

LUDGERSHALL TOWN COUNCIL



Minutes of Ludgershall Town Council meeting held in the Scout Hall, Chapel Lane, Ludgershall on Tuesday 13th September 2016 at 7-00pm.		
Present:	Cllr O White in the Chair	Cllr K Hall
	Cllr V Dixon	Cllr B Cordery
	Cllr J Hollis	
Representative	Cllr C Williams Wilts Council	
Absent :	Cllr B Dance	
Public	Mrs W Eley	Mr P Eley
	Mr C Steers	Mr E R Thomas

	<u>Agenda Item</u>	<u>Action</u>
139/16	1. <u>Apologies</u> were received from Cllr Giles, Cllr Langley, Cllr Pickernell, & Cllr M. Williams (all on holiday) & Cllr Downie (work)	
140/16	2. <u>Declaration of Interests</u> – No declarations received.	
141/16	3. <u>Casual Vacancy</u> – There were 3 candidates present at the meeting for co-option and one application by e-mail (due to holiday). Mr C Steers, Mr E.R. Thomas and Mrs W. Eley introduced themselves to the meeting and the Chairman read Mrs C Giles e-mail. There were 4 casual vacancies each candidate was proposed and seconded to be co-opted to be the new councillors, Chris Steers, Eric Thomas & Wendy Eley signed a declaration of acceptance of office and invited to join the meeting. Mrs C Giles will be asked to sign her Declaration of acceptance form at the Allotment, Cemetery & Car Park committee. The 3 new councillors present all agreed to be on the R, L & E committee, Cllr C Giles will be on Allotment, Cemetery & Car Park committee. Mr P Eley left the meeting at 7-10pm	
142/16	4. <u>Chairman's Report</u> - LTC had been represented at the following meetings: - Wiltshire Wildlife Trust event in Jubilee Gardens, Area Board agenda setting, TCAP, Corunna Barracks Building site meeting, Market Towns July meeting and Andover Town Council meeting for Fowler Architects presentation & Ludgershall Garden Club Flower Show to present Ludgershall in Bloom shields. The Chairman commented this was an excellent Flower Show and only achieved with a hard working committee.	
143/16	5. <u>General Public Questions</u> – None Received.	
144/16	6. <u>Wiltshire Council</u> – Report by Cllr C Williams, A series of Finance	

	Meetings to be held across the County, the next TCAB on Monday 19 th September 2016 at Wellington Academy, developing Community Partnerships will be an agenda item. Corunna Barracks, the building contract of 246 SFA has been awarded to Lovell's and they wish to use the Community Building as their site office and they will refurbish the building, leave all the services connected and provide a 20 vehicle car park ready to hand over to LTC but not until March 2020. Joint Strategic assessment will be holding a discussion meeting on 9 th November 2016 at Wellington Academy to decide priorities for the Tidworth Community Area.	
145/16	7. <u>Police Report</u> – an update received by e-mail, over the last 2 months - 7 reports of ASB at various locations, 1 burglary, 4 thefts, 21 violence against a person, 11 arson/criminal damage, 3 public order offences, 1 vehicle offence, 4 concern for safety, 7 domestic incidents, 2 hoax 999 calls, 4 suspicious incidents and 3 transport offences. The recent problems in Jubilee Gardens, Rec, gent's toilet and around the War memorial have all been reported to the police.	
146/16	8. <u>26 Engineer Regiment</u> –WO1 Hines phoned to give his apologies and confirmed Freedom of the Town 2017 will be held on Saturday 13 th May 2017. The contacts for events will be Capt. James Eadie & Capt Jamie Small, Richie will bring them to Council Office on his return to work to introduce them. Cllr C Williams asked if a date for completion of Somme Road lights could be obtained from the Regiment.	Clerk
147/16	9. <u>Minutes</u> from the previous meeting had been circulated, the Chairman proposed the minutes to be a true record and should be signed, seconded by Cllr Cordery, carried.	
148/16	10. <u>Correspondence</u> a) Accounting Solutions confirm the budget setting date will be 21 st October 2016. b) Community First – AGM will be held on Wednesday 12 th October 2016 in the Town Hall, Devizes.at 6-45pm after the Awards and Presentations. c) Temporary road closure of A.338 Salisbury Road (part) Tidworth from its junction with Church Lane to its junction with Humber Lane to enable Renelec Groundworks to put HRA surfacing around the new roundabout on 3 rd October for 3 days between 07.00 and 18.00. d) Claire Perry MP is offering another organized trip to Westminster for community volunteers, the event will be on 12 th October 2016 applications need to be sent by Sunday 18 th September 2016, interested Cllrs please inform the Office. e) Emergency Planning- from 6 th September 2016 a new national phone number '105' will be launched by electricity network operators for customers to call should they need to report or get information about a power cut in their area. f) Wiltshire Gazette & Herald – have requested a press release about the Army Basing Project, it was agreed the Chairman could contact them. g) The certified Annual Return for year ended 31 st March 2016 has been received from external auditors Grant Thornton. It was noted the risk	

	<p>management report was approved by the Council after 31st March 2016 and should be approved before the end of year.</p> <p>h) Newsletters received available for viewing in the Council Office.</p>	
149/16	<p>11. Committee Reports</p> <p><i>Finance & Policy Committee</i> – Cllr White reported on 3 meetings held 20th July, 27th July and 31st August 2016, minutes had been circulated. Fixed term deposit with Lloyds Bank matures on 3rd October 2016, committee agreed to re-invest capital + interest for a further 6 months. Admin Assistant will take over as Clerk on 1st September 2016 on salary scale from NJC spinal column point 23 (pro rata) & retired clerk will be employed on a temporary contract to work for a fortnight in September to cover holidays and then as and when required on an hourly rate of pay. Amended Facebook rules were discussed and Cllr Hall requested further amendments made, 3rd draft copy remit to next Finance & Policy meeting.</p> <p>Cllr White proposed these minutes and Bills for Payments should be approved, seconded by Cllr Cordery, carried.</p> <p><i>Allotment, Cemetery & Car Park Committee</i> – Cllr White reported on meeting held 19th July 2016, minutes had been circulated. Review of allotment rules and warning letters still ongoing. The autumn bulbs for War Memorial and planters have been ordered. Cllr White proposed these minutes should be approved, seconded by Cllr Hollis, carried.</p> <p><i>Recreation, Leisure & Environment</i> – Cllr Hall reported on meeting held 18th July 2016, minutes had been circulated. A quote to remove the rusty picnic table and benches in Rec received from Willmont Building costing £195-00p + VAT, it was agreed this should be accepted and removed asap as another fire has caused more damage. Cllr Hall proposed these minutes should be approved, seconded by Cllr Dixon, carried.</p> <p><i>Planning Committee</i> – Cllr White reported on meetings held 12th 19th 27th July & 31st August 2016. Objections were raised regarding one application viewed for a pair of semi-detached bungalows & a detached bungalow on land at rear of Tall Pines & 1 Byron Close, Dewey's Lane on the grounds of insufficient information and poor access. Cllr White proposed these reports should be approved, seconded by Cllr Hall, carried. .</p>	Clerk
150/16	<p>12. Welcome Pack & Self-Guided Tours of Ludgershall</p> <p>a) The details of tri-fold leaflet is nearly complete, but Cllr Dixon requests more help from the sub-committee to finish the project.</p> <p>b) In Clerks Direct a Town Council has produced a self-guided tour leaflet, Cllr White suggested this form of tour around Ludgershall should be investigated in place of the proposed guided tours.</p>	<p>Cllr Dixon, White & Langley</p> <p>Cllr White</p>
151/16	<p>13. Visit Wiltshire 2017 Publication – a draft of Ludgershall's entry received for checking, the clerk will confirm LTC are happy for this to be their entry for 2017 Time for Wiltshire Visitor Guide.</p>	
152/16	<p>14. Remembrance Day Parade 2016 – Application for Temporary Road Closure has been submitted to Wiltshire Council and Traffic Order Team confirm the consultation for proposed closure has commenced with the end of objection period being 23rd September 2016. LTC has delivered letters to properties along the closure route and notices are displayed on our notice</p>	

	boards.	
153/16	15. <u>The Insurance Act</u> comes into effect on 12 th August 2016 and aims to rebalance the position between the buyers of insurance and Insurers. The Act applies to policies that incept or renew on or after 12 th August 2016. More guidance and information required before a sub-committee is set up to review our position. Remit as agenda item for October 2016 meeting.	Clerk
154/16	16. <u>Freedom of the Town 2016 & 2017 update.</u> a) 2016 event on 24 th September 2016 – Cllr White has met with Mr Shipsey in the Memorial Hall to discuss the layout of hall and request tea & coffee to be served as guests arrive. The cost of buffet has been accepted price £1937-25p + VAT. The scrolls have been received and the new Mayoral regalia should be received on 19 th September 2016. b) 2017 event – 26 Engineer Regiment will exercise their right to march through the Town on Saturday 13 th May 2017 starting from Drummond Park and finish at the Rec. A temporary road closure will be required again.	
155/16	17. <u>Temporary Employment Contract</u> – a draft copy of contract discussed based on an hourly rate of pay with hours not specified but to work when required by the Town Council to assist new appointed clerk/RFO and help her work towards the Cilca qualification. Termination by written notice by either party at any time, no holiday or sickness pay. Cllr Cordery proposed the contract is signed, seconded by Cllr Hollis, carried.	
156/16	18. <u>Any Other Business</u> (For information only) Health Watch Wiltshire Annual Event – Mental Health & You is being held on 1 st November 2016 in the City Hall, Salisbury between 9.30am – 3.30pm. The event is free and open to all.	

There being no further business to discuss the meeting closed at 9-10pm

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