Laverstock & Ford Parish Council

Incorporating Milford, Bishopdown Farm, Old Sarum & Longhedge

Meeting of the Parish Council held on Monday 16th November 2026 at 7.00pm Old Sarum and Longhedge Community Centre

DRAFT MINUTES

Councillors present: Baker, Barker, Holland, Jones (Chair), McDonald, Mallett, Santacreu, Waller and Williams
In attendance: Sloan (Clerk), Prince (Responsible Financial Officer - online).
There were 5 members of the public present (3 in person, 2 online).
The meeting commenced at 7:05pm.

PC26.136 Apologies for absence
Apologies were received from Cllrs Horan, Lynn and Vanstone.
Resolved: to accept the apologies received.

PC26.137 Declarations of interest
There were no declarations of interest.

PC26.138 Confirmation of minutes of previous meetings held on 19th October 2026
Resolved: to confirm, as a correct record, the minutes of the meeting held on October 19, 2026.

PC26.139 Grants
The Clerk circulated Report PC26.139 in advance of the meeting with an application from Silver Salisbury. A representative of the applicant noted a typographical error in their submitted application in that the requested sum was £1,518 and not £1,818.
Resolved: That the Council grants £759 to Silver Salisbury to finance the engagement of a paid local outreach worker to maintain and develop the monthly coffee morning at Laverstock and Ford Village Hall under the power provided by s.137 of the Local Government Act 1972.
Note: This grant represents 50% of the applied for sum and Silver Salisbury was invited to make a further application during the 2027 / 28 financial year should it choose to.

PC26.140 LHFIG
Resolved: to support the Highways Improvement Request report (PC26.140) seeking the replacement of the street name sign at the entrance to Down View Road, Laverstock.

PC26.141 Planning
Planning Log
REPORT PC26141 Planning Log had been circulated in advance of the meeting. The submitted Report PC26141 Planning Log was noted.
Resolved: to approve the following responses:
PL/2026/06861 Retrospective application at 6 Sycamore Drive, Bishopdown SP1 3GZ. *NO COMMENT*
PL/2026/06709 Illuminated sign (retrospective) Plot 2, Kia Westover, Old Sarum park. *NO COMMENT.*

PC26.142 Draft Budget v.2
The RFO had circulated a new version of the budget recently considered by the Finance and General Purposes Committee. Questions were raised about the staff overtime calculation, the RFOs thoughts on future interest and dividend rates, and the methodology for calculating the capital asset replacement fund.

PC26.143 Policy adoption
(a) General Data Protection Policy.
Resolved: to adopt the draft Policy amending the Data Protection Complaints section to add the Clerk's email address and text stating that a complainant would receive a response within 14 days of receipt of the complaint and to add the Information Commissioner's Office contact details also in this section.
(b) Model Publication Scheme
Resolved: to adopt the Model Publication Scheme as submitted.
(c) Memorial and Dedication Policy
Consideration of this draft policy was deferred. ACTION: Clerk to circulate a copy for members to propose changes.

PC26.144 Finance Report
To adopt the monthly accounts for September 2026
Total funds held on October 31, 2026, were £2,101,003.19
Resolved: to adopt monthly accounts for October 2026 as a true record of the Council's finances.
Authorisation of payments
BACS payments for November total £90,623.76. Debit Card, Direct Debit and Standing Order payments in October totalled £900.63.
Resolved: that the Council authorises the debit card, direct debit and standing order payments of £900.63 in October 2026 and the BACS payments of £90,623.76 in November 2026.
Review of Reserves and Treasury Deposit Report
Reserves and Treasury Reports had been presented in REPORT PC26.144. £2,021,388.94 was held on deposit on October 31, 2026
With Lloyds, £278,130.49. With CCLA, £1,743,258.45. Earmarked Reserves held on 17th November, after all payments have been made, will be £1,717,854.96.
Resolved: to note the report on Treasury Deposits and Reserves.

PC26.135 Clerk's Report – verbal
The Clerk reported on the Community Buildings Project, a meeting with River Bourne Community Farm CiC, a new candidate for co-option to the Council, that the Council had taken delivery of the new lease vehicle, that Wiltshire Council has issued a statement about assessment of the football pitch at Longhedge and its commitment to funding an inspection of the pitch by the Grounds Management Association. Finally, the Clerk reminded members that staff appraisals were due to be conducted.

Date of next meeting: To note the date of the next meeting which is scheduled for Monday 21st December at Hampton Park Pavilion.
The meeting ended at 8:10pm.

SIGNED: DATED: