

LUDGERSHALL TOWN COUNCIL



Minutes of the Full Town Council meeting held on Monday 10th January 2022 at 7pm at the Ludgershall Memorial Hall, Andover Road.

Present: Cllr M Giles (in the Chair), Cllr J Langley, Cllr N Allingham, Cllr CA Allan, Cllr C Giles, Cllr O White, Cllr M Williams, Cllr G Paine, Cllr J White

Absent: Cllr CA Moore.

Representatives: None Present.

Public: None present.

AGENDA ITEM

154-21/22 1. **Apologies for Absence** – Cllr CA Moore, Not accepted due to the short time frame and the apology being sent outside of office hours. Please can all Cllrs ensure apologies are sent before 4pm.

155-21/22 2. **Declaration of Interests** - All Members of the Town Council are reminded to declare any pecuniary or non-pecuniary interests they may have in any business of the Council, its Committees or Sub-Committees, in accordance with the latest approved Code of Conduct. **None.**

156-21/22 3. **General Public** – None.

157-21/22 4. **Chairman's report** – Cllr M Giles discussed a zoom meeting he attended alongside The Town Clerk with The leader of Wiltshire Council and Chief executive where they discussed plans to improve the Highstreet. The use of the Ludgershall car park being used in planning applications was also discussed, and from that meeting The Town Clerk confirmed she is now in contact with the relevant department and once she has all information will compile a full report to send out to the Planning Committee detailing the outcome. Cllr M Giles gave an update on Castledown Business Park, a full advertising campaign has been started with regards to promoting the space, as they plan to robustly advertise to help employment, Wiltshire Council must by law advertise for 6 months' before going out to further bigger businesses. Wiltshire Council will remain in contact with The Town Clerk and keep her informed of progress. The Mayor Cllr M Giles has received an invitation to the first Wiltshire Town & Parish Conference which was planned to be held in January 2022, due to covid it has been put back. Cllr M Giles extended his thanks to Cllr N Allingham and Admin Assistant for the work that was carried out on our social media platforms over Christmas, he also thanked Cllr CA Allan for providing the prizes out of Civic Events budget.

158-21/22 5. **Update From Outside Representatives** -

- a) **Police Report** - Not received
- b) **26 Engineer Regiment Report** – The Town Clerk read out a report received from 26 engineers as they were unable to send a representative to the meeting. 33 Armoured Engineer Squadron remain deployed in Estonia, they are carrying out local engagement project with local people. 8 Armoured Engineers Squadron have just deployed to Germany for exercise to prepare them for taking over. The remainder of the unit have just returned from leave and are just getting back into the swing. Sadly, a Soldier suddenly passed away in his sleep recently, the regiment are engaging with his family and planning funeral arrangements.
- c) **Garrison Engagement Report** – Sent Apologies, Nothing significant to report, will contact us with any information or updates.

- d) *Wiltshire Council Report* – Both Cllrs C Williams and AJK Pickernell sent their apologies, nothing significant to report but we will be kept up to date with any information which needs to be shared.

159-21/22 6. Update from LTC's representatives

- a) *Memorial Hall Report – Cllr C Giles* – Vaccinations continue to be done using the hall, an Abba Tribute band is being planned for later in the year along with a Pantomime due to the success of the panto held in 2021, these need agreement by the Memorial Hall Committee. A local film student has hired the Hall for 3 days to create a film to document the youths of Ludgershall and the town of Ludgershall in general. A Christian group are now using the hall and wish to use it twice weekly, concerns were raised regarding these bookings, Cllr C Giles was made aware of areas to remain vigilant in. Cllr C Giles feels things are improving and bookings are increasing.
- b) *CATG - Report by Cllr N Allingham* – Cllr N Allingham has discussed issues regarding the Empress Way Junction with Cllr Pickernell, he will take the issues forward and feed back to Cllr N Allingham.

160-21/22 7. Minutes of previous meeting held 13/12/2021 for ratification. Cllrs Resolved to accept these minutes.

161-21/22 8. *Committee Reports* – The Town Clerk outlined guidelines regarding virus control and the need for face-to-face meetings and if they are required or can be postponed. It was agreed Allotments Committee and Civic Events Committee would postpone January meetings and re assess the need for February meetings with AA. All other Committees will continue with meetings unless it is decided they are not necessary. The plans for the Beacon to be included in The Queens Jubilee Celebrations was discussed and the cost of the Beacon to be forged, erected, moved, and re-erected elsewhere was proving to be very costly, **Cllr M Giles proposed** to revert to original plan of a re-useable gas Beacon being purchased and hiring a gas bottle at the time. Returning the gas bottle after use to avoid legalities of storage of the gas bottle, **Cllr M Williams second, all in favour with 1 abstention.** AA will collate relevant information and circulate to councillors.

162-21/22 9. *Committee minutes for noting*– there were none held.

163-21/22 10. *Bills for Payment* – Cllr G Paine questioned the costings of the SIM currently being used to support the office internet and wanted to know is it permanent. The Town Clerk explained that until the issues are resolved with our current supplier, we have no other option, but it will not be needed once the issues are resolved. Cllr G Paine advised to take the complaint regarding service to the Chief Executive to get the process moving. **Action: Town Clerk** Cllr O White queried to Hightrees costing and the price of managing the Ipads, Town Clerk broke down the Invoice to better explain the content of the charges and explained the need for their service. Cllr O White felt the costs were too high, Cllr G Paine feels the cost is reasonable and acceptable for the service received. Cllr M Giles proposed to accept the Bills for Payment, Cllr J Langley second, **all in favour.**

164-21/22 11. *Correspondence* – Lack of parking in Ludgershall, request from resident.

Cllr O White carried out a thorough check of the Town following the correspondence received and found that the parking is up to Wiltshire Parking Standards, the availability is adequate. 1 garage and 1 parking space per residence or 2 parking spaces, this is classed as adequate. This was discussed further, and it was mentioned some land at the side of The Queens Head Public House is un-used. It was put forward that the owner of the land be approached, and options discussed. This could be included in the agenda for the 5-year plan. The sender of the email voicing the parking concerns will be informed of the discussion and outcome. **Action The Town Clerk.**

165-21/22 12. *Town Plan* – It was agreed that LTC should put this on the Annual Town Meeting Agenda to start the process with residents.

166-21/22 13. *10-12 High Street* – The Town Clerk gave an update on the progress of the project, the window quotes were discussed, along with the overall quote to carry out the works internally, this quote has increased due to additions to the work. The Town Clerk explained the urgency required for a decision from Cllrs of how they wish to proceed to avoid further increases to any quotations. The Town clerk requested that Cllrs read the document and confirm as soon as possible to the office regarding the Windows Quotes, the Alarm Quote, and the quote from Willmotts for the internal work. This will then allow The Town Clerk to contact the companies to agree quotes and manage time frames. Cllr O White requested what the total estimated cost would be, The Town Clerk explained she could not give exact

figures, but it is still within the planned budget. Cllr O White and Cllr J White still have concerns regarding the insurance for the pop-up shop, they feel it needs to be investigated further to avoid any loopholes that would leave the council vulnerable. The Town Clerk explained she is in contact with an insurance company at present and is ensuring the Council is fully covered.

167-21/22 14. Agenda Points for next month – Please note that the Council cannot lawfully consider or determine any matter which is not specified on the agenda of this summons

There being no further business to discuss the meeting closed at **7.52pm**

The next meeting 14th February 2022

Signed.....

Date.....