

LUDGERSHALL TOWN COUNCIL



Minutes of Ludgershall Town Council meeting held in the Scout Hall, Chapel Lane, Ludgershall on Tuesday 9th June 2015 at 7-00pm.		
Present:	Cllr White	Cllr Giles
	Cllr Hollis	Cllr Pickernell
	Cllr Dixon	Cllr Hindson
	Cllr Hall	Cllr Langley
	Cllr M Williams	Cllr Dance
	Cllr Downie	Mr. Phil Burgon
	Jo Steele	Steve Upton
	Mr. Fowler	Mr. A. Smith
	Janet White, Clerk	Michelle Kirk, assistant
Apologies:	Cllr C Williams, Wiltshire Council.	
Absent :	Cllr Allan	Cllr Crane

	<u>Agenda Item</u>	<u>Action</u>
20/15	1. Apologies for absents – Received from Cllr C. Williams. He is on holiday	
21/15	2. Declaration of Interests – Cllr Giles declared an interest in Finance and Policy. Agenda item 15.	
22/15	3. Casual Vacancy – Co-option of Councillor – Confirmation received from Wiltshire Council that the vacancy can be filled by co-option. There was one candidate for co-option. Mr Burgon was invited to give a short presentation. Cllr Hindson proposed that Mr Burgon was coopted as the new councillor, seconded by Cllr Hall, agreed unanimously. Mr Burgon signed a declaration of acceptance of office and invited to join the Recreation, Leisure & Environment committee which was accepted.	Cllr Burgon
23/15	4. Fowler Architecture – Presentation by Mr. Fowler on Empress Way – Mr. Fowler and Mr. A. Smith from Fowler Architecture & Planning Ltd were both present. Mr. Fowler gave a presentation on the outline planning application for 109 houses of joining Empress Way. The following questions were asked by councilors from Ludgershall Town Council 1.) Who is responsible for maintenance of the open space areas? 2.) As the site is not in the Core Strategy, how will Fowler Architecture and Planning Ltd overcome this problem?	

	<p>3.) Has consultation taken place between your company and Southern Water?</p> <p>4.) How will traffic be controlled?</p> <p>5.) Will there also be extra schools, doctors etc to cover the amount of people?</p> <p>This development plan is ongoing and will be discussed at future planning and Town meetings.</p>	
24/15	5. Time Credits- Presentation by Mr. S Upton – Steve Upton who is employed by Spice Innovations, gave a presentation on time credits. A brochure to allow people to know exactly where they can spend time credits will be sent to the council office when it becomes available. This will be remitted to July 2015 agenda for an update.	
25/15	6. Chairman’s report – Ludgershall Town Council been represented at the following committee meetings : TCAP Economy meeting, TCAB meeting at Collingbourne Ducis, Memorial Hall meeting, Scout Hall meeting, TCAP meeting with Claire Perry. Cllr White (Chairman) of Ludgershall Town Council had been invited to and attended the following : 26 Regt Royal Engineers cocktail party at Swinton Barracks on 29 th May 2015, Freedom of the Town parade at the Memorial Hall on May 30 th 2015 and Ludgershall Summer Fete at the recreation ground on June 7 th 2015	
26/15	7. General Public Questions – No questions were asked.	
27/15	8. Wiltshire Council Report by Cllr C. Williams – Cllr C. Williams had previously given his apologies for not attending the meeting.	
28/15	9. Police Report – There were 4 reports received during the month of May 2015. The reports have been circulated and are available for viewing.	
29/15	10. Minutes – From the previous meeting have been circulated, the Chairman proposed these minutes to be a true record, seconded by Cllr Williams, carried.	
30/15	<p>11. Correspondence – a) Wiltshire Council - Magna Carta – The Clerk informed the councillors that the Magna Carta event is due to take place on the same day and time as the Recreation, Leisure and environment committee meeting so the meeting has be rescheduled for 22nd June 2015.</p> <p>b) Newsletters and reports – New correspondence for Benchmarking for 2015 has been received. It was suggested that a small committee is to undertake the Benchmarking exercise. Cllr Hindson and Cllr Langley volunteered to be on the committee. Cllr White, Cllr Dixon, Cllr Hindson will be attending a Benchmarking training session in Devizes on 7th July 2015.</p> <p>Visit Wiltshire – Councilors were informed that the deadline for any further information to be included in the Visit Wiltshire guide for 2016 is Friday 3rd July 2015. Guided walks in Ludgershall – David Andrews from visit Wiltshire has given a positive view on the guided walks around Ludgershall and it will be included in the Visit Wiltshire guide for 2016 at no extra cost.</p>	<p>Cllr Hindson Cllr Dixon</p> <p>Cllr Giles</p>
30/15	12. Year End Accounts, Annual Statement – The year end accounts - A copy of the prepared accounts 2014/2015, annual return and assessment summary had been circulated along with the conclusions from internal audit report. After discussion Cllr Giles proposed both the accounts and Annual	Clerk

	Return should be adopted and signed by the RFO Janet White and Chairman and sent to external Auditors, Grant Thornton, seconded Cllr Dance, carried.	
31/15	13. Payroll & Omega Accounts – following year end close down, accounting solutions recommended the Town Council entered into a contract for a) payroll, costing £285.00 a year. B) Accounts support which entails a monthly half day fee of £220.00 plus mileage. The Annual cost for this will be £2643.00. The payroll and accounts contract will lessen overtime being spent in the office for the clerk and the assistant. It also provides the Town council with an open and transparent view on the income and expenditure it generates. This was proposed by Cllr Hindson, Seconded by Cllr Dance carried.	Clerk
32/15	14. Perry's Cottage – Long term plans – Cllr Pickernell gave an update on the future of Perry's cottage. The cottage is in need of maintenance repairs. Cllr Pickernell went on to suggest a section of land from the garden of the cottage if sold, and on planning permission being granted, would generate funds to maintain the cottage and refund the memorial hall account to show a true figure of the Hall trading account. It would still leave a sensible back garden for the cottage. Any remaining funds could be transferred to a cottage account to help with future maintenance costs. Cllr Pickernell asked Ludgershall Town council if they could engage with residents of the town to enquire if there would be any objection to this proposal. It was suggested a public meeting in the Memorial Hall to be arranged for public discussion. Cllr Dixon was thanked for her hard work on tidying the garden at the cottage.	Cllr Pickernell
33/15	15. Committee Reports Finance and Policy – Cllr Giles reported on meeting held 27 th May 2015. Minutes had been circulated. Bills for Payment see list total £16409.72 (appendix A) and also a transfer of £16,000.00 from Business 30 day account into the current account was requested. Cllr Giles proposed this report should be approved and cheques signed, seconded by Cllr Langley, carried Allotment, Cemetery and Car park – Cllr Pickernell reported on meeting held 19 th May 2015. Minutes had been circulated. The repair of the height barrier in the car park has been delayed due to the powder coating being unavailable at present, however this has previously been agreed in principle so will be ongoing. It was agreed to accept the quote from Gavin Jones Ltd to supply and apply the weed treatment to Ludgershall cemetery and Jubilee Gardens for £239.39 + vat. The next meeting has been moved back a week earlier than planned to Tuesday 23 rd June 2015 Proposed by Cllr Pickernell, seconded by Cllr Cordery, carried. Recreation, Leisure and Environment – Cllr Dance reported on meeting held 18 th May 2015, minutes had been circulated. Cllr Crane has agreed to provide the committee with maps of the paths so they can be walked/cycled and report back on anything that needs attention. Cllr Dance agreed to get the column numbers of the lamp posts for the Christmas motifs. Cllr Hindson agreed to see which grit bins in Ludgershall need refilling. Wiltshire council require this information by the end of August 2015. The	Cllr Crane Cllr Dance Cllr Hindson

	<p>next meeting for this committee has been moved back to 22nd June 2015. Cllr Dance proposed this report should be approved, Cllr M Williams seconded, carried.</p> <p>Planning – Cllr Pickernell reported on meeting held 27th May 2015. Minutes had been circulated. Cllr M. Williams proposed this report should be approved, seconded by Cllr Langley, carried.</p> <p>Civic Events – Cllr Giles reported on the meeting held 14th May 2015. Minutes had been circulated. Cllr Giles gave thanks to everyone who was involved with Ludgershall fete, including The Vikings for their displays at the fete. A £50.00 profit was made from auctioning the flower troughs at the fete. Cllr White reported on the Freedom of the Town event and gave thanks for all who were involved including Parnhams coaches for supplying a free shuttle bus. Cllr White proposed this report should be approved, seconded by Cllr Giles, carried.</p>	
34/15	<p>16. Tree Survey – Health & Management Recommendations – Cllr White Reported on the tree survey that was completed in 2012. From a recent update, there is more work to trees that need to be carried out. The trees are in different areas that are the responsibility of the Recreation, Leisure and Environment committee, and the Car park, Allotment and Cemetery committee. It was suggested that the trees from different committee areas are to share the cost of any work to be done. The clerk and assistant will create a list for each committee.</p>	<p>Clerk</p> <p>Assistant</p>
35/15	<p>17. Thematic Group update – Cllr Pickernell reported. There will be a sports day at Tidworth Oval that will be held on the 6th and 7th July 2015 for anyone who wants to get involved. TCAP Blue light day will be held Monday 29th June 2015, which approximately 1623 pupils have requested to attend. The Proms concert will be held in October, date to follow. The Christmas school concert will be held in December, date to follow. Cllr Pickernell reported on the lunch that was cooked by pupils from Wellington Academy saying it was extremely impressive. The memory café held in the Church Rooms is going very well and will be held fortnightly. The local doctor’s surgeries are to create user committees. This will enable doctors to discuss problems with local representatives and vice versa. The waiting times, and missed appointments can also be discussed enabling problems to be openly discussed and perhaps reducing ongoing problems for both patients and doctors. A TCAP workshop had been organized for senior citizens within the TCAB to be held in the Memorial Hall to discuss what is needed in the area. Approximately 30 people attended. Any work on roads, pavements and anything needing attention was discussed.</p>	
36/15	<p>18. Any other Business – It was stated that the Ludgershall Town Council office is costing a lot to run and it is only open for 3 hours a day. It was suggested that councillors could come into the office to help. Cllr Dance and Cllr Hindson offered to come in and help, remit to Finance & policy for further discussion.</p>	

There being no further business to discuss the meeting closed at 8.55pm

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