

LUDGERSHALL TOWN COUNCIL



Minutes of the Full Town Council interim meeting held on
Thursday 25th August 2022 at 7pm at the 2a Castledown Business Park,
Tidworth Road.

Present: Cllr O White (in the Chair), Cllr J White, Cllr E Williams, Cllr L Wilkins, Cllr D Lansley-Smith, Cllr M Williams, Cllr N Gregory, Cllr J Walker & Cllr D Lillywhite

Absent: Cllr L Ramsay & Cllr L Coombes

Public: 3.

AGENDA ITEM

143-22/23 1. Apologies for Absence – Cllr S McShane – Cllrs RESOLVED to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.

144-22/23 2. To Receive Declaration of Interests - None

145-22/23 3. Previous Minutes for ratification – Extraordinary Meeting of the Full Town Council meeting held on 24th May 2022, FTC interim meeting 30th June 2022, FTC meeting 11th July 2022, FTC interim meeting 28th July 2022, Extraordinary Co-option meeting 8th August 2022, Committee resolved that these were a true record, **office to put on website.**

146-22/23 4. Planning Applications:

- a) *PL/2022/04716* - Part retrospective application for change of use from professional services (Class E, formerly Class A2) to mixed restaurant (Class E) and takeaway (Sui Generis) with proposed new extraction flue to the roof towards the rear elevation (Resubmission of PL/2022/01369) at 17-19 Tidworth Road, Ludgershall, Andover, SP11 9QD. Objected due highway concerns, all in favour. **Office to inform Wiltshire Planning of LTC decision and to request the highway officer's comments and to ask about the illuminating sign.**

147-22/23 5. Planning Decisions:

- a) *PL/2021/08279* - Proposed residential development of 4 dwellings with parking following demolition of existing garage blocks at Vacant Garage Block, Recreation Road, Ludgershall, Andover, SP11 9QY. Approved with conditions. Noted.

148-22/23 6. Allotments – Lead Cllr L Wilkins/admin VR *a) Deweys Lane report*, Noted. *b) Bell Street report*, Noted. *c) Clearance of rubbish at back of Deweys Lane allotments*, Gavin Jones to cut back the hedges for access to discarded rubbish, ensuring there are no gaps for entrance to the allotments. **Office to action.** *d) Bonfires change in regulations proposed*, Cllrs agreed to change of regulations to strictly no bonfires from the 1st May to the 30th September. **Office to Action** *e) Spokesperson for allotment holders (warden)* Cllrs updated on the role of the warden. **Office to look at the insurance cover for this role** *f) Hedge Bell St* – No update from Aster when the hedge will be cut back. Noted *g) Update on dog signs* – Cllrs took down dogs on

leads signs, now only no dogs allowed signs are up. Noted *h) Larger trough request at Bell St –* Cllrs agreed to increase the size of the trough, **office to price up the cost of a 300L trough.**

149-22/23 7. Cemetery - *a) Garden of Remembrance fence update, b) Water butt update,* the Cllrs have chosen a water butt for £99.99 **Office to action.** *c) Trees on the farmers land that hang over the back of the cemetery update.* Received a quote for £595 +Vat Cllrs agreed. **Office to action.** *d) Cemetery gate update –* Quote obtained for adjusting and levelling the gate £130 +vat Cllrs agreed **office to action.**

150-22/23 8. Gardens, planters & War Memorial *a) Flagpole update,* Cllrs agreed internal halyard would be preferable once planning permission and quotes are obtained. **Office to action.** *b) Centenary gardens – poppy restore,* **Office to contact the installers for best used materials to restore the poppy to its original colour.**

151-22/23 9. Carpark & Toilets *a) Repair of stop cock update,* , DJ Harris coming out on Friday 26/08/22- **quote to be obtained.** Noted *b) update on underground pipe problem awaiting quote and confirmation of date to assess- update at next meeting.* Noted *c) update on cars being left in carpark* warning notices put on “abandoned cars,” information sent to local PCSO who are viewing the CCTV for the damaged vehicle and have been reported to Wiltshire Council. Noted *d) toilet roll holders update* - Cllr Lillywhite provided example of desirable holders and the council agreed on the purchase of 6, **Office to action.** *e) Use of carpark –* A complaint regarding the overuse of the carpark by the local drinking establishment and residents, unfortunately it is a free public carpark, any form of monitoring seems unfeasible. **Office to respond** to complaint acknowledging it is a problem but proving difficult to resolve.

152-22/23 10. Play areas - *a) Update on small repairs needed after inspections of both parks,* office to look for new contractor *b) update on accessible roundabout,* Cllrs agreed on Vita roundabout and a complete over skim of wet pour for a cost of £13,144.73 + Vat requested the green and yellow roundabout. **Office to Action** *c) Fence and new entrance around Pretoria Road play park update –* Office still obtaining quotes for fencing, **update at next meeting.**

153-22/23 11. Recreation ground – *a) Fir trees update–* Trees have come down on 23rd August, Noted. *b) Man Hole update,* Cllr O White to check again once the ground is more penetrable *c) update on new bins* - Ordered, expected delivery day 7th September. Noted.

154-22/23 12. Skate Park – *a) Graffiti* - Graffiti, has been cleaned but more has been done, reported to local PCSO to patrol area more frequently.

b) Expansion - Request for updated quote due to length of time since it was received.

155-22/23 13. Multi Use Games Area (MUGA) – *a a) survey update* - Proludic meeting with NT and Cllr J White on the 13th September to discuss the survey.

156-22/23 14. Paths/Right of ways – Inspection packs have been handed to 1 councillor and 1 volunteer. Awaiting response from others. Concern raised from resident regarding shrubbery on route LUDG3, has been inspected by volunteer, awaiting update. Informed Dave Smith from the Sparkle Team and he will try and inspect also, awaiting update.

157-22/23 15. Environment - *a) Parish Steward,* List sent to parish steward. Dates of visit are: 31st August & 1st September, Cllrs have been handed lists of the jobs carried out by the parish steward to update the office for future visits.

b) Sparkle Team, list sent to sparkle team. Dates of visit are: 22nd August- 26th August. Cllrs have been handed lists of the jobs carried out by the sparkle team to update the office for future visits.*c) Complaint re hedge corner of Central St & Short St update* - Encroachment letter to be sent to LTC from Wiltshire council to use.

158-22/23 16. Future Events - *a) Summers Last Hurrah* – Porta-loo has been booked, due to be delivered on Friday 02/09/22 and returned on Sunday 04/09/22. Furry, fangs and feathers charity have confirmed attendance, they charge £55 for a bouncy castle hire, the petting zoo is free as they are a charity, the council agreed to donating to the charity for their attendance. A separate quote for another petting zoo that is £550, the quote was rejected. Cllrs would like rounders equipment and other equipment for the games, permission has also been granted to purchase an extension lead needed for equipment. A temporary events notice has been obtained. *b) Remembrance Sunday* – The road closure has been arranged and the letter to residents has been sent. A meeting needs to be arranged with the relevant personnel to arrange fine details and the **office needs to order the wreaths**. The cost for the PA service is £832+Vat, quote accepted **office to action**. The church has been put on standby and coffee and tea if the council office is not complete. *c) Christmas Lights Switch on and repairs/costings*- Office has asked the Memorial Hall regarding booking, there has been no reply to date. The quote to put the lights up and take them down is £2100 including the fixing of the damaged motif. **Office to request that the lights come down** by the 12th night. *d) Santa Sleigh update on sleigh*, Dates for the Santa's sleigh has been confirmed for the 19th,20th,21st of December. Cllr O White to source a Santa for the sleigh and grotto, Cllr's to bring the current sleigh up to standard. Suggestion for battery powered LED lights for the sleigh. *Christmas Fayre joining with all Ludgershall Groups* - The office is looking for local charities and local businesses for stalls. Cllrs and office to collect raffle prizes. A £3 charge and a £6 spend Santa's grotto toys has been approved, office to look into a company that provides the whole service.

159-22/23 17. Trees - The Survey quote has been accepted awaiting date, need to notify them of changes, prior to survey being done. Noted.

160- 22/23 18. Finance - *a) Statement to end of Month 4*. Paperwork presented to Cllrs in agenda pack, no questions. *b) Longer Term Savings report*, Paperwork presented to Cllrs in agenda pack, no questions. *c) any urgent requests for payment*, Invoice for furniture storage £200, Pest control for beehive on headstone £50. Tree technique £1495 - approved. *d) External Auditor 2022 – 2027*, Cllrs have chosen not to opt out *e) Resolution to go over both training budgets 2022/23* Cllr M Williams proposed to resolve Cllr O White Second, all in favour.

161-22/23 19. Policy Reviews – *a) Investment Policy 2022-23* – policy provided in agenda pack Cllrs to adopt the revised policy. Cllr J White proposed, Cllr O White second all in favour.

162-22/23 20. Grant Request – none this month

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

- a) 163-22/23 21. Staffing – *a) Salaries*, Salaries, total for monthly pay prior to tax, NI & pension £4291.28. Admin Staff have requested a change to pay days, due to specific bill dates for certain items, would the council agree to payday changing to the last day of

the month for the usual monthly salary. If any additions are to be made, then they would wait until the end of the following month. Approved.

b) **b) Training**, Rialtus training on Allotments for VR, Cemetery for NT and Assets for KA are all being done over the next few weeks. VR & NT are having training on making documents accessible for the website. Noted.

c) **Office** Loss Adjusters have agreed and put in place a drying company just waiting for them to start. They will be ripping out all flooring and other items before drying and supplying a certificate to say that the building is dry. Then Willmont can start again! This will take anything up to 9 weeks once it is started. Noted.

164-22/23 22. 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.

Centenary Gardens poppy, 5-year plan, toilet roll holders in public toilets, electric car chargers.

Next FTC meeting 12th September 2022

Agenda items to the Clerk 7 days before the meeting.

There being no further business to discuss the meeting closed at 8.52pm

Signed.....

Date.....