

**Draft minutes for a meeting of Alderbury Parish Council held on
Monday 1st December 2014 at St. Marys Hall, Whaddon at 7.30pm**

Present: Cllrs Hartford (Chairman), Reeder, Sell, Diprose, Hughes, Richardson, Considine, Clarke and Mernagh.

In attendance: Mrs Alison McGowan (Clerk), Wiltshire Councillor Richard Britton and 3 members of the public.

Apologies: Cllr Taylor.

The meeting opened at 7.30pm. Cllr Hartford opened the meeting and welcomed everyone to the December meeting.

Members of the public

The estate manager for Longford Estate, Alasdair Jones-Perrott confirmed that the trees on the right hand side of Waleran Close will be crown raised before Christmas. He has seen Shane Verrion, tree officer at Wiltshire Council and there are no issues with arranging this work.

Report from Wiltshire Councillor Britton

Cllr Britton said that he believed that he owed Cllr Hartford an apology for his conduct at the last meeting. Cllr Hartford accepted the apology.

Earlier in the day Cllr Britton had worked with the footpath group on the circular path between the end of Old Vicarage Lane and the bottom of Rectory Road. A real improvement has been made to what was previously a very muddy stretch of the path.

Today the public consultation period regarding the Wiltshire Core Strategy has ended and it will be adopted at a special meeting in January by Wiltshire Council. The document should be available from tomorrow on the Wiltshire Council website.

An informal meeting has been held in Alderbury to discuss the Campus Opportunity Board project and there was initial interest from the organisations which attended. Cllr Britton is still waiting to hear back from Alderbury Football Club. Cllr Sell commented that there may be a delay as their monthly meeting is due to be held shortly.

The outstanding repairs to Old Road will be completed next week.

The next Southern Area Board meeting is on Thursday evening this week in Whiteparish.

Cllr Richardson asked Cllr Britton about further work which is due for Southampton Road. Cllr Britton is currently following this up.

4386. Apologies for absence and to consider whether to approve the reasons given.

Cllr Taylor has given her apologies as she is currently moving house. Alderbury Parish Council resolved to accept the apology for the reason given.

4387. Declaration of Cllrs Interests

Cllr Clarke declared an interest in item 4401 on the agenda.

4388. Election of Vice Chairman

Cllr Hartford proposed Cllr Mernagh as Vice Chairman and this was seconded by Cllr Diprose.

4389. Declaration of Acceptance of Office

Cllr Mernagh signed the Acceptance of Office as Vice Chairman for Alderbury Parish Council.

4390. Council meeting minutes – to agree the minutes of the Parish Council meeting on 4th November 2014. Alderbury Parish Council resolved to approve the minutes from the meetings on 4th September and 1st October.

4391. Pratten Hut

The doors to the hut have been secured and no entry signs put up on both doors. The fire has been reported to the Parish Council's insurance broker. The clerk has requested a copy of the incident report from the Fire service.

Cllr Sell and Cllr Mernagh have met to discuss the current position for the football club. The hut is now unusable for the Club and they will need to look for a temporary solution for the next 18 months when the lease for the land will cease. Alderbury Football Club estimate that it could cost between £3,500 and £12,000 to provide a facility with two changing rooms which will need planning permission. Longford Estate do not require the hut to be removed before the land is returned to them.

Cllr Richardson raised concern about the building remaining as it is for the next 18 months for health and safety reasons. This concern was supported by other Cllrs. As a result of these discussions, Alderbury Parish Council resolved to request the Clerk to request two quotations to dispose of the building.

Cllr Sell raised that Alderbury Football Club have until now shared the water bill to the site with the Guide Hut. There is a standing charge and as a result it may lead to an increase in cost. Cllr Mernagh agreed to discuss this with the leader of the Brownies. The electricity supply has been sorted out by the Football Club.

Action: Clerk & Cllr Mernagh.

4392. Maintenance update

The cluster of Oak trees in the Recreation field have been crown raised. Any branches that were overhanging the play equipment have also been cut back as raised in the annual safety report.

Cllr Hartford mentioned that the amount of graffiti on the Skate Park has been increasing.

The pedestrian gate at the top of the Recreation field won't shut and the Clerk was requested to report this to Mr Albery.

Cllr Hartford reported that new cycle racks have been installed outside the village hall on the grass next to the bus shelter. The installation caused a potential trip hazard, however this was raised with the workmen to address.

Verges along Lights Lane have been damaged by heavy vehicles, causing a problem with mud in the road.

Cllr Hartford confirmed that the ivy on the trees at the Recreation field and the weeds at the bottom of the Millenium Sign will be addressed after being raised by a resident.

Action: Cllr Hartford, Clerk.

4393. IT backup

The Clerk is currently backing up the Parish laptop on a hard drive, however both of these are stored by the Clerk. Cllr Mernagh suggested that another alternative should be investigated to safeguard parish records and agreed to do this in conjunction with the Clerk.

Action: Cllr Mernagh, Clerk.

4394. Budget setting

Alderbury Parish Council resolved to compile an article for the new website to provide residents with background to budget requirements and the impact on the precept. Cllr Mernagh to liaise with the Clerk to produce and publish the article.

Action: Cllr Mernagh, Clerk.

4395. Planning application criteria

Cllr Hartford met with Cllr Britton to update the Alderbury Parish Council planning criteria table which is used to review new planning applications. The Clerk was requested to produce a new table to incorporate the revised criteria and circulate it to all Cllrs. Alderbury Parish Council resolved that the criteria should be added to the new website with a one page overview in plain English of the Parish Council's involvement in the planning process.

Action: Clerk.

Finance

4396. Year ending 31st March 2015

The balance of the account is £84,795.31 as at 1st December 2014.

4397. Accounts for Payment

Alderbury Parish Council resolved to approve the following payments:

Account	Budget category	Amount
Vision ICT	Website development	£576.00
Hurdcott Landscapes	Grass Cutting	£858.00
Griff Electrical	Install defibrillator and PIR light	£260.00
A McGowan	Clerks Salary	£618.16
Wiltshire Pension Fund	Pension Contributions (Nov)	£160.92
The Landscape Group	Emptying Bins x 4 (Nov)	£39.00
The Landscape Group	Emptying Bins x 4 (Oct)	£39.00
A McGowan	Expenses	£48.50
Totals		£2,599.58

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

4398. 14/10367/FUL – Crossways Cottage, Southampton Road, Alderbury, Salisbury, SP5 3AF – Install electric gate at main entrance with replacement pedestrian gate.
Alderbury Parish Council resolved to support the application subject to the approval of the Highways Authority.

4399. 14/10890/FUL – 17, Windmill Close, Alderbury, Salisbury, SP5 3TG – Side conservatory.
Alderbury Parish Council resolved to support the application.

To note the following planning application:

4400. 14/10610/TCA – Windle Brook, Southampton Road, Alderbury, Salisbury, SP5 3AF – Trees (various, including oak, chestnut and pine), including those facing onto the edge of the highway: Prune and shape to allow for future growth and removal of dead branches. To be carried out in accordance with BS3998:1989.
Alderbury Parish Council noted the application and was happy to accept the decision of the Wiltshire Council tree officer.

Matters arising from previous meetings:

4401. Village Hall storm drains

Correspondence has been received by the Village Hall Committee from the Parish Council's insurance company, which outlines that they will not pay out on a claim regarding the drains. The Village Hall Chairman has contacted the Clerk to request that the Parish Council consider the position. Following discussions, the Clerk was requested to obtain three quotations to assess the current position of the tree roots and provide costs to prevent any future damage. The Clerk was also asked to request quotations to carry out the work to the drains. It was suggested that the Village Hall Committee should be asked to consider splitting the cost of any potential work to the drains. Cllr Hughes will supply the Clerk with the details of a local tree surgeon.

Action: Cllr Hughes, Clerk.

4402. Defibrillator

Cllr Hartford has contacted the local Ambulance service to discuss their requirements to ensure that the defibrillator can be registered with them. Cllr Hartford will arrange a meeting with a representative of the local Ambulance service and Cllr Hughes will also attend. They will require Alderbury Parish Council to hold a spare set of pads for the machine and the Clerk was requested to liaise with Andrew Ferguson to confirm the cost. The machine will need to be monitored on a weekly basis to ensure it is in working order and a monthly online return will need to be completed for the Ambulance Service. Cllr Hartford will liaise with the volunteers of the Boundary coffee shop at the village hall to see if they will support her with the weekly checks. Cllr Hughes confirmed that he would be happy to arrange and deliver a training session on how to use the defibrillator

Action: Cllr Hartford, Cllr Hughes, Clerk.

4403. To receive reports from Cllrs representing Alderbury Parish Council on outside bodies.

Cllr Hartford has recently attended a public consultation meeting held by Hive Energy regarding a potential new Solar Farm at Witherington Farm, to raise a number of questions on behalf of Alderbury Parish Council. The Solar Farm would extend over 189 acres. She reported that all of the cables would be laid underground and that the electricity generated would be fed into an existing local connection. The Solar panels would have a life span of 25 years, after which they would be removed and the ground reinstated.

4404. Correspondence/Clerk's report.

Correspondence has been received from Mr Andrew Larkham regarding the condition of the Church car park. The Clerk was requested to follow up a grant application from the Church for the project. The item will be added to the January agenda for discussion.

Mr Keith Whitmarsh, warden for the Southampton Road allotments has recently won a national competition with his prize winning Chrysanthemums. A news item with more details has been put on the new website.

The next Southern Area Board meeting is on Thursday this week in Whiteparish. Cllr Hartford and the Clerk will attend on behalf of Alderbury Parish Council.

A budget review meeting will take place next Tuesday evening, for Cllrs to review the expenditure for the current year and discuss the anticipated budget requirements for the next financial year.

4405. The date of the next meeting is Thursday 8th January 2014. Any items for the agenda must be sent to the Clerk by Monday 29th December.

The meeting closed at 9.15pm. Cllr Hartford thanked everyone for attending.

Cllr Hughes gave his apologies for the January meeting.