

## **Approved minutes for the meeting of Alderbury Parish Council held on Wednesday 7<sup>th</sup> June 2017 at St. Marys Hall, Whaddon.**

**Present:** Cllrs Hartford (Chairman), Clarke, Considine, Pace, Diprose, Hughes and Lawrence.

**In attendance:** Mrs Alison McGowan (Clerk), Unitary Cllr Richard Britton, Alasdair Jones-Perrot (Longford Estate) and 12 residents.

**Apologies:** Cllrs Fuller and Mernagh.

Cllr Hartford opened the meeting at 7.31pm. She welcomed everyone to the June meeting.

### **Members of the Public**

A resident raised concern about the white railings on Old Road as two have been removed from between the posts and have been left in the bus shelter. Cllr Hartford thanked the resident for bringing the matter to the parish council's attention and confirmed that she has recently been speaking to a fencing contractor for a price to replace some of the posts with concrete ones. She would also speak to Basil at the Old Forge regarding the railings.

Following on from the Annual Parish Meeting, a resident asked for clarification regarding who owned the village hall and recreation field. Cllr Hartford confirmed that both are owned by the parish council.

**Action: Cllr Hartford.**

### **Report from the local Police Team**

Cllr Hughes joined the meeting at 7.35pm.

Cllr Hartford asked the residents present for a show of hands from those who currently receive Community Messaging updates from the police. She confirmed that it is a very useful service and is a way of keeping up to date with what crime is happening locally.

The most recent community policing bulletin had been circulated to all cllrs prior to the meeting. It contained information about the current National Threat level and its impact locally, following a major event in Manchester. It also outlined a number of recent non-dwelling burglaries in villages local to Alderbury.

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

Cllr Britton stated that the only item he would like to give an update on is Nightwood Farm. The Environment Agency has now stated that the bund represents a low risk to public health. It is unlikely that they will be asked to remove it, however it may be suggested that it is capped and reseeded. If this happens, it will require a planning application. Nothing has been received by WC at present.

### **4992. Apologies for absence and to consider whether to approve the reasons given.**

Prior to the meeting apologies were received from Cllrs Mernagh due to family commitments and Cllr Fuller due to a prior engagement. Cllr Pace had also contacted the clerk to confirm that he would attend the meeting but would be late arriving. Alderbury Parish Council resolved to approve the absences for the reasons given.

### **4993. Declaration of Cllrs Interests and dispensations**

Cllr Hartford declared a personal interest in agenda item 5007.

### **4994. Council meeting minutes**

Alderbury Parish Council resolved to approve the minutes of the Parish Council meeting on Tuesday 16<sup>th</sup> May 2017 as a true record of the meeting with no amendments.

### **4995. Speed limit on Shute End Road**

A letter and petition, signed by over 80 people had been received from a resident prior to the meeting, to raise concerns regarding the speed of traffic travelling along Shute End Road. Cllr Hartford confirmed that a metro count had been completed just over a year ago which showed that 85% of the vehicles were travelling at 40mph or less. A new metro count has been requested. In advance of the meeting the clerk had contacted the WC officer, who had responded to say that it was unlikely that a speed limit would be agreed in this location. A cllr asked if other traffic calming measures could be considered if a speed limit was not agreed. Cllr Hughes confirmed that the parish council has tried to reduce the speed limits elsewhere in the village, without any luck.

The clerk was requested to send the petition to the relevant Wiltshire Council cabinet member and respond to the WC officer to thank her for the information and request that an 'open mind' is kept on the issue until the results of the new metro count are received.

**Action: Clerk.**

#### **4996. To appoint a solicitor for the Parish Council**

Following a review of the responses received from various solicitors, Alderbury Parish Council resolved to appoint Parker Bullen as a solicitor to advise the Parish Council on future matters.

#### **4997. Use of the Recreation Ground**

Alderbury Parish Council resolved to appoint a working party, led by Cllr Hughes and supported by Cllrs Diprose and Lawrence, to work with interested parties from the village to discuss and formulate a suggested approach to enable as many groups as possible to use the Recreation field all year round. The clerk was requested to include this in the article for the next edition of the Fountain and ask any interested groups and organisations to get in touch if they would like to get involved. The findings will come back to a future parish council meeting.

**Action: Clerk.**

#### **4998. Maintenance update**

Cllr Hartford reported that the backing plate for the Grimstead Road sign is rotten and will need replacing. The sign on the right hand side at the entrance of Spiders Island needs to be replaced. The clerk was asked to report this to WC.

A bicycle, without the front wheel, has been left resting against a 'no dumping rubbish' sign on WC ground in Avon Drive. The clerk was asked to report it as flytipping.

There is a 'for sale' sign on Waleran Close that has been tied to the road name plate. The clerk was asked to contact the estate agent and request that it is moved closer to the property in an appropriate location.

Road signs at Firs Road and Rectory Road are also missing.

There are blocked drains in Firs Road and Waleran Close and these will be referred to the parish steward on his next visit to the village.

There is a problem with moles at the graveyard, particularly around the cremation plots. The clerk will liaise with Cllr Hartford to address the matter.

There is a hedge overhanging the pavement at Oakwood Grove. Cllr Hartford has spoken to the resident who will cut it back. Whilst discussing hedges, Cllr Hartford noted that the hedge from the beginning of the village has been cut by Marcus Light and asked for 'thanks' to be passed on to him.

There are a number of saplings near the electricity lines near Oakwood Grove. The clerk was requested to contact SEB.

The parish steward has recently had the road sweeper in the village to help clear weeds, including some in the Copse. The weeds also need removing along Alderbury Hill. The parish steward has been spraying weeds. The Gardening Club have put an additional pot on the Fountain and the floral displays look great throughout the village.

Over the bridge along Clarendon Road, vegetation has been strimmed back and the weeds removed.

A resident has recently commented to Cllr Hartford how good the village currently looks, which was pleasing.

**Action: Clerk, Cllr Hartford.**

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

The Chairman brought the planning items forward on the agenda as there were a number of residents in attendance for the planning section.

**5006. 17/03598/FUL – 26, Oakwood Grove, Alderbury, SP5 3BN –** Extension of existing retaining wall from current position to the back edge of the footpath.

Alderbury Parish Council resolved 'no comment' on the application.

**5007. 17/04001/OUT – Land off Firs Road, Alderbury -** Outline application for residential development of up to 50 dwellings, associated parking and access (off of Firs Road), open space and infrastructure; relocated guide hut, new pre-school building and land to extend existing primary school playing fields.

Alderbury Parish Council resolved to object to the application (with 1 councillor voting against the resolution) as the proposed development is outside of the settlement boundary. The parish council is also very concerned about the additional levels of traffic that would be created in Firs Road as a result of the size of the proposed site and the increase in traffic generated along the A36.

**5008. 17/04751/TPO - St Mary's Church, Tunnel Hill, Alderbury, SP5 3AN** - An ancient Yew, subject to TPO152. Location and details of work are contained in an attachment. Alderbury Parish Council resolved to note the application and will leave the decision to the tree officer as the expert.

**5009. 17/05042/TPO – 1 Silver Wood, Alderbury, Salisbury, SP5 3TN** – Ash Tree – Crown lift by 1 metre. Remove lowest 3 branches. Sycamore – Fell. Ash Tree – Crown lift by 1 metre removing lowest four branches. Alderbury Parish Council resolved to note the application and will leave the decision to the tree officer as the expert.

## **Finance**

### **Year ending 31<sup>st</sup> March 2017**

#### **4999. To note the Report from the Internal Auditor**

The clerk reported that the internal auditor has recently completed the audit of the financial records for 2016-2017. There were no recommendations in his report for the final visit.

#### **5000. To approve the accounts, end of year bank reconciliation and variances for the year ending 31<sup>st</sup> March 2017.**

Following discussion, Alderbury Parish Council resolved to approve the accounts, end of year bank reconciliation and variances for the year ending 31<sup>st</sup> March 2017.

#### **5001. To confirm and sign the Annual Governance Statement of the Annual Return.**

Each of the questions in the Annual Governance Statement of the Annual Return was reviewed. Alderbury Parish Council resolved to approve the Annual Governance Statement. Cllr Hartford as chairman at the meeting signed the statement, together with the clerk.

#### **5002. To sign the Annual Return for the year ending 31<sup>st</sup> March 2017.**

Alderbury Parish Council resolved to approve the Annual Return for the year ending 31<sup>st</sup> March 2017. Cllr Hartford as chairman at the meeting signed the return, together with the clerk as the responsible financial officer.

#### **5003. To agree the earmarked reserves and general reserves for the year ending 31<sup>st</sup> March 2017.**

Alderbury Parish Council resolved to approve the earmarked reserves and general reserves for the year ending 31<sup>st</sup> March 2017. The clerk suggested that a review of reserves be conducted at the July meeting following the year end, to identify any future projects to earmark funds. **Action: Clerk.**

#### **5004. Year ending 31<sup>st</sup> March 2018**

The bank balance as at 31<sup>st</sup> May 2017 as shown on the bank statement was £97,315.29. A bank reconciliation had been sent to all cllrs prior to the meeting. This was signed by the chairman.

#### **5005. Accounts for Payment**

Alderbury Parish Council resolved to approve the following payments:-

<b>Account</b>	<b>Budget category</b>	<b>Total</b>
ID Verde Ltd	Bin emptying x 4 weekly (May)	£78.00
A McGowan	Clerks salary & associated costs	£896.13
A McGowan	Expenses (telephone, mileage) - May	£230.68
Lightatouch Internal Audit	Internal Audit - Feb/March 2017	£73.34
Mr Fencing	Supply and erect posts for War Memorial green	£195.00
<b>Totals</b>		<b>£1,473.15</b>

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

### **5010. Annual Parish Meeting**

Cllrs raised that the displays by village clubs and organisations have been good in previous years and perhaps residents could be encouraged to arrive earlier to view these before the meeting starts. The clerk confirmed that the parish council has to arrange the meeting each year for residents, within specific dates of the year. The proposed date for next year would be checked in advance with the gardening club to avoid a clash. It was suggested that the Fire & Rescue service could potentially be asked to speak at a future meeting.

### **5011. To receive reports from Cllrs representing Alderbury Parish Council on outside bodies.**

Cllrs Fuller and Hartford recently attended the Southern Area Board (SAB) meeting. The SAB has reviewed the budget for the current financial year. The budget for CATG, which includes footpath and highway schemes has been reduced from £31,000 to £22,000, however the youth budget remains untouched. Members of the SAB board will each take responsibility for an area, such as Cllr Britton for CATG, Cllr Clewer for Health & Wellbeing and Cllr Randall for footpaths and green issues.

Cllr Hartford reported that it was the AGM of the Southampton Road Allotment Association last night and Cllr Hartford will remain as the chairman for the coming year. The association would like to review the approved timings for allotment holders to have bonfires. The clerk was requested to add this as an item for discussion on the July agenda. Cllr Hartford will contact Linda Whetton regarding the background to the current guidelines.

**Action: Clerk, Cllr Hartford.**

### **5012. Correspondence/Clerk's report.**

The clerk reported that an email has been received from a village resident, concerned about the future of the village shop as it is a vital amenity. Cllr Hartford has visited the shop and discussed any current issues. She confirmed that if the parish council could help with any issues in the future, they should either raise them with her or via the clerk.

The clerk has also been contacted by residents in Farley regarding a large white lorry speeding and using roads with weight limits in place, including Clarendon Road. The matter has been referred to the police and the Community Speed watch team.

The clerk recently attended a Highways meeting at Salisbury City Hall. The new salt bin for Spiders Island can be ordered via WC. They will install it and fill it for the first time.

The clerk also attended the SLCC meeting recently in Wilton. Carlton Brand outlined that WC are considering arranging training for parish councils. One area could be on data protection, as there will be changes which will come into effect in May 2018.

Wiltshire Council are writing to a resident about vegetation that is overhanging a pavement to request that it is cut back, as no action has been taken since a visit by the chairman of the parish council.

A number of the wooden posts have been replaced around the war memorial green.

The clerk reminded all cllrs that there are currently two vacancies on the parish council following the recent elections and they were urged to encourage other residents to join. New members can be co-opted at a future meeting.

### **5013. The Fountain magazine**

The clerk was requested to include information about the use of the Recreation Ground to encourage village clubs and organisations interested in using the field for activities, to get involved in the working party.

**5014. The date of the next meeting** is Monday 10<sup>th</sup> July 2017. Any items for the agenda must be sent to the clerk by Monday 3<sup>rd</sup> July 2017.

The meeting closed at 9.32 pm.