

**Approved minutes for a Meeting of Alderbury Parish Council held on
Monday 7th November 2016 at St. Marys Hall, Whaddon.**

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

In attendance: Mrs Alison McGowan (Clerk), Unitary Cllr Britton, Alasdair Jones-Perrott and 1 resident.

Apologies: The local police team, Cllrs Jennings, Richardson and Considine.

Cllr Hartford opened the meeting at 7.30pm and welcomed everyone to the November Parish Council meeting.

Members of the Public

Alasdair Jones-Perrott confirmed that he had recently been approached by a lady who runs a 'forest school' and that Ivy Church Wood off of Clarendon Road would be used to teach infants on a Wednesday morning. A car park is currently being created by Longford Estate in the wood.

Report from the Neighbourhood Police Team

Local Police officers and PCSO's are carrying out daytime and early evening patrols of rural car parks and parking areas in response to a recent increase in 'Beauty Spot' Thefts from vehicles.

Thieves are smashing windows of parked cars (usually parked by owners whilst out walking/ dog walking) and stealing items left in cars. Recent hotspots include Bentley Woods (Farley/ Winterslow) and car parks of rural village halls where visitors have parked cars whilst attending events.

Local officers are carrying out targeted patrols of Alderbury Village Hall/ Social club to target suspected drug taking amongst young people gathering at night.

Other than a few domestic related assaults (which we can't detail for obvious reasons) there have been no reported crimes in Alderbury since a theft from a vehicle in Clarendon Road was reported to us on 25th September.

The clerk will send the report to all cllrs following the meeting.

Action: Clerk.

Report from Wiltshire Councillor Britton

The chairman confirmed that Cllr Britton had sent his apologies as he would be attending the Grimstead Parish Council meeting and would join this meeting later.

4878. Apologies for absence and to consider whether to approve the reasons given

Apologies had been received prior to the meeting from Cllrs Considine and Jennings due to family commitments and Cllr Richardson due to work commitments. Alderbury Parish Council resolved to approve the absences for the reasons given. Cllr Diprose had also informed the clerk that she would be late to the meeting due to work commitments but would join as soon as possible.

4879. Declaration of Cllrs Interests

None.

4880. Council meeting minutes

Alderbury Parish Council resolved to approve the minutes of the Parish Council meeting on Tuesday 11th October without amendment as a true record of the meeting.

4881. Request from Alderbury Cubs Group to close part of the village hall car park for a Christmas Carol concert on Friday 16th December

Alderbury Parish Council resolved to approve the request.

Action: Clerk.

4882. Request to put a banner outside of the village hall to advertise a new slimming class starting in the New Year

Following discussion, Alderbury Parish Council resolved to approve the request (with 1 objection). Cllr Mernagh agreed to put together a policy regarding advertising and the clerk was requested to add this as an item for a future agenda. **Action: Clerk.**

4883. Interim Internal Audit report April 2016 – September 2016

The report had been sent to all cllrs prior to the meeting. The internal auditor confirmed in the report that the majority of recommendations from his previous report had been adopted by the Clerk. The report raised again the issue of a second bank account to hold parish funds, however following further discussion Cllrs agreed that the existing arrangements were acceptable. The clerk is currently liaising with Cllr Richardson regarding a query on the date of a DDM for HMRC, which concludes the queries raised in the report. Cllr Hartford as Chairman thanked the Clerk for all of her work on the finances.

4884. Maintenance update

The Parish Steward has been out in the village and met with Cllrs Hartford and Reeder to review the work to be completed. He has cleared the weeds on the pavement along Clarendon Road, however is unable to remove them on the edge of the pavement as this is the responsibility of WC Highways. He has cut back the hedge further at the top of the Sandringhams, so that visibility is better at the bus stop. There is a manhole cover opposite Waleran Close in the verge which rises when there is a lot of rain. The Parish Steward will report the issue and suggests that a camera team need to come out and identify the location of the problem. A list of items for next month is being compiled as the Parish Steward should be in the village one day each month. The reflective posts at the end of Firs Road (where one is missing) and Avon Drive will need attention.

The book swap is full, there are plenty of books. There is a small pane of glass which is currently broken at the top of the telephone box.

Finance

4885. Year ending 31st March 2017

The balance of the account as shown on the bank statement as at 31st October was £95,047.38. A bank reconciliation had been completed and was signed by the Chairman. The reserves had been updated by the Clerk to reflect that the restricted reserves amount has been spent on the new skate park ramps which have now been completed.

4886. Accounts for Payment

Alderbury Parish Council resolved to approve the following payments:-

Account	Budget category	Total	Cheque no.
Lightatouch	Internal audit fee for April - Sept 2016	£220.00	414
Park Leisure	Supply and install new ramps	£16,349.16	415
Elaine Hartford	Printer ink and laminator pouches	£48.53	416
A McGowan	Clerks salary & costs	£906.79	SO, 418
The Landscape Group	Bin emptying x 4 each week (Oct)	£78.00	417
A McGowan	Expenses (telephone, mileage)	£269.97	419
Hurdcott Landscapes	Grass Cutting contract	£864.00	420
C&O Tractors Ltd	Purchase of a strimmer for village maintenance	£300.00	421
HMRC	PAYE/NIC due in respect of the clerks wages	£2.50	DDM
Totals		£19,038.95	

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

4887. 16/08986/FUL – Whaddon Farm, Old Southampton Road, Whaddon, SP5 3HB – Change of use of existing agricultural land to residential amenity.

Alderbury Parish Council resolved a decision of 'no objections' to the application.

4888. 16/09747/FUL- Hilltop, Castle Lane, Whaddon, SP5 3EQ – Proposed Greenhouse attached to rear of garage.

Alderbury Parish Council resolved a decision of ‘no objections’ to the application.

4889. 16/09523/FUL – Hole Farm, Old Road, Alderbury, SP5 3EL – The replacement of an existing livestock building.

Alderbury Parish Council resolved a decision of ‘no objections’ to the application.

Report from Wiltshire Councillor Britton

Cllr Britton reported that there are 13 different sites of fly tipping currently in his patch. Each one has been inspected for evidence and all are due to be removed. What can be done about it? The camera funded by the Southern Area Board will be deployed in the area from next Monday. The locations will be left to the officers.

At the Grimstead Parish Council meeting there was much debate about the recent retrospective planning application for Nightwood Farm. The applicant has engaged a new planning consultant and the retrospective application has been withdrawn. An ecological report will be done, however it is unlikely to be completed until the spring. Mr Allen and Mr Chambers have asked to meet Cllr Britton to find a solution acceptable to the community the week after next. Cllr Britton will have a WC officer with him at the meeting.

Brickworth Quarry has recently applied to extend its location and there are currently 320 letters of objection to the application. The potential removal of ancient woodland is causing much angst. Cllr Britton has been asked to ‘call in’ the application to be reviewed by committee if the planning officer is minded to approve the application.

To note the following applications for tree work:-

4890. 16/10396/TCA – Silverman Cottage, Silver Street, Alderbury, SP5 3AN – Holly tree – reduce height by approx 30%. Two Yew trees – crown reduce by approx 20% and crown thin by approx 20%.

Alderbury Parish Council noted the application and resolved to leave the decision to the tree officer as the expert.

Matters arising from previous meetings:

4891. Review of Risk Schedules

Alderbury Parish Council resolved to approve the draft document from the working party. It was agreed that a section of the report should be reviewed by Cllrs at each meeting over the next few months.

Action: Clerk & Cllrs.

Cllr Diprose joined the meeting at 8.29pm.

4892.To receive reports from Cllrs representing Alderbury Parish Council on outside bodies.

Cllr Sell recently attended a ‘COB’ meeting. The group has had to revisit the initial plans as it is evident that there will not be sufficient funding available to completely rebuild the village hall. Instead the roof could potentially be removed and a second floor built. Cllr Sell will be speaking to the public loan works board to find out what rates would be available. A consultation with the village will be required in the future. Timescales for the project are currently unknown. Cllr Britton’s ambition is to have a decision before May to bind WC to a deal, as the cabinet member could change following the May elections.

Cllr Hartford recently attended a Spiders Island Residents meeting. The two key requirements raised by residents at previous meetings are parking and a new play area. There is no allocated parking at Spiders Island and there are 35 plus vehicles in the area. Any vehicle with valid road tax can park on the highway. The residents at the meeting are keen to find out if the housing association and their residents would like to be involved in the parking and play area projects. A new Spiders Island residents association has been formed. Quotations have been requested for a new play area and preliminary drawings have been put together by Atkins for different parking options. A consultation at the primary school will be organised regarding the new play area and the results, together with the quotations will be reviewed at the next meeting on 30th November.

4893. Correspondence/Clerk's report.

A report had been sent by the Clerk to all Cllrs prior to the meeting.

The Clerk reported that the new ramps at the Skate Park have finally been installed.

The official opening of the circular footpath in the village was attended by 120 people, with 100 walking the route. It was a very popular event which demonstrates the importance of footpaths. The event was attended by residents, ramblers and members of other local footpath groups. The Clerk reported that she has received an email from some residents to thank the Parish Council for its involvement in arranging the event.

Cllr Hartford and the Clerk recently attended a training session on the 'Code of Conduct' for Parish Councils. It was run by the Associate Director for Legal and Governance and the Head of Legal Services and Complaints at Wiltshire Council. The slides and handouts have been distributed to all cllrs.

Correspondence has been received from a resident regarding an application for 'change of use' on a commercial building near the Green Dragon. The Clerk confirmed that to date the Parish Council have not been consulted on the application, however she would make enquiries with the planning officer.

The Clerk is currently making enquiries with Caloo, regarding maintenance options for the adult gym equipment.

The Clerk is in the process of arranging a budget setting meeting for cllrs to discuss the projects and budget requirements for the next financial year.

A letter has been received from the Wiltshire Council pension scheme to confirm that the scheme has recently been revalued. This will be an agenda item for December.

4894. The date of the next meeting is Wednesday 7th December 2016. Any items for the agenda must be sent to the clerk by Monday 28th November.

The meeting closed at 8.54pm.