

LUDGERSHALL TOWN COUNCIL



Minutes of Ludgershall Town Council meeting held in the Scout Hall, Chapel Lane, Ludgershall on Tuesday 13th August 2019 at 7-00pm.

Present:	Cllr M Giles in the Chair	Cllr J Langley
	Cllr V Dixon	Cllr B Dance
	Cllr AKJ Pickernell	Cllr O White
	Cllr B Cordrey	Cllr CA Allan
	Cllr N Allingham	Cllr J White
	Cllr C Giles	Cllr CD Allan
	Cllr J McConnell (voted in at item 4)	
Representative:	WO2 Dom Cross of 26 Engr Regt	Cllr C Williams of Wiltshire Council
Public:	3 x members of the public	

	<u>Agenda Item</u>	<u>Action</u>
068/19-20	1. Apologies – were received from Cllr D Downie and Cllr M Williams. The committee resolved to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.	
069/19-20	2. Declaration of Interests – Cllr AKJ Pickernell declared an interest in agenda item 15.	
070/19-20	3. General Public – Questions – A resident addressed the Committee with a request; could the Council install a waste bin on the lamp-post at the footpath junction with Teasel Close. She walks her dog near the Polo field and recently along the “ransom” strip behind Granby Gardens and her dog nearly choked to death on a discarded pizza box with food remnants in it. She advised there is now a lot more rubbish there since the new estate opened. The Councillors discussed the matter and advised that ultimately if LTC agreed to install a bin and get Wiltshire Council to agree to do it, it would be LTC’s responsibility to have it emptied and keep it maintained. Unfortunately the Council do not have the resources to facilitate this at this time. They apologised to the resident and suggested that the litter could be reported to Wiltshire Council via the MyWiltshireApp. Another question was raised about the weight restriction of lorries in the High Street. Cllr C Williams advised that the weight restriction is actually in force for the corner of Butt Street and not specifically the High Street as such and that	

	<p>the link road is now open. However, Cllr CD Allan advised that the signage in the Collingbournes is still covered up. Cllr Williams asked the Clerk to remind him to chase up getting the signs uncovered. Cllr CA Allan also advised that Cllr M Connolly had previously advised her that Ludgershall would have signage in place as one is needed by the War Memorial at the very least.</p>	Clerk
071/19-20	<p>4. <u>Casual Vacancy</u> – John McConnell addressed the Committee. He advised what skills and experience he can bring to the Council having lived in Ludgershall for over 20 years, having served in the military for 25 years and having been involved with many local organisations during that time. He also set out his aims for the future of the town and how he would like to help the Community gain better facilities. Cllr M Giles proposed that Mr J McConnell be voted in as a Councillor, Cllr B Cordery seconded, all in favour. Cllr J McConnell was invited to come and sit with the Committee around the table. The Clerk then passed Cllr McConnell some paperwork and his LTC badge and waited for him to sign the Acceptance Form.</p>	
072/19-20	<p>5. <u>Chairman’s Report</u> – Cllr M Giles advised that during the last month he has only attended the Area Board meeting and the main focus was on the use of Rights of Way and Footpaths and finance. Cllr M Giles offered Ludgershall Town Council’s condolences to 26 Engineer Regiment and the family of Sapper Bradley Park-Duckett after his recent untimely passing.</p>	
073/19-20	<p>6. <u>Police Report</u> – Admin reported that during July there had been 3 reported burglaries, 2 reported thefts and 3 other incidents in Ludgershall. One was vehicle seized for having no tax and insurance, a male issued a cannabis street warning after being found in possession and males arrested after a vehicle was stopped and a large amount of drug paraphernalia found inside.</p>	
074/19-20	<p>7. <u>26 Engineer Regiment</u> – WO2 D Cross addressed the Committee and advised that WO1 Elliott is currently away in Northern Ireland. All soldiers are on summer leave and are due to return on 27th August 2019 to camp. He advised that there are still deployments to Estonia, Cyprus, France, Belize, Kenya and Canada. Engagements: Freedom Parade in September, Cocktail party summer 2020. WO2 D Cross finally reported that Major J Buckley has been appointed as the new Quarter Master and is due to settle in Ludgershall shortly (he has 35 years’ service).</p>	
075/19-20	<p>8. <u>Garrison Engagement Report</u> – Lt Col Nick Turner was unable to attend the meeting but had emailed to advise that there was no further update to report since last month.</p>	

076/19-20	<p>9. <u>Wiltshire Council</u> – Cllr C. Williams had nothing to report. Cllr J Langley advised that she had received a personal complaint from a resident on Empress Way as their bins had not been emptied the previous week. Cllr C Williams advised that any missed collections should be immediately reported to Wiltshire Council either by phone or via the website/app. The Clerk advised that she lives in that area and the bins were collected on Monday this week (8th July 2019).</p>	
077/19-20	<p>10. <u>Memorial Hall Committee Report</u> – Cllr N Allingham updated everyone with the details of the previous Committee meeting held on 18/7/19. One new member has been voted onto the Committee – Mrs CA Allan. The hall has been redecorated in white and pale grey and looks much brighter. The Fire Extinguishers have all been checked and are being renewed in December. The flagpole has been moved to the corner of the Car Park. The wall has been re-built and the work finished today. The Insurance has been paid for the Hall and Cottage and the bookings are as per last month. The roof has been fully repaired and quotes re being obtained to re-thatch Perry’s Cottage.</p>	
078/19-20	<p>11. <u>Minutes of the previous meeting held 9/7/19</u> – had been circulated prior to the meeting. Cllr J Langley asked about agenda item 15. Councillor Surgeries – what is happening? Admin advised it is a work in progress and a subcommittee needs to be formed. Cllr M Giles proposed the minutes, Cllr N Allingham seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41.</p>	Admin/Clerk
079/19-20	<p>12. <u>Grants</u> – Friends of Ludgershall have submitted an application for a Grant which had already been discussed by the Finance Committee. A representative of Friends of Ludgershall was present at the meeting and gave a presentation on the Club and what it offers to local residents. The Committee discussed the Application and Cllr O White asked if there is a membership fee for the Club, which was confirmed and there is also a weekly fee to cover the cost of a meal. It is a one-off grant. There was also a discussion about the funds that remained from Kennet Friends – Cllr AKJ Pickernell advised that he was aware that £32K remained in their account. The representative advised that she had received an email to say there were limited funds remaining and these were given to the local Area Board. Cllr C Williams will investigate what happened to the funds. The Grant was proposed for approval by Cllr CA Allan, seconded by Cllr C Giles, all in favour. Clerk to pay £500.00 as a Grant to the Friends of Ludgershall.</p>	Clerk
080/19-20	<p>13. <u>Correspondence</u> – a) Admin advised that an email had</p>	

	<p>been received in the office from Sovereign Housing asking if the Town Council would like to be involved in an opening ceremony for the play park at Taylor Crescent. There has been some minor anti-social behaviour reported there aswell, does LTC have any issues they would like to raise? Cllr M Giles asked Admin to report back to Sovereign and ask what they have in mind. Cllr B Cordery advised that the play area has no rubber matting at all under the play equipment.</p> <p>b) A request has been received from 22 Engr Regt to ask if the Rec can be used for the finish line for their half-marathon on 18th September 2019. It would be needed from 11am – 5pm and around 20 vehicles will need parking and a small marquee will be erected for refreshments for the runners. There will also be an inflatable arch for the finish line. Admin confirmed the Public Liability Insurance Document and Risk Assessment had already been sent to the office. The regiment will provide marshals etc and the Councillors agreed that last year it had been run very well and all agreed to give them the go-ahead. Admin to confirm with 22 Eng Reg. c) Finally, Cllr M Giles read out a letter from the Secretary of the Sunset Club thanking LTC for their Grant funds of £350.</p>	<p>Admin</p> <p>Admin</p>
<p>081/19-20</p>	<p>14. <u>Committee Reports</u> – Civic Events held 11/7/19 have been circulated, Cllr CA Allan proposed the minutes, Cllr J Langley seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41. Recreation, Leisure & Environment held 15/7/19 have been circulated, Cllr J White proposed the minutes, Cllr AKJ Pickernell seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41. Allotment, Cemetery and Car Park held 16/7/19 have been circulated, Cllr J Langley proposed the minutes, Cllr N Allingham seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41. Planning held 16/7/19 & 5/8/19 have been circulated. Cllr O White proposed these minutes be accepted for approval, Cllr N Allingham seconded. The committee resolved to accept these minutes as a true record, under the LGA 1972 Section 99 and Sch 12 para 41. Finance & Policy held 26/06/19 & Additional Finance & Policy held 01/07/19 have been circulated. Cllr B Dance proposed these minutes be accepted for approval, Cllr B Cordery seconded, all in favour. The committee resolved to accept these minutes as a true record, under the LGA 1972 Section 99 and Sch 12 para 41.</p>	
<p>082/19-20</p>	<p>15. <u>Bills for Payment</u> – these have been passed to the</p>	

	<p>Committee. Cllr O White queried the cost of an HR company. Cllr M Giles advised that HR is a specialist field and they have been used a lot. It is also becoming more expected that a Council should have an HR company engaged. Hightrees invoice was also queried and Admin confirmed that this month includes some one-off costs for a report and help after the office move. Cllr C Giles proposed these bills be paid, Cllr J White seconded. The committee resolved to pay these bills under the LGA 1972 Section 150.</p>	
083/19-20	<p>16. <u>Resolution for entrance to Recreation Ground</u> – The Clerk had submitted a request to the Full Council to agree a Resolution to fund the new entrance barrier to the Rec and the necessary groundworks totalling £17534.40. The funding had already been agreed through the RLE and Finance Committees. Cllr N Allingham advised that a method statement needs to be in place for operation of the barrier. The Councillors discussed at length and were not happy to proceed at this stage and want more information before signing this off. Clerk to arrange for details to be obtained and sent out.</p>	Clerk
084/19-20	<p>17. <u>Preferred Plumbing Contractor</u> – Admin presented prices from two local plumbers who have quoted hourly rates and expressed interest in being the Preferred Contractor for LTC. Halo Heating and Plumbing offer services at £45 per hour including VAT for 8am – 5pm jobs. Also sent details of his qualifications and Public Liability Insurance Certificate. Amesbury Plumbing and Heating Ltd also offer plumbing services at £45 + VAT for the first hour and £25+ VAT for every hour thereafter. No certificates sent in. The Finance Committee had agreed that Halo could be contacted to carry out a service to the TMV and clear the sink. Admin confirmed that they had been punctual with good Customer Service. Cllr CD Allan proposed that Halo Heating and Plumbing be offered Preferred Contractor status, Cllr V Dixon seconded, all in favour. Admin to advise Halo Heating and Plumbing.</p>	Admin
085/19-20	<p>18. <u>Community Governance Review</u> – The Councillors were provided with a handout of information to go away and read to come up with opinions and suggestions as there will be a vote cast at next FTC.</p>	
086/19-20	<p>19. <u>LTC Scheme of Delegation</u> – The Councillors had been provided with a copy of the document that Finance has proposed LTC adopt moving forward. Admin confirmed this is in addition to the other policies, not instead of. Cllr CA Allan proposed that LTC adopt the Scheme, Cllr M Giles seconded, all in favour. Clerk to put onto website.</p>	Clerk
087/19-20	<p>20. <u>Councillor/Employee Protocol</u> – The Councillors have</p>	

	been sent a copy of the document detailing expected behaviour standards from employees and the Council as an employer. Cllr V Dixon proposed the Council adopt this procedure, Cllr CA Allan seconded, all in favour.	
088/19-20	21. <u>Tidworth Area Board Area Awards</u> – Cllr AKJ Pickernell advised that the Area Board awards are due to be held on 23 rd October 2019.	
089/19-20	22. <u>Tuesday Closure of Office – report/update</u> – The Clerk had sent out a report which detailed how the trial had gone with the office closing on Tuesdays as well as Fridays. The Committee discussed and agreed that it was only fair in the interest of democracy to also open the office for a month on a trial basis from 12pm – 2pm from Monday to Thursday from next Monday. Clerk to advise visitors and put up signs in office/print leaflets etc. A report will be provided next month on how those hours work in terms of the office keeping up to date with workloads.	Clerk
090/19-20	23. <u>Agenda Points for next month</u> - none	
	Cllr O White advised that the Clerk had asked that the subcommittee formed to discuss the Town’s 5 year plan requires two more Councillors and asked for volunteers. Cllr J McConnell and Cllr J White will join. The Clerk confirmed that the first meeting will be 4/9/19, 7pm at 22 High Street, Ludgershall, SP11 9PZ.	

There being no further business to discuss the meeting closed at 8.15pm, the next meeting will be on **10th September 2019**, 7pm at the Scout Hall, Chapel Lane, Ludgershall.

Signed.....Date.....