

**Approved minutes of the meeting of Alderbury Parish Council held on
Monday 9th April 2018 at St. Marys Hall, Whaddon.**

Present: Cllrs Hartford (Chairman), Mernagh, Diprose, Hughes, Considine, Sloan, Lawrence and Pace.

In attendance: Unitary Cllr Richard Britton, Alison McGowan (clerk) and 1 member of the public.

Apologies: Cllrs Fuller and Clarke.

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

Questions or statements from members of the public

No questions or statements.

Report from the Neighbourhood Police Team

A monthly report had not been received from the Neighbourhood Police Team, however the usual regular updates had arrived earlier in the day. Cllr Hartford and a resident had recently completed a Community speed watch and were joined by two specials who ticketed one driver at 48 miles per hour travelling along Southampton Road. The driver received points and a fine. Cllr Hartford will organise for further volunteers to be trained up to join the Community speed watch team.

Cllr Sloan joined the meeting at 7.31pm.

Report from Unitary Cllr Richard Britton

Cllr Britton had been in contact prior to the meeting to give his apologies. He would arrive late as it was the Grimstead Parish Council Annual General meeting on the same evening. Cllr Hartford confirmed that she would come back to this item when Cllr Britton arrived.

5179. Apologies for absence and to consider whether to approve the reasons given.

Apologies had been received by the clerk prior to the meeting from Cllr Clarke due to work commitments and Cllr Fuller due to personal commitments. Alderbury Parish Council resolved to approve the absences for the reasons given.

5180. Declaration of Cllrs Interests and dispensations

None.

5181. Council meeting minutes

Alderbury Parish Council resolved to approve the minutes of the Parish Council meeting on Thursday 8th March 2018 without amendment, as a true record of the meeting.

5182. Maintenance update

There has recently been further fly tipping at the Witherington Road end of Old Vicarage Lane. This has been reported by the clerk on the MyWiltsapp system. Further down Witherington Road, some white goods and a double mattress have also been fly tipped. This has also been reported.

There are one or two rotten posts in the wooden fence between the Recreation Ground and the Social Club. Cllr Hartford will source quotations to repair the fence.

Several street lights within the village had been reported to the Chairman and clerk by residents as they were not working. These have been reported by the clerk and are all now working.

A post with two road signs on it in Lights Lane recently had to be repaired as it was leaning at a 45 degree angle into the road and was causing a potential hazard for traffic. It was reported to Wiltshire Council by the clerk and was attended to the same day.

Cllr Hartford reported that the footpath between Firs Road and Junction Road is very muddy at present, particularly in the area where a large amount of trees have recently been cut down.

Cllr Hartford now has three road name plates that require new backing boards, including the one for Spiders Island. Two of these road name plates also need new uprights. Quotations will be requested for this work.

Cllrs asked the clerk to report a road sign that has recently been knocked down on the bridge over the A36.

Action: Cllr Hartford, Clerk.

5183. General Data Protection Regulations

Cllr Mernagh reported that since the last meeting he had made enquiries regarding setting up email addresses for parish councillors via the website provider. It would cost £18.00 a year and would give each cllr their own 'gov.uk' email address for parish council business. Following extensive discussion, Alderbury Parish Council resolved to approve the cost and asked the clerk to make arrangements to set up an email address for each cllr. Cllr Pace will help support cllrs to set this up and asked each to consider how they currently access emails. The clerk was asked to request a statement from the provider prior to set up, to confirm that the gov.uk addresses will comply with the GDPR rules in respect of holding data/information. **Clerk: Cllr Pace, Clerk.**

5184. Tree work

The clerk confirmed that since the quotations for three pieces of work were received, she had now received the completed tree report which commented on all of the trees that the parish council are responsible for. This highlighted any work that should be completed and rated it as either a high, medium or low priority. In light of this report and following discussion, the clerk was requested to go back to the two providers who had provided an initial quotation for specific tree work and ask them to provide separate quotations for the 'high' and 'medium' priority tree work. The clerk should also request these quotations from a third potential contractor. All wood should be cleared from the site following any work and all quotations should be on this basis. The clerk was asked to put this item on a future agenda once the quotations have been received so that a contractor can be selected. **Action: Clerk.**

Cllr Britton joined the meeting at 8.21pm.

5185. Wiltshire Housing Land Supply Statement 2017

Councillors discussed briefing note 344 and the figures included which relate to Southern Wiltshire. Alderbury Parish Council resolved to approve a recommendation to ask the Wiltshire Council planning officer why their plans for the Housing Land Supply for South Wiltshire appear to exceed known demand, with the consequent impact on the environment. **Action: Clerk.**

5186. Interim Internal Audit report (January 2018 – February 2018)

Prior to the meeting, the audit report had been circulated to all cllrs. Cllr Hartford commented that it was a very good report. The only action identified was regarding a VAT claim for the financial year 2017/2018. The clerk confirmed that any outstanding VAT had been reclaimed up to and including March 2017 and that she had been advised to wait a week or so to ensure that any outstanding invoices are received and then complete return for the whole of the 2017/2018 financial year. **Action: Clerk.**

Finance

5187. Year ending 31st March 2018

The balance of the account as at 31st March 2018 was £94,038.91 as shown on the bank statement. Three cheques had been issued before the end of the financial year totalling £880, however they had not cleared. A bank reconciliation had been prepared and circulated to all cllrs prior to the meeting. This was signed by the chairman, together with a copy of the bank statement.

5188. Accounts for Payment

Alderbury Parish Council resolved to approve the following payments:-

Account	Budget category	Total
CJH Events	Salisbury Live goes rural in Alderbury	£750.00
ID Verde Ltd	Bin emptying x 4 weekly (March)	£78.00
A McGowan	Clerks salary & associated costs	£873.53
A McGowan	Expenses (mileage, overtime) - March	£118.76
WALC	Annual Subscription 2018/2019	£865.81
CPRE	Annual Subscription 2018/2019	£36.00
Information Commissioner	Annual Subscription 2018/2019	£35.00
Hill Data Systems Ltd	Online Backup storage and Webroot Secure Antivirus	£31.74
Lightatouch	Internal audit fee - review completed to end Feb 2018	£75.83

Maureen Lawrence	Travel to Stonehenge Consultation	£12.60
Utility Warehouse	Parish line - telephone bill (inc. P&p for new router)	£73.75
Treemenders	Complete tree report on trees pc are responsible for	£840.00
HMRC	PAYE - Feb/March 2018	£72.54
HMRC	PAYE - March/April 2018	£4.64
Total		£3,868.20

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

5189. 18/02490/FUL – Pigeon Hill, Rectory Road, Alderbury, SP5 3AD – Three bay garage with bedsit accommodation above.

Alderbury Parish Council resolved to respond to the planning application with ‘no objections’, as long as there is a condition that the new garage with bedsit accommodation is only to be used in association with the main dwelling and not as a separate dwelling.

5190. 18/02760/FUL – Shillings, Kiln Close, Whaddon, Salisbury, SP5 3HE – Loft conversion and associated dormer to the front.

Alderbury Parish Council resolved to respond with ‘no objections’ to the planning application.

Matters arising from previous meetings:

5191. Recreation Ground booking policy

Cllr Hughes reported that following the publication of the Recreation Ground booking policy, Alderbury Football Club had been in touch to ask if they could have a block booking. The only time that they would not need it would be June and July. Concern was raised by some cllrs that if this was agreed, other residents would not be able to use it for large amounts of the time. The football club was consulted as a key user of the area when the policy was being compiled. Cllr Mernagh agreed to speak to one of the committee members and report back to the working party.

Action: Cllr Mernagh.

Report from Unitary Cllr Richard Britton

Cllr Hartford invited Cllr Britton to give his report. He commented that 12 suspects were currently being interviewed with regards to various fly tipping incidents. This included fly tipping in East and West Grimstead. There is also an ongoing case in Shute End, where an address label is being investigated that was found within some fly tipping. Cllr Britton commented that he was ‘mortified’ to find that he was recently unable to support a grant application from Alderbury Village Hall. Both the clerk and the chairman of the village hall have written to Cllr Britton. The clerk confirmed that she has concerns going forward about encouraging other clubs and organisations to apply for a grant from Southern Area Board, as the criteria for a grant is currently unclear and inconsistencies have recently occurred. Cllr Britton confirmed that he will raise the emails with the chairs of the other Area Boards at the next meeting.

5192. Great British Spring Clean Up

Cllr Hartford reported that the event had been very successful, despite being re-arranged at short notice due to snow on the original date. Cllrs expressed their thanks to Cllr Fuller, who organised the event and to the Social Club who provided refreshments for the volunteers. Cllr Hartford now has approximately 10 litter pickers and some high viz jackets for future litter picking events. A number of the Beavers also helped and the clerk was asked to write to the leader of the group, together with the Social Club, to thank them for their help.

Action: Clerk.

5193.To receive reports from Cllrs representing Alderbury Parish Council on outside bodies.

Cllrs Sloan, Mernagh, Lawrence and the clerk attended the Southern Area Board meeting on Wednesday 28th March. A new PCSO, Simon Nash, will replace Tina Roynance who is relocating to Amesbury. The RSPB also presented to announce the recent purchase and gift of land forming part of the Hamptworth Estate. Plans for the new nature reserve called RSPB Franchises Lodge are currently underway and will generate new opportunities for volunteers to get involved in various aspects of the restoration and management of the site.

5194. Correspondence/Clerk's report.

The clerk reported that she has emailed a number of the village clubs and organisations to promote the Annual Parish Meeting on 10th May 2018 and ask if they would like a table for a display during the evening. She confirmed that Fire and Rescue would present, however it may be useful to organise another short presentation and suggested the RSPB who have very recently taken over part of the Hamptworth Estate. The clerk was asked to make enquiries.

Wiltshire Council has been in contact with the clerk to say that they have received notification that the War Memorial in Alderbury has become a listed monument. The correspondence also confirmed that the War Memorial Green has not been registered with Land Registry. The clerk was asked to put this matter on a future agenda.

The clerk confirmed that the order for a new zip wire and basket swing has been placed for installation at the Recreation Ground. The clerk is now waiting for an installation date, however it is likely to be in 6-8 weeks time. The clerk asked if there was a cllr who would volunteer to be involved in the Christmas lunch project as Cllr Lawrence was now unable to lead on this. Cllr Sloan volunteered and would be supported by Cllrs Hartford and Mernagh.

The clerk confirmed that she had recently received the minutes of the latest village footpath meeting. Work would start weekly in the next few weeks, which would include removing Himalayan Balsam in some areas. A leaflet about the village circular walk is also being drafted by members of the group.

The clerk reminded cllrs that the next meeting of the parish council is the Annual meeting. There will be an agenda item to co-op a new cllr and cllrs were asked to encourage residents to consider applying.

Action: Clerk.

5195. The Fountain magazine

The clerk was requested to summarise the key topics of the meeting for the article and include thanks to the volunteers of the recent Great British Clean up event. Also mention the Christmas lunch project and ask for volunteers, especially for anyone with a qualification in food hygiene.

5196. The date of the next meeting is Tuesday 1st May 2018. Any items for the agenda must be sent to the clerk by Monday 23rd April 2018.

The meeting closed at 9.28pm.