

LUDGERSHALL TOWN COUNCIL



Minutes of Ludgershall Town Council meeting held in the Scout Hall, Chapel Lane, Ludgershall on Tuesday 9th July 2019 at 7-00pm.

Present:	Cllr M Giles in the Chair	Cllr J Langley
	Cllr V Dixon	Cllr B Dance
	Cllr D Downie	Cllr O White
	Cllr M Williams	Cllr CA Allan
	Cllr N Allingham	Cllr J White
	Cllr C Giles	Cllr B Cordrey
	Cllr AKJ Pickernell	
Representative:	WO1 Marc Elliott of 26 Engr Regt	Cllr C Williams of Wiltshire Council
	Lt Col N Turner – Garrison Engagement Officer	
Public:	5 x members of the public	

	<u>Agenda Item</u>	<u>Action</u>
	Before the meeting was officially opened, Cllr M Giles welcomed the new WO1 from 26 Engineer Regiment – Marc Elliott to the meeting and to the Councillors and staff.	
048/19-20	1. Election of Vice Chair – Following the resignation of Cllr AKJ Pickernell from Vice Chair of the Council, Cllr M Giles proposed that Cllr B Cordery take on the role of Vice Chair. This was seconded by Cllr J Langley, all in favour. Cllr B Cordery then sat in the Vice Chair position and Cllr M Giles presented the Deputy Mayor with his jewel.	
049/19-20	2. Apologies - Cllr CD Allan, working - the committee resolved to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.	
050/19-20	3. Declaration of Interests – none.	
051/19-20	4. General Public – Questions – One member of the public referred to a copy of the Tidworth Times and asked if there are plans for LTC to produce a document similar to this? Cllr CA Allan advised that it is something that LTC are trying to get off the ground, but there is limited time and resource available. Cllr C Williams also pointed out that this is not something that has to be produced solely by LTC – other members of the Community can contribute.	
052/19-20	5. Chairman’s Report – Cllr M Giles advised the Committee that he attended the Rights of Way steering group on 12 th	

	<p>June and reported that there is funding available to spend this fiscal year. On 13th June Cllr M Giles and Cllr AKJ Pickernell were invited by Lovell and DIO to attend an update on the Salisbury Plain development. They attended a meeting first and then travelled by minibus to the 3 sites – Larkhill, Bulford and Ludgershall. It was very interesting and informative and some incredible architectural finds have been unearthed. 10% of the total budget has been spent on archaeology. On 18th June the Mayor attended a cocktail party held for the Beating of the Retreat along with other Mayors of Wiltshire. He advised it was a lovely evening. On 21st June 2019 there was a meeting held in Tidworth with the Nepalese Community to ask them what they would like provided in the Community? It was agreed that they are looking for places to worship and to hold festivities. Integration will come in due course. Finally, on 28th June he attended a lunch with the Garrison Commander of Tidworth who showed him around the site – which is very large.</p>	
<p>053/19-20</p>	<p>6. <u>Police Report</u> – The report had been circulated to the Councillors prior to the meeting. In June there were 5 incidents of anti-social behaviour in Ludgershall, 1 burglary, thefts (stolen garden equipment), criminal damage to a vehicle and damage to items in a shop. Cllr AKJ Pickernell confirmed that the Blue Light Day is being held on 18th July 2019 at Tidworth in the morning and in Ludgershall in the afternoon. Permission was sought to hold the event on the Rec – a request will be sent by email in due course. There was also a comment from a member of the public in relation to speeding on Butt Street and Butt Close. The Clerk confirmed that the form needed to report this to Wiltshire Council had been passed on for use. The use of speed cameras by members of the public is only permitted where a speed survey has identified an average speed of over 33mph in a 30mph zone.</p>	
<p>054/19-20</p>	<p>7. <u>26 Engineer Regiment</u> – WO1 Elliott advised that there are still deployments to Estonia, Cyprus, France, Belize, Kenya and Canada. Infrastructure change is still ongoing with safety being the primary concern. Sport continues with Boxing and there is Adventure Training in Cyprus at present. Engagements: Freedom Parade in September, Cocktail party in October (date tbc) and WO1 Elliott expressed that he is looking forward to working with LTC moving forward.</p>	
<p>055/19-20</p>	<p>8. <u>Garrison Engagement Report</u> – Lt Col Nick Turner reported that the in-house publication Drum Beat has been re-instated as a new Communications Officer has been appointed by the MOD. Rebasing Ludgershall – 242 houses have been built of which 174 have now been accepted and it</p>	

	is progressing well overall with completion due by end of the summer. The cycle way is being built and a completion date is currently awaited. Wiltshire Council have appointed a new Contractor to build the school on the former Corunna Barracks and the new estimate for completion is March 2020.	
056/19-20	9. <u>Wiltshire Council</u> – Cllr C. Williams reported that Phillip Whitehead has been appointed as the new leader of Wiltshire Council following the recent election. A new cabinet is being formed and Ian Blair-Pilling now has a cabinet position. Cllr Williams advised he is still waiting confirmation of his position within the Council. At the Tidworth Area Board meeting on 18 th June everyone was introduced to the new Police Inspector. A comment was made that it was good to see the traffic lights working in front of the Wellington Academy and another Councillor asked when the speed limit will be reduced to 30mph. A discussion followed and Cllr Williams advised he will pressure Wiltshire Council on this matter.	
057/19-20	10. <u>Memorial Hall Committee Report</u> – Cllr B Dance advised the meeting that bookings remain steady. Regarding the wall that was knocked down a few months ago, he has chased Sovereign and the Contractor appointed to carry out repairs does not have time at present. The Committee have set up a new office for their meetings. Perry’s Cottage – the redecoration to the outside of the property will take place on 16 th August and they are waiting for quotes to redecorate the rear of the property. The Committee has also contacted the Agency in relation to the recent changes to the Buy to Let Tax applicable and await the information in due course.	
058/19-20	11. <u>Minutes of the previous meeting held 11/06/19</u> – had been circulated prior to the meeting. Cllr CA Allan proposed the minutes, Cllr B Dance seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41.	
059/19-20	12. <u>Correspondence</u> – The office have received a notification from Wiltshire Council in relation to the development of a rail service at Ludgershall. In an assessment of the viability of the scheme, a score of 9 out of 30 was achieved and therefore it was determined that the project is not viable at this stage. The Clerk advised that the office has been contacted by Castle Primary School to ask if during the Autumn Term the Council will assist with a History Trail for Years 3 and 4. Cllr C Giles, Cllr J Langley and Cllr AKJ Pickernell all agreed to help with this. Clerk/Admin to contact Castle primary to confirm. It was also suggested that some local historians could help. Reverend Tim	Clerk/Admin

	<p>Laundon advised that they are undertaking a large project at St James' Church to digitize the Churchyard plan. They are about to contact County Records and pull all the records but would like to involve the community in this project over the next few years. It is hoped to include photos and some social history and Reverend Laundon hopes that the people of Ludgershall will help with this.</p>	
060/19-20	<p>13. <u>Committee Reports</u> – Civic Events held 13/06/19 – 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 11/06/19 & 01/07/19 have been circulated. Cllr V Dixon 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 AKJ Pickernell proposed these minutes be accepted for approval, Cllr M Williams 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>	
061/19-20	<p>14. <u>Bills for Payment</u> – these have been passed to the Committee. Cllr O White queried why the Council are paying £8700 to the Memorial Hall. The Clerk confirmed the payment is in relation to funds received from the sale of the land at the rear of Perry's Cottage and in future this will be detailed separately in the Accounts. 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>	
062/19-20	<p>15. <u>Cllrs running Surgeries – time to meet the residents</u> – The Committee discussed a proposal based on the number of enquiries received at the office as there needs to be more time to allow the Clerk and Admin Assistant to get their work completed without interruption. It was felt that it might be a good idea to run surgeries for local residents. This could be once a month, possibly using the Memorial Hall Foyer, but there were a few different suggestions on dates and venues; Clerk to co-ordinate. The purpose would be to answer questions from residents; Cllr M Giles called for ideas and asked for a subcommittee to be formed to explore the idea further so it can be brought back to the meeting next month. Cllr Chris Williams also advised he would be willing to join in with this.</p>	Clerk/Cllr M Giles
063/19-20	<p>16. <u>How to engage the local Community in events for the town</u> – Cllr O White addressed the Committee for ideas on how to involve local people in events that happen in their</p>	

	town. Matters were discussed and it was felt that a local town publication would be a good start. But, essentially events need to involve the younger generation who are not on the Council as volunteers. The Civic Events Committee have already reached out to the public and the Councillor surgeries could help reach more.	
064/19-20	<p>17. <u>Taking on Local Services</u> – Cllr O White advised that he and Cllr N Allingham attended a Local plan Review on 10th June 2019 at Bourne End. There were details of the local plan for Ludgershall which needs its own town plan. The Core settlement identifies 1750 new dwellings and some land has already been identified for development: dwellings on Empress Way and Drummond Park and it was noted that Empress Way would need its own access route directly onto the A342. Overall it appears that the town will get much bigger and a further 12 hectares has been identified as needed for employment alone. Cllr White also spoke about the Webinar he attended re taking on Public Services as Salisbury, Chippenham and Pewsey have. Over the next few years_all services are being reduced by Wiltshire Council. The services will gradually be phased out and there may be funding available for the transition of services. It is felt that a clear 5 year plan is needed for the town and a subcommittee is needed to establish what LTC will be running in 5 years’ time and making sure there is appropriate funding for the services required. Councillors offered to be part of subcommittee to assist: – Cllr O White, Cllr CA Allan, Cllr N Allingham, Cllr B Cordery and Cllr AKJ Pickernell. It was noted that Chippenham have increased their precept by 37% to cover devolved services. Cllr C Williams also offered his assistance.</p>	
	<p>Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be closed to the public due to its confidential nature. All members of the public and the Admin Assistant left the meeting at 7.55pm.</p>	
065/19-20	<p>18. <u>Staff Hours & Overtime solution - Office opening times</u></p> <p>a) The Committee considered a proposal to increase office hours in an effort to reduce overtime. If the Admin Assistant has their hours increased to 27.5 per week it should negate the need for overtime and staff will sign new contracts stating that overtime is not to be worked unless a specific request is agreed for large projects. The budget is already available to cover these extra costs and means that the office can tackle large projects that need to be done. The new hours still include the evening meetings. Cllr O White agreed that the Clerk has had to take on lots of extra work. The Committee voted, all in favour. Clerk/Chairman to</p>	Clerk

	implement new working hours for the Admin Assistant with effect from 10th July 2019 and the no overtime adjustment to both staff contracts. b) Office Opening times – The Committee discussed the possibility of closing the office another day each week or reducing the number of hours of opening each day. It was finally agreed that for one month the office will trial closing on a Tuesday as well as a Friday beginning from next week. The closure will also include Councillors. The Clerk will arrange for the signs to go up in the window and will write to the Memorial Hall to request use of the Foyer for the proposed Councillor Surgeries discussed in agenda point 15.	Clerk
066/19-20	19. Admin Assistant Probation Review – The Committee were advised that the Admin Assistant has completed and passed ILCA and it was recommended that she be offered a permanent contract having successfully completed a 6 month probation period. All in favour. Review to take place on 12 th July 2019.	Clerk/Cllr M Giles
067/19-20	20. Agenda Points for next month – Cllr C A Allan advised that the War Memorial has a crack on the top and is flaking. Clerk to take photos and investigate who carried out the previous restoration work. This will be put onto the Allotment, Cemetery and Car Park agenda for next week.	Clerk/ Admin

There being no further business to discuss the meeting closed at 8.25pm, the next meeting will be on **13th August 2019**, 7pm at the Scout Hall, Chapel Lane, Ludgershall.

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