



# Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

## Meeting of the Parish Council held on Monday 19<sup>th</sup> February 2024 at Old Sarum and Longhedge Community Centre

### MINUTES

**Councillors present:** Baker (Chair), Barker, Harris, Jones, Lynn, McDonald, Waller, Williams.

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

**Wiltshire Councillors present:** WClIr McLennan, WClIr Oliver.

There were four members of the public in attendance, and one joined the meeting online.

The Acting Chair of the Devenish Bradshaw Trust read a statement regarding future plans for the Laverstock Watermeadows.

A member of the public spoke in objection to PL/2024/00102 Hangar 3 Old Sarum Airfield.

The meeting commenced at 7.10pm.

#### 24.014 Apologies

Apologies had been received from Cllrs Rigiani, Smith and Vanstone.

**Resolved:** to approve the apologies received.

The local Police Team and the Grant Applicant from Phoenix Stars had also sent apologies.

#### 24.015 Declarations of Interest

There were no declarations of interest.

#### 24.016 Grant Applications

The applicant from Phoenix Stars was unwell and unable to attend. This item will be carried forward.

#### 24.017 CEV Presentation

The Community Emergency Volunteer Co-Ordinator gave a presentation to councillors on progress with establishing the group, recruiting/training volunteers and creating emergency plans for the parish. A further presentation will be given at the Annual Parish Meeting in May.

#### 24.018 Approval of Minutes

The Clerk reported on an error in the circulated Draft Minutes item 24.011, where the additional payment referred to was described as a BACS payment. This should have been a Direct Debit payment and the minutes for approval had been amended.

**Resolved:** to approve the minutes of the meeting held on 15<sup>th</sup> January 2024 as amended

#### 24.019 Matters Arising

From previous minutes, Action List and Parish Strategic Plan

There were no matters arising.

#### 24.020 Committee Membership

Cllr Williams volunteered to join the Operations Committee.

**Resolved:** to appoint Cllr Williams as a member of the Operations Committee.

#### 24.021 Bus Shelter improvement/replacement

The Operations Officer had circulated Report 24.021 in advance of the meeting, regarding the poor condition of a bus shelter in Ford. The Clerk had been unable to establish ownership and the council were asked to consider adoption of the shelter. Councillors agreed that the council should adopt the

shelter and the Operations Committee should consider recommendations for appropriate repairs or replacement. WCllr McLennan commented that a grant application could be considered for the Local Highways and Footways Improvement Group.

**Resolved:** that the Parish Council adopts the bus shelter at Broken Cross, Ford.

#### **24.022 Best Kept Village Competition**

The Clerk had circulated Report 24.022 in advance of the meeting with details of the 2024 BKVC. Councillors will engage with local groups to establish if any wished to lead an application.

#### **24.023 Planning**

PL/2023/07368 – consider additional comments following Hangar 3 collapse

Councillors discussed the comments previously submitted and felt no additions were needed.

PL/2024/00102 Repair and Refurbishment of Hangar 3, Lancaster Road, Old Sarum

Cllr Barker thanked residents who had contacted her regarding this application, and noted that changes had occurred since the application was submitted, with an additional collapse. Cllr Barker expressed her concern over the lack of maintenance over many years by the current owners and the lack of enforcement over repairs. Councillors discussed the responsibilities of Wiltshire Council to enforce repairs. Councillors requested WCllr Oliver to call in the application to committee.

**Resolved:** That whilst the Parish Council emphatically support the restoration of Hangar 3, the Parish Council object to this application for the following reasons:

That the current application is no longer valid following the subsequent collapse.

That the condition of the Hangar is now fundamentally different following the recent collapse and a revised plan incorporating timings and costings of repair is required.

That the application for restoration of the Hangar should not be linked in any way to the application for housing development on the airfield.

#### Planning Log

**Resolved:** to approve the following responses.

PL/2024/01468 Part Garage conversion, general glazing changes and associated works. 24 Norman Drive *No Comment*

PL/2024/01073 Variation of condition 2 (approved plans) on PL/2022/05123 for removal of water source heat pump from proposals and addition of 2 air source heat pumps. Mill House, Milford Mill Road, Salisbury, SP1 2RT *No Comment*

PL/2024/00509 Conversion of garage into laundry area, gym, and shower room and toilet. 56, Burden Drive, Bishopdown Farm SP1 3RD *No Comment*

PL/2024/00416 Removal of Conditions. Variation of conditions 1, 2, 3 and 12 and removal of conditions 6, 7, 8, 13 and 14 on PL/2021/11645. The Old Chalk Pit, Gypsy Lane, Petersfinger SP5 3PA *No Comment*

#### **24.024 Appointment of Internal Auditor**

The RFO had circulated Report 24.024 recommending the appointment of IAC Audit & Consultancy Ltd. The RFO confirmed that in the previous year no additional work was required in addition to that quoted. Cllr Barker agreed to carry out an independent check of finances as a non-member of the Finance and General Purposes Committee as required by Financial Regulations.

**Resolved:** That the Council appoint IAC Audit & Consultancy Ltd to provide an internal audit service for a period of 3 years from 1st February 2024.

#### **24.025 Neighbourhood Plan Review**

The Clerk had circulated Report 24.025 in advance of the meeting, setting out options for a review of the Neighbourhood Plan. A member of the Neighbourhood Plan Steering Group stated it was up to councillors to decide if the current plan was meeting its needs, or if they felt there was a need to review it. Cllr Baker noted that results of the consultation and inspection of Wiltshire Draft Local Plan was due in Q2 2024. Councillors agreed that it would be timely to investigate a review of the Neighbourhood Plan when these results were published. At least two members of the previous Neighbourhood Plan Steering Group had indicated they would like to be involved in any review. Cllrs

Lynn and McDonald confirmed they would remain members of the steering group. An initial meeting of the steering group will be convened.

#### **24.026 Finance**

The RFO had circulated Report 24.026 in advance of the meeting. Cllr Waller confirmed that she had checked the accounts in detail this month and recommended them for approval.

#### Adoption of Monthly Accounts for January 2024

The Financial Statements had previously been circulated in Report 24.026. The total funds held on 31<sup>st</sup> January 2024 were £1,829,182.44 of which £1,627,895.96 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 24.026. Total cheque and BACS payments in February 2024 amounted to £35,110.10. Debit card and direct debit payments in January 2024 amounted to £282.16.

**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 24.026. Earmarked and Restricted Reserves at the end of January 2024 were £1,627,895.96. The balance on the 173 Days Term Account at the end of January 2024 was £390,000.00. The balance on the 32 Day Notice Account was £272,325.09 including interest of £15,441.68. On 12<sup>th</sup> January £25,000.00 was transferred to a 32-Day Term account. The balance at the end of January was £25,000.00. The balance on the CCLAPSDF was £1,123,470.97 including dividends awarded of £57,526.97. There was a total of £1,810,796.06 on deposit at the end of January 2024.

**Resolved:** to note the reserve and treasury deposit reports

#### **24.027 Clerk's Report and Correspondence**

The Clerk reported that thanks had been received from St Johns Ambulance for the grant towards their Community Support Unit, which was now operational. The Clerk reminded councillors about the upcoming 'Highways Matters' event and the Neighbourhood County Police Forum.

#### **24.028 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, that 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.

Councillors discussed developments at River Bourne Community Farm, progress with the transfer of Hampton Park Pavilion, and plans for recruitment of a Parish Clerk.

The meeting closed at 9.32pm.

**NEXT MEETING.** The next Parish Council Meeting will be held at 7pm on Monday 18<sup>th</sup> March 2024 at River Bourne Community Farm.

Signed:

Date: