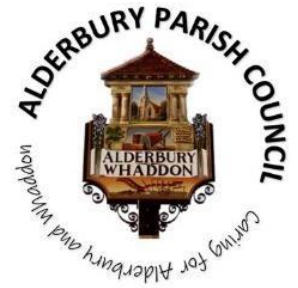


**Minutes of the Meeting of Alderbury Parish Council  
held on Wednesday 13<sup>th</sup> March 2024 at 7.30pm  
The Fountain Room, Alderbury Village Hall**



**Present:** Councillors Elaine Hartford (EH) - Chair, Michael Considine (MC), Mike Dent (MD), John Fuller (JF), Michael Huntley (MH), Peter Jenks (PJ), Mel Lawrence (ML), Barry Sloan (BS), Alex Wilkinson (AW)

Colin Roberts (CR) joined at 8pm after co-option

**In attendance:** Wiltshire Council councillor Richard Britton (RB), Liz Holland (Clerk) and 5 members of the public.

**Public open time**

- A resident came to mention a number of environmental issues current in the village including the deterioration of the pond at Matron's Close.
- A resident came to explain that he had written to WC to object to aspects of the Firs Road TRO recently issued for consultation. He felt APC had not consulted widely enough before recommending these proposed changes. It is acknowledged that parking will have to move from the new section of road including the pupil entrance and the car park entrance to the school, but the aim was to make access safer for children arriving on foot. He asked that an assurance from AFC be secured to allow parking in their car park. Cllr Fuller said that the Headteacher is in discussion with AFC directly and they have confirmed that their car park will be made available after Easter. The clerk was asked to check the original conditions of the planning application. **ACTION: clerk.**

**001.24 ACCEPT reports from**

- a. WC Councillor Richard Britton
  - i. He has concentrated his efforts recently with Whiteparish matters
  - ii. He continues to support an Alderbury resident with an appeal to the ombudsman on a planning enforcement issue in Junction Road
  - iii. He is supporting a resident with access problems on Oak Drive, Alderbury
  - iv. The Firs Road TRO has been called in to the cabinet member as objections have been received. A decision is due next month
  - v. He met the rights of way officer with Cllr Fuller to discuss ALDE 20
  - vi. A new sign has been ordered for Spider's Island
  - vii. He would welcome an opportunity to speak to PC Murphy further about his idea for a youth bus in Alderbury and accessing PCC grants
- b. PC Harry Murphy – sent apologies. Cllr Sloan took the opportunity to mention a recent incident near the school which has been reported to the police

**002.24 ACCEPTED** apologies for absence from Cllr Kim Diprose

**003.24 The PROPOSAL** to exclude the public and press from matters of a confidential nature at 004.24 was **REJECTED**

**004.24 The PROPOSAL** to co-opt Colin Roberts as a councillor was **ACCEPTED**. Mr Roberts signed the declaration of acceptance of office and joined the council with immediate effect.

**005.24 RECEIVE** Declarations of Councillors' Interests and Dispensations relating to matters on this agenda – there were none

- 006.24** **APPROVED** [the minutes of the meeting on February 13<sup>th</sup> 2024](#) and the Chair signed them.
- 007.24** **REVIEWED** the action log – no questions
- 008.24** **Playground, recreation ground, The Pavilion and youth activities**
- a. **UPDATE** on 2024 youth activities plans and suggestions
    - i. Cllr Fuller reported that he and Cllr Britton will be meeting with Karen Linaker (WC) later this month to start a discussion on what specifically the youth workers can do in Alderbury to garner opinions from young people. **ACTION: JF, RB**
    - ii. The clerk was asked to get a more detailed risk assessment from Buzz Action for their proposed circus disco, including the adult to child ratio. When all information has been assembled Cllrs Considine, Fuller and Hartford are authorised to make a decision on whether the disco goes ahead. **ACTION: JF to look at running a power cable out of The Pavilion, MC will liaise with the Sports Club about using toilets, clerk to ask for a risk assessment, JF/EH/MC to make final decision**
  - b. **REVIEW** [play inspection reports](#) It was **AGREED to ACCEPT** the recommendations in the clerk's report after getting a quote from Caloo including servicing the whole adult gym. The risk identified by Vitaplay at the pedestrian gate (medium) will be downgraded to low. **ACTION: clerk** Following his recent weekly inspections, Cllr Huntley asked that the Community Hub working group (CHWG) consider refurbishing all the benches in the area and moving the picnic benches to nearer the toddler equipment. **ACTION: CHWG**
- 009.24** **Finance**
- a. The **PROPOSAL to AGREE** clerk's recommended asset disposals was **AGREED** and the year end value of the [asset register](#) will be £595,359.
  - b. **NOTED** the [bank reconciliation at 29.2.24](#) Cllr Fuller signed it
  - c. **NOTED** the [budget monitoring report 13.3.24](#)
  - d. **Reserves**
    - i. The **PROPOSAL** to use CIL money to pay for the notice boards £3,516 was **AGREED**
    - ii. The **PROPOSAL** to use £8,269 from the general reserve to pay for playground refurbishment was **AGREED**
    - iii. **The PROPOSAL to AGREE** [named and general reserves](#) was **ACCEPTED**, subject to increasing the election reserve to £3,500 and the SID reserve to £5,000
  - e. **APPROVED** the [schedule of payments and invoices received](#) , adding a late arrival village hall invoice for £12.50
- 010.24** **Allotments**
- The **PROPOSAL to ACCEPT** the management agreement for the allotment site at Southampton Road was **WITHDRAWN**. Cllr Wilkinson explained that he and Cllr Hartford recommend giving the SRAA committee more time. Clerk was asked to advise the SRAA the Council would like an answer for the April meeting. **ACTION: clerk**. Cllr Hartford thanked Cllr Wilkinson for the time he has put into this.
- 011.24** **Village maintenance**
- a. **REPORT** new issues and review progress on previous month's actions
    - i. The white railings have been painted
    - ii. The pavements which are breaking up have been reported on MyWilts
    - iii. Clerk to follow up notification of 2 overhanging hedges **ACTION: clerk**
    - iv. A small part of Lights Lane was not resurfaced. **ACTION: clerk to report**
    - v. Cllr Britton reported that work at Witherington Road to address the flooding there is being looked into

- b. Cllrs Fuller and Britton met the footpath officer from WC at ALDE 20 and walked a section of it. He accepted that there was a definite flooding issue at the Firs Road end of the path that needed to be resolved. He will look into if there are any planning violations at the lower end and also investigate if there are any water pipes located underground along this section of the path. They discussed that a soakaway may be effective but would require careful engineering. It was noted that the Junction Road end can now be avoided by using a new path within the estate.
- c. **AGREED** to enter Best Kept Village Competition 2024 **ACTION: clerk**
- d. Councillors discussed a request for a 'no cycling' sign at the Oakwood amenity area but **REJECTED** the idea.

#### 012.24 **Planning**

- a. A response to [PL/2024/02076 Trees with TPO at Windlehook, Southampton Road](#) was **AGREED** – APC will follow the advice of the tree officer

#### 013.24 **Environmental Issues**

- a. Cllr Lawrence presented a verbal report on a meeting to discuss Wiltshire's Local Nature Recovery Strategy. **ALL AGREED** APC should stay involved and Cllr Lawrence agreed to be the representative.
- a. The **PROPOSAL** to have a [full inspection of the oak tree in the circle of grass on Priory Close](#) was **AGREED. ACTION: clerk to ask WRC again**
- b. The **PROPOSAL** to rent space on an allotment for sapling storage (less than £10pa) and to supply another bag of mulch (approx. £60) was **AGREED. ACTION: Clerk to order mulch and arrange an allotment agreement**

#### 014.24 The **PROPOSALS to ADOPT** the following policies were **APPROVED** incorporating the changes recommended by the clerk

- a. [risk assessment/register](#) **NOTE** also keep in the need for a detailed job description and a record of key holders
- b. [Standing Orders](#)
- c. [Financial Regulations](#)

#### 015.24 Councillors were satisfied that the need for a community emergency hub was being satisfied by the village hall.

#### 016.24 Councillors see no need to pursue electric charging points at present, but will keep this under review.

#### 017.24 **Communication with residents**

- a. The Fountain – the clerk was advised to write the article based on the minutes
- b. Facebook – councillors recognised a need to use this more often
- c. Councillors discussed how they engage with residents where decisions have significant and long term implications to a large number of people. They recognised there is more they could be doing. **ACTION: future agenda**

#### 018.24 **Correspondence** – to consider correspondence received since publication of the agenda: there was none

#### 019.24 **Dates for meetings**

- a. April 11<sup>th</sup> Thursday
- b. May 13<sup>th</sup> Monday Annual Meeting of the Council
- c. May 22<sup>nd</sup> Wednesday Annual Parish Meeting

The meeting closed at 21:35

*REPORTS REFERRED TO IN THESE MINUTES ARE AVAILABLE ON THE WEBSITE or from the clerk on request*

SIGNED as true record (Chair)