employ the Youth Worker Apprentice, subject to the support and operational arrangements being finalised and agreed at a future meeting.

PC24.153 Health & Safety/Human Resources Consultant

The Clerk had circulated Report 24.153 in advance of the meeting, along with details of proposals from consultants.

Resolved: to appoint Worknest (contractor A) subject to confirmation that a local consultant was available, for a 60-month support agreement (with 36-month break clause) to provide combined Employment Law/HR service and Health and Safety service for a fee of £3,275 per annum.

PC24.154 Review of Policies

The Clerk had circulated Report 24.154 in advance of the meeting. The Clerk was asked to reconsider the Candidate Co-Option Policy with reference to the existing policy.

The existing Tree Policy had been reviewed by the Operations Working Group who recommended no changes. This was agreed by councillors, to be implemented by officers.

The Clerk was asked to investigate a Complaints Policy.

The Clerk had circulated a proposed Model Publication Scheme, setting out charges for hard copies for information requests from the council.

Resolved: to adopt the Model Publication Scheme as circulated.

PC24.155 Approval of Budget 2025/26

The RFO had circulated Report 24.155/156 with a recommended draft budget/precept in advance of the meeting, and also an alternative draft budget/precept reducing the recommended increase with highlighted budget cuts. The RFO was asked to request Wiltshire Council approve receipt of the precept request from Laverstock and Ford on Tuesday 21st January 2025, following the January meeting on 20th. If this is not possible, an extraordinary meeting will be called.

It was agreed that the Professional Fees budget must reflect the commitment in item 24.153.

Resolved: that the following items should be included: Community Facilities - £45,000 (a proposal to reduce this to £40,000 was not supported), Youth Support - £10,000, Grants - £10,000, Trees - £20,000, Infrastructure £1,500.

Cllr Schneider left the meeting during this item.

PC24.156 Approval of Council budget for 2025/26

This item was deferred to January, in line with item 24.155 above.

PC24.156 Approval of Precept – to follow

This item was deferred to January, in line with item 24.155 above.

PC24.157 Finance

The RFO had circulated Report 24.157 in advance of the meeting and highlighted that the payments incur overspend in Trees, Professional Fees and Community Buildings budgets. The RFO requested an additional payment of £84.00 was authorised for an invoice received that morning from a small business. Cllr McDonald confirmed he had checked the accounts and was happy to recommend acceptance.

Adoption of Monthly Accounts for November 2024

The Financial Statements had previously been circulated in Report 24.157. Total funds held on 30th November 2024 were £1,898,168.17.

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

Authorisation of Payments

The lists of payments had been circulated in Report 24.157. Total cheque and BACS payments in December 2024 amounted to £71,322.97 including a payment of £744.00 made on 9th December for retrospective approval and the additional £84 mentioned above. Two payments included of £14,010 to AD Southern and £7,050 to Black Forge will be held pending completion of works. Debit card and direct debit payments in November 2024 amounted to £1,173.75.

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 24.157.

£1,852,830.56 was held on deposit on 30th November 2024. With Lloyds £358,796.86 is invested in a 95-Day Notice account that yielded £1,084.37 interest. £10,366.05 remains in a 32-Day Notice account that yielded £20.59. £280,000 is invested in a 9-month Fixed Term account at 3.55%. With CCLA. £1,203,667.65 is invested in the Public Sector Deposit Fund and earned a dividend of £5,028.79 in November. The dividend was re-invested. £20,000 was withdrawn from this fund on 9th December to assist cash flow. Total interest and dividends earned in November 2024 were £6,133.75.

Earmarked Reserves held on 23rd December 2024 will be £1,691,341.85.

Resolved: to note the reserve and treasury deposit reports

PC24.158 Clerk's Report - verbal

The Clerk reported on possible postponement of 2025 elections due to the possible devolution application from Wiltshire, Dorset and Somerset Councils.

A meeting with Vistry is scheduled for January and the Trim Trail will be discussed. The Clerk reported Vistry would need to apply for a Deed of Variation to make any changes.

The Clerk asked that councillors direct requests for work through the Clerk, and not to officers directly.

PC24.159 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.

Business Continuity Plan was presented to council.

Resolved: to adopt the Business Continuity Plan as circulated.

The Clerk reported that Micheal Ellis, Wilsons Solicitors, had attended the Finance and General Purposes Committee and he had given an outline of the current situation with River Bourne Community Farm and would confirm, via email, recommendations for future action.

The meeting closed at 9.43pm.

Date of next meeting:

The next meeting is scheduled for Monday 20 January 2025 at 7.00 pm at Old Sarum & Longhedge Community Centre, Pheasant Drive, Old Sarum, SP4 6GH.

SIGNED:

DATE: