

**Draft Minutes for the meeting of Alderbury Parish Council held on  
Thursday 4th September 2014 at St. Marys Hall, Whaddon.**

**Present:** Cllrs Newbery, Hartford, Reeder, Sell, Diprose, Taylor, Considine, Clarke and Mernagh.

**In attendance:** Mrs Alison McGowan (Clerk), Wiltshire Councillor Richard Britton, PC Henry Clissold and 5 members of the public.

**Apologies:** Cllrs Hughes and Richardson.

The meeting was opened at 7.26pm by Cllr Newbery.

There were no statements or questions from members of the public.

**Report from Wiltshire Councillor Britton**

Cllr Britton reported that his case work in Alderbury has been low recently. He has advised a resident on flooding issues and been involved in a housing matter on Spiders Island. Being Vice Chairman of Wiltshire Council has brought benefits. He recently attended a youth concert involving 6 – 16 year olds and was pleased to attend to represent Wiltshire Council.

**4301. Apologies for absence and to consider whether to approve the reasons given.**

Apologies were received from Cllr Hughes due to work and Cllr Richardson due to a prior engagement. Alderbury Parish Council resolved to accept the apologies for the reasons given. Cllr Taylor had been delayed and would arrive shortly.

**4302. Declaration of Cllrs Interests**

Cllr Sell in item 4324.

**4303. Exclusion of the Press and Public**

The press and public were asked to withdraw from the meeting for item 4330.

**4304. Council meeting minutes**

Alderbury Parish Council resolved to approve the minutes from the meetings on 2<sup>nd</sup> and 23<sup>rd</sup> July as read. It was suggested that a dictaphone could be used by the Clerk which may help if any queries arise following a meeting. Clerk to investigate.

**Action: Clerk.**

**4305. Co-option of Cllr for Alderbury Parish Council**

Graham Reeder was proposed by Cllr Newbery to join Alderbury Parish Council. This was seconded by Cllr Hartford and all Cllrs voted in favour.

Mr Reeder signed the Declaration of Acceptance of Office and joined Alderbury Parish Council for the rest of the agenda.

**4306. Wiltshire Open Spaces study**

The questionnaire had been circulated to all Cllrs prior to the meeting. Cllr Mernagh agreed to complete the questionnaire on behalf of Alderbury and circulate to all Cllrs for their comments and any amendments. The final response would then be returned by the Clerk before the deadline.

**Action: Cllr Mernagh, Clerk.**

**4307. Amendment of existing 'settlement boundaries'**

A map of the proposed settlement boundaries had been circulated to all Cllrs prior to the meeting. Cllr Hartford raised concern that a resident's garden had been excluded and agreed to notify the resident so that they have an opportunity to comment before the deadline. Cllr Hartford agreed to liaise with the Clerk. Other than consulting the resident, Alderbury Parish Council resolved that there were no further queries over the proposed boundaries.

**4308. Land in Whaddon**

Correspondence has been received from an agent regarding a 7 acre field to the west of Crown Cottages at the south end of the village, to notify the Parish Council that it could be available as a site for future

development. During discussion it was confirmed that the Neighbourhood Planning group has a stand at the village fete and will invite comments regarding future development within the village. Cllrs commented that the field is outside the Housing policy boundary for development purposes.

#### **4309. Alderbury Bowling Club**

Correspondence has been received from Alderbury Bowling Club to ask if Alderbury Parish Council would support a request for £2,079 towards extending the clubhouse. The Bowling club require a third party donation in order to secure other funding. The Clerk was requested to forward a grant application form to Peter Green as the secretary of the club. **Action: Clerk.**

#### **4310. Longford Estate**

The Estate Manager at Longford Estate, Alasdair Jones-Perrott has contacted Alderbury Parish Council to see if Cllrs would be interested in a tour of the estate. The Clerk was asked to liaise with Cllrs to see who can attend and arrange the details with Longford Estate. **Action: Clerk.**

#### **4311. Tree Work**

The branches of a cluster of three Oak trees at the Recreation field are so low they are causing problems for the grass cutting contractor. Alderbury Parish Council resolved to approve a quotation for £250 to 'crown raise' the Oaks. The Clerk was requested to check that the trees are not covered by a TPO prior to the work being carried out. **Action: Clerk.**

#### **4312. Car Park**

Correspondence has been received from the Chairman of the PCC to request financial assistance from the Parish Council to improve the condition of the car park which is used by the Church and Alderbury Burial Ground. The Clerk was requested to forward a grant application to Andy Larkham. **Action: Clerk.**

#### **Report from the Neighbourhood Police Team**

PC Henry Clissold reported another good month, with further reductions in crimes. The traffic enforcement team have been working proactively in the Alderbury area recently.

Cllr Hartford commented that there had recently been a report of very loud behaviour at the Recreation field until the early hours of the morning. PC Clissold confirmed that there had been an outdoor party and that police spoke to those concerned at 9am the next morning.

Longford Estate has recently had an issue with travellers, which has been raised with local police.

#### **4313. Maintenance Update**

The pedestrian gate at the Recreation field, together with part of the fence has been removed as two new posts and a new spring for the gate are required. The cost of £75.00 was approved by Alderbury Parish Council. Cllr Hartford reported that the green clothes recycling bin has been moved to a different angle in the car park and the litter bins have also now been emptied.

The white box on the outside wall of the village hall had been damaged and this was referred to the village hall committee by the Clerk.

Cllr Hartford will contact Andrezi to see if he wants to continue with litter picking duties.

Cllrs were concerned that glass is still being taken out onto the field from the Social club. Cllr Considine confirmed that he would raise this with the Social Club committee. Cllr Reeder expressed concern about the litter and drinking at the Recreation field. Cllr Britton confirmed that unfortunately this has been an issue over many years.

A Leisure credit day recently took place in Alderbury and due to the wet weather, the team of volunteers cut back part of the new circular footpath. The Clerk was requested to write to Tony Nye to thank him and the team. **Action: Clerk, Cllr Considine, Cllr Hartford.**

#### **4314. Youth activities**

The leader of the local Scout group has contacted the Clerk following the Annual Parish Meeting to suggest a meeting to discuss local youth activities. Cllrs Newbery and Taylor agreed to attend the meeting on behalf of the Parish Council. The Clerk was requested to contact Tony Nye to invite him and liaise with all parties to find a suitable date and location. **Action: Clerk.**

#### **4315. Spiders Island**

Correspondence has been received from Wiltshire Council to ask if Alderbury Parish Council will consider a request by residents to make the road around the island in Spiders Island one way. Alderbury Parish Council confirmed that they would consider this request and await the outcome of a public consultation to be conducted by Wiltshire Council.

#### **4316. Play Equipment**

Cllr Hartford has inspected the play equipment at the Recreation field and has found an issue on the bridge of the large play equipment. Cllr Hartford has made this safe until the bridge can be replaced. The Clerk was requested to obtain a second quotation to replace the bridge and was authorised to proceed using the cheaper of the two quotations. **Action: Clerk.**

#### **4317. Opening of the Grimstead to Whaddon Footpath**

Approximately 40 people recently attended the opening of the footpath. It was officially opened by Cllr Britton. Cllr Hartford and Cllr Considine attended on behalf of Alderbury Parish Council. Cllr Hartford said a few words. Positive feedback has been received by Cllrs about the path from residents. Cllrs wanted to express their thanks to both Longford Estate and Marcus Light for their support with the path.

### **Finance**

#### **4318. External Audit for year ended 31 March 2014**

The Accounts were approved by Grant Thornton, the external auditor. The only comment received was to clarify previous figures from the financial year 2013 - 2014 and confirm the starting figure for the financial year 2014 – 2015.

Cllr Richardson and the Clerk were thanked by the Council for all of their work on the finances.

#### **4319. Year ending 31<sup>st</sup> March 2015**

The balance as at 4<sup>th</sup> September 2014 is £78,331.00. A bank reconciliation was completed by the Clerk as at 31<sup>st</sup> July 2014 and had been circulated to all Cllrs prior to the meeting.

#### **4320. Accounts for Payment**

The following payments were approved by Alderbury Parish Council:

<b>Account</b>	<b>Budget category</b>	<b>Total</b>
Wessex Community Action	Neighbourhood Planning	£3,600.00
Simon Pevy	Cleaning bus shelters	£150.00
A McGowan	Clerks Salary	£929.98
Grant Thornton	External Audit fee	£360.00
Redlynch Leisure	Maintenance - play equipment	£2,034.00
Hurdcott Landscapes	Grass Cutting	£780.00
A McGowan	Expenses	£106.48
K Albery	Village Maintenance	£220.00
<b>Total</b>		<b>£8,180.46</b>

#### **4321. Insurance Renewal**

The asset register has been reviewed with Came & Co and a renewal quotation received. Alderbury Parish Council resolved to enter a long term agreement for the next three years so that future increases in the premium will be limited as the Council has secured a large reduction in the cost this year.

Cllr Britton left the meeting at 8.45pm.

**Planning To respond to Wiltshire Council on the following planning applications:**

**4322. 14/07946/TCA – Cherry Tree Cottage, Old Road, Alderbury, SP5 3AR** – (1) Horse Chestnut tree – height reduce by approx 4 metres and reshape, (2) Cherry tree – prune back approx 1.5m to clear power lines and shape, (3) Tulip tree (?) – crown reduce by approx one metre, (4) two Conifer trees – height reduce by approx 2 m and shape.

Alderbury Parish Council resolved to refer the application to Shane Verrion, the tree officer. The Parish Council would support his decision.

**4323. 14/07790/TPO – Field House, Southampton Road, Alderbury, SP5 3AG** – T1 row of trees, raise crowns over highway to give 6 m clearance, T2 Sycamore, fell.

Alderbury Parish Council resolved to refer the application to Shane Verrion, the tree officer. The Parish Council would support his decision.

**4324. 14/075535/TPO – 44 Oakwood Grove, Alderbury, SP5 3BN** – group of Oak, crown reduction of 40%.

Alderbury Parish Council resolved to refer the application to Shane Verrion, the tree officer. The Parish Council would support his decision.

**Matters arising from previous meetings:**

**4325. Neighbourhood Planning**

Various events have now been organised by the Steering Committee as part of the process, however there is concern that a number of these events have been very poorly attended. It is proving difficult to get a credible consensus. It is estimated that input has been received from approximately 40 out of 2000 residents. The village fete is next Saturday and Debra Biggs will endeavour to get further opinions then. As a result of discussion it was agreed that the future of the Neighbourhood plan for Alderbury should be an item on the agenda for the next meeting. Cllr Newbery agreed to liaise with Debra Biggs.

**Action: Cllr Newbery, Clerk.**

**4326. Land at Oakwood Grove**

Alderbury Parish Council resolved to approve the cost of £65.00 to cut the grass of the amenity land at Oakwood Grove, which it has recently purchased.

**Action: Clerk.**

**4327. Street lighting**

Cllr Hartford agreed to review all of the responses received from residents and bring back a summary to the next Parish Council meeting so that a final decision can be made.

**Action: Cllr Hartford.**

**4328. To receive reports from Cllrs representing Alderbury Parish Council on outside bodies**

None.

**4329. Correspondence/Clerk's report**

The outdoor table tennis table and four pieces of adult gym equipment will be installed between the 24<sup>th</sup> and 26<sup>th</sup> of September.

The defibrillator machine has been received by the Clerk, however delivery of the cabinet is still outstanding.

A Clerks' collaboration meeting was recently held and five out of fifteen councils were represented. The Clerk was unable to attend, but emailed in advance of the meeting to share ways in which Alderbury Parish Council have recently worked with other local Councils. Minutes from the meeting will be circulated in due course, however it was decided that it is beneficial if Clerks liaise and work together. The purchase of the amenity land at Oakwood Grove completed on 6<sup>th</sup> August. Confirmation is now required from the land registry that the records have been amended in favour of Alderbury Parish Council. The matter of the village hall storm drains is currently with Came & Co and the insurance company for consideration.

Cllr Taylor left the meeting at 9.07pm.

**4330. HR review of the Clerk – confidential matter**

Alderbury Parish Council resolved to support a request by the Clerk to reduce her hours to 15 a week as a result of a serious family health issue, with effect from this meeting.

**4331. The date of the next meeting** is Wednesday 1st October 2014. Any items for the agenda must be sent to the Clerk by Monday 22<sup>nd</sup> September.

The meeting closed at 9.20pm.