

LUDGERSHALL TOWN COUNCIL



Minutes of the Full Town Council meeting held on Monday 13th December 2021 at 7pm at the Ludgershall Memorial Hall, Andover Road.

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

Representatives: asked to not attend and send a written report instead, due to Covid-19

Public: None present.

AGENDA ITEM

135-21/22 1. Apologies for Absence – **NONE** all in attendance.

136-21/22 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. **Cllr M Giles number 10 on the agenda.**

137-21/22 3. General Public – None.

138-21/22 4. Chairman's report – Since the last meeting I have attended the following:

Remembrance Sunday 14th November and many thanks to those people who attended the Memorial Service, Ludgershall did us proud. LTC Christmas Fayre 27th November I am very grateful to our civic events team for this extremely successful event and with the Christmas lights Ludgershall is looking very festive. Santa has now visited Ludgershall & Perham Down, and despite the weather there was a great turnout as usual. Cllr M Giles thanked all who were involved with Santa & his sleigh rounds.

139-21/22 5. Update From Outside Representatives

- a) *Police Report* – no report received; clerk will forward to Cllrs when it comes in.
- b) *26 Engineer Regiment Report* - no report received.
- c) *Garrison Engagement Report* - Lieutenant Colonel Nick Turner – The Gsn and troops within are starting to enter into the festive season with the usual round of activities and Christmas Leave commencing 17 Dec 21. In conjunction with the local community Police teams an increased focussed presence is being undertaken to prevent / control unsociable behaviour possibly stimulated by alcohol. May I take this opportunity to wish you all and the members of Ludgershall Town Council many thanks for your support throughout 2021 and a very Happy Christmas and Best Wishes for a Healthy, Peaceful and Rewarding 2022, which is endorsed by the Garrison Commander. All the best **Nick** – there were no comments or questions from the Cllrs.
- d) *Wiltshire Council Report* – From Cllr Christopher Williams Town Council report December 2021. In November I attended the Overview and Scrutiny Management Committee meeting at County Hall, where we received an update regarding the Wiltshire Online programme together with updates from the various Task Group meetings that have taken place during the month. I also chaired an online meeting of the Castledown Business Park Strategy meeting and must admit it was a little disappointing to have no representation from Ludgershall Town Council at the meeting. The CBP occupancy rate is good with all the Brydges Court units occupied and 14 out of 15 units at the Fitz Gilbert Court. The Enterprise Centre has 9 of the 19 office spaces currently occupied so offering plenty of opportunity for local people who wish to start up their own business. The work taking place on the Phase 3 green field site is to do with Veola Water

running pipework along the edge of the site to the Drummond Park development. The marketing of the Phase 3 land will be promoted for B Use Class purposes only (office, light industrial warehouses) and it was hoped for this to go on the open market by the end of November. Strong emphasis was placed on this being the only employment land currently available in the area. Tidworth Area Board took place at Collingbourne Kingstone Village Hall. The main item on the agenda was Traffic Safety issues on the A338 and A342. The meeting was attended by Cllr Mark McClelland, Cabinet Member for Transport, Waste, Street Scene and Flooding, Parvis Khansari, Director Highways and Environment and Philip Wilkinson, The Police and Crime Commissioner. A lively and interesting debate took place with many points and questions being raised by those attending who included two members of the Ludgershall Lorry Watch group. The next meeting will take place on Monday 21 March and just a reminder that there is still grant funding available. May I finish by taking the opportunity to thank you for your support this year and to wish you all a very Happy Christmas and a safe and peaceful New Year. There were no comments or questions from the Cllrs.

140-21/22 6. Update from LTC's representatives

- a) **Memorial Hall Report – Cllr C Giles** - We are pleased to say that the pantomime was a great success and followed by the LTC Christmas Fete the next day was a good weekend. Thank you to Councillor Langley for her help on Friday much appreciated, also Councillor Paine for running the tea bar on the night. The chairman as far as I am aware has stepped down from the Memorial Hall committee, however it should be ratified next Thursday when a meeting will be convened. We have several bookings for January (let's hope it doesn't change) and there are bookings already for the rest of the year. Covid injections are continuing, how long nobody is sure.
- b) **CATG - Report by Cllr N Allingham** - Please find the report from the last meeting on Monday 15th November 2021 as follows; Ref Fleming Close Parking Issues - The white lines should be in place by Christmas. Ref Castle Court Street Name Sign - The new signage should be fitted in the next 6 weeks. Ref Tidworth Area Cycle Network - No change. Ref Empress Way lining and road layout – when they changed the road markings it has made the road into a straight 'racetrack' of 400m. Traffic calming was requested at the foot path crossing that is a right of way behind co-op that families use to get to school but the plan that has been received shows no traffic calming but does show a crossing passed Camomile Drive just into the new estate, not at the footpath crossing. Cllr N Allingham will send the plan to all Cllrs as the projector wasn't working. The committee discussed no decision was made. Bring back next month. Email from Wiltshire Council regarding the 7.5 HGV's signs they will revisit the signs at the junction of the Andover Road and High Street, but due to the length of time CATG & LTC would have to pay £2000 between them. LTC brought this up from the beginning and therefore Cllr Allingham asks LTC if they would like him to go back to Wiltshire stating that fact and that it should be Wiltshire who foot the bill. The committee discussed and agreed with Cllr Allingham the clerk is to contact the Director of Highways and Cllr C Williams. **Action Clerk**
Suggestion that 2 no entry signs for the HGV's be put at the proposed roundabout to the new estate at D-med to give the lorry's access to turn around.
- c) **Lorry Watch report by Cllr C Allan** – nothing to report.

141-21/22 7. Minutes of the previous meeting held 8/11/2021 & the Extraordinary meeting held 6/12/21 – Regarding minute point 125-21/22 number 11, 10-12 High Street - The Clerk explained that the incorrect wording had been used to resolve to seek a PWLB loan and asked for LTC to resolve the following; At the Ludgershall Town Council meeting of 13th December 2021, it was resolved to seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a PWLB loan of £240,000 over the borrowing term of 30 years for purchase of 10-12 High Street, Ludgershall, SP11 9PZ. The Annual loan repayments will come to around £10853 and there will now be no need to increase the precept by this amount as it has been absorbed by the budget. Therefore, it is not intended to increase the council tax precept for the purpose of the loan repayments. All agreed to this resolution. Cllr C Moore pointed out that at 128-21/22 that she was not in favour. With these discrepancies being Minuted now, Cllrs Resolved to accept both these minutes, which the chair then signed both as a true

and accurate record.

Action Clerk.

142-21/22 8. **Committee Reports – Civic** – Cllr C Allan mentioned that the Christmas Fayre was excellent and even made a profit. Thanks to all that helped.

143-21/22 9. **Committee minutes for noting**– all agreed.

144-21/22 10. **Bills for Payment** –emailed to Cllrs prior to meeting – Cllr G Paine proposed to accept, Cllr CA Moore seconded **all agreed.**

145-21/22 11. **Correspondence-**

- a) Letter from resident regarding the grant that was requested by Castledown FM, situation voted on 2 months ago and under LTC’s standing orders this subject cannot be raised at council for another 4 months. Clerk to reply to resident thanking them for their observation and explaining the above.

Action Clerk

- b) Civility & Respect Project – combined project of NALC, SLCC & County Associations leaflet with details for LTC to note. Clerk asked for any comments to be emailed to office.

Action all

- c) Letter from resident regarding nonattendance of a member of LTC to the Remembrance service at Wellington academy – Cllr M Giles stated he did not go to any requests for Remembrance because of being cautious regarding Covid-19 and would not have expected anyone else to go if he wouldn’t. Apologies were sent to Wellington Academy. The Committee discussed at length regarding representation of LTC and the risk of Covid-19 and asked the Clerk to reply to the resident.

Action Clerk

- d) St James financial statement – noted. When the risk of Covid-19 has died down a bit then a face-to-face report from a representative should be asked for.

Action Clerk

146-21/22 12. **Representation & Protocols for Cllrs** – a) Training is unavailable at the moment, there is a civic ceremonial book in the office and the Clerk has found a protocol for Roles, Precedence & Civic Ceremony and asked the committee if they would like her to work on this with Finance & Policy in readiness for the May Annual Meeting. All agreed that this should be done. **Action Clerk.** b) The Clerk has been asked to ensure that a reminder goes out to all Cllrs to remember to declare an interest at meetings when needed and also a reminder of LTC’s pledge ‘the Nolan principles. These were listed with explanations in the agenda pack for Cllrs to reread. These principles are for Cllrs & Staff as standard for public life, whether acting as a Cllr or not.

147-21/22 13. **Restructure of committees & Cllr numbers on committees**

- a) RLE committee have discussed and agreed to take on the Public Toilets & Car Park if Allotments Committee agree. After a discussion all agreed this would take place from 1st April 2022.
- b) As there has been a resignation from the council this reduces the RLE committee and therefore they will need at least one Cllr to move across from Allotments. The Committee discussed and Cllr N Allingham will move from Allotments to RLE. **Office to update paperwork.**
- c) Statement form Civic events the Cllr who resigned was their vice chair this will need to be put on the agenda for the next meeting to vote a new one in. **Action Office**
- d) Planning Committee – Cllr C Allan wishes to resign from Planning as the meeting times are invariably too early for her. This would bring the number on planning to 6 and the Terms of Reference states a minimum of 8. The committee discussed and decided that the Planning Committee members will be all Cllrs until such time as more Cllrs are co-opted on. A wording will be produced for the Terms of Reference to note this. Times of the meetings will vary, and all will be summoned, apologies made if can not make the meeting and a quorum of 4 must be met. **Office to update paperwork.**

148-21/22 14. **Planning Applications: Cllr O White chaired this section**

- a) **PL/2021/09454** – for the creation of a highways crossing and access way to Land off Empress Way and Astor Crescent at Vernesk, 7 Astor Crescent, SP11 9RG. The committee discussed and asked the Clerk to contact Wiltshire Council to put TPO’s on the 2 trees that are on that piece of land and could be cut down because of this access. LTC decided to object with the following reasons: Traffic Safety going directly on to Empress Way, LTC & Wiltshire refused access previously, so a precedent is set, LTC does not want planning to be put on this piece of land as it is a lovely green verge (which Ludgershall Town Council has identified as an area that could be

used for wildflowers) with 2 very old trees on it.

Action Clerk

- b) **PL/2021/08401** – revision to application re siting of, a construction of a self-contained log cabin style annex building for residential use ancillary to the main dwelling at 1 Graspan Road, SP11 9NY. No objections and as per previous decision, providing it is for family use only and not rented out as a separate dwelling.

Action Clerk

149-21/22 15. Resolve to accept Internal Audit Report – approved by Finance & Policy Committee – the FTC discussed, all agreed to accept the report and thanked the Clerk for all her hard work in this matter.

150- 21/22 16. Resolve to adopt, LTC Investment Strategy 2021-2022 & New Reserves Policy– The committee discussed and resolved to adopt both policies.

Action Clerk

151- 21/22 17 - Resolve to use £2926.80 inc. Vat from the ear marked Maintenance fund to pay for the repair to playground surface under the swing set. The Committee discussed and agreed to this resolution.

Action Office

152-21/22 18. Office Hours over Christmas Period – the office will be shut on 24th December and bank holidays of 27th & 28th December & 3rd of January 2022. The Emergency Planning team have decided that Admin can work from home to follow the government guidance. The phone will be forwarded to LTC's mobile which Admin will have with her. Cllr M Williams made the committee aware that when staff work from home, they will be using their own electricity, water etc. and according to government website can be entitled to £6 a week or £26 per month, expense. The committee discussed and resolved that when staff are requested to work from home that this expense will be triggered at £6 per week.

Action Clerk.

153- 21/22 19. 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. **NONE**

The Chair wished everyone a Happy Christmas and there being no further business to discuss the meeting closed at **8.02pm**

The next meeting 10th January 2022

Signed.....

Date.....