



Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Meeting of the Parish Council to held on Monday 15th July 2024 At River Bourne Community Farm DRAFT MINUTES

Councillors present: Baker(Chair), Harris, Jones, Schneider (until 9.06pm), Waller, Williams
Cllr Taylor was co-opted to the council under item 24.102 and joined the meeting from that point.

In attendance: Brain (Communications and Community Engagement Officer CCEO), Elder (Operations Officer), Prince (Responsible Financial Officer RFO and Clerk for this meeting)
There were 7 members of the public in attendance as well as Wiltshire Cllr Oliver. Wiltshire Cllr McLennan and Deane (Clerk) joined the meeting online.

The Chair of 1st Laverstock Scout Group spoke ahead of the meeting regarding changes to booking arrangements at Laverstock Village Hall. The Operations Officer will contact the committee to ask if they would consider delaying changes until after their AGM.

The meeting commenced at 7.21pm.

24.100 Apologies

Apologies had been received from Cllrs Barker, Lynn, McDonald, Rigiani

Resolved: to accept the apologies received

24.101 Declarations of Interest

There were no declarations of interest.

24.102 Co-option of Councillor

An individual interested in joining the Parish Council addressed the council. He answered questions from Councillors and was nominated for co-option by the Chair.

Resolved: to co-opt Eric Taylor to the Ford, Old Sarum and Longhedge ward of Laverstock and Ford Parish Council

Cllr Taylor signed the Declaration of Acceptance of Office and joined the meeting at this point.

24.103 Grant Requests

OSLCC Breakfast Club

The Clerk had circulated the application in Report 24.103 in advance of the meeting. The co-ordinators of the Pantry spoke regarding their application for funds to run activities at Breakfast Club during the summer holidays, reported on other applications for funding made and answered councillors questions. The applicant confirmed that access to the Pantry and Breakfast Club was available to all. Cllr Schneider reported on his visit to the Pantry and supported the good work he witnessed.

Resolved: That the council awards £600 to Old Sarum and Longhedge Community Centre towards the Pantry Breakfast Club activities under the powers granted by Section 137 of the Local Government Act 1972

River Bourne Community Farm

The grant application was deferred as one of the directors was on holiday. The RFO noted that a formal grant application was not necessarily needed, as long as the directors formally request that the Community Farm grant funds are used to cover the legal costs incurred by the Parish Council resulting from their breach of lease.

24.104 Highways – Highways Improvement Requests

Ford to Hurdcott footpath

The Clerk had circulated the application in Report 24.104(1) in advance of the meeting. The applicant presented their application and answered councillors questions. Wiltshire Councillor Oliver stated his

support to progress this with LHFIG and Area Board. The RFO noted that this was a public right of way, not highway, and the Clerks report did not believe LHFIG would progress the application. Councillors felt this was an important issue and should be presented to LHFIG.

Resolved: that the Parish Council supports the Highways Improvement Request for progression to Local Highways and Footpath Improvement Group.

Roman Road/Castle Hill Country Park Access

The Clerk had circulated the application in Report 24.104(2) in advance of the meeting. The applicant presented their application and answered councillors questions regarding the new junctions of Castle Hill Lane and Castle Hill Country Park.

Resolved: : that the Parish Council supports the Highways Improvement Request for progression to Local Highways and Footpath Improvement Group

24.105 Approval of Minutes

Resolved: to approve the minutes of the extra ordinary meeting held on 17th June 2024

Resolved: to approve the minutes of the meeting held on 17th June 2024

24.106 Matters Arising

There were no matters arising.

24.107 Planning

PL/2024/05528 Extensions at 40 Greenwood Ave, Laverstock

Resolved: to approve the response NO COMMENT

Planning Log

Resolved: to approve the following responses

PL/2024/05473 Single storey extension and alterations 14 Riverbourne Road, Milford NO COMMENT

PL/2024/05014 Single storey extension and alterations 10 Riverside Close, Laverstock NO COMMENT

PL/2024/05104 Works to trees in a conservation area. Prune trees to gain 5m statutory clearance from 11kv HV overhead lines Green Lane, Ford NO COMMENT

PL/2024/0623 Garage Conversion and extension, 4 St. Thomas Way Bishopdown Farm SP1 3FG NO OBJECTION SUBJECT TO CONDITION that a separate planning unit should not be formed unless the occupants remain dependent on the main house and not fully independent in how they function and any living space created by conversion of the existing garage will continue in the use of the same family thereby creating no material change of use. Any existing conditions attached to the original garage must still be adhered to, and are not disregarded by converting the garage into a living space.

24.108 Sarum Square and Old Sarum update

The Clerk had circulated Report 24.108 regarding possible transfer of land known as 'Sarum Square' at Old Sarum. Councillors discussed the maintenance sum that would be required to accept the land. The Clerk will continue to negotiate with Persimmon.

24.109 Appointment of Contractor – Trees at The Green, Bishopdown Farm

The Operations Officer had circulated Report 24.109 in advance of the meeting detailing quotes received for works at Bishopdown Farm. Officers will ensure the work is well publicised in advance.

Resolved: That the Parish Council resolves to appoint Ockenden Tree Services to carry out pollarding of 84 London Plane Trees at The Green for a sum of £14,320 + VAT as per their quote dated 27th June 2024.

24.110 Appointment of Contractor – Boardwalk Extension

The Operations Officer had circulated Report 24.110 in advance of the meeting regarding the pond spur at Whitebridge Boardwalk, which was currently closed to the public due to rotting supports, and outlined plans to replace the structure with a new platform constructed of composite/recycled plastic materials.

Resolved: That the Parish Council resolves to appoint G Farwell Ltd to conduct the replacement work at Whitebridge Boardwalk for the sum of £11,121.11+ Vat as per their quote dated 13th February 2024.

24.111 Future of Community Emergency Volunteers

The Clerk had circulated Report 24.111 in advance of the meeting. The Operations Officer outlined the difficulties experienced by the CEVs in establishing an independent group, such as opening a bank account to apply for grants, paying for a website, paying for insurance etc.. Councillors agreed that the Parish Council would support the CEVs as a nominated volunteer group of the Parish Council, accepting that this may mean some staff time would be needed to ensure compliance with correct procedures. The RFO noted that the names of the volunteers would need to be recorded for insurance purposes.

Resolved: that the Community Emergency Volunteers become a recognised volunteer group of the Parish Council, including provision of a laverstockford-pc.gov.uk email address.

24.112 Write off of Assets

The RFO had circulated Report 24.112 in advance of the meeting detailing assets to be written off.

Resolved: That the Council approves the write-off of assets:

12 Noticeboard at Ford. Purchased in 2007 for £1,100. Damaged several times and now irreparable

17 Samsung Laser printer. Purchased December 2009 for £152. Beyond service life

27 Whitebridge boardwalk extension to pond. Constructed June 2013 at a cost of £1,886. Significant rot and decay & beyond repair

48 Paved path to Parish Council office. Constructed February 2017 at a cost of £184. Most slabs broken by vehicles

Total value of £3,322

24.113 Hampton Park Pavilion update

The Clerk had circulated plans received from Pauls Stevens Architecture regarding possible changes at Hampton Park Pavilion. Councillors questioned proposed layouts and how any changes could be financed. The RFO would like to consider implications of finance and precept, noting that developer paid maintenance reserves for much of the public open space and play areas will start to run out in 10 years. The Clerk and RFO will continue to investigate layout and finance options.

Cllr Schneider left the meeting at this point, confirming that he had checked the monthly payments and finances this month.

24.113 Finance

Approval of Revised Financial Regulations

The RFO confirmed that he was still reviewing the new model financial regulations recently released by NALC.

Amendment of Bank Mandate

Following the resignation of Cllr Tucker and the appointment of Cllr Barker to Finance and General Purposes Committee, some changes to the bank mandate were required.

Resolved: To add Cllr Lainey Barker and remove Alex Tucker (now resigned) from the bank mandate with Lloyds.

Officers Report

The RFO requested that future minutes record when overspends of budget are reported at council meetings. The RFO reported on the movement of deposits to secure better interest rates and ensure funds are spread between providers to minimise risk.

Adoption of Monthly Accounts for June 2024

The Financial Statements had previously been circulated in Report 24.113. The total funds held on 30th June 2024 were £1,942,784.05 of which £1,677,562.43 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 24.113. Total cheque and BACS payments in July 2024 amounted to £37,493.61, including £11,966.40 to GW Shelter Solutions for a new bus shelter, and two payments for professional services, resulting in the budget for professional fees being

currently overspent by £7,947.00. The RFO reported that River Bourne Community Farm intended to apply for the use of their grant funds of £10,000 (see 24.103) which would bring this item back within budget. Debit card and direct debit payments in June 2024 amounted to £715.60.

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 24.113.

A total of £1,927,304.15 was held on deposit on 30th June 2024. With Lloyds, £352,965.61 is invested in a 95-Day Notice account that yielded £1,081.30 interest. £10,257.26 remains in a 32-Day Notice account that yielded £496.61. £305,000 in two 32-Day Term accounts and £280,000 in a new 9-month Fixed Term account at 3.55%. With CCLA, £979,081.28 is invested in the Public Sector Deposit Fund and earned a dividend of £5,635.97 in June. The dividend was re-invested. Interest and dividends earned in June 2024 were £7,213.88.

Resolved: to note the reserve and treasury deposit reports

24.114 Clerks Report and Correspondence

The Clerk updated councillors on the timetable for the Wiltshire Draft Local Plan examination.

The street names to be proposed for the Westside Close development were agreed as Bowen-Davies, Edgecombe and Speechly.

24.115 Exempt Business – Exclusion of the Press and Public

There being no exempt business, this item was cancelled.

The meeting closed at 9.27pm.

NEXT MEETING. The next Parish Council Meeting will be held at 7.00pm on Monday 16th September 2024 at River Bourne Community Farm.