



# LANDFORD PARISH COUNCIL

**Minutes of the LANDFORD PARISH COUNCIL**  
**Meeting held on 10<sup>th</sup> April 2024 Start time 7.00pm**  
**Nomansland Reading Room**

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**Councillors present** - Mary Davies **MD** (Chair), Ken Parker **KP** (Vice Chair), Nick Hall **NH**, John Bonney **JB**, Rob Bird **RB**, Glen Keirl **GK**, Damien Swancott **DS**, Geoff Hewson **GH** and Adam Hill **AH**.

**Also in attendance:** Cllr Zoe Clewer **ZC** (Wiltshire Council/ NFNPA member), PC Murphy, Estelle Sherry (Parish Clerk), 4 members of the public

**Public Question Time:** There were no public questions or comments.

## **MINUTES**

### **028/24 Apologies for absence**

None Received.

### **029/24 Declarations of interest**

None received.

### **030/24 Minutes**

The minutes of the Parish Council's Meeting held on 13<sup>th</sup> March were approved and signed by the Chair.

### **031/24 PC Murphy Report {delivered after 032/24}**

PC Murphy informed the meeting of an attempted vehicle theft and an attempted burglary. He advised that he would be moving to the Rural Crime Team, and that PC Marc Evans (Hamptworth) and PC Kelvin Ramsey (Landford and Nomansland) would be the PCs covering the parish from May. PCSO John Taylor will continue in his role. The Council thanked PC Murphy and wished him well.

### **032/24 Report from Councillor Zoe Clewer (Wiltshire Council / NFNPA member)**

Cllr Clewer informed the meeting of:

- The Local Nature Reserve Strategy and survey being undertaken:  
<https://surveys.wiltshire.gov.uk/Interview/a41fe17c-fc81-4e16-8ffa-de0240e380a3>
- Grant received by the NFNPA from National Grid for reinvigorating biodiversity.

- WC's extra £10m allocation over the next 2 years for potholes, resurfacing and local repairs to verges on rural roads.
- The Grant Application and Planting Support Team co-ordinating 57 tree wardens volunteering across 37 parishes, and the workshop to be held online on 18.04.24 at 7pm (<https://surveys.wiltshire.gov.uk/s/avnzjo>).
- Neighbourhood Tasking Group on 26.03.24.
- Area Board Volunteering event in Downton on 29.04.24.
- Maintenance programme for road roundels restarting in 2024/25.
- WC's subscription to news on topics (<https://mailchi.mp/fa3d04e4d1a7/update>).
- Work in progress with relevant officers on flooding issues in the parish (Hamptworth, Pound Hill, Glebe Lane and Beech Grange).

### 033/24 Planning

Councillors considered the following planning application:

#### **23/00373TPO (NFNPA) – Forest Falconry, New Road, Landford, Salisbury, SP5 2AZ**

Application to fell 2 x Silver Birch trees, 2 x Scots Pine trees and a group of 3 x Scots Pine trees (all trees are part of W1 of TPO NFNPA/0018/07).

The full response for this application is detailed in the Planning Schedule Recommendations document which is published on the council's website.

### 034/24 Clerk / RFO Reports

- i) **General Update** - The Clerk updated Councillors on:
  - Two quotations received from Bawdens Managed Landscapes for grass cutting services for 2024. It was **RESOLVED** to accept both quotations.
  - A request to display poppies in the Well of Remembrance from a parishioner. It was **RESOLVED** to approve the display.
  - Posters received from the New Forest Commoners Defence Association. It was **RESOLVED** to request additional copies and to liaise with Bramshaw Parish Council.
  - WC Definitive Footpath Map. Receipt of the new map following the re-locating of footpaths 5, 11 and 28 was noted.
  - Bank Reconciliation as at 31.03.24. The year end bank reconciliation was noted and signed by a member of the Finance Group.
  - Quarterly Planning Meeting to be held from 7.00pm on Wednesday 22<sup>nd</sup> May. The date of this meeting was noted.
  - Year end documentation and final 2023/24 internal audit. The date for the audit of 17.04.24 and documentation supplied was noted.
  - Standard Operating Procedures covering administration (x1), HR (x7) and Finance (x2). The Clerk's review of the SOPs and forwarding to the HR Group and Finance Group, as appropriate, for their consideration and review was noted. Once feedback is received, and amendments made, it was **RESOLVED** to bring the SOPs to a future meeting of the Council for approval to adopt.
  
- ii) **Receipts and Payments Report** - The Clerk presented the Report for the period 12 March to 8 April 2024. It was **RESOLVED** to approve payments for authorisation totalling £6,317.32. Payments authorised under separate cover totalling £4717.11, Corporate Card purchases of £40.15 and income received of £1,514.52 were noted.

- iii) **Transparency Code** – The Clerk presented the proposed wording and data for a new webpage to enable compliance with the requirements of the Transparency Code 2015. It was **RESOLVED** to approve the publication of the presented Transparency Code information and data.

#### **035/24 Councillor Reports – For Discussion and Decision**

- i) **Affordable Housing Group** – DS presented slides detailing the results received from the AHG Housing Needs Questionnaire and explaining the procedures followed in data gathering. It was noted that there was a 19% response rate with 108 questionnaires returned, of which 72% expressed support for affordable housing within the parish, with 18 respondents stating they are actively seeking such housing. MD advised the meeting that further analysis to ratify that need would be undertaken with a subsequent questionnaire being issued. All results currently received and analysed will be presented at the next AHG Open Meeting being held on 17.04.24 in the Main Hall at Landford Village Hall, and thereafter on the council’s website.
- ii) **Landford Recreation Ground Pavilion** – It was **RESOLVED** that the Pavilion’s contents would be reviewed (JB/ES) to determine what could be improved, and that a charge of £5 per hour would be levied in the event of any future bookings. Bramshaw CC to be contacted to confirm their planned use of the Grounds and Pavilion.
- iii) **Highways Improvement Request Forms** – HIRFs were received in respect of:
- Installation of a kissing gate – It was **RESOLVED** to support the request and the resolutions proposed.
  - Drainage issues at Glebe Lane and locale – It was **RESOLVED** to submit a report alongside the submission of the request to provide further information on the issues and potential resolutions.
- iv) **Reading Room Hire Rates** – It was **RESOLVED** to approve the proposed standard (£7/hr) and relief (£5/hr) rates, with stated criteria for approving requests for the relief rate. {Note: Rate increase effective from 01.07.24}
- v) **Beech Grange Flooding** – NH advised that 50% of gardens had flooded due to recent rainfall. A meeting has been held with Wiltshire Wildlife regarding Landford Bog, and a request made to meet with WC’s Principal Drainage Engineer regarding the Lyndhurst Road stream. It was noted that some residents had narrowed channels to the rear of owned properties curtailing water flow.
- vi) **Landford Community Cycling Group** – Dr Nelson informed Council of the planned event, covering activities, attendance, supervision and insurance. It was **RESOLVED** to approve use of Landford Recreation Ground and pavilion for the event, noting no cycling on the Grounds or parking on the track.

#### **036/24 Councillor Reports – For Information and Discussion**

- i) **Chair’s Report** – MD informed the meeting of:
- Community Land Trust event on 14.03.24 which discussed avenues of support.

- New Forest Association of Local Councils (NFALC) event on 18.03.24 which discussed fly tipping.
  - New Forest National Parks Association (NFNPA) Planning Committee meeting on 19.03.24.
  - New Forest National Parks Association (NFNPA) authority meeting on 21.03.24 which discussed the NFNPA's audit report and budget for 2024/25.
  - Neighbourhood Watch meeting on 26.03.24, also attended by PC Harry Murphy.
  - Landford Parish Community Partnership AGM on 08.04.24 at which MD did not stand for re-election as a committee member.
  - Decision to not stand for re-election as Chair of LPC at May's Annual Parish Council Meeting, and to consider stepping down from Chair and member of the Affordable Housing Working Group in the future. MD thanked the Clerk, fellow Councillors and Cllr Clewer for their support.
- ii) **Parish Tree Inspection** – JB reported that works had been completed on all but one tree inspected and identified; the remaining tree would be felled in Autumn after bird nesting.
- iii) **Landford Recreation Ground Public Conveniences** – It was noted that no response had been received from the handyman who had expressed an interest in undertaking works. It was **RESOLVED** to seek an alternative supplier.
- iv) **Brookside** – KP presented a report on options for the maintenance of the WC owned land at Brookside. It was **RESOLVED** to contact WC regarding its Wild about Wiltshire Scheme.

**Matters Noted for May Meeting:**

- Election of Chair and Vice Chair for the forthcoming civic year
- AHG Communications following Open Meeting
- Landford Community Cycling Group event

The date of the next meeting for **Landford Parish Council** will be on **Wednesday 8<sup>th</sup> May 2024** at **7.15 pm** in the **Blue Room, Landford Village Hall**.

There being no further business, MD closed the meeting at 9.35 pm.

**DRAFT MINUTES TO BE SIGNED AT THE NEXT PARISH COUNCIL MEETING.**

**ADDENDUM 1 – My Wilts App Links**

Report litter, fly-tipping, pot holes, missed bin collections, street lighting and much more on:

- WC website [Wiltshire Council Booking and Reporting](#) or

- 0300 456 0105 or

- MyWilts App; no need to log in, unless you want email updates on your reports.

