

# ALLINGTON PARISH COUNCIL

Minutes of Allington Parish Council held on 16 September 2008 in Boscombe Working Men's Club at 7.30 p.m.

Those Present:-

Chairman: Mrs Susan Borrett  
Councillor Mrs G Barnes  
Councillor M Miles  
Councillor Peter Smith  
Councillor Mike Brunton

Councillor Rob Kitson  
Councillor T Turner.  
District Councillor M Hewitt  
Clerk: Mrs C Goodenough

Members of the Public:-

Messrs Hill, Paye, Wheller, & Mrs Hill.

Members of the Public were invited to speak, prior to the commencement of meeting on matters of concern.

**Mr Hewitt** (in a Parishioner capacity) advised that the hedge at the top end of Bourne view on the Left Hand side was overhanging the footpath and impeding the passage of pedestrians

**Mr Paye** drew the Council's attention to a tree at the LH end of the drive leading to Cloudlands Farm stating it's leaning and overhanging the public footpath.

**Mrs Barnes** (in a Parishioner capacity) stated that briar roses/brambles as well as overgrowing trees and shrubs were protruding from the rear boundaries of properties in Boscombe village onto the footpath adjacent to the A338 between the Boscombe "loop" road.

**Chairman Councillor Mrs Susan Borrett** opened the meeting at 7.34p.m.

1. **APOLOGIES** Councillor Wren (County & District)
2. **DECLARATIONS OF INTEREST** – There were none
3. **MINUTES OF THE PREVIOUS MEETING** held on 19 August 2008 were agreed and signed as a true record

#### 4. **MATTERS ARISING**

##### a. **Notice boards**

The Clerk advised that a SDC SWAG application had been submitted but 2 quotes were required as the Council's original plans for 4 notice boards had been changed. 1 quote had already been received from Mr Gough for £315.80 for the refurbishment of 2 notice boards and £2420.00 for the erection of the new notice boards and relocation. Awaiting a quote from Frenchmoor for the erection of 2 new notice boards and relocation.

##### b. **Photos**

The Clerk suggested that passport size photographs of Councillors should be shown on an information sheet to be displayed on village notice boards and the Allington website - agreed. Members to either forward suitable photos to the Clerk or arrange with Clerk to have a current photo taken.

**c. Missing Document update**

A schedule of Allington Parish Council held by Wiltshire and Swindon History Centre (Record Office) was presented together with a list of current documents held by the Parish Clerk. The Clerk reported that she had been in contact with the previous Parish Clerk but as yet he had not made a thorough search of his property to locate the two most important items- minute books for the periods April 1993 – 1996 and 2000 – 2005. The Clerk was instructed to write to Mr Ridout asking him to search and return these documents within 28 days.

**d. Delegation to Town & Parish Councils**

Newton Tony Parish Council have invited Richard Munroe to give a 30 minute presentation about this subject on 10 November at Memorial Hall, Newton Tony at 7.00 p.m. Cllr Smith and Mrs Goodenough will be attending and a report made to the Council at the November meeting.

**5. COUNCILLOR'S REPORTS**

**District Councillor Hewitt** presented a combined WCC and SDC report. He stated the Area Boards for the new Unitary Authority were nearly fixed with Allington and Boscombe coming under Amesbury. There will be no change to the representation process that is currently in force under SDC. The Parish Council will have no financial voting rights for financial matters but will have a vote for all other matters. These rights could/may be exercised by the Bourne Valley Alliance if directed. An amount between £45,000 and £250,000 pounds may be available under the new Authority to fund projects etc replacing the current SWAG scheme. It is likely Allington and Boscombe will be part of the Bulford Area, which will also include Tidworth and Ludgershall therefore the Garrison will have a lot of influence on the Board. **District Councillor Hewitt** has indicated his willingness to stand as a Unitary Councillor in the new set up. If successful he will have responsibility for about 4,500 Electors including Allington and Boscombe but stretching northwards to Bulford instead of the current Bourne Valley. Some larger parishes in Wiltshire are currently holding Parish meetings to discuss and inform the Public about the new Unitary set up but this is not necessarily relevant to smaller parishes such as Allington.

**Councillor Brunton** asked if WCC had looked at the numbers of people in each area, **District Councillor Hewitt** responded that both Tidworth and Ludgershall are due to expand by up to 2000 properties due to changes in accommodation for Service personnel but until the properties are built and occupied the numbers will remain unchanged. **District Councillor Hewitt** responded to questions from the Council regarding who would run a Parish Council in the event of no Councillors wishing to stand, or if the Parish Council would still exist under the new Unitary Authority. The Council was assured that the Parish Council as such would still exist but report to an Area Board who would deal with Parish affairs should a Parish Council not be quorate. **Chairman Mrs Borrett** thanked **District Councillor Hewitt** for the information and stressed that it was important for the Council and its Electorate to be positive. Allington and Boscombe were part of the Bourne Valley geographically even

if the parish was linked to Bulford. We will need to make sure we “shout” to ensure our views are known.

## **6. PARISH STEWARD**

The Clerk advised that on his last visit in September the Steward been advised that weeds were growing out of pavements and could these be treated if there was time. The items raised by the parishioners at the start of the meeting were discussed and the Council agreed that in the first instance letters should be sent to the owners of the properties asking them to trim and maintain their boundaries. Other items identified for action by the Parish Steward on his next visit on 28 October were

- a. The seat by the bridge south of Bourne view is becoming overgrown- to be cut back?
- b. Trees and shrubs adjacent to the footpath running northwards from Tidworth Road, Allington (opp The Old Inn) to St John’s church were overgrown and needed trimming
- c. River bed for River Bourne has excessive growth due to wet summer. **Councillor Kitson** to liaise with the Environment Agency to find out what maintenance can be done and if there is scope to see if there are any resources within the Probation service to help with the work
- d. Areas of the Perspex bus shelters are looking dirty and there is some graffiti. Can the Parish Steward help with these?

## **7. BOURNE VALLEY ALLIANCE**

- a. The Bourne Valley Alliance was expecting to hold its next meeting in October (date not yet fixed) and Councillor Brunton will attend on behalf of the Parish.
- b. **District Councillor Hewitt** advised that a contribution towards the administration costs including payment of Clerk’s salary was being requested from all the Parishes within the Alliance. The amount required for Allington was £70.00 - Agreed

## **8. LOCAL DEVELOPMENT FRAMEWORK – Core Strategy**

**District Councillor Hewitt** told the Council that the Local Development Framework review closes on 23 October. It appears that there is nothing for Allington and Boscombe to comment on as the majority of development is concentrated in Salisbury (2500 properties) and Amesbury (1,000<> properties). It is anticipated that there will be small scale development(s) within the villages but these will be mainly on an individual property basis.

## **9. BOURNE VIEW PARKING ISSUES**

This item was carried forward from the meeting of 19 August when residents appeared to object to a planning Application in Bourne View. They expressed their difficulties in parking in the street especially around the cul – de – sac area between properties numbered 1 – 6 and 25 – 27. **Councillor Brunton** said that “not enough parking” was not sufficient in detail that the Council needed facts in case another planning application was submitted for the area. He suggested that Councillors visit properties in the area to get information regarding the number of cars at each house. After discussion the Council instructed the Clerk to contact the Neighbourhood Manager for Bourne View at Salisbury District Council and ask her to mark out bays on the tarmac road surface for the cul – de – sac (no specific numbering required) and to erect two signs with wording to the effect “ Residents Parking 1 -6 25 – 27” these to be erected at the entrance to and on a road sign within the cul –de- sac.

## 10. CORRESPONDENCE & COMMUNICATIONS

The Clerk had received a newsletter from WALC in which it was suggested that Council review the fees charged for burial plots, agreed for this to be a separate Agenda item at next meeting on 28 October.

Notice was also given about the WALC AGM on 16 October 2008 at Trowbridge and a training day was being run on 8 November 2008 for new Councillors.

**Councillor Kitson** had received a communication about a Flood Warden's meeting on 10 October 2008 and would pass the paperwork to **James Bament** the flood warden.

## 11. PLANNING

### c. Planning Applications received – None

### d. Reports. Decisions made by Salisbury District Council

|                     |                 |                    |   |
|---------------------|-----------------|--------------------|---|
| <b>Planning Ref</b> | S/2008/1<br>130 | <b>Description</b> | Single Storey rear Extension , Enlarged parking and Landscaping to Garden |
| <b>SDC Response</b> | APPROV<br>ED    | <b>Address</b>     | Cinderwood, Bourne View, Allington  |

## 12. FINANCE

### e. Financial Procedures Report to Members (attached)

The Clerk presented the Financial Procedures Report to the Council for bringing procedures and checks up to date. **Councillor Mrs Borrett** suggested that the clause regarding the Budget review under the heading of Budget Setting process (Parish Precept) should be amended to be in November – Agreed.

**Councillor Mrs Barnes** reminded the Council about retaining £1000 each year from the precept for replacement of Parish Assets as they wore out and an additional point was added to the heading Budget Setting Process

- £1,000 is to be retained from the precept each year for the replacement of Parish assets.

The report was approved as presented with the above amendment and additional clause.

**Councillor Mrs Barnes** stated that until this meeting she had been the Council's Responsible Financial Officer and that from now on the Clerk should take on that role - Agreed.

### f. NALC Clerk's Salary scales wef 1.4.2007 (attached)

The Council discussed the increase in expenditure as a consequence of implementing the report i.e. the increase in Clerk's Salary and her telephone/broadband charges and Office equipment but noting that the budget for 2008/9 had allowed for the previous Clerk's travel costs which were no longer being incurred.

**g. Clerk's Telephone, Broadband and office equipment expenses.** It was agreed that the Clerk receive a sum of £5.00 per month to cover the unlimited telephone call package of her telephone bill and £10.00 per month to cover the provision and wear and tear of Office and IT equipment. (PC, Printer, Scanner, Broadband router etc)

Items of stationery such as paper, stamps and envelopes would be charged to the Council (Petty Cash or Expenses) when purchased.

**h. Breakdown of expenditure/income since last meeting**

The Clerk was unable to provide a Bank reconciled monthly statement as the Change of Clerk had not progressed as smoothly with the Banks as hoped. Lloyds TSB had not actioned the Change of Address form and both Banks were still sending correspondence to the previous Clerk. Letters to both banks advising of the change of Clerk were signed by all Councillors and it is hoped that a full monthly account showing all transactions and reconciliation will be presented at the next meeting.

**13. ANY OTHER BUSINESS**

The Clerk enquired if the Councillors were aware of any Standing Orders for the Council apart from the now agreed Financial Standing Orders. It was identified there are none and agreed that the item become an Agenda Item in January 2009 for discussion, to enable the Clerk to prepare a draft set for discussion in the meantime.

**14. DATE OF NEXT MEETING**

The date of the Next meeting is to be Tuesday 28 October 2008 at 7.30 p.m. at Boscombe and District Social Club

There being no other business the Chairman closed the meeting at 8.47p.m.