

**Approved minutes for the meeting of Alderbury Parish Council held on
Wednesday 6th September 2017 at St. Marys Hall, Whaddon.**

Present: Cllrs Hartford (Chairman), Mernagh, Clarke, Lawrence, Considine, Sloan, Fuller and Pace.

In attendance: Mrs Alison McGowan (Clerk), Unitary Cllr Richard Britton, 1 resident.

Apologies: Cllrs Diprose and Hughes.

Cllr Hartford as chairman opened the meeting at 7.30pm. She welcomed everyone to the September meeting.

Members of the Public

No statements.

Report from the local Police Team

None.

Report from Unitary Cllr Britton

Cllr Britton had sent his apologies prior to the meeting as he would arrive late due to another work meeting. Cllr Hartford would come back to this item when Cllr Britton arrived.

5042. Apologies for absence and to consider whether to approve the reasons given.

Prior to the meeting, Cllr Diprose and Cllr Hughes had given their apologies due to family commitments. Alderbury Parish Council resolved to approve the apologies for the reasons given.

5043. Declaration of Cllrs Interests and dispensations

None.

5044. Exclusion of press and public

Cllr Hartford confirmed that agenda item 5065 is a confidential matter and pointed out that those in attendance would be asked to leave at this stage of the meeting.

5045. Council meeting minutes

Alderbury Parish Council resolved to approve the minutes of the Parish Council meeting on Monday 10th July 2017 and the extraordinary Parish Council meeting on Monday 14th August 2017 without amendment as a true record of the meeting.

5046. Annual Parish meeting minutes

Alderbury Parish Council resolved to approve the minutes of the Annual Parish Meeting on Wednesday 17th May 2017 without amendment, as a true record of the meeting.

5047. Settlement Boundary consultation

Cllr Lawrence gave feedback from a recent information session held in Salisbury that she attended with Cllr Hartford. A large proportion of the housing allocation for the area within the Wiltshire Core Strategy, has already been agreed, many in Downton. The Highways Agency has raised concern about future development along the A36, due to existing concerns about congestion.

Cllr Pace joined the meeting at 7.42pm.

Cllr Hartford thanked Cllr Lawrence for her report. Alderbury Parish Council resolved to respond to the consultation.

Action: Clerk.

5048. Insurance renewal

Cllrs had been provided with a comparison of three quotations prior to the meeting. The documents were discussed and Alderbury Parish Council resolved to select Ecclesiastical as a provider. The clerk was requested to seek further clarification on the three year deal with regards to pricing and liaise with the chair and vice-chair regarding the reply and final confirmation to proceed.

Action: Clerk.

5049. Tree report

Alderbury Parish Council resolved to approve a recommendation for a tree survey to be conducted on all of the trees that are the responsibility of the parish council. The report will highlight any work that needs to be addressed. It was agreed that money could be transferred from another budget category or reserves to cover any tree work required.

Action: Clerk.

5050. HGV use of Clarendon Road

The agenda item was delayed until Cllr Britton joined the meeting.

5051. Maintenance update

All of the grit bins have been checked, except for the one at Folly Lane as a car is regularly parked in front of it. Cllr Hartford will ask the parish steward to clear the vegetation in front of the bin. All of the bins are full, ready for the winter. Two padlocks will be purchased for the bins at Spiders Island, which will be removed when the weather gets colder.

A tree at the Sandringhams has been reported to the parish council by a resident. A dead limb has previously been removed from the tree by Wiltshire Council, however the grass under it is cut by the parish council contractor. Investigations are ongoing regarding future work to the tree.

A resident has raised concern about ongoing building work which is taking place to a house in Eyres Drive. The chairman confirmed that this is a civil matter as it involves private land, rather than a matter for the parish council.

Brambles and the hedge need to be cut back along the footpath between Windmill Close and Priory Close. The parish steward will be asked to carry out this work on his next visit to the village.

A resident at Spiders Island has regularly been clearing leaves from a drain near his house. He has been supplied with a bin from Wiltshire Council, however does not have a sticker for the current financial year and the bin is therefore not being emptied. The clerk was asked to contact Wiltshire Council to see if a new sticker could be arranged for the resident.

There has recently been another incidence of fly tipping in Shute End. It is off of the road and on private land. Longford Estate has been informed.

During an inspection of the adult gym equipment, Cllr Hartford noticed that a nut is missing underneath the Rower. The equipment has been taped off so that it is not used and the provider is sending replacement parts free of charge.

Cllr Britton joined the meeting at 8.11pm.

Cllr Lawrence asked what the current position was regarding the missing road name plates in the village. Cllr Hartford confirmed that a few of these are with Wiltshire Council and we are waiting to see if they will be able to replace these by providing new backing boards for them. The other nameplates that are missing will have to be paid for and replaced by the parish council. The clerk is liaising with a contact at Wiltshire Council to find out which providers are recommended.

Cllr Hartford added that two of the notice boards have been repaired, together with the gravel boards at the burial ground.

Action: Cllr Hartford/Clerk.

Report from Unitary Cllr Britton

Cllr Britton reported that he is meeting with a WC cabinet member tomorrow to discuss Nightwood Farm. The planning enforcement team seem content with the bund without an application. They are not willing to take measures, even though no application has been received, which has now been outstanding for 5-6 months.

During August various legal enquiries were made about the HGV issue, including the legal department at the New Forest. Legal opinion was sought about the definition of being 'adjacent'. They have considered the distance between Nightwood and Clarendon and said that this would not be far enough to prosecute.

A questionnaire regarding the village hall and future requirements from village facilities has gone 'live' electronically. Printed copies will be produced by Wiltshire Council by the end of the week. Cllr Britton will then sort out delivery routes for the volunteers. Ballot boxes will be delivered and Cllr Hartford was asked if she would ask the pubs, shop and post office if they would each have a box to receive completed questionnaires. The deadline for responses is 29th September. Cllr Hartford reported that she had received a completed copy of the form earlier in the day from a resident. She was concerned that the completed questionnaire received did not include the recommended changes to some of the questions. It was confirmed that the completed version was the draft version before amendments. Cllr Britton told cllrs that Tom Bray had been a great help on this project and has spent his own time on it, beyond his agreed budget.

5050. HGV use of Clarendon Road

Cllr Hartford confirmed that the parish council are very concerned about this matter, however the parish council has 'no powers' to tackle the issue directly. Cllr Britton added that he has spent quite a lot of time discussing this issue and has spoken to Wiltshire Council's legal representatives and they have stated that they cannot prosecute. He shares the frustrations of residents, however if residents want to challenge the issue, they would need to request a judicial review into the matter, which would only consider the process and would not achieve the desired outcome.

Finance

5052. Year ending 31st March 2018

The balance of the account as shown on the bank statement as at 31st August 2017 was £91,932.04.

5053. Accounts for Payment

Alderbury Parish Council resolved to approve the following payments:-

Account	Budget category	Total
ID Verde Ltd	Bin emptying x 4 weekly (July)	£78.00
A McGowan	Clerks salary & associated costs (July)	£846.70
Hurdcott Landscapes	Grass cutting (July)	£864.00
Integrity Enterprises Ltd	Salt spreader & new 400l salt bin (install & fill) – Spiders Island	£480.00
Guy Gibbs	Repair of two notice boards (Folly Lane, Grimstead Road)	£85.00
Simon Pevy	Clean 10 x bus shelters	£155.00
ID Verde Ltd	Bin emptying x 4 weekly (August)	£78.00
A McGowan	Clerks salary & associated costs (August)	£846.70
A McGowan	Expenses (telephone, mileage) - July & August	£146.31
Hurdcott Landscapes	Grass cutting (August)	£984.00
Guy Gibbs	To replace gravel boards on right of pathway at burial ground	£55.00
Queensbury	6 new light bulbs for bus shelters	£44.28
SLCC	Annual subscription	£121.00
ALCC	Annual membership	£10.00
The Trustees of Earl of Radnor 1989 Settlement	Annual rent for Waleran Close	£10.00
Grant Thornton	Fees for external audit - yr ended 31 March 2017	£360.00
Vision ICT	Host parish website	£270.00
Andy Coles	Materials and labour - electrical work for Xmas tree	£315.60
Totals		£5,749.59

5054. Reserves

The clerk was asked to re-confirm the R2 funding amounts for the next year and the expiry dates. The item will be carried forward to the October agenda for discussion. **Action: Clerk.**

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

5055. 17/07601/FUL – Magnolia, Rectory Road, Alderbury, SP5 3AD – Raise the height of the roof to facilitate additional accommodation in the roof space with the addition of dormer windows and first floor extension above existing rear extension.

Alderbury Parish Council resolved to have 'no objections' to the application subject to the planning officer being satisfied that the property will not overlook adjacent properties.

5056. 17/07692/FUL – Moorland, Southampton Road, Alderbury, SP5 3AF – Erection of shed in the garden. Alderbury Parish Council was unable to review the application as no documents could be found online relating to the application. The clerk was requested to inform the planning officer.

To note the following tree applications:-

5057. 17/07391/TCA – Nursery Cottage, Folly Lane, Alderbury, SP5 3DT – T1 Popular – Section fell in parts to ground level.

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

5058. 17/07392/TCA – Yew Tree Cottage, 8 Folly Lane, Alderbury, SP5 3DT – T1 Popular – Section fell in parts to ground level.

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

Matters arising from previous meetings:

5059. Skate park

Design B has been selected by the users who commented on the revised design for the middle section of ramps. The MD of the supplier has approved the manufacture of the new ramps and these should take between 6-8 weeks to produce, at no cost to the parish council.

5060. Shute End Road

The results of the metro count showed that the average speed was 31.1mph and that 85% of the traffic was travelling at or below 37.1%. With these results the parish council is unable to take any action, as the speed of the majority of traffic is already lower than the speed limit for the road. The clerk was asked to respond to the resident who raised the issue. The petition has been sent to the cabinet member at Wiltshire Council and we await a response. **Action: Clerk.**

5061. Recreation Ground bookings

Representatives of the parish council and Alderbury football club met to discuss current and future use of the Recreation Ground. Cllr Hughes will compile a draft policy to provide some guidelines and circulate it to the group for their input. The draft policy will come back to a future meeting for approval. **Action: Cllr Hughes.**

5062. To receive reports from Cllrs representing Alderbury Parish Council on outside bodies.

Cllr Considine reported that the Social Club committee feels that it is being overlooked by the COB project. Cllr Clarke confirmed that the Social Club had been invited to the COB meetings by Cllr Britton and had been copied into the minutes from the meetings. The Social Club has also been invited to attend village hall meetings, but has not attended these either.

Cllr Hartford attended a meeting yesterday arranged by Wiltshire Council to outline its responsibilities and finances for the future. Cllr Hartford posed questions regarding the proposed increases in car parking charges and the Council's income with increasing costs. Cllr Wayman confirmed that the recycling centre in Salisbury would be shut for 10 days for some alterations to make access easier. She confirmed that WC were looking for a new site for the recycling centre.

5063. Correspondence/Clerk's report.

The clerk reported that the 'Fun in the Sun' sessions during the summer holidays had been well attended again this year and the parish council had received an email from Wiltshire Council to thank it for its support with the events.

This year Alderbury won the best kept village competition for southern wiltshire in the 'larger villages' category and came third in the regional finals in Wiltshire. A volunteer from CPRE has been in contact with the clerk as he is happy to come and present the certificates in Alderbury and wondered when would be best from October onwards. Following discussion it was suggested that it could take place at the Boundary coffee shop, on the same morning as the Grand draw – Friday 20th October.

The clerk confirmed that there are currently two residents on the waiting list for an allotment.

There is currently one vacancy for a new parish councillor.

The clerk reminded everyone present that the next meeting in October would be held at the Roman Catholic Chapel in Whaddon.

The clerk reported that she had recently received some queries from Alderbury Football Club about grass cutting. She will liaise with the contractor to align the next cuts with the white lining conducted by the club. Correspondence has been received from Grant Thornton to confirm that the external audit for the last financial year has been concluded and the accounts approved. A notice will be up on the notice board outside of the village hall to confirm this.

The clerk has been notified of a consultation regarding the local mobile library service. A copy has been sent to the editor of the Fountain so that the details can be published for residents to respond.

The meter for the Christmas tree will be installed tomorrow. The groundwork has been completed for the electrician to conduct his work. The next step will be for the clerk to purchase the lights.

Action: Clerk.

5064. The Fountain magazine

In addition to the key topics from the meeting, the clerk was requested to include information regarding the mobile library service consultation for the village and a reminder to encourage residents to complete and return the survey regarding the village hall and future requirements from village facilities.

Action: Clerk.

Confidential matter

5065. Appointment of an adjudicator in respect of the Wiltshire Pension Fund

Alderbury Parish Council as an employer resolved to appoint Barry Mack at Muse Advisory as an adjudicator if ever required, as part of the informal dispute resolution procedure in respect of the Wiltshire Pension Fund.

5066. The date of the next meeting is Tuesday 10th October 2017. Any items for the agenda must be sent to the clerk by Friday 30th September 2017.

The meeting closed at 10.02pm.