

# Minutes

**Meeting of** : The Cabinet  
**Meeting held in** : The Alamein Suite City Hall, Salisbury  
**Date** : Wednesday 31 January 2007  
**Commencing at** : 5.00 pm

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**Present:**

Councillors R Britton (Leader)  
F Westmoreland (Deputy Leader)

Councillors Mrs P J Brown and P V H Paisey (Planning and Economic Development), D W Brown and Mrs S A Willan (Environment and Transport), J A Cole-Morgan and J R L Nettle (Community and Housing) and D A Culver (Resources)

Apologies were received from Councillor Rodell Deputy for Resources

With the Chairman's permission Councillor Hewitt spoke on the following minutes 923, 924

**918 Declarations of Interest:**

Councillor Nettle declared personal interests in minutes 926, 931 (grant to Trussel Trust) and 932  
Councillor Mrs Brown declared a personal interest in minute 926  
Councillor Paisey declared a personal interest in minute 931 (grant to South Wiltshire Advocacy Network).

**919 Minutes of Last Meeting:**

The minutes of the meeting held on 13 December 2006 were approved as a correct record and signed by the Chairman.

**920 Public Question and Statement Time:**

An email letter was received from Mrs Wood Clerk to Mere Parish Council relating to Car Parking Charges across the District which was read out to the meeting and is attached as **Annex A**. A reply by the Cabinet member for Environment and Transport will be sent within 10 working days.

Mr R Bryder a local resident, representing the South Wiltshire Agenda 21, made a statement about the proposed car parking charge adjustments for 2007/08, attached as **Annex B**

**921 Forward Plan:**

The Leader presented his Forward Plan for the period 1 February 2007 – 31 May 2007 (previously circulated) to be published to become operational from 1 February 2007.



Awarded in:  
Housing Services  
Waste and Recycling Services



**Agreed** - that the Leader's Forward Plan 1 February to 31 May 2007, be adopted for publication, as revised below. (**Annex C** attached incorporates the revisions)

- (1) Inclusion of revised media protocol (February)
- (2) Inclusion of Rent deposit scheme (February)
- (3) Inclusion of Business Plan for Guildhall (February)
- (4) Defer revision and publication of homelessness strategy from February to July
- (5) Defer CCTV Scrutiny Review Action Plan from February to April
- (6) Inclusion of publishing local housing need survey (March)
- (7) Defer Fisherton Manor and Highbury Avenue School Sites - Concept Statement on future use from February to March
- (8) Old Sarum Airfield Conservation Area Appraisal and Sustainability Appraisal defer from January to February
- (9) Defer Revised Planned Maintenance Programme from April to unknown
- (10) Defer Arts Strategy from March to September
- (11) Defer Social Inclusion Plan from March to September
- (12) Defer Community Development Policy from March to September

**922 Call-in Decisions:**

There were none.

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## ***Recommendations to the Council***

*(The recommendations set out below will be considered by the Council on 19 February 2007)*

### **923 Proposed Car Parking Charge Adjustments 2007/08:**

The Cabinet Member for Environment and Transport introduced the previously circulated report from the Head of Forward Planning and Transportation, the recommendations therein were supported by the Environment and Transport Scrutiny Panel. Councillor Brown advised in respect of paragraph 9 legal implications of the report, that by way of clarification, the advert is a notification rather than a consultation, so there is no need for a formal mechanism for considering objections.

#### **Recommended to Full Council on 19 February 2007 – that**

- (1) the car parking charge adjustments as set out in Appendix 1 of the report, be approved for introduction on 2<sup>nd</sup> April 2007; and
- (2) Wiltshire County Council be recommended to agree to the expenditure of the on-street surplus for 2006/2007 being used in meeting the costs of the Intelligent Transport System and park and ride before any off-street surpluses are used.

### **924 Portfolio Plans 2007/08 – 2009/10:**

The Cabinet considered the Portfolio Plans as amended at its December meeting, having regard to the views (where given) of the various Overview and Scrutiny Panels (all previously circulated).

Councillor Cole-Morgan explained that he did not consider it necessary to include an addition to his Plan as suggested by the Vice Chairman of the Community and Housing Scrutiny Panel about including Downton Leisure Centre in the risk register, as the register was primarily intended to assess external impacts on the service. Councillor Cole-Morgan also explained why he did not support the Panel's recommendations for rewording paragraph 1.4.2 Community Plan Aspirations, and, under performance monitoring, for changing the target figure on affordable homes from a three period to annually which he considered would be unrealistic and should continue on a rolling basis. It was also noted under 1.4.2 that following the State of the District debate, he would be exploring the feasibility of reducing the threshold for the size of developments which necessitate the provision of affordable housing rather than just concentrating on the percentage of affordable housing that developers must provide.

**Recommended to Full Council on 19 February 2007 – the previously circulated Portfolio Plans be approved as set out in the agenda subject to the following revisions -**

**Community and Housing** - the insertion of the following words at the end of paragraph 1.4.1, page 9, "During 2007, the Council will set up, under the auspices of the South Wiltshire Strategic Alliance, a partnership (to be known as the Strategic Housing Board), to develop a co-ordinated approach to improving the delivery of affordable housing and raising the profile of housing issues in the District".

The following Panel recommendations as amended below also be incorporated

**Community Aspiration**

"That a watching brief should be maintained in relation to other partners assets (the closure of the school in Redlynch was quoted as an example) and consideration given as to how these sites could then be used to help with the delivery of affordable homes and housing for key workers".

"As partnership working is key, that the possibility of SDC working directly with its partners via the portfolio holder, as well as relying on the South Wiltshire Strategic Alliance, be considered".

Each of the community plan aspirations should begin with a present participle.

**Maintaining our housing stock**

"That the members of the Stock Option Project Board be provided with appropriate briefings as soon as possible following the outcome of the Housing Stock Transfer Ballot".

**Performance Monitoring**

That the performance indicator to reduce the level of crime should be amended to read as follows "in partnership with the Police and key stakeholders via the Crime and Disorder Reduction Partnership, to reduce the level of crime by 12.5% by 2007/08"

**Environment and Transport** - No change

**Planning and Economic Development** - No change.

**Resources** -No change, although the Cabinet may wish to propose at Full Council, the inclusion of certain Resources Scrutiny Panel recommendations once it has had time to consider them fully.

**Note** - the Cabinet Member for Resources has subsequently advised that all the Resources Scrutiny Panel's recommendations will be incorporated in the Plan.

**925 Revenue Budget 2007/08 and Council Tax 2007/8:**

The Cabinet Member for Resources introduced the previously circulated reports of the Head of Financial Services and the Chief Accountant. The Cabinet also noted the previously circulated extract minute of the City Area Community Committee meeting on 23 January 2007 (minute 254) detailing its recommendations.

**Recommended to Full Council on 19 February 2007 – that**

- (1) the draft Revenue Estimates for 2006/07 (revised) and 2007/08 (original) be approved as previously circulated,
- (2) for the year 2007/08 the sum £582,597 giving a Council Tax of £38.85 (at Band D) be determined as the amount of the special expenses levy incurred in the City of Salisbury in accordance with Section 35 (2) d of the Local Government Finance Act 1992.
- (3) taking into account the following:  
the surplus on the Council Tax collection fund estimated at £5624, of which £655 falls on the District Council Tax.

The basic amount of Council Tax at Band D for District Council purposes in 2007/08 be £122.80 (an increase of 5%) based on a net District budget requirement of £13,377,040 excluding City Area Committee. This will therefore reduce Council reserves by £100,187, resulting in a projected General Fund reserves balance of £1,419,000 at 31.3.08.

Further to (3) above the District Tax sum together with the information from Wiltshire County council, Wiltshire Police Authority, Wiltshire and Swindon Fire Authority and the relevant Town and Parish Councils be incorporated in the formal Tax Resolution (to be circulated prior to the Council Tax meeting) for adoption by Full Council showing the Tax Rates for Bands A-H for each part of the District Council's Areas.

- (4) the outstanding amount of Community Charge be formally written out of the accounts.

**926 Housing Revenue Account Budget and Rent Setting 2007/08:**

The Cabinet Member for Community and Housing introduced the previously circulated report of the Head of Financial Services and the Head of Housing Management.

**Recommended to Full Council on 19 February 2007 – that**

- (1) the HRA Budget for 2006/2007 (revised) and 2007/2008 (original) be approved;
- (2) the increase for dwelling rents in accordance with rent restructuring be approved; and
- (3) the level of increase for service charges and garage rents at 4.1% be approved.

**927 Capital Programme 2006/07 - 2011/12:**

The Cabinet Member for Resources introduced the previously circulated report of the Head of Financial Services. It was noted that on page 7, under the financing available section, the heading MRA, should read "Major Repair Reserves".

**Recommended to Full Council on 19 February 2007 – that the Revised Capital Programme 2006/2007-2011/2012 set out at Appendix 1 of the report be approved.**

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## **Cabinet Decisions**

*All decisions set out in this section of the minutes will be implemented on or after 13 February 2007 (unless called in for consideration by the relevant Overview and Scrutiny Panel)*

### **928 Old Sarum Airfield Conservation Area Appraisal and Sustainability Appraisal:**

The Cabinet Member for Planning and Economic Development advised that consideration of the previously circulated report of the Principal Conservation Officer would need to be deferred and that all interested parties had been informed accordingly.

**Agreed:** that consideration of this matter be deferred to a later date.

### **929 Results of Budget Consultation:**

The Cabinet Member for Resources introduced the previously circulated report from the consultant together with the joint cover report from the Head of financial Services and the Principal Democratic Services Manager. Councillor Culver expressed his thanks to Steve Milton, who had masterminded the SIMALTO consultation approach and to the public who had participated in the exercise, which Councillor Culver was keen to do again next year following some minor refinements to the system.

**Agreed** – that

- (1) the results of the SIMALTO budget consultation be noted and
- (2) account of the results be taken when revising the Medium Term Financial Strategy and preparing the future Portfolio Plans and budgets

### **930 Alderbury and Wilton Cycle Links – Environment and Transport Scrutiny Review:**

The Cabinet Member for Environment and Transport introduced the previously circulated Scrutiny Review. As regards the proposed publicity that the lead member for the review was considering, Councillor Brown would suggest that guidance firstly be sought by the Councillor from the Council's Marketing unit.

**Agreed** – that

- (1) the Cabinet thank the Environment and Transport Scrutiny Panel for the work done in completing this excellent review and affirms its support for both cycle route schemes and the Cabinet's wish to see the schemes progressed and completed as soon as possible;
- (2) as the review has already been forwarded to Wiltshire County Council, and will form the basis of a report at the next meeting of the Joint Transportation Committee on 15 February 2007, Cabinet directs the Portfolio holder, (as a member of that Joint Committee) to emphasise at the meeting, the Cabinet's wish to see these schemes progressed as soon as possible.

**931 Community District Grants Allocation for 2007:**

The Cabinet Member for Community and Housing introduced the previously circulated report of the Head of Community Initiatives, and referred to a letter received from the Wiltshire Race Equality Council regarding their funding agreement and the recommendation in the report to approve the withdrawal of their funding.

**Agreed** – that

- (1) the Grants Working Group recommendations as set out in Appendix One of the report be approved subject to the Council's Terms of Conditions;
- (2) the continued funding to the CAB, CIB, CVS and Community Firsts be approved subject to the Principal Community Development Officer's approval of the service level agreements annual and 6 monthly reviews,;
- (3)
  - (a) the withdrawal of funding for WREC be approved
  - (b) that £7k of the Salisbury District Community Grant scheme be kept in abeyance until an organisation representing BME interests can be found;
  - (c) that the Principal Community Development Officer in consultation with the Portfolio Holder for Community & Housing be delegated responsibility for allocating the funds to a suitable organisation; and
- (4) to note that withdrawing funding to organisations may result or contribute to the closure of that organisation.

**932 Office Project – Arrangements for Corporate Items:**

The Cabinet Member for Resources introduced the previously circulated report of the former Principal Democratic Services Manager.

**Agreed** – that

- (1) the arrangements for the storage of the corporate items be noted;
- (2) the Edwin Young Pictures be retained in District Council ownership and whilst the Council is content for the Trust to house them, it be on the basis that they can be exhibited by the Council on rotation in the redeveloped Bourne Hill Offices;
- (3) that the request from the Charter Trustees for the 43 "City" chairs be approved and the Head of Legal and Property Services be authorised to deal with accordingly;
- (4) a further report on the future retention and disposal of high value items be brought before the Cabinet prior to the reoccupation of Bourne Hill.

**933 Proposed Dates of Cabinet Meetings for the 2007/08 Municipal Year:**

The Leader referred to the proposed meeting dates set out at agenda item 18.

**Agreed** - that the programme of Cabinet meetings for the 2007/08 municipal year be approved as set out in agenda item 18, subject to the June 2007 meeting being moved from the 6<sup>th</sup> to the 13<sup>th</sup>.

**934 Joint Consultative Forum:**

The Cabinet Member for Resources introduced the previously circulated notes of the Forum meeting held on 26 January 2007 and Cabinet considered the recommendations set out therein (together with the associated reports).

**Agreed** – that

- (1) the recommendations at minutes **195** (Comprehensive Equalities Policy - Managers' guide to Recruiting, Employing and Retaining People with Disabilities) **201**, (Sickness Absence Policy and Procedure) **205** (Panel's' Revised Terms of Reference) be approved;
- (2) the recommendation at minute **202** (outcome of Council Housing Transfer Ballot) will be considered at the next meeting as it was not on the agenda.

**935 Performance Monitoring – Review of Third Quarter:**

The Leader introduced the previously circulated joint report of the Policy director, Debbie Dixon and the Head of Financial Services. The Cabinet was particularly pleased to note the results of the public satisfaction surveys.

**Agreed** –

- (1) the Cabinet expressed great satisfaction at the strength of the performance results to date, noted the identified areas of concern and agreed the proposed remedial action and that the relevant scrutiny panels be invited to explore these areas in more detail;
- (2) the complaints statistics be noted.

**936 Funding for Move-on Accommodation:**

The Deputy Cabinet Member for Community and Housing introduced the previously circulated report of the Head of Strategic Housing Services. It was noted that in paragraph 3, the penultimate line should state nine clients and not twelve.

**Agreed –**

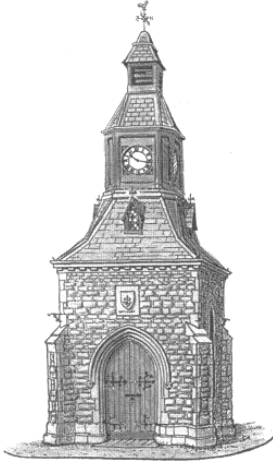
- (1) To approve the capital allocation of £300,000 to Alabare Christian Care for the provision of three, 3-bedroom houses for move-on accommodation for vulnerable single homeless people;
- (2) the grant is allocated in accordance with the terms previously agreed by Cabinet on 11 October 2006;
- (3) that a restriction in respect of the grant for each property ie £100,000 be registered on Alabares registered title or titles at HM Land Registry to secure repayment in the event of any of the conditions for repayment of grant are triggered including any disposal.

*The meeting concluded at 7.30 pm  
Number of public present 5*



# MERE PARISH COUNCIL

*PARISH CLERK - MRS. L. C. WOOD*



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Mere  
Warminster,  
Wiltshire  
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Phone: 01747 860701*

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25<sup>th</sup> January 2007

**Please could this letter be read out at the Cabinet meeting to be held on Wednesday, 31<sup>st</sup> January.**

For the attention of Councillor Richard Britton, Leader of the Council, Salisbury District Council

Dear Sir,

I understand that the subject of car parking charges across the district is to be discussed at this meeting.

As you may be aware, this subject was raised last year (December 2005), when the Parish Council received an unprecedented amount of letters from parishioners regarding the implications of imposing car parking charges in Mere. The Parish Council is in no doubt that charging for car parking in either of the car parks in Mere would be detrimental to the economy, vibrancy, sustainability and wellbeing of the community.

Mere Parish Council agrees with many of the sentiments within the District Council's Discussion Paper 'Living in the Country' (recently published) and concurs with many of your recommended measures aimed to support vibrant and sustainable rural communities into the future. Unfortunately, the measure of introducing car parking charges in rural villages such as Mere would only cause further decline to the vibrancy and sustainability of the community and would therefore be in breach of the fundamental nature of this document.

The Parish Council feels that the viability of rural towns and villages is under increasing threat from the increase in supermarkets and out of town facilities where customers can take advantage of free parking and buy a wealth of goods under one roof. It is therefore vital that the District Council continues to provide free parking in the car parks and the parish council would do its utmost to urge that this should be included in the guidance to protect the social and economic viability of settlements.

Mere town centre has approximately 30 shop and office premises, almost all devoid of parking for staff and customers. The Parish Council is committed to encourage visitors and shoppers to the town and to help create a prosperous central shopping centre and local enterprises. Indeed, the Parish Plan aims to investigate possible sites to create additional central car parking, particularly short-term. Being on the fringes of the district, members fear that car parking charges would cause shoppers to travel to nearby superstore centres at Gillingham, Wincanton, Shaftesbury & Warminster where car parking is free rather than pay to park and use the local shops in Mere.

Salisbury Street Car Park is used by patients, doctors and visitors to The Mere Surgery and the Parish Council does not think that these visitors should have to pay to use the car park in order to visit their doctor. It is also used by a number of residents who have no off-street parking facilities and is also used by a number of employees for local businesses as well as by patrons of the Lecture Hall. Most importantly, it is used by visitors and shoppers who help to sustain the economic wellbeing of Mere. Parents of pupils attending Duchy Manor School are encouraged to use the Salisbury Street Car Park and walk to school to collect their children because there is a limited area at the school for vehicular pick-ups and the narrow lane access is used by the school buses and often becomes congested. The Parish Council fears that any possible imposition of car parking charges would cause many of these users to seek alternative on-street parking and thereby exacerbate the existing traffic congestion problems in Salisbury Street, Water Street and Boar Street.

Castle Street Car Park is used by local residents who have no off-street parking facilities, visitors to the local public houses, library & information office, users of the Grove Buildings and also visitors to the Church for funerals, weddings, church services etc. Stourbridge House School also has access through the car park for which, we understand, they pay a licence fee to Salisbury District Council. The parents use this car park to drop off and collect their children and to visit the school. The Parish Council is sure that any possible imposition of car parking charges would cause these users to seek alternative on-street parking which would cause major congestion and traffic-flow problems in Castle Street, Church Street & Barton Lane.

Yours sincerely

Mrs L C Wood  
Parish Clerk, Mere Parish Council

Copies to: District Councillor George Jeans  
District Councillor Mrs Catherine Spencer

## **ANNEX B**

### **Proposed Car Parking Charge Adjustments 2007/2008**

South Wiltshire Agenda 21 misgivings over the detail of Mr Teagle's proposals for Car Parking Charge Adjustments 2007/2008 are set out in an Appendix to his Paper. Our deeper concern is over the general direction of this Council's policy relating to car parking provision and car parking charges in Salisbury.

Car parking charges are clearly a major source of income to the Council but they are equally importantly, together with the control of the number of car parking spaces available, a powerful means of reducing the adverse impact of traffic on the city centre.

We are familiar with the caveat that car parking restrictions, whether physical or financial, should not be pursued to the point where the economic vitality of the city centre is threatened. However, this economic vitality is rarely quantified and is certainly not synonymous with overflowing city centre car parks and endless traffic circulation. Quality of life for city centre residents and visitors is equally important. We feel strongly that consultation on car parking issues should not be only with the Council's five Economic Partners but also with environmental interests and city residents' groups.

Car parking charges for 2007/2008 are planned to contribute over £1.3m to the Council's General Fund to hold down Council Tax increases. We object to this policy and practice because it diverts a very large sum of money from being used to improve, extend and subsidise non-car modes of transport. Furthermore, it seriously distorts the overall financial picture and lessens the incentive for the Council to control Council Tax increases by eliminating waste, improving efficiency and introducing innovative measures in all areas of its activity.

The Salisbury Vision proposals place significant emphasis on the need for reduced car circulation in the city centre, putting the car parks to better use and making improved provision for pedestrians. We are pleased to note that, in the post-Stern Report age in which we now live, these measures enjoy considerable public support.

**SALISBURY DISTRICT COUNCIL : FORWARD PLAN FEBRUARY 2007 – MAY 2007**

- (1) Note those items marked in bold form part of the Budget and Policy framework and therefore at least 8 weeks must be allowed for consultation, prior to a decision being taken.
- (2) Any Person who wishes to make representations to the Cabinet about the matter in respect of which the decision is to be made should contact Stewart Agland by at least the day before the meeting or via [Sagland@salisbury.gov.uk](mailto:Sagland@salisbury.gov.uk) or Stewart Agland, Head of Democratic Services, The Council House, Bourne Hill, Salisbury, SP1 3UZ or telephone 01722 434253

Decision Date		Key Decision Matter	Decision Taker	Consultation Arrangements	Information Relating to Decision
Feb 07	1.	Phase II Housing Allocations – Release of Allocated Land at Hindon Lane Tisbury	Cabinet	TBC	Officer Report
	2.	Porton Down Masterplan	Cabinet	TBC	Officer Report
	3.	WCC reaction to Government White Paper	Cabinet	TBC	Officer Report
	4.	Salisbury Hospital Development Brief	Cabinet	TBC	Officer Report
	5.	Wiltshire Community Strategy Final Draft Local Area Agreement	Cabinet/Council	TBC	Officer Report
	6.	Changes to Planning Obligations – A Planning Gain Supplement	Cabinet	TBC	Officer Report
	7.	Consideration of Old Sarum Airfield for potential Conservation Area Designation	Cabinet	Scrutiny panel and relevant area committees	Officer Report
	8.	Local Development Scheme	Cabinet	TBC	Officer Report
	9.	Revised Media Protocol	Cabinet	TBC	Officer Report
	10.	Rent Deposit Scheme	Cabinet	TBC	Officer Report

	11.	Business Plan for Guildhall	Cabinet	TBC	Officer Report
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Decision Date		Key Decision Matter	Decision Taker	Consultation Arrangements	Information Relating to Decision
Mar 07	1.	Revised Fraud Prosecution Policy	Cabinet	TBC	Officer Report
	2.	Prudential Limits	Cabinet	TBC	Officer Report
	3.	Scrutiny Review on Sustainable Rural Communities	Cabinet	Planning and Economic Development Scrutiny Panel	Scrutiny Review
	4.	Review Housing Service Charges	Cabinet	TBC	Officer Report
	5.	Publish Local Housing Need Survey	Cabinet	TBC	Officer Report
	6.	Fisherton Manor and Highbury Avenue School Sites - Concept Statement on Future Use	Cabinet	City Area (Planning) Committee	Officer Report

Decision Date		Key Decision Matter	Decision Taker	Consultation Arrangements	Information Relating to Decision
Apr 07	1.	CCTV Scrutiny Review Action Plan	Cabinet	Planning Scrutiny Panel	Officer Report

Decision Date		Key Decision Matter	Decision Taker	Consultation Arrangements	Information Relating to Decision
May 07		<i>There are no Cabinet meetings in May</i>			