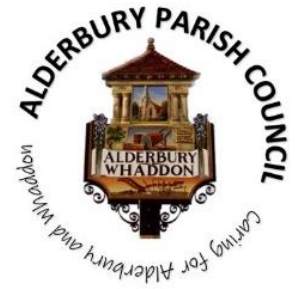


**Minutes of the Meeting of Alderbury Parish Council
held on Thursday 3rd November 2022
at 7.30pm in The Fountain Room, Alderbury Village Hall.**



Present: Councillors Elaine Hartford (Chair), John Fuller, Mike Huntley, Mel Lawrence, Darren Mernagh, John Ridd, and Frances West (from item 6278),

In attendance: Wiltshire Councillor Richard Britton, PC Pete Jung, Steve Milton (Parish Clerk), and ten members of the public.

Public question time

Ken Carley

Congratulated the Council for its work to plant trees and hedges in the village but raised concerns about the ongoing impact of development that was seeing the removal of green space and natural habitat. He also raised the issue of water run off from the development site at Firs Road.

Emma Burton and Dan Molland (Alderbury Football Club)

Emma provided an update on the progress of the new pavilion at Firs Road. She drew attention to waterlogging on the bottom part of the field, despite the extensive drainage works undertaken as part of the new ground project. She was hopeful that the drainage works on the new development site adjacent to the ground would mitigate the issue in future years. Dan explained that the Football Club would be celebrating 100 years of football in the village in 2023. A large tournament was planned to mark the occasion and he asked if the Council might be able to help with parking for up to 400 cars expected. Cllr Fuller explained the proposed parking arrangements at the school and asked if the Club might be prepared to allow school vehicle turning in its new car park to mitigate the parking and turning issues in Firs Road. Cllr Ridd raised concerns about HGV parking up and waiting to enter Firs Road due to the restrictions on access to the development site adjoining the football ground.

PC Pete Jung, Wiltshire Police

- Reported that a non-domestic burglary had been attended in Old Road
- The Social Club had been the subject of an attempted forced entry. A car involved in the incident had been recovered and investigations were proceeding.
- The Salisbury and South Wiltshire Neighbourhood Policing Team had a busy month in October with higher levels of crime than normal.

Wiltshire Councillor Richard Britton

- The [Southern Area Board](#) had met on 12th October at 7.00pm in the Memorial Hall, Whiteparish and the Council's local highway projects had been approved.
- He was dealing with several local matters including a prohibited bonfire at the Wagtails development site; housing issues, and a diocesan issue.
- He had reported the bonfire to the Environmental Health Team at Wiltshire Council who had contacted the owner of the site.

6274. Apologies for absence

Apologies were received and accepted from Councillors Michael Considine (childcare), Kim Diprose (work), Barry Sloan (prior engagement) and Adam Hughes (childcare).

6275. Declaration of Councillors' Interests and dispensations

There were no declarations

6276. Council meeting minutes

RESOLVED: that [the minutes of the meeting held on Wednesday 5th October 2022](#) be approved as a correct record and signed by the Chair.

6277. Co-option of new Councillor

Following the resignation of Ken Bath, the Returning Officer for Wiltshire was notified, and the vacancy advertised on 29th September. No election was requested and, therefore, the vacancy needed to be filled by co-option. The vacancy was advertised and only one expression of interest was received from Frances West. At the last full election, Frances had submitted nomination papers but after attending a parish council meeting and being impressed with the way the Council was running, she very kindly withdrew to avoid the need for an election. Frances had now reconfirmed her desire to become a local councillor and explained to the Council her background and her motivation to work on behalf of the local community. She was currently serving on the Village Hall Committee as a volunteer.

RESOLVED: that Frances West be co-opted as a member of Alderbury Parish Council.

6278. Village Maintenance Update

The Council received the following update from the Chair, Cllr Hartford.

- Repairs to the vandalised bus shelter had been commissioned.
- Hedge letters had been sent to owners of properties in Southampton Road and Avon Drive.
- The Recreation Ground fencing works had been completed.
- Fencing works at Old Road had been commissioned.
- Repairs to the gate at the cemetery had been booked.

6279. Recruitment of Clerk

The current vacancy had been advertised widely – the Council’s website; Salisbury Journal and its online recruitment website; the Society of Local Council Clerks; Wiltshire Association of Local Councils; Wiltshire Council’s ‘Our Community Matters’ online news service; the Community Clerk’s Forum; the Local Government Resource Centre; LinkedIn; Facebook, and Twitter. The closing date for applications was 18th November and the selection panel would consider all applications received before arranging interviews and selecting a preferred candidate for formal confirmation by the Council in December. In accordance with the decision of the Council, a provisional offer of employment would be made ahead of that meeting by the selection panel. The panel consists of the Chair, Vice-Chair, and councillors Mernagh and Lawrence supported by the serving Clerk. The Panel had recommended that the serving clerk be retained on the payroll after his departure date to provide support and mentoring for the new clerk over the first weeks of their employment if required.

RESOLVED: that the arrangements for the recruitment of the new parish clerk as set out above be approved.

6280. Solar Panels – Alderbury Village Hall

Cllr Fuller reported that the technical survey of the Hall had taken place on 17th October. The roof had been inspected and it had been agreed that two separate electricity feeds from the solar array should be provided – one to the Village Hall consumer unit and one into the Social Club consumer unit. This would maximise the local benefit of the investment. The panels would be mounted on the new flat roof section at the rear of the building where they would be unobtrusive. It was recommended that 20 panels are installed, subject to any necessary planning consents. Cllr Ridd raised his concerns about the Council’s decision to allocate community infrastructure funds for this project without considering alternative uses for the money but it was noted that there would be a further opportunity to discuss the project when the final quote was received and was subject to final approval.

RESOLVED: that the report be noted.

6281. Wildlife Friendly Alderbury – Projects 2022

Councillor Lawrence provided an update on the outcome of consultation with properties adjoining Oakwood Grove Open Space regarding the planned hedge and tree planting scheme due to get underway this week. Two responses had been received – one in favour and one raising detailed comments which had been addressed by altering the scheme slightly. Free hedging plants had been delivered by The Woodland Trust and volunteers had been contacted to arrange the first phase of the

work. She explained that mulch would be needed to suppress weed growth until the young hedging whips had established. Cllr Lawrence also explained that the second phase of wildflower meadow creation at Waleran Close was underway and she thanked Cllr Ridd for the use of his mechanical scarifier. More seed had been scattered and it was hoped this would create a more impressive result in 2023. The fruit trees in the community orchard had survived the hot summer, thanks to volunteers who had helped with watering. She explained that work at Spiders Island on a 'mini-forest' would be deferred until 2023. Alex Wilkinson was present and updated members on the project to re-wild a small area of highway land opposite the tennis courts at Silverwood.

RESOLVED: that Mel, Alex and the volunteers be thanked for their hard work and dedication.

6282. Southampton Road Allotments

The Clerk reported that he and the Chair, together with representatives of the Southampton Road Allotment Association had met with the Directors of Formula Land (Alderbury) Ltd on 21st October. At the meeting, Formula Land formally confirmed its intention to retain the existing allotments and to provide a new compacted gravel access, car park and delivery area, hammerhead turning space and private entrance onto Southampton Road – subject to any necessary planning consents. The company representatives had explained their preference for the allotments to be provided to the Council on a long-term secure lease. The Council representatives present explained why the Council would prefer a freehold transfer of the land but welcomed the proposed lease, subject to agreement of terms. The Council's only significant concerns about a lease related to the potential on-sale of the land to the eventual developers, the uncertainty this may cause and the possibility that a lease may preclude the designation of the site as 'statutory' allotments – although the latter point was not viewed as a particular difficulty given that the Council will have full control of the site for the duration of the lease.

RESOLVED: that the Clerk write to Formula Land (Alderbury) Ltd thanking them for their commitment to the retention of the allotments on their present site with the associated works they have proposed and setting out the following:

- The Council would strongly prefer the transfer of the freehold title of the land in order that it may be afforded statutory protection in perpetuity
- The Council feels that the freehold transfer would be in the interests of the developers and free them of any ongoing liabilities relating to the site. Demand for allotments continues to grow and the prospect of it becoming vacant in the future is very improbable.
- The Council is concerned that the future sale of the site to any third party developer would cause further uncertainty which should be addressed either by:
 - (a) The transfer of the freehold to the Council;
 - (b) A formal agreement with the Council that the allotment site will be excluded from any future sale; and/or
 - (c) The separate land registration of the site with a covenant precluding development included in the title deeds.
- That the Council would wish to instruct solicitors to conclude matters as soon as possible.

6283. Grant Application: Salisbury Live Coronation Event

The Council considered an application submitted by Salisbury Live for a grant of £1,250 to provide a community music event at the Recreation Ground on 6th May 2023 to coincide with the coronation of King Charles.

RESOLVED: that the application for a grant of £1,250 be approved.

6284. Planning Applications

The Council noted that no applications had been received in time for consideration. It further noted that

Wiltshire Council's Southern Area Planning Committee would be considering the application for a new dwelling at Caynton lawns at its meeting on 10th November. The Chair would present the Council's objections at the meeting.

6285. Draft Budget 2023/24

The Council noted [the Clerk's report setting out the draft budget for 2023/24](#) together with an initial analysis of potential projects for the next financial year. The Clerk asked members to submit any thoughts on the budget to him ahead of the next meeting.

6286. Budget Monitoring Report – 31st October 2022 (Month 7)

The Council noted [the budget monitoring report](#).

6287. Bank Balances and Bank Reconciliation – 31st October 2022 (Month 7)

The Council noted [the bank balances and bank reconciliation statement](#).

6288. Reserves – 31st October 2022 (Month 7)

The Council noted [the reserves statement](#) showing the transfer of allocated reserves to the Solar Project.

6289. Accounts for Payment

RESOLVED: that the [schedule of payments and invoices](#) be approved and payments made accordingly.

6290. Reports from Councillors representing Alderbury Parish Council on outside bodies

- The Chair gave an update on a recent Neighbourhood Policing Consultation meeting.
- Cllr Lawrence gave an update following the AGM of the Southampton Road Allotment Association. Gerry Atkins had been appointed as Chair and she was elected as Vice-Chair with John Turley as administrator and Gill Gray as Health and Safety representative. Cllr Hartford would remain as the second APC representative. A new constitution and charter had been adopted
- Cllr Mike Huntley, the APC representative on the Village Hall Management Committee gave the following report on future hire rates.

A number of regular users had been enquiring about Hire Rates for the Village Hall for 2023/2024. The Village Hall Trustees had agreed the next review of Hire Rates would take place in October 2023 when the Committee would have the results of the first full operating year in the refurbished hall, post pandemic. This would help in assessing how the restructured and rationalised rates introduced for 2022/2023 had kept pace with increased maintenance and utilities costs, capital expenditure on necessary improvements and the need to secure a prudent level of reserves and earmarked funds for known future liabilities, notably major repairs to the roof. Once the new rates had been approved by the Trustees, they would be announced in November 2023 and commence with effect 1st January 2024.

6291. Correspondence

The Clerk reported on correspondence received since publication of the agenda.

- A request had been received from two residents asking for the road humps on Southampton Road to be removed when the resurfacing works are undertaken in 2023. The Council supported this request.
- The organisers of the Christmas Fair in the Village Hall had asked if the Council might provide a raffle prize. It was agreed to provide a prize up to a value of £20.
- A request for a speed limit in Shute End.

- The National Association of Local Council's had notified the Council of the national pay award for Clerks which would be applied retrospectively and back dated to 1st April. The Clerk would also receive an additional day's leave from 1st April 2023.
- A wreath had been purchased from the Royal British Legion for the Remembrance Day Commemoration on 13th November at the War Memorial.

6292. The Fountain magazine

It was agreed that the Clerk would submit a report based on these minutes.

6293. Dates of future meetings

The Council noted the next meeting date: Monday 5 December (venue to be confirmed).

The Chair closed the meeting at 9.20 pm

Signed as a correct record

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Chair

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Date