

# CLARENDON PARK PARISH COUNCIL MEETING MINUTES

Wednesday 18<sup>th</sup> September 2024 in the Tesco Community Room at 7pm

**Present:** Wiltshire Councillor & Parish Councillor Richard Britton (Chair)  
Councillors: Juliet Jervis, Karen Western, Ann Stephenson, Keith Rodger,  
Anthony Shore, Carl Roberts

**Also Present:** Morna Marler-Roe (Clerk)

1 Member of the Public attended

Report from Wiltshire Councillor & Parish Councillor Richard Britton on  
Wiltshire Council news:

1st quarter figures show Wiltshire over £8 million in deficit. This has arisen  
mainly in adult Social Services, the big spend area where demand is much  
greater than expected. Corrective measures are being formulated.

Continued concern regarding new Government Housing targets on the County  
and the need to move to a 5 year land supply instead of 4.

One factor to take into consideration is the actual building of existing  
permissions. Larger developers are slow in building the larger developments.  
Wiltshire housing requirement increased by 81%, nearly doubling.

This is a large challenge for the County.

- 1 To receive apologies for absence: None
- 2 To note any declarations of interest concerning any agenda item:  
None
- 3 To approve as a correct record the Minutes of the meetings held on  
the 2<sup>nd</sup> August 2024 and the 4<sup>th</sup> September 2024. Cllr RB proposed,  
all agreed. Carried.
- 4 To receive notice of the chairman's intention to terminate his  
temporary appointment as a Parish Councillor under the Wiltshire  
Council (Parish of Clarendon Park) (Appointment of Temporary  
Councillors) Order 2024. Cllr RB confirmed the termination of his  
appointment as Parish Councillor and Chairman.
- 5 To elect a Chairman: Cllr RB invited nominations.  
Cllr KR nominated Cllr Shore. There were no other Nominations. All  
Agreed. Cllr Shore accepted the position of Chairman. Carried.  
Cllr KW invited vote of thanks to Cllr RB.
- 6 To reconsider the appointment of a Vice Chairman: Cllr KW, who  
previously held the position of Vice Chairman commented that she  
was unable to hold this position at the present time however she felt

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that it was worthwhile position and proposed Cllr JJ. No other nominations. All agreed. Carried. Cllr JJ accepted the role of Vice Chairman and Declarations of Office were signed for all positions.

## FINANCE

- 7 To receive a report from the Clerk on progress with outstanding actions: Internal audit, AGAR submission, public inspection dates, VAT recovery, IR35, bank mandate arrangements: MMR advised that the Internal Audit had been carried out that day and a report would be circulated in due course. The AGAR figures have been confirmed and the Certificate of Exemption will be sent to PKB at the earliest opportunity. The Public Inspection dates would be for 30 days from 19<sup>th</sup> September 2024. The report would also make mention of the need for VAT recovery going back 3 years. IR35 is thought not relevant to MMR or the Parish Council. The Bank Mandate update is in progress.
- 8 For Information – Internal Audit to be held on 18/9/2024: Report to follow: The Internal Audit Report has been emailed by Eleanor Greene and will be circulated to all Councillors and discussed at the next meeting.
- 9 To Approve the Annual Governance Statement 2023/24: Annual Internal Audit Report signed by Eleanor Greene. Certificate of Exemption AGAR 2023/24 Form 2 signed by MMR as Responsible Financial Officer and Cllr Shore as Chair. Annual Governance Statement and Accounting Statements signed by MMR as Clerk & Cllr Shore as Chair.
- 10 To receive a report from Cllr Shore on ICO registration: Cllr Shore confirmed it is a requirement as the Parish Council has access to the Voter's Roll. Registered address, Clerk's home address, Data Protection Policy (requirements see Cllr Shore's list) required and should be on website. £40 fee. Cllr Shore Proposed, All agreed. Carried. To be actioned by MMR.
- 11 To authorise the following payments: Clerk Salary July £192.37, August £259.87, Repay Cllr Shore for £25 M&S Gift Voucher for Idmiston Clerk: Cheques were completed and signed as follows: cheque number:

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000092 Morna Marler-Roe £202.50

000093 Morna Marler-Roe £192.37

000094 Morna Marler-Roe £259.87

000095 Anthony Shore £25

### GOVERNANCE

- 12 To receive a report from the Clerk regarding: Clerk and councillor training, councillor documentation, risk register, asset register: Clerk Training has not yet commenced. There is a requirement to join the SLCC at a cost of £5 Joining Fee and £80 as an Annual Subscription which has previously been agreed but not yet invoiced and paid. Councillor Training is underway with Cllr Roberts & Cllr Western recently undertaking Zoom Training with WALC which they found highly informative and beneficial. Awaiting details of additional training courses later in the year for remaining interested Councillors, Jervis, Stephenson & Shore. Cllr Shore proposed that his training be switched to the Chairman  
Councillor documentation is nearing completion. Cllr Jervis questioned if the Code of Conduct had to be signed or if it was just accepted as part of the previously agreed Wiltshire documents. MMR to check.

### PLANNING

- 13 Belmont Farm House, Southampton Road, Clarendon, Salisbury, SP5 3DG : Consultation - PL/2024/07652  
Internal alterations and renovation of kitchen, downstairs toilet and laundry room. Replacement of external kitchen window and door with patio doors to match other existing patio doors. Extension of dining room to move external wall by 1800mm  
No objections raised, no comments to be made. Proposed by Cllr Shore, All agreed, carried.

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- 14 To consider whether to make a representation to WC's Gypsy and Traveller Regulation 19 consultation: Cllr JJ stated that she feels the plan has been presented as a fait accompli. Despite there being a consultation period the plan itself was made without reference or consideration of the views of the members of the public who would be affected by adjacent sites.
- General discussion followed including the issue of the definition of a 'pitch' which had been previously supplied by WC RB, constituting up to 4-5 vehicles/caravans per pitch. Specifically discussed was the proposed pitch at Symmonds' land on the Southampton Road, which already houses seasonal workers in a collection of temporary static caravans and without extra facilities available in the immediate local. Cllrs in general raised concerns about the additional stress placed on local facilities by further occupation of this land. Other issues discussed included the likelihood of flooding in the vicinity and the appropriateness of further temporary dwellings without suitable infrastructure.
- The pitches would include some form of power generators which it was felt would not be in keeping with net zero targets or indeed noise pollution.
- Under this umbrella topic Cllr Western also raised the ongoing issues of the gypsy/traveller site at the Chalk Pits that continue to cause environmental damage to the access track in Petersfinger Road. WC has done nothing to deal with this issue since the unregulated occupation by the said gypsies/travellers.
- The discussion on this topic closed with a unanimous vote in favour of lodging an objection to the proposed plan in the terms described above. Also noted was WC's failure to come up with a plan on target previously so that it was felt that this current plan had been rushed out without due consideration.
- 15 To consider whether to make a representation to the government's National Planning Policy Framework consultation.
- There was discussion amongst the Councillors as to whether or not they wished to make a representation on this matter.
- Cllr RB commented that there was currently no neighbourhood Plan. Existing plans are undermined due to Government directing things and interfering with Planning Inspectors.

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The Government is taking control, the local voice is diminished, and Parishes who have spent years creating a Neighbourhood Plan, which is increasingly irrelevant.

Cllr Shore asks if we should make a representation and all Councillors agreed. Carried.

We ask that the government consider repurposing existing commercial, industrial sites.

Cllr RB added that 13 houses in Alderbury being built on plot previously garden, felling of 150 trees. Garden previously considered "brown field"

Representation to be submitted on the Government planning website. Deadline end of September. RB 13 houses in Alderbury being built on plot previously garden felling of 150 trees. Garden previously developed land ie brown field.

Proposed, all agreed carried.

**OTHER**

16 Councillors to sign Declaration of Office: Previously actioned

17 Hanging of King portrait:

Councillor Jervis raised the issue of the portrait of the King. Tesco's declined to have the portrait on display in their community room as a permanent fixture. There was general discussion regarding the appropriate action to be taken regarding finding a place for it.

Councillor Jervis said she knew of a local venue that is available for hire by the public that would be happy to hang the portrait, sending it back was also considered. Reference was made to the instructions/guidelines that came with the portrait and it was felt that the suggested venue of Hole Farm Wedding Barn fell within the description. This was proposed by Councillor Jervis and carried by all present.

18 Date of next meeting 12th November 2024

20:16 Meeting Closed