



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Meeting of the Parish Council held on Monday 17th June 2024 at Old Sarum and Longhedge Community Centre.

Prior to the start of the meeting the Council awarded the Freedom of the Parish to Derek Hayes and presented him with a Scroll in commemoration of the event.

DRAFT MINUTES

Councillors present: Baker (Chair), Barker, Harris, Jones, Lynn, Schneider, Waller, Williams

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

There were 7 members of the public in attendance as well as Wiltshire Councillor Oliver. Wiltshire Councillor McLennan joined the meeting online.

A director of Salisbury Football Club spoke about their interest in the football pitch site at Longhedge and the possibility of funding applications for a 3G/4G/5G pitch. Councillors were very supportive of the possibility of leasing the site to Salisbury Football Foundation CIC. The Clerk will continue to work with Salisbury FC to investigate options.

The meeting commenced at 7.40pm.

24.087 Apologies

Apologies had been received from Councillors McDonald and Vanstone.

Resolved: to approve the apologies received

24.088 Declarations of Interest

Cllr Harris declared a pecuniary interest in item 24.093 Church Road Update and will abstain from discussion and vote on this item.

24.089 Approval of Minutes

Resolved: to approve the minutes of the meeting held on 20th May 2024

24.090 Highways – Highways Improvement Requests

Ford to Hurdcott footpath – this item was deferred to the next meeting

Apostle Way Parking

The Clerk had circulated Report 24.090 in advance of the meeting. The applicant spoke, and answered questions, regarding the request for parking restrictions on 90 degree bends in Apostle Way.

Resolved: that the Parish Council support submission of the Highways Improvement Request for Apostle Way to Local Highways and Footway Improvement Group.

24.091 Grant Applications

River Bourne Community Farm – this item was deferred until the next meeting

24.092 Matters Arising

There were no matters arising.

The Clerk requested councillors share any feedback from the Annual Meetings to assist updating the Parish Strategic Plan.

24.093 Planning

PL/2024/04631 Work to TPO trees at Cranbrook, Laverstock Park

Resolved: that the Parish Council resolves to OBJECT to this application, due to a lack of Arboriculturist evidence to support it.

Planning Log

Resolved: to approve the following responses

PL/2024/04349 Rear extension 25 Greenwood Avenue, Laverstock NO COMMENT

PL/2024/04634 Side extension 17 Potters Way, Laverstock NO COMMENT

PL/2024/04658 Polycarbonate canopy St Edmunds Girls School, Laverstock NO COMMENT

Church Road Update

The Chair reported that the July Wiltshire Council Strategic Planning Committee Meeting may be considering this application. If so, the Chair confirmed his willingness to attend and present the Parish Councils position based on the previously agreed responses. The Chair will liaise with Cllr McDonald who may also wish to attend.

24.094 Bishopdown Farm/Sanctuary Housing update

Cllr Waller has been lobbying Sanctuary Housing over poor maintenance of properties in her ward and proposed that a director be invited to attend a meeting with the Parish Council to discuss housing maintenance across the parish. The Clerk was asked to liaise with the Clerk at Salisbury City to discuss a possible joint meeting, and issue an invitation.

24.095 Appointment of Architects – Hampton Park Pavilion

The Clerk had circulated Report 24.095 in advance of the meeting, detailing quotes received for works at Hampton Park Pavilion. The RFO noted the overspend of the professional fees budget.

Resolved: that the council resolves to appoint Paul Stevens Architecture Ltd to provide services as per their quotation dated 10th May 2024 at Hampton Park Pavilion, for a sum of £1550 + VAT and disbursements, noting the overspend on the professional fees budget.

24.096 Appointment of Contractor – Castle Hill Country Park Art Pillars

The Clerk had circulated Report 24.096 in advance of the meeting, setting out options to replace the deteriorating artwork on Castle Hill Country Park. The Clerk reported that Wiltshire Council Officers were still working to identify Public Art funds, and may be able to finance this project.

Resolved: that the Council resolves to appoint Black Forge Art to supply and deliver six CoreTen Steel cages as per their quote dated 5th February 2024 for a sum of £7750 plus VAT.

24.097 Finance

Approval of Reserves Policy

The RFO had circulated Report 24.097-1 in advance of the meeting, setting out the proposed reserves policy in accordance with regulations in place at this time.

Resolved: that the council resolves to approve the Reserves Policy dated 17th June 2024.

Officers Report

The RFO reported minor changes to grant budgeting, which meant unspent grant funds from a previous year being carried forward would show as Grant Reserves, rather than show in the current years budget.

Cllr Waller confirmed that she had checked all accounts in detail this month and was happy to recommend them for acceptance.

Adoption of Monthly Accounts for May 2024

The Financial Statements had previously been circulated in Report 24.097. The total funds held on 31st May 2024 were £1,963,532.74 of which £1,687,089.42 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 24.097. Total cheque and BACS payments in June 2024 amounted to £29,894.63, including solicitors fees of £2,880.00 and the annual insurance premium of £6,226.67. Debit card and direct debit payments in May 2024 amounted to £2,525.64.

Resolved: To approve the cheque, BACS, direct debit and debit card payments, noting the overspend on the Professional Fees budget.

Review of Reserves and Treasury Deposit Report

Reserves and Treasury Deposit Reports had been presented in Report 24.097.

A total of £1,940,090.27 was held on deposit on 31st May 2024. £351,884.31 is invested in a 95-Day Notice account that yielded £1,193.28 interest. £314,760.65 is in a 32-Day Notice account that yielded £667.56. £1,273,445.31 is invested in the CCLA Public Sector Deposit Fund and earned a dividend of £5,166.46 in May. The dividend was re-invested.

Total Earmarked Reserves held on 14th June 2024 are £1,687,089.42. Of these funds £1,215,546.12 are held for long-term maintenance or other specific projects. The balance of £471,543.30 is available for spending now within constraints imposed by the source of the funds. This includes Community Infrastructure Levy of £80,426.46 (£17,794.48 allocated to Saunders Sport Goals) and the Asset Replacement fund of £257,641.26 (£94,644 allocated to Ford bus shelter and Whitebridge play park).

Resolved: to note the reserve and treasury deposit reports

24.098 Clerks Report and Correspondence

The Clerk reported that the public consultation regarding Whitebridge Play Area had resulted in no changes to the tendered design. The Clerk advised councillors that contact from Exeter House School had been received that the communication boards at Sycamore Drive were well received and used by their pupils, and these were already planned for inclusion at Whitebridge.

24.099 Exempt Business – Exclusion of the Press and Public

Resolved: that in view of the staff 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 Clerk had circulated confidential Report 24.099 in advance of the meeting, detailing staff progression through salary scales in line with their contracts.

Resolved: to approve the recommendations of the confidential report.

The meeting closed at 8.39pm.

NEXT MEETING. The next Parish Council Meeting will be held at 7.00pm on Monday 15th July 2024 at River Bourne Community Farm.