

LUDGERSHALL TOWN COUNCIL



Minutes of the Full Town Council meeting held on 7th September 2020 at the Memorial Hall, Ludgershall at 7pm.

Present: Cllr M Giles (Chair), Cllr B Cordery, (Vice-Chair), Cllr N Allingham, Cllr O White, Cllr J White, Cllr A Pickernell, Cllr C Giles, Cllr J Langley, Cllr V Dixon, Cllr CA Allan, Cllr B Dance, Cllr P Burgon

Representatives: Cllr Christopher Williams, Wiltshire Councillor

Public: 4 x members of the public attended the meeting

AGENDA ITEM

033-20/21: 1. Apologies – Cllr M Williams and Cllr D Downie. The committee resolved to accept the apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.

034-20/21: 2. Declaration of Interest – none.

035-20/21: 3. General Public – Questions – A question was asked regarding the proposed Empress Way development and when/if the Town Council Planning Committee will be meeting to discuss it. There is a meeting due to be held next week – Monday 14th September that members of the public can attend, but due to number restrictions the public must attend on a registration only basis. The resident was advised to contact the office to arrange their attendance. Two residents of Butt Street asked a question regarding the 7.5tonne limit that seems to be mostly ignored. They have upgraded their windows at great time and expense due to the conservation status of the area and now have large numbers of vehicles spraying up stone chippings due to their size and speed. Cllr C Williams of Wiltshire Council advised that having checked, apparently the signs are fully compliant however Cllr Pickernell advised that the signs in Tidworth are much larger and more obvious. If Ludgershall wish to get larger signage this is something that that the Town Council can apply for via CATG (Community Area Transport Group) and will require a financial contribution from them – Office to put forward to CATG for consideration. It was also agreed that in the absence of the Lorrywatch and Speedwatch schemes at present (these are delayed due to post Covid recovery of the Neighbourhood Policing Team and Trading Standards) that any resident can stand out at the roadside if they wish to, take photographs of offending vehicles and send them into the Police.

036-20/21: 4. Chairman's Report – Cllr M Giles advised that due to ongoing Covid restrictions there is nothing to report to the Council.

037-20/21: 5. Police Report – the report had been circulated to the Committee prior to the meeting. During August in Ludgershall there were 4 thefts, 1 incident of criminal damage, 4 vehicle offences, no burglaries, and 1 incident of anti-social behaviour. Admin also advised that due to a recent spate of glass being smashed in the Recreation Ground that the Neighbourhood Policing team has stepped up patrols in the area. No comments were made.

038-20/21: 6. St James Church Report – Rev. Tim Laundon had sent the following report which will be circulated to Councillors following the meeting:

The Coronavirus lockdown saw a complete change in our activities as a church and in my role as your local Rector. However, more recently we have been returning to something more like normality, responding as soon as we could to the guidance and various updates to that guidance issued by the Government and the Church of England. We have quickly reopened St James Church for private prayer (the church has been open every day since 15th June) and this has been appreciated by many local people as a space to pray or to find some peace and quiet or just to escape for a while. On 16th July we restarted our midweek communion services and Sunday worship resumed on St James Day, 26th July, with an outdoor service attended by more than 35 people. Outdoor services have become our new normal with an outdoor service held every Sunday morning from 10am to 10:30am and an outdoor service of Holy Communion on Sunday evenings 6-6:30pm. Morning Prayer was restarted in the church at an early stage at the new slightly later time of 8:30am and in the last few weeks a small group has started to gather in the churchyard for Evening Prayer at 4pm every day, except Saturdays. Baptisms and Weddings are now restarting and funerals continue but all with a restriction of a maximum of 30 people attending, in line with Government guidance. At the end of July, in line with the Government's guidance to those in the extremely clinically vulnerable category, we stopped the prescription delivery service that was being coordinated on a daily basis by Karen Allingham, our Town Clerk, and I am very grateful for the way that she stepped into this role at a very early stage of the lockdown, freeing me up to be able to respond to the urgent plea from our nearby hospitals in Andover and Winchester asking if I could return to my former Hospital Chaplaincy role in order to support NHS staff and Covid-patients on Intensive Care, the Covid ward, A&E and in the Hospice. I am also grateful to the local volunteers who joined in with the delivery of prescriptions to local residents, especially Town Councillor Nick Allingham, local resident Ruth Pelz and Tidworth resident Karen Jackson, among many local people and members of the military community who gave an enormous amount of their time to help local people in this way. I am also particularly grateful to local resident Anne Wise and Town Councillor Mick Williams for their work in ensuring that local people could be safely transported to their hospital appointments even after our local LINK scheme (rightly, I think) decided that they must suspend their operations. And I am extremely grateful for the grant of £2000 that was given by Ludgershall Town Council also at a very early stage of the crisis, which paid for all of this to be possible. Although we have stopped the prescription delivery service, we have left everything in place and the volunteers have said that they are ready to respond should we need to set this up again at short notice. And, although the grant that was given by Ludgershall Town Council has now mostly been spent on helping Ludgershall residents with prescription delivery, transport to hospital and shopping through the work of the local volunteers at Help Your Neighbour Wiltshire, more monies have been given by local residents in Ludgershall and Tidworth and this Community Fund has a balance remaining of roughly £1,000 which means that we are well prepared for whatever comes next. One of the things that is on the horizon is the winter flu vaccination program that our local GP Practices are currently planning and I am just starting to discuss with Chrissie, our local GP Practice Manager, about whether the team that I set up and then Karen coordinated might be able to assist with the running of a drive-in vaccination system, but I'm sure that more details will follow in due course.

039-20/21: 7. 26 Engineer Regiment Report – no report was received from WO1 Elliott this month.

040-20/21: 8. Garrison Engagement Report – no report was received from LtCol Nick Turner this month.

041-20/21: 9. Wiltshire Council Report - The following report was provided by Wiltshire Councillor Christopher Williams – he has taken on a new role in Military and Civilian Integration and is also looking after local Areas of Outstanding Natural Beauty. He recently attended the Castledown Business Park virtual meeting and reported that Phase 3 is currently being marketed for employment (Phase 1 and 2 have had good uptake so far). The Marketing will take place for 6 months and at the end of that period there is no interest it will then be marketed for warehouse space/offices/light industrial use. If after another 6 months there is no interest still it will be made available for retail use and then if no interest it will finally be made available for housing. Cllr Pickernell asked if the

applicants must build their own premises – Cllr C Williams was not certain. He went on to say that he has also been involved in the community recovery effort and has been chairing the working group which has a virtual meeting on the last Friday of every month. He asked if a few Town Councillors can attend the next meeting to represent Ludgershall in addition to the office staff. The next Area Board meeting is due to be held on 28th September 2020 from 3pm – 5pm and there is Grant funding available, so if Ludgershall wish to apply for any Grants they could be discussed at the meeting at the end of October (it is too soon for this month). Wiltshire Council are still holding Full Council meetings remotely. The Tidworth Leisure Centre re-opened today. Finally, there had been some funding made available by the Government under the heading of Reallocation of Road Space. There had been a suggestion made for Ludgershall that the layby could be closed outside the Butchers/Post Office to allow for safe queueing and social distancing. However, on progression it transpires that the funding is no longer available and if Ludgershall are interested in pursuing this it needs to be taken to CATG where LTC will be expected to pay 25% toward the cost of any works. No-one had any further questions or comments.

042-20/21: [10. Memorial Hall Committee Report](#) – Cllr N Allingham reported that the last meeting was held on 20th August; a quick meeting that centred around the re-opening of the Hall. There are also no reported issues relating to Perry’s Cottage. Cllr M Giles asked that it be officially recorded what a fantastic job has been done by the team renovating the Hall. As one of the LTC representatives for the Memorial Hall was previously Cllr CD Allan, as he has resigned from the Council another needs to be appointed. Cllr B Cordery volunteered, Cllr C Giles seconded, all in favour. Cllr B Cordery to attend future meetings of the Memorial Hall Committee on behalf of LTC. No further comments were added by the Councillors.

043-20/21: [11. Minutes of the previous meeting held 11/08/2020](#) – these had previously been circulated to the Councillors. Cllr AKJ Pickernell felt that more description should have been provided in respect of the Staff Hours agenda point (however this is closed to the Public) and stated that there should have been bullet points added regarding future action and the Staffing Committee. Cllr M Giles proposed that these be accepted, Cllr B Dance seconded, all in favour.

044-20/21: [12. Correspondence](#) – Admin read out an email from LtCol Nick Turner that was sent on from the DIO who are asking for volunteers for a Nurturing Nature initiative. If anyone is interested, they should contact the office who can pass on the details. There was a second email from LtCol Nick Turner asking for information to evidence what the Community/LTC does to support local soldiers and families which will be showcased at the upcoming virtual Garrison Commander’s Conference. Cllr M Giles advised that he had already provided a response citing such events as Freedom of the Town and the Remembrance parade. Finally, an email was read out from local resident Peter Unwin who is requesting a commemorative plaque in the Centenary Garden in honour of the late Win Dixon. The Councillors felt that as LTC are currently obtaining authority from her family to name a street after her, that this was an equally fitting honour for such a well-respected resident of the town. Cllr C Williams also advised that there will be a proper Memorial service held to commemorate Win’s life next year. Admin to notify Peter Unwin by email.

045-20/21: [13. Committee Reports](#)

Recreation, Leisure and Environment meeting 17/08/20 - minutes have been circulated; Cllr J White 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; **Allotment, cemetery and car Park meeting held 18/08/2020** minutes have been circulated; Cllr AKJ Pickernell asked why he had been noted as absent when he sent in apologies. Admin explained that the office had received apologies for the Extraordinary meeting (held the next day) but had not for the Allotment meeting, so as no official apologies were received he was noted as absent. Cllr M Giles reported that he has been to look at the Allotments in Ludgershall and is shocked at the poor state of some plots - this will be discussed in more detail at the next Committee meeting. Cllr J Langley proposed the minutes, Cllr O White seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41; **Civic Events – no minutes** however Cllr CA Allan advised that the office has received quotes in respect of the work needed to the 6 trees in the Car Park in order for the Christmas Lights to be put up. It was previously agreed that this will be paid for from the Civic Events budget even though strictly speaking it comes under

the Allotment Committee budget. Admin confirmed that the tree survey has been instructed but that this work is required urgently - the quote received is for £1087.50 + VAT – All councilors voted in favour of going ahead – Office to instruct Tree Technique to proceed – they can carry out the work on 15/16 October. **Extraordinary meeting 19/08/2020** - minutes have been circulated; 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. **Finance & Policy meeting 26/08/2020** - minutes have been circulated; Cllr O White asked about item 10. Land around Memorial Hall as he has been into the Office and read the documents that confirm that LTC is responsible for the fencing to the west of the property only. The document states that the car park and walls and remaining external area are to be maintained by the Management Committee of the Hall. After discussion it was agreed that LTC are responsible for the west side fence only and they will need to precept to get this replaced. It was also suggested that the Memorial Hall Committee contact LTC's Ground Maintenance company regarding weed control as theirs is very effective (it should stop weeds growing through from the boundary with the Co-Op). Cllr J Langley proposed the minutes, Cllr B Cordery seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41.

046-20/21: 14. Acceptance of apologies for absence – A Councillor had written to the office expressing concern that his apologies had not been accepted on previous occasions when he had sent them in explaining that he is unable to attend most meetings due to work commitments. At the Finance and Policy meeting it was suggested that a letter be sent to said Councillor to remind them of their duties and to bring to FTC, but as this had not been done as yet it was open for further discussion. Legally, provided apologies are sent in and the Councillor attends one Council meeting in six months then they cannot be removed from office. Cllr M Giles stated that apologies should be sent for each individual meeting and not a block apology covering several months. Also, unless anyone can prove that someone is not at work then it has to be accepted that they are and apologies should be accepted. A comment was made that the only people losing out by these actions are the residents of that Ward. Office to arrange for a reply to be sent.

047-20/21: 15. Bills for Payment – Payment of the invoices was proposed by Cllr M Giles, seconded by Cllr B Cordery, all in favour. Office to make payments.

048-20/21: 16. Grants – none.

049-20/21: 17. Remembrance Sunday Road Closure – Admin advised that the Road Closure Application to Wiltshire Council cannot be processed as events are not allowed to take place and that there cannot be gatherings of more than 30 people. The RBL have advised that no one aged over 70 is permitted to their ceremonies and only wreath laying is permitted. After a discussion, the Councillors agreed that LTC can permit wreath laying only at staggered times during the weekend of 6th – 8th November which will be organised by the office. A final decision will be taken next month depending on any updates to the government guidelines.

050-20/21: 18. New Policies; Unreasonable Complainant Behaviour Policy – Admin had issued the draft policy prior to the meeting and this had already been agreed through the Finance and Policy Committee. The policy was voted for acceptance - all in favour. Office to put on website.

051-20/21: 19. Community Building – update - Cllr N Allingham advised that the office is currently waiting for quotes to be received from Bray & Slaughter as they have been asked to cost up the bare minimum work needed if LTC were to take the building and also to provide a square metreage price for a new build as a comparison. Cllr O White suggested that Lovell are contacted for a price comparison quote and all agreed that another Extraordinary meeting will be held once all the quotes are received. Cllr C Williams suggested that some funding may be available; office to contact Richard Rogers, Community Engagement Manager for more information.

052-20/21: 20. Parnham's Covenant update – Admin advised that the matter has been referred via the Solicitor to Counsel to establish the strength and enforceability of the covenant. In the meantime, everyone agreed that there is no harm in opening dialogue with Stonewater who have agreed to a virtual meeting. Cllr B Dance to arrange for the Wi-Fi to be turned back on at the Memorial Hall, then the whole council could attend at the back of the Hall, with the Chair on a virtual meeting using the projector screen and one laptop at the Memorial Hall. Once the office has been informed, a test run will take place and then a meeting will be arranged with Stonewater.

053-20/21: 21. Agenda Points for next month – St James’s PCC, Casual Vacancy, Military Covenant

There being no further business to discuss the meeting was closed at 8.15 pm.

Signed.....

Date.....