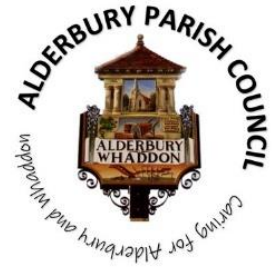


**Minutes of the meeting of Alderbury Parish Council held on  
Tuesday 3<sup>rd</sup> June 2021 at 7.30 pm at  
Village Hall, Rectory Road, Alderbury**



**Present:** Councillors Elaine Hartford (Chair), Michael Considine, Kim Diprose, John Fuller, Michael Huntley, John Ridd and Barry Sloan.

**In attendance:** Wiltshire Councillor Richard Britton and Steve Milton (Parish Clerk)

## **Public Question Time**

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Mr Ken Carley:

- Supported the Wildlife Friendly Alderbury initiative, volunteered his time and offered scientific equipment he had available for use as part of the project.
- Commented on his experiences using the new Wiltshire Council planning portal.
- Commented on recent fencing works in the woods adjacent to One Oak that had damaged the bluebells.

Wiltshire Councillor Richard Britton reported that, following the election, he was now familiarising himself with the new roles he now held as Chair of the Southern Planning Committee and as a member of the Wiltshire Local Government Pension Scheme. As yet, he had received no new casework relating to Alderbury or Whaddon.

## **Council Business**

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**5957. Apologies for absence**

Apologies were accepted from Councillors Bath, Hughes, Lawrence and Mernagh.

**5958. Declaration of Cllrs Interests and dispensations**

There were no declarations

**5959. Council meeting minutes**

**RESOLVED:** that [the minutes of the Annual Parish Council Meeting held on 18th May 2021](#), as amended, be approved and signed as a correct record by the Chair.

**5960. Maintenance updates**

The Chair, Cllr Hartford, reported as follows:

- Best Kept Village Competition 2021 – the Chair apologised that she had missed the deadline for the submission of entries. Members felt that it would be difficult to take part with the current restrictions on litter picking in the village imposed after the Novichok poisonings in Salisbury.
- Bus shelter, Whaddon – the broken polycarbonate panel had now been replaced but further vandalism had taken place to the light fitting. A quote had been obtained from the Council's retained contractor in the sum of £461.67. Members agreed that this should be accepted and the repairs undertaken as soon as possible in view of the potential safety hazard.
- Signs at the Copse and at Southways had been repaired by Mr Guy Gibbs and invoices submitted for approval. Subsequently, another broken sign had been reported at Spiders Island and it was agreed to ask Mr Gibbs to undertake the repairs.
- Broken Fence at the Village Hall – this had now been repaired by Mr Fencing and the invoice submitted.
- One or two of the picnic benches in the Recreation Ground were without bolt protection covers. She had asked the Clerk to order a supply of replacements.

- Japanese Knotweed had been reported at the Tennis Courts and at the Canal. The Chair had reported the latter issue to David Canty at Longford estate and the Tennis Club was treating the invasive weed at the courts in Southampton Road.
- Foster Lane – the new street sign was not yet in place. The developer’s advertising hoarding still referred to the development as ‘Runnymede.’ The Clerk would raise the matter with Wiltshire Council.
- The faulty bulb in the school sign at Whaddon had now been repaired.
- Cllr Ridd reported that a number of speed limit signs were becoming obscured by dirt, he felt that cleaning them would support the work of the speedwatch group and the newly erected SID. The Chair asked Cllr Ridd to let her know the signs in question and she would bring the matter up with the Parish Steward ahead of his next visit.

**5961. Alderbury Wildlife Project**

The Council had devoted the Annual Parish Meeting on 20<sup>th</sup> May to the launch of the Wildlife Friendly Alderbury Project. Wiltshire Wildlife Trust’s (WWT) Wild Landscapes Team had provided an excellent presentation and answered questions from the 42 strong audience. [The presentation was now online.](#) The Council had nominated Mel Lawrence and John Fuller to lead on this project together with the Chair. Nick and Chelsie from WWT had undertaken to report back to the Council with their initial recommendations in due course. In the meantime, a new Facebook site was being prepared to coincide with the launch of the project.

Councillors discussed the need to engage the community in the roll-out of projects in order to secure awareness and support. Leaving areas of grass unmown could be unpopular in some areas and it was important that the views of residents were heard.

**5962. Village Hall - Insurance**

The Council noted that a new reinstatement valuation was being obtained to enable the Village Hall Trustees to secure adequate insurance cover. The cost of the survey would be in the region of £750 and be included in the project budget. Once completed, the Trustees would be asked to provide a copy of the insurance certificate for the Hall on an annual basis.

Members noted that the Village Hall Trustees’ AGM was due to take place on 30<sup>th</sup> June and that bookings would resume on 1<sup>st</sup> July. It was felt that it would be a good idea to mark the formal completion of the project with a small opening ceremony on 30<sup>th</sup> to coincide with the AGM. It was suggested that Councillor Britton might be invited to cut a ribbon for a press photograph in view of his long-standing commitment and support for the project. It was agreed to approach the Trustees with this suggestion.

**5963. Village Hall - Car Park**

The Council noted recent requests for permission to site a fruit and vegetable stall for one day a week in the Village Hall Car Park. This came on top of recent requests for a milk vending machine and a hot food takeaway facility. Members noted there was already one permitted hot food takeaway stall that used the car park regularly. Clearly, there was demand for such pitches in the Village. However, this matter was more properly the responsibility of the Village Hall Trustees, who managed the use of the buildings and the car park under lease. However, as landlord, the Council felt it should be consulted on any proposal for the sub-letting or alternative use of the car park.

**RESOLVED:** that the Clerk write to the Trustees inviting them to collaborate with the Council to agree a policy for the management and use of the Village Hall Car Park and particularly sub-letting agreements for street vendors.

**5964. Speed Indicator Device (SID)**

The Council noted that the SID had been erected on Monday 17<sup>th</sup> May. Two charged batteries had been installed and the unit had operated effectively for 8 days before the batteries discharged. From the product documentation this was within the expected range for battery life on busy stretches of road. The Council had 2 spare batteries that were charged and ready for installation. Based on the first week

of operation, they would need to be changed every week while the unit was in operation. This could be built into the Grounds Maintenance contract with Hurdcott, who had erected the unit. An alternative solution that would substantially extend the life of the batteries was to install a solar panel. The cost of two fixed solar panels (one at each required location) would be £750 and this sum could be accommodated within the original budget thanks to the grant received from Wiltshire Council's Southern Area Board.

**RESOLVED:**

- (1) That the Council purchases two solar panels for the SID at a cost of £750.
- (2) That a six weekly rolling schedule be agreed – six weeks at the Tennis Courts followed by six weeks at the Whaddon end of the Village (location to be agreed).
- (3) That a call-off contract be agreed with Hurdcott Landscapes for the charging and installation of SID batteries and the relocation of the unit as and when required.

**5965. Cemetery Regulations and Charges - Review**

Members considered [a proposed schedule of fees](#) showing comparisons with other local cemeteries.

**RESOLVED:** that [the revised cemetery regulations and schedule of fees be adopted](#) with immediate effect.

**5966. Scribe Cemetery Software**

The Chair reported that she and the Clerk attended a demonstration of [the cemetery module that works with the Council's Scribe accounts package](#). The cemetery management module enables records to be digitised – using mapping and databases. The system generates invoices and receipts and these are linked automatically to the accounts system and bank reconciliations. It also assists in the management of fees and charges. Currently, there is no budget for the purchase, but if members are supportive, the costs could be funded from reserves with the proposed increase in cemetery fees and charges covering the extra license costs. The cost of the package is £199 set up fee and £348 pa thereafter – [the Scribe quotation was circulated](#).

**RESOLVED:** that the Council purchase the Scribe Cemetery Management System at the costs quoted above.

**5967. Anti-Social Behaviour**

Cllr Sloan reported on a number of incidents of anti-social behaviour in the village including vandalism to the bus shelter and street signs at Whaddon and fencing at the Recreation Ground. The cost of repairing recent damage was now approaching £1,000. Cllr Sloan had reported these incidents to Inspector Tina Osbourne of Wiltshire Police and he had been reassured that action was in hand. Inspector Osbourne had provided Cllr Sloan with a weblink to report all future incidents of ASB and criminal damage in the village. This would feed into a log that would enable the Police to more effectively target offenders. He had been encouraged to share this link as widely as possible in the village. The link for reports was: <https://www.wiltshire.police.uk/ro/report/>

**Planning Applications**

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**5968. [21/02360/TPO](#) – Removal of 32 trees (26 Ash, 4 Sycamore, 2 Willow) and less established trees posing a significant highway safety danger and replace with more appropriate locally indigenous species - 3 Silver Wood, Alderbury, SP5 3TN.**

**RESOLVED:** That, reflecting the views of local residents, Alderbury PC places a very high value on the rural nature of the village and seeks to preserve and enhance its unique landscape character through the planning process. The loss of trees associated with this proposal will have a detrimental impact upon the rural character and woodland setting of the settlement. However, the

Council recognises the highway safety issues associated with this site, and supports the views of the Wiltshire Council Arboricultural Officer, subject to the following condition:

Alderbury Parish Council recommends that a planting scheme, including replacement trees of indigenous local species, is submitted to and approved in writing by the LPA prior to approval. This is necessary to restore the wooded landscape setting of the village.

## Finance

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### 5969. End of Year – Annual Governance and Accountability Return (AGAR)

The Clerk reported that [the AGAR documents](#) had been submitted to the Council's external auditors, PKF Littlejohn and were now available to view on the Council's website. The period of publication of [the notice of public rights](#) would begin on Monday 14th June 2021 and extends until Friday 23rd July 2021.

### 5970. Budget Monitoring Report Month 2

The Council noted [the budget monitoring report to 31<sup>st</sup> May 2021](#).

### 5971. Bank Balances 31<sup>st</sup> May 2021

The Council noted [the bank balances as at 31 May 2021](#).

### 5972. Accounts for Payment

The Council approved [the schedule of payments and the invoices](#).

## Regular Reports

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### 5973. Reports from outside bodies

Councillor Sloan reported that the Picnic in the Park event was now fixed for 7<sup>th</sup> August, 2021. This would be an all-age event for the residents of Alderbury and Whaddon to celebrate the easing of coronavirus restrictions and the opportunity to enjoy each other's company again. Cllr Sloan provided the following details:

#### **PICNIC IN THE PARK @ALDERBURY REC – 7 AUGUST 2021**

##### **3 pm - 6 pm**

People are invited to bring their own picnic to eat on the recreation ground at the Village Hall. The Social Club will be open for drinks, and it is hoped that there will be tea and coffee available from the Village Hall (this has still to be confirmed). There will be an ice cream van and various children's games. Children from the village school will have the chance to enter and cake competition, which will be judged during the afternoon. At 6 pm there will be a minute's clapping as a way of saying thank you to all the people, both locally and elsewhere, who helped others in any way during the most difficult periods. It is hoped that this will be preceded by a bagpiper playing and followed by live guitar music. This will effectively mark the end of the first part of the event.

##### **6 pm until late**

It is hoped that the Social Club will run a hog roast and of course there will be refreshments from the bar. Live music is possible.

Children from the school will be invited to design posters for the event which will be laminated and used for publicity in the village. All plans would be determined in the light of prevailing COVID-19 regulations that are in force at the beginning of August, but the working assumption is that the easing of restrictions currently planned for 21 June will have taken place - even if this has been delayed.

**5974. Correspondence**

Councillor Diprose raised the possibility of listing the Three Crowns Public House as an asset of community value – a legal form of protection for important local assets that provided an opportunity for the community to bid to purchase the asset in the event that it comes to public sale or change of use. The Clerk agreed to include this on the agenda for the July meeting.

The Clerk reported correspondence relating to footpaths in the village. He had provided advice to the correspondents and put them in touch with Wiltshire Council’s Footpaths Team.

The Clerk further reported on a booking of the Recreation Ground for the primary school prom on 21<sup>st</sup> July. This had been agreed subject to compliance with COVID-19 regulations prevailing at the time.

Councillor Ridd mentioned the Forward Plan adopted at the last meeting and suggested this be included on future meeting agendas. Members supported this suggestion.

**5975. The Fountain magazine**

The Clerk would provide a report summarising the matters set out in these minutes.

**5976. Dates of future meetings**

The Council noted the dates as follows:

Monday 5<sup>th</sup> July – Village Hall  
Tuesday 3<sup>rd</sup> August (provisional)  
Wednesday 8<sup>th</sup> September  
Thursday 7<sup>th</sup> October  
Monday 1<sup>st</sup> November

Tuesday 7<sup>th</sup> December  
Wednesday 5<sup>th</sup> January 2022  
Thursday 3<sup>rd</sup> February 2022  
Monday 7<sup>th</sup> March 2022

The Chair, Cllr Hartford, closed the meeting at 9.25pm

Signed as a correct record

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Chair

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Date