

# LUDGERSHALL TOWN COUNCIL



Minutes of the Full Town Council meeting held on  
Monday 13<sup>th</sup> June 2022 at 7pm at the Ludgershall Memorial Hall, Andover Road.

**Present:** Cllr O White (in the Chair), Cllr M Williams (Vice Chair), Cllr S Mcshane, Cllr J White, Cllr E Williams, Cllr L Wilkins, Cllr L Coombes, Cllr D Lansley-Smith, Cllr N Gregory & Cllr J Walker.

**Representatives:** Cllr Williams, Cllr Pickernell

**Public:** 15

## AGENDA ITEM

### THIS MEETING WILL BE RECORDED.

**039-22/23 1. Apologies for Absence** – Cllr L Ramsey, working. The Cllrs resolved to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.

**040-22/23 2. To Receive Declaration of Interests** – Cllr J Walker & M Williams for point 9.

**041-22/23 3. General Public – Questions – please read policy for public participation**

Member of the public has a grievance over the number of hairdressers within the community and asked if LTC has any say on the shops that open. LTC doesn't have any say in who occupies the shops it is down to the landlords of the properties being used. LTC only have a say if the occupiers decide to change the use of the space therefore needing planning permission and LTC would be consulted in this. Concerns over the parking down Church Lane due to new shops on High Street. Cllr O White suggested putting the concern to LHFIG/CATG and potentially putting double yellow lines along the road. Wiltshire Cllr C Williams informed all that LHFIG will need evidence to prove the road isn't being used by residents but are customers of the shops. LTC to write to the concerned new shops and ask them to deter their customers from parking there - agreed by all. A member of the public brought up that he was concerned that the demolition of Bartlett House would be dangerous– Wiltshire Cllr C Williams assured the residents it would be done to guidelines and ensure that the work is carried out completely. **Action: Office**

**042-22/23 4. Chairman's report**

Since becoming Ludgershall's Mayor on 9<sup>th</sup> May 2022 I have attended Chippenham's Mayoral Investiture, visited Castle Primary & Wellington Eagles with Cllr S McShane to judge Crowns and see what the children were doing for the Jubilee, attended a conference at Trowbridge with the Town Clerk and a TCAB meeting. Then over the Jubilee weekend Thursday, I raised the flag to start the celebrations, then in the evening, with the Deputy Lord Lieutenant of Wiltshire, lit the beacon in the Rec, where many attended, on the Friday we had the street Party, this was so well attended thank you to you all. On the Saturday I attended Salisbury Cathedral for a thanksgiving service for the Queens Jubilee, and then Sunday we had Music in the Park at the Sport & Social Club, another well attended event. I would like to thank all those that helped in any way over the weekend and those that attended.

**043-22/23 5. Update From Outside Representatives** –Local police not in attendance. Town Clerk updated a few issues from Ludgershall- Proactive work has continued to the recreation ground on Deweys Lane targeting continued anti-social behaviour, there have been patrols of the pond on Paget Close on Corunna Estate again targeting anti-social behaviour. There have been

reassurance patrols of Castle Down Business Park due to traveller presence, there have also been patrols of an address within Ludgershall where reports of suspected cuckooing has been identified & steps have been taken to ensure the safeguarding of the resident. There have been 2 people arrested for the possession of Class B drugs, 1 road traffic collision, 1 animal in the road and 2 dangerous position breakdowns. Community engagement- mini police has started at Wellington Eagles, talking on keeping safe, people who help us and keeping safe online i.e., cyberbullying.

No Representative from 26 Engrs this month.

Wiltshire Cllr C Williams attended an area board meeting where he was re-elected as chair and Wiltshire Cllr AJK Pickernell as vice chair. The priorities are now concerning the environment, health & wellbeing, and youth activities within the community. There is a Team's meeting at 6p.m. tomorrow which is a tasking group set up by the police as they cannot attend every town council meeting, this is regarding police/ neighborhood matters. Cllr McShane agreed to be LTC's representative. Health & Wellbeing meeting is on Thursday at 9am Cllr D Lansley- Smith is LTC's rep and will be attending. Town and Parish councils can no longer apply for capital funding from area board therefore will need to plan and then raise the precept for these projects. Town/parishes can however apply for revenue from Wiltshire council. Castle primary have been awarded the gold award for healthy eating, Cllr Williams applauded the school and the children for being so well mannered and that they're a credit to both their parents and the community. Also thanked those that took part in the jubilee celebrations, thoroughly enjoyed the weekend.

Wiltshire Cllr AJK Pickernell has attended meetings on the following committees Scrutiny & Management Overview, Health & Select, Wiltshire Police & Crime, Wiltshire Police Stop & Search Scrutiny Panel, Police Complaints Committee and Eastern Area Planning Committee. If you want more details, you can go online and find these meetings notes. Aster Crescent will have a Temporary Road Closure 6<sup>th</sup> August 2022. **Action: Office.**

#### **044-22/23 6. Update from LTC's representatives on outside bodies –**

- **Update re Memorial Hall – report from Cllr S McShane;**

First meeting as rep, and held by new chairman, disjointed meeting, confirmed, some decoration had been done, new blinds were up, garden had been completed, although concerns on quality of work. They requested full payment of the Fence, Cllr S McShane explained that the bill was larger than had been agreed by LTC and that the Town Clerk will contact them regarding this matter. They discussed imminent fundraising as they have done a couple of events where they have lost money. Limited access to funds, complications with the bank account, the treasurer was not at the meeting. Cllr J White asked Cllr S McShane to ask the committee at the next meeting if the correct lighting on the tapestry is being used. **Action – Cllr S Mcshane.**

Cllr S McShane has asked for copy of agendas and if they have any questions for the council. Town Clerk to contact the Charity Commission and check what is required by LTC. LTC are very concerned with how the management of the hall is being handled. If needed LTC will request a meeting with the hall committee. **Action: Office.**

- **New rep for Memorial Hall Committee vote required** – Cllr L Coombes volunteered all in favour
- **Dates for use of hall** – Town Clerk, explained re the agreement of the grant that LTC gives to the Memorial Hall each year, LTC gets 4 free uses a year for events, easter was 1 use, and she asked the council did they want to book the Hall for Remembrance Sunday teas and coffees, it was then suggested that LTC use the new

office. Christmas dates were discussed, TC to request 3<sup>rd</sup> December for Fayre if not 26<sup>th</sup> November also light switch on ask for 2<sup>nd</sup> December or 25<sup>th</sup> November 2022.

**Action: Office.**

- **LHFIG (CATG) issues in agenda pack Empress Way traffic Calming, and any other issues** – concerned resident written in wanting traffic calming on Empress Way, Cllr AKJ Pickernell will back LTC with what they want to put forward. Suggestions were given, advised that LTC should put together info on this with photos put to LHFIG agree to pay 25% of costings and when the cost is presented by highways decide if LTC has the funds to go ahead. **Action: Cllrs.**

**045-22/23 7. Previous Minutes for ratification** – Minutes of the sub-committee (whole council) for the new office/hub held on Thursday 3<sup>rd</sup> March. The committee resolved that these minutes are accurate.

**046-22/23 8. Committee Reports** – from Leads of committees, Events, Allotments, RLE (a second meeting will need to be set up to discuss LTC's assets, services and events that were run within Committees previously so LTC can update all new Cllrs and move forward) – Cllr J White informed the council that the fire service have requested a new box on the castle street green for their emergency lights, no planning needed. Cllr S McShane asked if LTC would like to do a summer fete this year, it was suggested that LTC should concentrate on Christmas, and then do bigger and better next year, joining with all the groups within Ludgershall. LTC requested TC to start road closure for Remembrance and speak with Castledown re helping with the airplay. If not use previous company. **Action: TC**

**047-22/23 9. Bills for Payment** – for ratification. Cllr J White proposed these be accepted Cllr M Williams seconded, all in favour.

**048-22/23 10. Community Governance Review – in agenda pack – Tidworth Cllr M Connolly invited to speak.** In 2019 as part of the governance review LTC made application for Perham Down to become a part of Ludgershall, the area is currently within the Tidworth boundaries. Cllr Connolly would like for LTC to reconsider and no longer wish Perham down to become part of Ludgershall. Due to LTC having a lot of changes i.e., new councilors, Cllr Connolly suggests both councils work together for the benefit of the area and using the 2 councils as a strength to get a bigger piece of the pie from Wiltshire council whilst it remains within the boundaries of Tidworth. Cllr Connolly believes that Tidworth has a much longer history with Perham down however, if LTC continue with the application Tidworth will make a counter claim. Cllr Connolly left the meeting at 7.12pm. TC had circulated the review to all Cllrs. Cllrs discussed and will vote at next meeting whether to continue or not.

**049-22/23 11. Update on new office** – refurbishment nearly finished, windows are started, IT being done, all looking lovely. Leak is still not sorted getting worse, Sanctuary have been out a few times. Starting insurance claim with sanctuary. Small office will need drying out, but the rest of the building will be fine to use from end of June, but not open to the public. Opening mid-July official opening end of July.

**050-22/23 12. Wiltshire Towns Programme** – Wiltshire Councils strategy to improve High Streets – Ludgershall has some funds held with Wiltshire Council to improve town conditions, by dressing certain parts of the town and doing a history trail. There are three stages, and this is part of the first stage.

**051-22/23 13. Resolution to adopt the Annual Governance Statement 2021/22 in the Annual Return** – statement had been circulated Cllr S McShane proposed to adopt Cllr J White seconded all in favour.

**052-22/23 14. Resolution to adopt the Accounting Statement 2021/22 in the Annual Return** – statement had been circulated Cllr E Williams proposed to adopt Cllr M Williams seconded all in favour.

**053-22/23 15.** To discuss and comment on Planning Applications as follows –

- a) *PL/2022/04076* – proposed Alterations to existing boundary wall Ivy House, 25 Tidworth Road, Ludgershall, SP11 9QD – no objections but observations that the conservation officer should be notified regarding the wall on the left hand side.

**054-22/23 16.** Planning Applications Determined for noting -

- a) *PL/2022/01650* – replacement windows at 2 Castle Street, Ludgershall, SP11 9QR. Approved with Conditions. Noted.

**055-22/23 17.** Correspondence –

- a) *Resident worries re Memorial Hall* –

Items of concern are the outside area that has been landscaped it is at present a very uneven newly grassed/turfed surface, is there disabled access to the grassed surface and the wooden gate at the top of the steps at external entrance to the grassed area is this secure regarding child safety issues etc. The Committee discussed and stated the gate would not be able to be locked as it is a fire escape access, however, LTC will ask for Risk Assessments from the Memorial Hall.

**Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be closed to the public due to its confidential nature.**

**056-22/23 18. Staffing update - Lead Cllr M Williams/Town Clerk** – The position for part time administrator received 13 applications, 7 of whom were invited to interview and 6 attended interviews. The successful two candidates start their positions on the 29th of June. Town Clerk will not be in attendance of the next full town council and Cllr J White will assist with the running of the meeting with the new employees to be in attendance. Cllr M Williams updated the committee regarding the Town Clerks hours she has been doing 35 hours for 2 years now, but her Contract still says 30 hours as the extra five have been voted on each 6 or so months. The committee discussed and agreed to update the Town Clerks contract to 35 hours.

**057-22/23 19.** Agenda Points for next month – Allotments, Manhole in Recreational ground, Update on ROSPA.

**There being no further business to discuss the meeting closed at 7.46pm**

**Next meeting 11<sup>th</sup> July 2022**

**Agenda items to the Clerk 7 days before the meeting.**

Signed.....

Date.....