

LUDGERSHALL TOWN COUNCIL



Minutes of the Full Town Council interim meeting held on
Monday 28th July 2022 at 7pm at the Castledown Business Park, Tidworth Road.

Present: Cllr O White (in the Chair), Cllr J White, Cllr E Williams, Cllr S McShane, Cllr L Coombes, Cllr L Wilkins.

Absent: Cllr M Williams

Public: 1.

AGENDA ITEM

094-22/23 1. Apologies for Absence - Cllr L Ramsay, Cllr N Gregory, Cllr D Lansley-Smith, Cllr J Walker – Cllrs RESOLVED to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.

095-22/23 2. To Receive Declaration of Interests - None

096-22/23 3. An error on the agenda

097-22/23 4. Previous Minutes for ratification – Annual FTC meeting 9th May 2022, Extraordinary Co-option meeting 24th May 2022, Full Town Council meeting 13th June 2022. Committee resolved that these were a true record, **office to put on website.**

098-22/23 5. Planning Applications:

- a) [PL/2022/05181](#) – Proposed ground and first floor extension at 2 St Catherine's, Simonds Road, SP11 9RH – Objected due to questions over the lack of foundations, overdevelopment, lack of residential parking, not in keeping with the other properties.
- b) [PL/2022/04539](#) – Amended plans at 46 Astor Cres, Ludgershall, SP11 9RF – No Objections.

099-22/23 6. Planning Enforcements:

- a) [ENF/2022/00641](#) – alleged unauthorised removal of roof and chimney at 203 Andover Road, Ludgershall, SP11 9NG - Noted

100-22/23 7. Planning Decisions:

- a) [PL/2022/04430](#) – Proposed works to trees in a conservations area at 2 Castle St, Ludgershall, SP11 9QR. Decision, no objection. - Noted
- b) [PL/2022/0452](#) – Proposal to remove tiled pitched roof from existing rear extension. Replace with flat roof decked with tiles and add a metal railing to create a balcony. Remove bedroom window and add French doors for access to proposed balcony. Withdrawn by applicant. - Noted

101-22/23 8. Allotments – Lead Cllr L Wilkins/admin VR *a) Deweys Lane report*, Remove signs stating dog on lead and leave signs stating NO Dogs allowed, Contractor to strim back plot 6a, Agreed by council. **Action: Office** *b) Bell Street report*, Cllr O White and Cllr L Wilkins to investigate the request for the need of a larger trough. *c) Hedge by plot 1 Bell St update* – Cost requested for contractor to cut side and top of problematic hedge and then add it to contract agreed by Cllrs. **Action: Office.**

102-22/23 9. Cemetery to discuss - *a) Garden of Remembrance ideas for marking new area*, Cllr E Williams has drawn up a plan to double the size of the memorial garden by repeating the same design and keeping in line with the original structure. The current fence for the memorial gardens needs restoring and maintaining **Action: Cllrs/Office** *b) Move Tap and provide water*

update, Cllrs suggested not moving the tap, instead having a fixed hose from the tap going to a water butt outside gates with a tap for all to use, all agreed. **Action: Office**

c) Headstone borders maintenance – quote from preferred contractors £297.56 + VAT in agenda pack, Approved. **Action: Office** *d) Levelling of graves, quote in agenda pack* – Cllrs advised to wait out and see if the graves self-level. Concerns over the gate at the cemetery dropping, request for the supplier to come out and make right. **Action: Office for next agenda**

Concerns have been raised over the trees on the farmers land that hang over the back of the cemetery, write a letter to the farmer requesting permission to cut them down to an appropriate height. **Action: Office for next agenda**

103-22/23 10. Gardens, planters & War Memorial *a) Encroaching bushes from Jubilee Gardens at 1 Recreation Road-* Although Cllrs were sympathetic the request was rejected due to the house being owned by Aster Housing and therefore the resident should speak with them. *b) Watering equipment update* ordered as requested last month costing £399.60 Awaiting delivery date. *c) Flagpole discuss* - Cllrs agreed that a new flagpole will be erected in war memorial garden at the end pointing up the High Street towards the Castle. **Action: Cllr O White to do research and pass to office.**

104-22/23 11. Carpark & Toilets *a) Overhaul of electrics inc. lights on trees*, A complete overhaul of the electrics to be added to the 5-year plan *b) Stop cock repair*, The service room, stopcock needs a new three quarter BSP, contact Harris Plumbing to carry work out. **Action: Office** *c) Problem with underground pipes*, employ specialists to get a camera down to the drains and investigate **Action: Office** *d) Grass Strimming around car park, update re contractor* – Cllr J White to investigate the cars in the carpark that need removing prior to trimming, contractor to give 1 weeks' notice prior to trimming so office can arrange the cars to move.

105-22/23 12. Play areas - *a) Play area contractor update on new contacts-* Office speaking with Steven Day from Elite Inspections to ask if he would be our maintenance man regarding the play areas and if he can carry out the odd jobs required as he already provides our quarterly reports. **Action: Office** *b) Quotes for wet pour repair under swings etc.* Also speaking with Steven day regarding the wet pour under the swings as it is a small repair job. Noted, **office to action.** *c) Fence and new entrance around Pretoria Road play park update and new quotes* –, LTC would like to continue with getting a new fence taking into consideration the changes to make the park more accessible, Cllr J White to look at sourcing Bow top fencing inhouse and pass info to office then office request fitting through Willmont. **Action: Office** *d) Accessible roundabout update and new quotes* – LTC will consider replacing previous equipment at the same time as renewing the roundabout, quotes to be finalised and presented to LTC later **Action: Office.**

106-22/23 13. Recreation ground – *a) Install Manhole update*, Cllr O White to dig down and asses the feasibility of a manhole, as a Toilet block is being added to the 5-year plan. *b) Update on new Bins* - Awaiting final Quote, AGG to install. *c) Request for bin inserts from contractor, update, and quote* – Numbers to be confirmed Cllrs agreed with purchase.

107-22/23 14. Skate Park – *a) Graffiti update on what can be done to clear it* – Evolution is looking at how easy the graffiti can be cleaned. Cllr L Coombes suggested to make it a graffiti project for youths to prevent unwanted graffiti. **Office to check with skatepark contractors.** *b) ITT for increasing size of skatepark update* – Agreement to go ahead with increasing the skate park all Cllrs agreed. **Action Office**

108-22/23 15. Multi Use Games Area (MUGA) – *a) Update re design company and quotes* – Cllrs Agreed to go ahead with Proludic without the need for further quotes as they are a specialist in the field and are happy to install a MUSA rather than a MUGA. **Action office.**

109-22/23 16. Paths/Right of ways – Cllrs will be given one or 2 paths to walk/check preferably in pairs, maps will be emailed or printed in office for pick up Wednesday 3rd August - Noted

110-22/23 17. Environment - *a) Parish Steward/Sparkle Team* – New forms for the Parish Steward and the Sparkle team, Office to email forms to Cllrs to update job list.

b) Complaint re hedge corner of Central St & Short St - Waiting for Wiltshire Cllr C Williams for an update. *c) Winter preparations* – Cllr J White and Cllr S Mcshane to check the bins, **Office to send location of bins.**

111-22/23 18. Trees – *a) Update on trees in Rec overhanging Rawlings Court properties* – Resident to cut back the trees and LTC to arrange the cuttings to be removed from the recreation ground *b) Update on leylandii on side of rec* – Expected to be completed by the end of August, *c) Survey require quotes* Cllr J White proposed to accept the quote from Tree Technique for £595 + VAT for the tree survey, all in favour.

112-22/23 19. Future Events -*a) Remembrance Sunday* - Road closure has started, Cllr McShane to hand distribute letters, once the office have printed. Office to contact church hall regarding hosting tea and coffee held there. Office to speak to All of The Kit regarding the relaying of the service, office to speak to Cllr L Ramsay about inviting his regiment to parade. *b) Christmas Lights* Cllr O White and a volunteer to test the lights ahead of the installation company testing them. *c) Switch on event update and ideas* – Suggestions for 25th November date *d) Santa Sleigh* – The sleigh needs updating and painting, ideas around adding lights to light up Santa. Cllr M Williams to investigate trailer to tow the sleigh. Office to find people to be Santa and Elf's *e) Best dressed Christmas window*, - Office to contact local business's *f) Residents Christmas lights photos for Facebook*, Office to Action *g) Christmas Fayre joining with all Ludgershall Groups update* – Office to find charity and stall participants and contact the schools to see how they can get involved. Meeting with Cllr Mcshane to be arranged to discuss civic events at a later date.

113-22/23 20. Finance - *a) Statement to end of Month 3*, Noted, *b) Longer Term Savings report* Lloyds treasurers/30 day business bank instant £29,047.83, PSDF – CCLA £380,802.46 With Perry's Cottage and S106 accounts at just over £30,000, this means LTC have £59,000.00, in Lloyds and still under the FSA limit of £85,000. TC stated that she will need to transfer £50,000 monies from CCLA to Lloyds for August payments resolved. *c) Any urgent requests for payment* None.

114-22/23 21. Internal Audit Report – The report had been circulated prior to the meeting, Cllr J White motioned to Approve, Cllr L Wilkins seconded, all in favor.

115-22/23 22. Policy Reviews – none this month

116-22/23 23. Grant Request – none this month

117-22/23 24. Memorial Hall – Request for information has been postponed due to personnel holidays within the Memorial Hall committee, Cllrs wish to request a new date once appropriate personnel have returned, at the earliest convenience.

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

118-22/23 25. Staffing – *a) Salaries*, all 3 staff full months' pay - Noted *b) Training*, Both admin staff to start training for ILCA, Town Clerk studying towards CILCA *c) Office* – The leak has stopped, Loss adjusters for both the LTC insurance and Sanctuary have attended or due to attend the property.

119-22/23 26. 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 8th August 2022

Agenda items to the Clerk 7 days before the meeting.

There being no further business to discuss the meeting closed at 9.00pm

Signed.....

Date.....