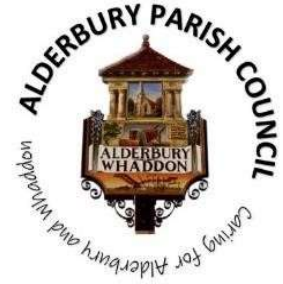


**Minutes of the Ordinary Parish Council meeting
held on Thursday 13th March 2025 at 7.30pm
The Fountain Room, Alderbury Village Hall**



Alderbury Parish Council has signed the [Civility Pledge](#)

Alderbury Parish Council has adopted a [forward plan](#) which will inform their decisions

Present: Councillors John Fuller (JF) Chair, Mike Dent (MD), Kim Diprose (KD), Elaine Hartford (EH), Mike Huntley (MH), Colin Roberts (CR), Mike Sneddon (MS), Alex Wilkinson (AW)

In attendance: Liz Holland (Clerk), WC Richard Britton (RB) and 7 members of the public

Public open time

- A couple who live on Pembroke Gardens spoke of the flooding they are experiencing in the garden and asked if the liaison the Council is doing regarding flooding at the school's new green area and ALDE20 would help them. They have spoken to the developer without success and have raised a formal complaint with them. Cllr Fuller replied:
 - The guide hut & pre-school are affected too
 - The estates officer from WC has been onsite and refused to sign off the development
 - It is known that no drainage has been built
 - He will ask the clerk to write to Jenny Rowe at WC noting the problems this resident is having **ACTION: clerk**
 - He asked the representative from Longford Estate if they were aware. Jason Jordan replied that Longford do own land there but he knew nothing of this issue.

198.24 ACCEPT reports from

- a. PC Kelvin Ramsey – his written report was read
- b. WC Cllr Britton reported
 - i. WC have held their last full council meeting before the election
 - ii. Their main topic was the Local Transport Plan. This gives due weight to cars as a means of transport in rural Wiltshire

199.24 Apologies for absence were **ACCEPTED** from Cllrs Lawrence and Sloan for the reasons given

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

201.24 The [minutes of the meeting held on February 13th 2025](#) were **AMENDED** and **APPROVED** and signed. Amendment to the February 2025 minute 185.24 c:
Replace 'It was noted that the management agreement has still not been signed by the SRAA'
With 'Noting the SRAA have not yet signed the management agreement, some Councillors expressed unease about any further discussions and stressed the importance of not allowing SRAA matters to dominate a disproportionate amount of the Parish Council's time.'

202.24 REVIEWED the action log and maintenance schedule – Cllr Fuller had completed a review with the clerk prior to the meeting. No further questions.

203.24 Planning

- a. **RESPOND** to:
 - i. the appeal relating to PL/2024/05291 - Land Adjacent to Kiln Close **ACTION: clerk & JF to agree a submission based on previous comments and remarks from a recent ruling by the Planning Inspector**
 - ii. [PL/2025/01299 Doward, Southampton Road](#) **NO COMMENT**

SIGNED as a true record (Chair)

- iii. [PL/2025/02120 4, Pepperbox Rise](#) **NO COMMENT**
- b. Heritage Homes are attending a consultation for their Wagtails site 15th March 10-12 in the Fountain Room, Village Hall

204.24 Matters of community interest

- a. **UPDATE** on the Green Dragon – Jason Jordan from The Longford Estate said that work has started and it is hoped can be finished towards the end of May for a re-opening in June. They will put in an in-house team initially to trial the offer and fine tune what might work longer term
- b. **UPDATE** on arrangements for the annual parish meeting 27.3.25 – volunteers to help set up and to serve in the kitchen please from 6.30 **ACTION: ALL**
- c. **PROPOSAL to ALLOW** a VE Day flag to be flown **AGREED ACTION: clerk to let RBL know**
- d. **PROPOSAL to APPOINT** a councillor to take on monitoring and recording drainage and flooding issues in the village using Parish Online **AGREED** Cllr Dent volunteered to take on collating reports and producing a Parish Online map. He asked for a generic (alias) mailbox such as flooding@alderburyparishcouncil.gov.uk which reverts to him. Cllr Wilkinson offered to help train on PO. Cllr Britton said he will report to Parvis Khansari at WC to ensure that reports produced by APC are taken seriously. **ACTION: MD, clerk (email), AW, RB**
- e. **CONSIDER** [communications from residents](#)
 - i. Cllr Lawrence is arranging for the mulch to be moved over the coming months **ACTION: ML**
 - ii. **NOTED** widespread feeling that the bridleway over the railway bridge which is due to be demolished must be diverted not removed. **ACTION: clerk to write to Alistair Dore at National Highways Historic railways**
- f. **CONFIRM** entry into the Best Kept Village competition 2025 and appoint a working group to submit the paperwork **AGREED** to set up a group to submit – Cllrs Roberts and Hartford **ACTION: EH, CR**

205.24 Highways

- a. **AGREED** gullies for clearance by the WC team due to visit April – listed:
 - i. Corner of Waleran Close
 - ii. Corner of Light's Lane at Southampton Road
 - iii. On Southampton Road in front of The HeathersClerk will advise deadline if individual councillors have further addresses to add. **ACTION: clerk, ALL**

206.24 Village maintenance issues

- a. **REPORT** from Cllr Hartford
 - i. She has removed graffiti from part of the garage door but can't reach it all and some is proper paint which can't be removed **ACTION: MH to help**
 - ii. A gap has been deliberately opened in a part of the recreation ground hedge behind the swings on Rectory Lane. Needs monitoring
 - iii. The overhanging hedge onto Southampton Road from a Pepperbox Rise garden remains. Clerk stated this has been reverted to WC
 - iv. The parish steward applied salt to the moss at Wicher's Meadow but it was rained off before it could do its job.
- b. **REPORT** new issues to Cllr Hartford for inclusion on the parish steward's list - NTR
- c. **PROPOSAL** to replace missing and deteriorated posts at The Green using volunteer labour – cost up to £300 **ALL AGREED ACTION: MS**

207.24 Finance & IT

- a. **NOTED** the [bank balances at 28.2.25](#) and the Chair signed
- b. **NOTED** the [accounts at 28.2.25](#)
- c. **PROPOSAL to APPROVE** [named reserves for the year end](#) **ALL AGREED**
- d. **PROPOSAL to AGREE** the [fixed asset register](#) **ALL AGREED**
- e. **PROPOSAL to APPROVE** a [grant request from Picnic in the](#) Park £2,000 **ALL AGREED** to be paid in April **ACTION: clerk**
- f. Alderbury pre-school
 - i. **NOTED** a [grant request](#) for £3,000
 - ii. **PROPOSAL to APPOINT** 2 councillors to visit the site, discuss further and report back to the April meeting **AGREED** – Cllrs JF & AW will go **ACTION: JF, AW, agenda**
- g. **APPROVED** [the schedule of payments and invoices received](#)

SIGNED as a true record (Chair)

208.24 Environmental issues

- a. **UPDATE** on the Spider's Island project – the reimbursement claim has been resubmitted with just the bench installation now outstanding to do. An extension to submit those costs has been agreed.
- b. **UPDATE** from the footpaths working group
 - i. **PROPOSAL to APPROVE** expenditure of up to £4,000 on new equipment – money is in reserves **AGREED ACTION: clerk and MS to administer**
 - ii. **PROPOSAL to APPROVE** expenditure of up to £700 on materials **AGREED ACTION: clerk and MS to administer**
- c. **PROPOSAL** to purchase litter picking equipment – 4 x litter picker/bin bag hoop sets @ £22 = up to £100 including delivery **AGREED ACTION: clerk**
- d. **PROPOSAL** to purchase 2 x A-board Work in Progress signs @ £13 = up to £30 to include delivery **AGREED ACTION: clerk**

209.24 The playground, recreation ground, The Pavilion and youth activities

- a. **UPDATE** from the youth forum – Salisbury City Council has been approached to see how they might be involved. SMASH, a youth work charity based in Swindon, will be awarded the contract for the provision currently agreed. The aim is to have one session per week in Alderbury but details are not yet finalised.
- b. **UPDATE** from the Hub WG on latest equipment installation and orders – the basketball area has been improved. The WG is considering a quote for a ropes climbing frame and replacement table tennis table. The picnic tables are being refurbished and will be re-sited and mounted on slabs.

210.24 PROPOSAL to ACCEPT [the report from the Allotment working group](#) including any recommendations.

The recommendations were **APPROVED** subject to:

- a. Asking the SRAA if they are interested in taking full ownership of the site once Formula Land have agreed the sale
- b. APC WG attendance at any meetings to be held with FL in the meantime will be compulsory.
- c. Item 4 to be removed but the SRAA will be reminded of the need to sign the management agreement before they can be included in any discussions with Formula Land

211.24 Policies

- a. **PROPOSAL to ACCEPT** the following as recommended by the policies working group:
 - i. [Standing Orders](#) **ACCEPTED**
 - ii. [Risk register](#) **ACCEPTED**
 - iii. [Volunteers' policy](#) **ACCEPTED ACTION: clerk to update insurance appendix**
- b. **PROPOSAL to ACCEPT**
 - i. [Footpaths policy](#) – **ACCEPTED** subject to amendment to ensure bridleways and other rights of way over which Alderbury has some control are included **ACTION: clerk, MS**

212.24 RECEIVED a [report from the clerk on standing for election](#)

213.24 The Fountain magazine – to agree the key themes for the next article : The Green Dragon, youth activities

214.24 Dates of next meetings

- a. Annual parish meeting: Thursday 27th March 2025
- b. Ordinary meeting: Monday April 7th

215.24 PROPOSAL to close the meeting to the public to discuss a confidential HR matter **AGREED**

216.24 NOTED the report and proposals from the HR working group

- a. **PROPOSAL** to set up a standing order for the clerk's basic salary and pension payment **AGREED**

The meeting closed at 21:45

SIGNED as a true record (Chair)

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