

LUDGERSHALL TOWN COUNCIL



Minutes of the Full Town Council meeting held on
Thursday 29th September 2022 at 7pm at the Unit 2A, Castledown business park,
Tidworth road.

Present: Cllr O White (in the 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 & Cllr D Lillywhite

Public: 8

Cllr O White declared a minute silence to be held in honour of our late Queen.
Cllr O White expressed appreciation to Town clerk, administration assistants & fellow
councillors for all their hard work regarding the queens passing.

AGENDA ITEM

THIS MEETING WILL BE RECORDED.

165-22/23 1. Apologies for Absence – Cllr M Williams & Cllr L Ramsey requested 6 months
absence due to posting. Cllrs RESOLVED to accept these apologies and record under the LGA
1972 Section 99 and Sch 12 para 40.

166-22/23 2. To Receive Declaration of Interests – Cllr O White under bills for payment

167-22/23 3. General Public – Questions – please read policy for public participation- Requested
information on the defibrillator-it has been recalled & due to a shortage there is no
replacement at the moment. Request made to update sign to state this. **office to action.**
Broken table in the jubilee gardens- confirmed town council are aware of this, it cannot be
repaired however potential to raise funds for a new one or remove it completely- **office to
action.**

168-22/23 4. Chairman's report- I have had quite a busy month – attended the Wiltshire
Council Strategic Planning Committee meeting to give the Town Council's presentation on
objections regarding new proposed development at Empress Way . Unfortunately, the
committee went against our objections because the call-in notice originally requested by the
Town Council had been withdrawn without our knowledge so the development will now be
given planning permission but with conditions. Garrison Theatre, Tidworth an invite to meet
with the Nepalese community to watch the film of WW1 Gurkha who was awarded the first
Gurkha VC medal. A warm welcome was extended to Cllr Janet White and myself. I have been
attending the Friday Coffee mornings in the Church Hall to receive any Town Council problems
during the closure of the High Street office. I also met the South Sudan Bishop and his wife who
were staying with Rev Tim. The second South Sudan Bishop and his wife to visit Ludgershall was
introduced to Cllr Mick Williams and myself at a private BBQ. The Mayor, Deputy Mayor and
partners were invited to the Mayor of Wilton's Soiree in Wilton House Gardens, this was for the
Mayor's Charity event. It is also a good opportunity to network with other Mayors of Wiltshire.
The Town Council have congratulated both Castledown FM & The Queen's Head on their recent
prestigious awards. You can view details of both awards on the Town Council Facebook.

During the school holidays projects by Yellow Brick Road charity who are based in Andover were held weekly at the Rec for Art classes and Football coaching for a range of ages and both have been well attended and enjoyed by all. A Gallery of the art project was held in the Youth building and the artwork was of a very high standard. One of the young artists has donated his picture to be displayed in our new Town Council office. 'Last Summer Hurrah' arranged by the Town Council at Rec on Saturday 3rd September 2022, was another successful event, thank you to all volunteers who helped and the people for attending. It ended the summer with a good Community spirit. Ludgershall Town Council wish to express their great sadness on hearing the news of the death of Her Majesty The Queen and we joined the country in a period of National Mourning.

169-22/23 5. Update From Outside Representatives –

Police Report – There is a change in reporting, PCSO Pippa Brewer will be holding an online meeting with all Parish/Town Clerks to report police activities every 3 months, due to changes within the work force. Any questions from public or Cllrs must be fed through the Clerk.

Question raised regarding a box for questions available in the office- confirmed there will be.

26 Engineer Report – WO1 Matt Needham, RSM – apologies sent

Unfortunately, I will be in France on a recce on that date. I will send you an update closer to the time of what 26 Engr Regt are currently doing.

Wiltshire Council Report – Cllrs C Williams & AKJ Pickernell

Apologies sent from Chris- no update from Wiltshire council.

170-22/23 6. Update from LTC's representatives on outside bodies –

- **Update re Memorial Hall** – report from Cllr S McShane- no update
- **Update on complaints re management of Memorial Hall**– request made for the agenda to be sent to office & confirmed that the meetings will be held on the 3rd Thursday of every month. Town council to hold a meeting with members of the memorial hall to talk about the raised issues.
- **Update re LHFHIG (CATG) –**
 - A) **Short street**- parking- confirmed the town council has done everything in its power and has been in communication with both landowners. Suggestion raised to send a letter to the school & request their assistance- **office to action.**
 - B) **Meade Road, Short street need waiting restrictions**- agreed on waiting restrictions on the left hand side of Meade Road to Coronation Street towards Andover Road. **Office to action**
 - C) **Minor footpath repair**- request of repair of the foot path outside of office to end of of High Street by Drivers Relief! to LHFHIG- **office to action**
 - D) **Lighting column short street**- ownership of the footpath to be confirmed- **office to action**
 - E) **Grandby Gardens Estate -20MPH signs & adoption of the play area**- request for multiple signs however LTC felt that 4 signs in strategic spots would be better & agreed to ask LHFHIG to make the estate a 20MPH speed limit- **office to action.** Proposed not to adopt the play area- agreed by all.

171-22/23 7. Previous Minutes for ratification – none due to needing proof reading

172-22/23 8. Bills for Payment – resolved to accept

173-22/23 9. Planning Applications to discuss and resolve a decision:

- a) **PL/2022/06000 – Demolition of existing bungalow and outbuildings and erection of new 2 storey dwelling at 2 St Catherines, Simonds Road, SP11 9RH**- objected due to being oversized, the design of the building, parking issues & over development.

- b) **PL/2022/06584- Proposed single storey side/rear extension. New loft conversion with rear facing dormer and front and rear facing Velux windows at 9 St James street, Ludgershall, SP11 9QF-** Observation made- conservation officer not listed as a consultee- no objections and comment to be made on application.
- c) **PL/2022/06957- To remove existing rear conservatory and replace with solid roof conservatory; addition of a side window to the lounge at 1 Larkin Close, Andover road, Ludgershall, SP11 9SS-** no objections.
- d) **PL/2022/06944- Boundary wall with inset timber panels at 4 Abbot Close, Ludgershall, Andover, SP11 9PQ-** no objections.

10. **Planning Decisions to note decision:**

- a) **PL/2022/04539 – Amended plans at 46 Astor Cres, Ludgershall, SP11 9RF, approved with conditions.** Noted
- b) **PL/2022/04931- Two story side extension and single-story rear extension to replace existing story side extension at 40 Short Street, Ludgershall, SP11 9NJ, approved with conditions.** Noted
- c) **PL/2021/08688- Demolition of the existing dwelling and outbuildings and the erection of seven dwellings, garaging, landscaping and associated works at Rear View, Andover road, SP11 9NE, approved with conditions.** Noted

174-22/23 11. Correspondence- a) *DCK Accounting Fee increase* – Resolved to accept and keep DCK accounting.

175-22/23 12. 5 year plan update- no update as still in progress.

176-22/23 13. Allotments- Lead Cllr Wilkins/ admin VR- resolved to accept the fee increase to £55 for full plot and £27.50 for ½ plot in 2024. Cllr O White & Cllr J Walker volunteered to turn off water & lock the gate as of 29th October. a) **allotment report- Deweys lane-** no changes, evictions have come to a halt due to season, the inspections are also less frequent due to this. There are 15 people on the waiting list. **Bell Street-** x2 holders to be evicted due to no interest, x1 holder has resigned their plot due to no maintenance. There are 28 people on the waiting list. Once the x3 plots are back in a good condition they will be given to 1st three on waiting list. b) **numbered padlock for Bell St-** resolved to discuss at another time due to needing quotes & other suggestions c) **quote received** from Gavin Jones to clear back of Deweys Lane allotments due to overgrowth & rubbish @ £1280+vat- resolved to accept and issue disclaimer letters to holders regarding potential damage/loss of property. **Office to action.**

177-22/23 14. Recreation ground & play areas- Lead Cllr J White/admin VR- accessible roundabout discussed and accepted as good standard. a) *reporting unsociable behaviour in the Rec-* request PCSO to add to their route- **office to action.** b) *update regarding Wiltshire council meeting-* Proposed to adopt clover gardens play park- resolved to accept. **Office to action.**

178-22/23 15. Multi Use Games Area- lead Cllr J White/admin NT- *update from Proludic meeting-* survey being completed by Proludic. discussed and accepted

179-22/23 16. Future Events - Lead Cllr S McShane/all staff – a) *The Proclamation of King Charles-* was very well attended and went really well. b) *Minute of reflection-* same as the proclamation, went really well and attendance was higher than expected. Letter to be sent to Buckingham Palace regarding the book of condolence being held at council office. **Office to action.** c) *Summers Last Hurrah –* was a good day and was enjoyed by all who attended, opportunity to go bigger and better next year. d) *Remembrance Sunday –* request made for a volunteer to photograph the day- Cllr L Coombes suggested a family member & a member of the public volunteered- noted. Council to offer £50 to each of the 4 establishments for food- Clerk to speak with each. Wreaths have been received. Service sheets distribution to be sorted, St James church are doing the teas and coffees. Request of Tommy Lamp Post Signs to be ordered & bunting installed- **office to action.** e) *Christmas Lights Switch on –* application emailed to Wiltshire council. Switch on at Memorial hall all agreed. Awaiting on quote for new

string lights- **office to action.** *f) Santa Sleigh update on sleigh*, Stag pictures to be put on the sleigh once company collects the planters in October, trailer to be obtained and the lights are to be installed onto the sleigh. Cllr O White to check with M Williams regarding using the radio station for the music. Volunteer has been received and accepted to be Santa for both the fayre and the visit around the surrounding estates. *g) Christmas Fayre joining with all Ludgershall Groups*- volunteer requested to post letters to local businesses regarding raffle prizes- Cllr L Coombes. Meeting to be arranged with the current stall holders regard the rules & regulations. Request made to email office if anyone knows of any charities that would like to have a stall as need more. Poster request to be made to local schools for best poster prize at the fayre & find out about local choirs, suggestion made to enquire about the military wives choir- **office to action.** Items have been purchased for the Grotto- awaiting on delivery. More banners are to be ordered- **office to action.**

180-22/23 17. Trees - Lead Cllr N Gregory/Town Clerk - a) Tree survey- has been completed, awaiting report- **office to action** *b) To discuss ideas regarding tree roots from LTC trees protruding into resident's garden-* resolved to wait until survey received- accepted. Cllr O White informed meeting that it was approaching the allowed time limit for meetings, asked whether to adjourn or to carry on but have a ten-minute break- resolved to carry on. Cllr L Coombes left the meeting due to other personal commitments.

181-22/23 18. Finance – Lead Cllr M Williams/Town Clerk - any appropriate paperwork in agenda pack

a) Statement to end of Month 5- currently at 29% spend of budget however at 5 month point it could be nearer 40%- resolved to accept. *b) Longer Term Savings report-* 2nd half of precept received, account now just over £150,000, request made to transfer £75,000 to CCLA- resolved to accept. *c) any urgent requests for payment-* Peckham waste due to clearing plot 6 at £160. Resolved to accept. *d) Council Tax Briefing – noted e) Budget First Stage-* request made of councilors to consider any future things they can think of that will need to be added into the budget. **Office to be emailed.**

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

182-22/23 19. Staffing – Lead Cllr M Williams/Town Clerk - a) Salaries- usual month salary for all staff, overtime 17th August to 16th September for VR 24 hours overtime for NT 29 hours total salary before tax, Insurance & Pension £4796.30- accepted. *b) Training-* both VR & NT have started their ILCA. Their training is going really well. VR has trained on the Allotment Software and is imputing all information one site is completed. NT has trained on the Cemetery Software and is working her way back I believe 2 years have been completed. KA has been trained on the Asset Software. *c) Office-* requested that Wilmont can be the project management under instruction from the Council- resolved to accept.

183-22/23 20. Agenda Points for next month- planning for flagpole. Training to be done as a group.

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 09:25pm

Next meeting 10th October 2022

Agenda items to the Clerk 7 days before the meeting.

Signed.....

Date.....