

## **Draft minutes for a meeting of Alderbury Parish Council held on Tuesday 4th November 2014 at St. Marys Hall, Whaddon at 7.30pm**

**Present:** Cllrs Hartford, Reeder, Sell, Diprose, Hughes, Richardson, Considine, Clarke and Mernagh.

**In attendance:** Mrs Alison McGowan (Clerk), Wiltshire Councillor Richard Britton and 9 members of the public.

**Apologies:** Cllr Taylor.

The meeting opened at 7.29pm. Cllr Hartford, Vice Chair opened the meeting and welcomed everyone.

### **Members of the public**

A resident raised concern about two places in the village where the hedges and bank have made the pavement very narrow. He was concerned about several of the oak trees in the Recreation field that have become covered with ivy and in addition the village sign at Waleran Close which has weed around the stone base and also felt that the paint on the sign needs refreshing. He also asked if the railings at the end of Old Road could be painted. Cllr Hartford will liaise with the resident to look more closely at each of the issues raised.

Cllr Hughes joined the meeting at 7.32pm.

### **Report from Wiltshire Councillor Britton**

Cllr Britton confirmed that Tom Bray would be leaving the Southern Area Board as he has been promoted and will be moving to work with Salisbury. Karen Lineaker will replace Tom. The Clerk was requested to contact Tom and thank him for all of his help over the years.

Cllr Britton is keen to move Alderbury forward with regards to the Campus Opportunity Board (COB) project and as a result has arranged an informal meeting with representatives from the village hall including Cllr Clarke as secretary, Alderbury Football club, Cllr Sell and Alderbury Bowling club to see if there is interest in bringing facilities together within the village with a view to making improvements. If there is initial support, then Cllr Britton would then involve further groups within the village in discussions.

Wiltshire Council are just starting to put together a budget for next year. £30m will need to be removed from running costs and as £220m has already been taken out, this additional amount will be a challenge. It will inevitably have a bigger impact in the future on the delivery of front line services.

### **4359. Apologies for absence and to consider whether to approve the reasons given.**

Cllr Taylor sent her apologies due to a family illness and Cllr Sell had sent his apologies to say that he would be late arriving to the meeting. Alderbury Parish Council resolved to accept Cllr Taylor's apology.

### **4360. Declaration of Cllrs Interests**

None.

### **4361. Election of Chairman**

Cllr Hughes proposed Cllr Hartford as Chairman and this was seconded by Cllr Richardson. Cllr Hartford commented that Cllr Newbery would be a 'hard act to follow' as she had been an excellent Chairman.

### **4362. Declaration of acceptance of office**

Cllr Hartford signed the declaration of acceptance of office as Chairman.

### **4363. Election of Vice Chairman**

This item was postponed to the next Alderbury Parish Council meeting.

### **4364. Declaration of acceptance of office**

This item was postponed to the next Alderbury Parish Council meeting.

#### **4365. Council meeting minutes**

Alderbury Parish Council resolved to approve the minutes from the meetings on 4<sup>th</sup> September and 1<sup>st</sup> October without amendment.

#### **4366. Code of Conduct**

Alderbury Parish Council resolved to adopt the model Code of Conduct with no amendments.

#### **4367. Standing Orders**

Alderbury Parish Council resolved to adopt the model Standing Orders with no amendments.

#### **4368. Whaddon to Grimstead footpath**

A draft lease in respect of the footpath had been received from Longford Estate and was reviewed by Cllrs. Alderbury Parish Council agreed that Cllr Hartford should meet with Alasdair Jones-Perrott and Cllr Ferguson, Chairman of Grimstead Parish Council to discuss the proposed terms of the lease. Alasdair Jones-Perrott agreed to forward a copy of the lease to Andrew Ferguson. Cllr Hartford will report back to Cllrs at a future meeting.

Cllr Sell joined the meeting at 7.55pm.

#### **4369. Folly Lane Allotments**

The Folly Lane allotments currently liaise directly with Longford Estate regarding rent and are not via Alderbury Parish Council. Longford Estate have written to the Chair of the Folly Lane allotments with a draft lease, however the current Chair is unhappy to sign this and ultimately take responsibility for all of the allotments. Alasdair Jones-Perrott has written to Alderbury Parish Council to see if it would be prepared to take on the responsibility for the allotments. Cllr Richardson agreed to liaise with the Chair of the Folly Lane allotments to discuss the lease and the current position of the allotment holders. **Action: Cllr Richardson.**

#### **4370. Maintenance update**

Mr Basil Elliot from the Old Forge has completed some repairs to the ramps at the Skate Park.

The gate at the top of the playing field has been replaced and the gate at the Burial Ground will also be replaced later this week as the new post has been installed.

The springer at the play area needs to be removed as the foot rests have been removed. Selected trees at the Recreation field also need to be cut back as they are growing too close to the equipment and this will be completed on the same day as the contractor is in Alderbury later in November. The clerk was requested to follow up the removal of the springer. **Action: Clerk.**

#### **4371. Book Swap**

Alderbury Parish Council authorised a cost of up to £20 to install additional shelves into the Book swap.

**Action: Clerk.**

#### **4372. Domain name and email address**

Cllr Mernagh suggested that with the development of the new site, it would now be a good opportunity to change the domain name to an 'approved' parish council domain name. The email address for the clerk would also change, however an automatic forward facility could be set up from the existing website. A second email address could also be set up at the same time for any queries about the website so that these are kept separate. Alderbury Parish resolved to use [www.alderburyparishcouncil.gov.uk](http://www.alderburyparishcouncil.gov.uk) as the new website address.

**Action: Cllr Mernagh & Clerk.**

### **Finance**

#### **4373. Year ending 31<sup>st</sup> March 2015**

The balance of the account is £87,338.39 as at 4<sup>th</sup> November 2014. The Clerk has completed a bank reconciliation as at 31<sup>st</sup> October 2014 and will circulate this to all Cllrs.

#### **4374. Accounts for Payment**

Alderbury Parish Council resolved to approve the following payments:

<b>Account</b>	<b>Budget category</b>	<b>Amount</b>
Came & Co	Insurance renewal	£1,539.58
Hurdcott Landscapes	Grass Cutting	£858.00
Mr Fencing	Village Maintenance	£180.00
Alderbury Forge	Village Maintenance	£95.00
K Albery	Village Maintenance	£80.00
A McGowan	Clerks Salary	£618.16
A McGowan	Expenses	£67.83
Wiltshire Pension Fund	Pension Contributions (Sept)	£272.55
Wiltshire Pension Fund	Pension Contributions (Oct)	£160.92
<b>Total</b>		<b>£3,872.04</b>

#### **4382. Neighbourhood Planning**

Agenda item 4382 was moved forward on the agenda by the Chairman as Cllr Diprose needed to leave the meeting by 9pm.

Alderbury Parish Council resolved to approve a recommendation by the Neighbourhood Planning Steering Committee to stop the work on the plan due to concerns over the lack of engagement by the Community. The cost of £1,000 was approved by the Council to produce and print a report, which will be sent to all households in Alderbury and Whaddon to summarise the data and information gathered to date from the process. £2,000 will be returned to general reserves from this project. The report can be used when considering future planning applications. Cllr Diprose will inform Debrah Biggs at Wessex Community Action of the Council's decision.

**Action: Cllr Diprose**

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

**4375. 14/09165/FUL – Deer Leap, Old Road, Alderbury, Salisbury, SP5 3AR –** Loft conversion, rear extension and alterations. Replacement double garage.

Alderbury Parish Council resolved to support the application.

**4376. 14/09372/FUL – Bowling Club, Rectory Road, Alderbury, Salisbury, SP5 3AD –** Single storey side extension.

Alderbury Parish Council resolved to support the application subject to the following conditions:-

- 1) Drains on the edge of the field will be affected by the extension. These must be moved as part of the work.
- 2) The wooden fence in front of the Social Club will need to be shortened to allow for the extension, so that access is still possible to the field between the building and fence.

**4377. 14/09611/FUL – Former car workshop, Southampton Road, Whaddon, SP5 3EA -** Change of use from car workshop to residential. Demolition of existing car workshop and erect 4 x 1 bed apartments.

Alderbury Parish Council resolved to support the application.

#### **Matters arising from previous meetings:**

##### **4378. Website**

Cllr Mernagh reported that the site is almost ready and could be launched in December. Additional documents, such as the Code of Conduct and Standing orders will be added to the site. The Clerk was requested to promote the new site in the next article for the Fountain. Alderbury Parish Council resolved to support Cllr Mernagh's recommendation and launch the new site as soon as possible.

**Action: Cllr Mernagh, Clerk.**

#### **4379. Adult Gym Equipment**

Alderbury Parish Council resolved to approve a cost of up to £250 to erect a sign next to the Adult Gym equipment to inform anyone using the equipment that they should be 14 years old and above. The Clerk was requested to finalise the wording for the sign and liaise with other Councils who have similar equipment.

**Action: Clerk.**

#### **4380. Land at Oakwood Grove**

Alderbury Parish Council resolved to request the Clerk to write to the neighbour at Oakwood Grove to request that their chickens are kept within their garden and are no longer allowed onto the amenity land as it is now the responsibility of the Parish Council.

The hedge alongside Southampton Road is also understood to be the responsibility of the Parish Council. Cllr Sell will discuss the potential use of the land with neighbours in Oakwood Grove and report back to the Council at a later date.

**Action: Clerk, Cllr Sell.**

#### **4381. Longford Visit**

Alasdair Jones-Perrott, the Estate Manager at Longford recently took a number of Cllrs for a tour of the Estate. Cllrs found the visit very useful and wanted to extend their thanks to Alasdair for the opportunity to see what the Estate is involved in. Cllr Reeder asked Alasdair what benefits he had taken from the tour and he responded that it gave him the opportunity to meet a number of the Cllrs and understand how the Council operates as part of the Community.

#### **4383. To receive reports from Cllrs representing Alderbury Parish Council on outside bodies.**

Cllr Clarke reported that Alderbury Village Hall has been approached by Community First to see if it could become a rest centre in the event of an emergency. The Combined Charities Xmas bazaar will be held at the village hall on November 29<sup>th</sup>.

Cllrs Reeder and Hartford had recently attended a planning seminar held by Wilsons Solicitors on behalf of Alderbury Parish Council to understand more about planning enforcement.

#### **4384. Correspondence/Clerk's report.**

The Clerk's report was circulated to all Cllrs prior to the meeting. The Clerk highlighted the following items:-

- The defibrillator, cabinet and security light will be fitted to the outside wall of the village hall on 10<sup>th</sup> November.
- Wiltshire Council staff will be working in Alderbury on Thursday 13<sup>th</sup> November and have been requested to clear the pavements of weeds and widen the pavement where possible, along Southampton Road both before and after the 30 mph signs as you enter Alderbury near to the Green Dragon pub.
- A number of tree issues in the village have been followed up by the Clerk with Wiltshire Council, however these are still outstanding due to a limited number of staff dealing with tree issues.
- Wiltshire Council have written to Alderbury Parish Council to confirm that the amount of grant that they pay with the precept for Alderbury and Whaddon for the financial year 2015/2016 will be reduced by 27%. This is on top of the 35% reduction in the grant experienced in 2014/2015.

**4385. The date of the next meeting** is Monday 1<sup>st</sup> December 2014. Any items for the agenda must be sent to the Clerk by Friday 21st November.

The meeting closed at 9.34pm.