

# LUDGERSHALL TOWN COUNCIL



## Minutes of the Full Town Council meeting held on 9th May 2023 at 7pm at the Council Office, High Street, Ludgershall.

**Present:** Cllr O White, Cllr M Williams, Cllr J White, Cllr L Wilkins, Cllr P Porter, Cllr T Webber, Cllr J Walker, Cllr D Davies, Cllr N Gregory

**Representatives:** PCSO R Kaur, Wiltshire Cllrs AKJ Pickernell & C Williams

**Public:** 3

**Absent:** Cllr L Coombes

### AGENDA ITEM

**001-23/24 1. Election of Chairman/Mayor** – Cllr J Walker nominated Cllr O White, Cllr M Williams seconded, all in favour. Cllr O White was elected as Chairman of LTC and handed the Mayors Chain. Cllr O White thanked the committee for their continued support and expressed his enjoyment in representing Ludgershall within Wiltshire. Cllr J Walker expressed her thanks to Cllr O White on behalf of the council. Cllr O White signed the declaration of acceptance.

**002-23/24 2. Election of Vice-Chairman/Deputy Mayor** – Cllr J Walker nominated Cllr M Williams, Cllr O White seconded, all in favour. Cllr M Williams was elected to Vice-Chairman. Cllr M Williams signed the declaration of acceptance.

**003-23/24 3. Apologies for Absence** – Cllr L Ramsay, Cllr E Williams, Cllr D Lansley-Smith, Cllr D Lillywhite. Cllrs RESOLVED to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.

**004-23/24 4. Declaration of Interests** - (Members are bound by the provision of the Code of Conduct adopted by Ludgershall Town Council and are required to declare their interest in any matter in which they have a personal interest or a pecuniary interest). Cllr O White declared interest under agenda item 15 bills for payment.

**005-23/24 5. Register of Interest Forms** – No changes to the register of interest forms.

**006-23/24 6. Formation of Cllrs affiliation with LTC assets and nominations for leads within these** – Cllr L Wilkins would like to step down from lead of allotments but continue as a part of that team and Cllr N Gregory would like to become lead. Cllr P Porter would like to move from the car park and toilets over to the allotments. Cllr D Davies will be on the car park and toilets team. Cllr M Williams will join Cllr J Walker as joint lead on Events. All changes accepted.

**007-23/24 7. Formation of Committees/sub committees and working groups** – The staffing committee was voted on and consists of Cllr M Williams (lead), Cllr J White, Cllr E Williams. The Town Plan subcommittee is open to all with Cllr O White as lead.

**008-23/24 8. Confirming the dates, time, and place for FTC for the next year**– The committee agreed to the FTC meeting on the second Monday of the month at the LTC office, followed by the interim meeting on the last Thursday every month. Cllr N Gregory left the meeting at 7.20pm and a member of the public arrived.

**009-23/24 9. Review of representation with external bodies and reporting of** – Certain Cllrs will go to other meetings to represent LTC. Cllr O White will represent at the LFHIG, Scout Hall, the business park, and the Tidworth community area board, although anyone can attend the latter. Memorial Hall - Cllr D Lillywhite and Cllr P Porter. The Chamber of commerce is not running now Office to investigate - Cllr M Williams will stay on this when it starts up again. LFHIG - Cllr O White. WALC executive committee representative to be chosen between the Chairman and the Vice Chairman. Health & Wellbeing representative Cllr J White and Cllr D Lansley-Smith. Neighbourhood Policing group – Cllr D Davies. Tidworth Area Youth Action Group – Cllr O White Cllr N Gregory & Cllr T Webber. Tidworth Area Environmental Action Group – Cllr J Walker and Cllr D Davies.

**010-23/24 10. Planning Application – PL/2023/03099**, proposed Garage Extension at 20a Pretoria Road, Ludgershall, SP11 9PB – LTC resolved to accept planning permission but would like to make a comment regarding the position of the oil tank and the boundary fence, also the restriction of parking. **Action: Office**

**011-23/24 11. General Public** – A member of the public congratulated the council on their successful year given the adversities faced over this time.

**012-23/24 12. Update from outside representatives: a) Police Report** - TC read sections re Ludgershall - Regular patrol around the Ludgershall Skate Park, Ludgershall Castle medical centre, Ludgershall Castle. Regular patrol around the schools regarding parking issues. Speed Enforcement duties carried on the 02/05/2023 in Ludgershall. Throughout the time of enforcement, the conditions were sunny and dry with good visibility, with a clear view of the 30mph signs. A total of 30 vehicles were caught speeding, the highest speed captured was at 48mph, Depending on the history and previous convictions of the drivers. 24 will be offered a speed awareness course and 6 will receive 3 points and a £100 fine. **b) Wiltshire Council Report** – Wiltshire Cllr congratulated Cllrs on their hard work. Wiltshire Cllr C Williams read a statement from Cllr R Clewer the leader of the council re wanting to work together with all local councils within Wiltshire and asked to arrange a meeting on behalf of Ludgershall library to discuss how to get volunteers to work the library – Cllrs agreed to a meeting. Cllr AKJ Pickernell had nothing to add. **c) 26 Engineer update** – 26 have returned from a deserved period of leave ready for a busy summer of deployments to Germany. The regiment have offered to help with the Memorial Hall on rebuilding a fence and levelling the garden as part of their community engagement. **Wiltshire Cllrs left the meeting at 20:40pm.**

**013-23/24 13. Reports from LTC's representatives - a) Memorial Hall** – All is going well at the Memorial Hall, lots of interest has been given including a ladies Kick Boxing club, a Thank you to a local resident for helping with gardening and there is an electrician booked in to look at the bar lights. **b) LHFHIG** – The new footpath on the High Street is now complete, Cllr O White continues to push the problem on Empress Way, although Wiltshire have agreed to repaint the crossing behind Co-op. LTC are looking into speed indicator devices. **c) Health & Wellbeing** – Drs surgery is doing well with fifteen doctors, three trainees, one full time nurse, Kick Start FC have over 100 members for people with mental health. Warm Spaces wasn't well used, the project has now finished. However, if people would like to carry on, they are welcome to do so. **d) Local Environmental group report & visit from members** – nothing to report.

**014-23/24 14. Minutes of the previous meeting held 11/04/23** - Cllrs resolved to accept the minutes for ratification. **Action: Office.**

**015-23/24 15. Bills for Payment** – No questions, Cllrs resolved to accept. **Action: Office.**

- 016-23/24 16. Correspondence – a) Email from resident** - Short Street (primary school) - Resident would like the yellow line outside his house moved that restricts the parking outside his property, the council have advised the resident that the road is owned by Aster.
- b) Youth Action Wiltshire update** – they are currently training up youth leaders and looking for volunteers, LTC would be happy to help where they can.
- 017-23/24 17. Resolution to adopt the Standing Orders, Financial Regs (there have been no changes since last adopted) & Recruitment and Selection Policy and Procedure, reviewed by Staffing committee** – these were in the agenda pack. Cllrs Resolved to accept. Office to update and put on website. **Action: Office.**
- 018-23/24 18. Year End Accounts Report to 31/03/23**– these were included in the agenda pack that had been circulated and the Clerk explained that these are the unaudited financial statements for the previous year that need to be signed by the Clerk and Chairman Cllrs resolved to accept and signed.
- 019-23/24 19. Resolution to adopt the latest Asset/Risk Register** – this was included in the agenda pack and again needs to be signed by the Clerk and Chairman. Cllrs resolved to accept and signed **Action: Office**
- 020-23/24 20. Review and confirmation of Insurance cover & premium, in respect of all insurable risks** – The insurers are still deliberating costs, to be discussed at the next meeting.
- 021-23/24 21. Notice board for the front of office** – the meeting was adjourned for 15 mins whilst Cllrs to a look at the siting for the notice board. The Cllrs no longer wish to have a notice board on the outside of the property, instead they would like to have a large one put in the office window **Action: OW & Office.**
- 022-23/24 22. Public Toilet Cleaning contract** – The Cllrs have resolved to accept to increase the cleaning contract by £400 for the two-year term to negate the costs of the new toilet roll required.
- 023-23/24 23. Agenda Points for next month** – Office cleaner.

There being no further business to discuss the meeting was closed at 9.10pm.

The next meeting will be Monday 12<sup>th</sup> June at 7pm

Signed.....

Date.....