

Approved minutes of a meeting of Alderbury Parish Council held on Thursday 5th July 2018 at St. Marys Hall, Whaddon.

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

In attendance: Unitary Cllr Richard Britton, Alison McGowan (clerk) and 4 members of the public.

Apologies: Cllr Clarke and Cllr Lawrence

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

Questions or statements from members of the public

Residents of Oakwood Grove thanked the parish council for completing tree work on the amenity land. They were very pleased with the work carried out and confirmed that it had tidied up the area.

A resident asked if there was going to be a court case as a result of the large number of trees that have been cut down on land next to Southampton Road in Alderbury. Cllr Hartford reported that she understood from a resident that the matter had been referred to the Director of Public Prosecutions to see if there is a case. Cllr Britton commented that he understood that action was unlikely to be taken as the trees are not protected. The case is still being considered. A resident commented that if an area is covered by 10% or more with trees that it is considered a forest. The resident confirmed that he had contacted the Woodland Trust about the matter but had not received a response as yet.

Cllr Hartford closed the session by welcoming another resident in the audience, who had recently moved to the village.

Report from the Community Police Team

No report. Cllr Hartford noted that Cllr Mernagh had raised a query at the last meeting about whether this agenda item should be removed in the future. Cllr Hartford confirmed that for now she would like to keep it on the agenda and is aware that the recent lack of visibility and contact with the local Neighbourhood Policing team will be raised at the Southern Area Board meeting next week.

Report from Unitary Cllr Richard Britton

Cllr Britton recently met with Inspector Sparrow. He raised the issues of non-attendance at parish council meetings and lack of visibility and contact in the rural parishes. Cllr Britton confirmed that the monthly update reports are required, even if they are only a line. Inspector Sparrow said he would try and address the matter. This most recent episode in Salisbury will undoubtedly affect police resources, however Inspector Sparrow's boss has said that it should not affect local services.

Cllr Britton has been contacted by residents in The Sandringhams regarding an area of public open space where the grass has not been cut. Some rubble has also been left on the grass, as well as a car and trailer being parked on the grass and the area is looking untidy. Cllr Hartford and the clerk are aware of the issue and have been liaising with Wiltshire Council to clarify the ownership of the land. Wiltshire Council have confirmed that it is their responsibility and the area has been added to their grass cutting schedule. Wooden posts may need to be considered to prevent cars and trailers parking on the land and quotations will be requested.

Cllr Britton has recently had a meeting with the cabinet member at Wiltshire Council regarding Matrons College Farm and the provision of a medical facility, that has been watered down over time. The Section 106 can only be unwound with the agreement of the landowner, builder, Wiltshire Council and the Parish Council. Following discussion, cllrs asked the clerk to arrange an informal meeting with the landowner to discuss the current position.

Nightwood Farm has submitted an application for a 'certificate of lawfulness' for the bunds on the site. The bunds have not been in place for four years as is usually the case to seek this sort of approval. The owner has applied on the basis that they do not need planning permission for the bunds. They will only be removed if Wiltshire Council refuse the application or confirm that they need to be removed because of the asbestos. Cllr Britton will query why Alderbury Parish Council has not been consulted on this application. Cllr Hartford confirmed that if the details are received, an extra ordinary meeting may be required.

Cllr Diprose joined the meeting at 8pm.

5250. Apologies for absence and to consider whether to approve the reasons given.

Prior to the meeting, Cllr Lawrence had sent her apologies due to a prior commitment and Cllr Clarke due to work commitments. Alderbury Parish Council resolved to approve the absences for the reasons given.

5251. Declaration of Cllrs Interests and dispensations

None.

5252. Council meeting minutes

Alderbury Parish Council resolved to approve the minutes of the Parish Council meeting on Wednesday 6th June 2018 as a true record of the meeting, without amendment.

5253. Maintenance update

The parish steward was in the village working on Wednesday. He replaced a manhole cover in the verge by the hedge of the Recreation Ground and cut back vegetation on the footpath between Avon Drive and Windmill Close. He also did some weed spraying around the curbs near Waleran Close. In Windmill Close there is a raised curb. Wiltshire Council Highways have been out to look at this and it will be adjusted by them. The parish steward also removed a wedding sign that had been left at the turning into Alderbury from the A36, cut back greenery from any of the road signs and bus shelters in the village and filled potholes in Lights Lane. The notice board outside of the village hall appears to be rotten in places. Cllr Hartford contacted a resident who has repaired the leg to make it safe. Cllr Hartford commented that he has done an excellent job.

At the last meeting a resident had raised concern about the width of the hedge just over the parish border with Clarendon. This has been cut back. The piece of iron in the hedgerow at the back of The Green Dragon has been reported to Longford Estate. The clerk was asked to follow this up.

Following a recent planning application, the hedgerow outside of a property on Southampton Road has been removed, which is next to a pavement. Some of the edges of the pavement have been dug out and no barrier has been erected by the contractors, leaving a drop of approximately 3 foot behind the pavement. When the work was carried out a BT cable was also cut through and a number of local homes were left without a telephone line. The matter was referred as an urgent matter to Wiltshire Council and a contractor was sent to put a barrier in place to protect residents. Following discussion, the clerk was asked to write to the builder and Wiltshire Council to highlight that Alderbury Parish Council are concerned about the safety of residents with the pavement in this condition.

The work to parish trees has been completed. Cllr Hartford commented that they have done a great job, including clearing up after the work.

Cllr Britton has already mentioned the Sandringhams. Quotations will be requested for wooden posts around the grass area and they will be discussed at a future meeting.

Cllr Hartford continues to see dogs being walked on the Recreation Ground. Cllr Hartford will purchase two signs for the gates as a reminder.

There is a cap cover missing on one of the pieces of adult gym equipment. This is not a safety issue. The clerk was asked to contact the company to provide a replacement.

In the last week Cllr Hartford has found glass bottles left on the Recreation Ground and under the hedge along Southampton Road. She is concerned that they could start a fire in the recent hot weather.

There is a loose paving slab which needs to be re-cemented. The football nets have been moved and are now near to the Pavilion.

The top of the wooden fence outside of the Social Club near to the Bowls Club has been removed. It appears to be rotten and now cannot be replaced. Cllr Hartford will seek to get this replaced as quickly as possible as it has left a gap large enough for a car to get through.

A resident has asked Cllr Hartford if the footpath behind the Burial Ground, off of Folly Lane can be cut back as the vegetation has grown and made the path narrower.

Action: Clerk, Cllr Hartford.

5254. Data Protection Act 2018

Alderbury Parish Council resolved to note that in the Data Protection Act 2018 and for the purposes of the General Data Protection Regulations, there is no requirement for parishes as a 'public body' or 'public authority' as defined in the Act, to appoint a Data Protection Officer.

5255. Best Kept Village Competition 2018

The judges report for the Best Kept Village Competition 2018 had been circulated to all councillors prior to the meeting. Cllr Hartford confirmed that she was pleased with the report and was complimented on the map.

Two key actions were identified – the notice board on the wall at the village hall needs to be re-glazed and re-

varnished. Cllr Hartford will speak to the chairman of the village hall committee. There was litter outside of the Post Office and Cllr Hartford will speak to the owner to see if this area can be tidied up. This year Alderbury has come second in the large village category for Southern Wiltshire, behind Whiteparish.

Action: Cllr Hartford.

5256. Parish Emergency Plan

Prior to the meeting, councillors had been sent a copy of two parish emergency plans. Cllr Sloan led a discussion regarding the two documents and how they could be used. It was agreed that each of the documents should be personalised for Alderbury and Cllr Sloan will lead on this. The documents will be brought back to a future meeting to be agreed.

Action: Cllr Sloan.

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

5257. 18/04760/FUL – Hillview, Southampton Road, Alderbury, SP5 3AF – Rear ground and first floor extension.

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

5258. 18/05374/FUL & 18/05970/LBC – Lake House, Old Road, Alderbury, Salisbury, Wiltshire, SP5 3AR – Removal of existing single storey extension, garage and store, new single storey rear extension and internal alterations on ground floor.

Alderbury Parish Council resolved to support the planning application.

To note the following new tree application:

5259. 18/05194/TCA – 7 School Hill, Alderbury, SP5 3DR – Reduce group of beech trees 2 metres laterally and 4 metres in height.

Alderbury Parish Council resolved to 'note' the application and leave the decision to the tree officer as the expert. The clerk was asked to note in the covering email that councillors were concerned about the extent of the height reduction proposed and hoped that the tree officer would visit the site to see if this was appropriate.

Finance

5260. Year ending 31st March 2019

The balance of the bank account as shown on the bank statement as at 30th June 2018 is £97,839.50. The first VAT reclaim for the current financial year will be due with the end of the first quarter. The clerk is also in the process of reclaiming the R2 funds towards the new play equipment that has recently been installed.

5261. Accounts for Payment

Alderbury Parish Council resolved to approve the following payments:

Account	Budget category	Total
Hurdcott Landscapes	Grounds maintenance inc. Oakwood Grove	£864.00
Alderbury Village Hall	Hall hire for Fun in the Sun sessions 2018	£48.00
ID Verde Ltd	Bin emptying x 4 weekly (June)	£79.94
David Marshall	Items for village planters	£36.83
Mark Pritchard	Fencing work at Recreation Ground	£110.00
A McGowan	Clerks salary& associated costs	£904.24
A McGowan	Expenses (mileage) - June	£235.97
Hill Data Systems Ltd	Online Backup storage and Webroot Secure Antivirus	£31.74
Utility Warehouse	Parish line - telephone bill	£40.40
Hurdcott Landscapes	Grounds maintenance inc. Oakwood Grove	£864.00
HMRC	PAYE/NI	£60.28
Mr Guy Gibbs	Repairs to notice board outside village hall	£75.00
Treemenders	Tree work on parish trees	£4,800.00
Totals		£8,150.40

5262. Review of reserves

A working party consisting of six councillors met earlier in the week to review the existing earmarked and non-earmarked reserves. Councillor Mernagh had produced notes from the meeting that would be circulated to all cllrs. A number of recommendations were made in the review document, together with future activities that the clerk was asked to action. Alderbury Parish Council resolved to adopt the recommendations made by the working party. Cllr Hartford thanked Cllr Mernagh for the notes, both before and after the meeting and to the other cllrs for attending the meeting.

Action: Clerk.

5263. Asset Register

Prior to the meeting a draft copy of the updated Asset Register had been circulated to all councillors. Alderbury Parish Council resolved to approve the draft document with the new play equipment added as additional items.

Matters arising from previous meetings:

5264. General Data Protection Regulations

Cllr Sloan explained that he had reviewed three specimen documents to assess which would be most suitable for Alderbury Parish Council to use. A draft copy of the preferred document had been circulated to all cllrs prior to the meeting. Alderbury Parish Council resolved to adopt the draft privacy statement.

5265. To receive reports from Cllrs representing Alderbury Parish Council on outside bodies.

No reports.

5266. Correspondence/Clerk's report.

The clerk confirmed that following the last meeting, she had spoken to the landowners at Matrons College Farm who were unable to attend this evening's meeting due to prior commitments, however they would be able to attend in September to give the parish council an update regarding the latest position with the proposed medical centre.

Earlier in the day Pennyfarthing Homes had contacted the clerk with potential names for the new development at Matrons College Farm, to seek the views of the parish council. The clerk discussed the two potential names with members and the clerk was asked to respond.

The clerk reported that she had very recently received a complaint from a member of the public regarding an incident at the Recreation Ground at the weekend. The clerk has responded to the member of the public to confirm that the complaint will be investigated in line with the parish council's policy.

5267. The Fountain magazine

The clerk was asked to include some of the positive comments from the Best Kept Village Competition report and details of the forthcoming changes to waste collection.

Action: Clerk.

5268. The date of the next meeting is Monday 10th September 2018. Any items for the agenda must be sent to the clerk by Friday 31st August 2018.

Cllr Hartford closed the meeting at 9.19pm.