

LUDGERSHALL TOWN COUNCIL



Minutes of the Annual Meeting of Ludgershall Town Council meeting held in the Scout Hall, Chapel Lane, Ludgershall on Tuesday 14th May 2019 at 7-00pm.

Present:	Cllr M Giles in the Chair	Cllr CA Allan
	Cllr V Dixon	Cllr O White
	Cllr AKJ Pickernell	Cllr C Giles
	Cllr J Hollis	Cllr J White
	Cllr CD Allan	Cllr N Allingham
	Cllr B Dance	Cllr B Cordery
	Cllr M Williams	Cllr J Langley
Representative:	Wiltshire Council Cllr C Williams	WO1 RSM L Bull 26 Engr Regt
Public:	There were 3 members of the public	

	<u>Agenda Item</u>	<u>Action</u>
	Cllr M Giles welcomed everyone to the Annual Meeting of Ludgershall Town Council and started proceedings.	
001/19-20	1. <u>Election of Chairman</u> - Cllr B Cordery proposed Cllr M Giles continue as Chair, Cllr CD Allan seconded, there were no more nominations, carried with 1 abstention and 1 no vote.	
002/19-20	2. <u>Resolution – to continue as Mayor or to change back to Chairman only</u> – Cllr CD Allan proposed, Cllr J Hollis seconded, all agreed to continue as Mayor.	
003/19-20	3. <u>Election of Vice-Chairman</u> - Cllr M Giles proposed that Cllr AKJ Pickernell continue as Vice-Chairman, Cllr N Allingham seconded, carried with 1 abstention and 1 no vote.	
	Cllr CD Allan & Cllr CA Allan left the meeting 7.03pm	
004/19-20	4. <u>Apologies for Absence</u> - received from Cllr D Downie (meeting regarding Armed Forces Day) the committee resolved to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.	
	Cllr CA Allan returned to the meeting at 7.06pm	
005/19-20	5. <u>Declaration of Interests</u> – there were no declarations.	
006/19-20	6. <u>Declarations of Acceptance forms/Register of Interest Forms</u> – The Clerk had sent all Cllrs their information to check and forms to confirm their interests. She also mentioned that if Cllrs are Trustees to an organisation within Ludgershall it is best to list these as part of their Register of Interest. Cllrs will return correct signed forms as soon as	All Cllrs

	possible and not more than 28 days, to comply with the Law.	
007/19-20	7. <u>Formation of Committees/nominations to existing committees –</u> The Councillors had been asked by the Clerk prior to the meeting to confirm which Committees they wished to remain on or join for 2019/2020. The details of the Committees and their members are held at the Town Council Office.	
008/19-20	8. <u>Confirmation of dates, time and place for FTC for the next year –</u> LTC will continue with these on the second Tuesday of the month 7pm at the Scout Hall.	
009/19-20	9. <u>Review of representation with external bodies and reporting of –</u> Memorial Hall, Cllr CD Allan; Scout Hall Trustee, Chair of LTC; TCAB, Chair of LTC; Tidworth Chamber of Commerce, Cllr AKJ Pickernell; Ludgershall Business Park MGMT Committee, Chair of LTC; TCAP Transport/CATG, Cllr AKJ Pickernell; TCAP Health & Wellbeing, Chair of LTC & Cllr V Dixon; WALC Executive Committee, Cllr AKJ Pickernell. Clerk/Admin to update.	Clerk/Admin
010/19-20	10. <u>General Public – Questions</u> – A member of the public enquired as to the ownership of the buildings opposite the Co-Op on Andover Road as they look very tatty and in need of renovation. They wanted to ask if there is anything that LTC can do to get this resolved. Cllr C Williams confirmed that he knows the owner of the premises, has previously spoken to them and has been informed that a plan is in place to smarten the building/s up. Cllr M Giles advised the meeting that as the building is privately owned the Council has no jurisdiction however it was agreed that a letter will be sent from the Council requesting that the building is bought in line with expectations. Another member of the public asked for details of the outcome of the meeting regarding the Community Building on the former Corunna Barracks. The enquirer was advised that the details of this will be provided in the Wiltshire Council report (item 15 on agenda).	Clerk/Admin
011/19-20	11. <u>Chairman’s Report</u> – Cllr M Giles advised he recently attended the Friends of Ludgershall Open Day event at the Sports and Social Club. He attended as Mayor and it was confirmed that they are not trying to be a replacement for Kennet Friends that is sadly no longer running. Friends of Ludgershall has applied for charitable status and will be open every Thursday from 10am – 4pm. It offers respite to carers and a chance for everyone to take part in activities. On the Open Day there were approximately 12-14 clients attending with their carers/nurses.	
012/19-20	12. <u>Police Report</u> – There were 3 incidents of criminal activity in Ludgershall during April 2019 and additional reports of drug use in Jubilee Gardens. Anti-social behaviour was reported around McEvoy Gardens, Moyne Drive, Pillens Road, Simonds Road and Sopher Crescent. This resulted in additional patrols carried out by the PC’s and PCSO’s to monitor the area.	
013/19-20	13. <u>26 Engineer Regiment</u> – WO1 Bull advised the meeting that the	

	<p>last round of soldiers are in Estonia until the end of the year. There is one soldier in Zambia offering Force protection and engineering advice. There is Trade training taking place in Germany. 40 German soldiers will be coming here in reciprocation and will be staying at Swinton Barracks. There is a Squadron currently deployed to Cyprus for infrastructure support. Key headlines: 150 in camp by the end of the month for a 12 month lodging with 5 Battalion REME. The infrastructure at Swinton Barracks is continuing with the planned development for another several months. In relation to outstanding success, a 20yr old soldier played Rugby at Twickenham recently. They have also had success in motocross, golf and sailing and a pair of soldiers won a non-military trophy for canoeing. There has also been success in football and Judo for the Army – one of whom is in the GB Team. In general they have lots of talented young soldiers. There is an annual sporting event coming up in June; the Royal Engineer Games, which 26 is hosting. In relation to Community Engagement there is the Fete coming up, the Freedom Parade and events at Wellington Academy; they are setting up a trade stall called Look at Life to engage youngsters and there are 250 16-18 year olds interested. They also continue to be involved with Bartlett House and wanted to thank the Town and Council for continuing to be so welcoming and supportive to 26 Engr Regt. WO1 Bull also notified the meeting that this is his penultimate meeting as he is leaving at the end of June and will be handing over to another WO1.</p>	
014/19-20	14. <u>Garrison Engagement Report</u> – Lt Col Nick Turner sent his apologies as he was unable to attend the meeting.	
015/19-20	15. <u>Wiltshire Council – Report by Cllr C. Williams</u> – The meeting was advised that the main focus has been on the upcoming Armed Forces weekend in June. As of 15 th May 2019 from 10am free tickets are available via a web link – 6 tickets per person are allowed per day. Regarding the Community Building, Cllr C Williams has forwarded an email today to the office and at this time no further action is required by LTC. Tidworth Area Board update – there is a meeting tomorrow concerning Rights of Way/Footpaths and the first hour is a workshop. The traffic lights outside Wellington Academy are due to be active from June 2019. Cllr Williams also advised that the contractors employed to build the new school have gone into administration and at present new contractors are being sought. As the school will not be ready in time for the new intake in September the Sixth Form at Wellington Academy will become a new temporary Primary School. There is currently consultation taking place regarding The Maltings in Salisbury and everyone needs to be made aware that they can get involved in this. Finally, it was reported that the new link road should be opening in June 2019.	
016/19-20	16. <u>Minutes of the previous meeting held 09/04/19</u> – The minutes had been circulated, there were no comments. Cllr M Giles proposed	

	that the minutes be accepted, 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.	
017/19-20	17. <u>Correspondence</u> - All newsletters and reports are available to view in the office.	Clerk
018/19-20	<p>18. <u>Committee Reports</u></p> <p>Civic Events held 11/04/19 – Minutes have been circulated. Cllr B Dance proposed that the minutes be accepted, 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.</p> <p>Recreation Leisure & Environment held 15/04/19 – Minutes have been circulated. Cllr M Williams proposed that the minutes be accepted, Cllr CA Allan 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 16/04/19, Minutes have been circulated, Chair of Planning went over the decisions. Cllr O White proposed that the minutes be accepted, 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, Car park & Cemetery held 16/04/19 – Minutes have been circulated. Cllr N Allingham proposed these minutes be accepted, Cllr C Giles 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 held 24/04/19 - Minutes have been circulated. Cllr M Williams proposed these minutes be accepted, 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. Finance & Policy held 09/05/19, Minutes have been circulated. Cllr AKJ Pickernell proposed these minutes be accepted, 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.</p>	
019/19-20	19. <u>Bills for Payment</u> – One query regarding the metal post for Deweys Lane Allotment gate, the clerk confirmed this is just for the removal and making safe, the repair will come later. Cllr C Giles proposed these minutes be accepted, Cllr M Williams seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41.	
020/19-20	20. <u>Adopting Revised Standing Orders</u> – One of the proposed changes to Standing Order Section 10 (Motions at a Meeting that do not require written notice) was queried by the Councillors. This was formerly Section 5 in the previous Standing Orders which included under a) xii. To dissolve a committee or sub-committee. This is not listed under Section 10 in the new Standing Orders which means that to dissolve a committee or sub-committee written notice is required. To make this clearer, Cllr O White proposed that this wording be added into section 9 of the new Standing Orders (Motions for a meeting that	

	require written notice to be given to the Proper Officer), Cllr C Giles seconded, all in favour. Clerk to make necessary amendments. Resolution to accept the new Standing Orders to incorporate this change was proposed by Cllr V Dixon, Cllr CA Allan seconded, all in favour.	Clerk
021/19-20	21. <u>Vote on which menu wanted at 26 Eng's Freedom Parade</u> – The Committee had been provided with 3 different menu types and 9 votes were made for Curry, therefore this is the majority vote. WO1 Bull will advise 26 Engr Regt of the decision. He also advised that he will arrange for the food once transported from camp to be kept on burners to keep it hot.	
022/19-20	22. <u>Internal Audit Report to 31/03/19</u> – had been circulated. Three of the recommendations from Octobers Audit, have been noted as implemented and the last recommendation of LTC developing an investment strategy is in progress. There are no further recommendations noted.	
023/19-20	23. <u>Year End Accounts Report to 31/03/19</u> – This had been circulated. A query was raised regarding £2100 detailed as spending under the heading of Tourism – Clerk to investigate as this appears to be incorrect. It was also noted that the wooden shelter detailed on the assets list should be removed as it is no longer an asset of the Town. Clerk to action.	Clerk Clerk
024/19-20	24. <u>Resolution to adopt the latest Risk Assessments on LTC's Assets</u> – The assessment had been circulated - Cllr J Langley proposed, Cllr M Williams seconded, carried. Signed by Chairman and Clerk	
025/19-20	25. <u>Resolution to adopt the Annual Governance Statement 2018/19 in the Annual Return</u> – the statement had been circulated - Cllr B Cordery proposed the resolution, Cllr M Williams seconded, carried. Signed by Chairman and Clerk	
026/19-20	26. <u>Resolution to adopt the Accounting Statement 2018/19 in the Annual Return</u> – the statement and year end accounts had been circulated - Cllr V Dixon proposed the resolution, Cllr N Allingham seconded, carried. Signed by Chairman and Clerk	
027/19-20	27. <u>Review & Confirmation of Insurance cover in respect of all insurable risks</u> – Finance & Policy Committee put forward for acceptance. It has been noted that the renewal price is cheaper this year than last. Cllr CA Allan proposed LTC accept, Cllr O White seconded, carried. Clerk will add to Bills For Payment.	Clerk
028/19-20	28. <u>Revised resolution for Second Container</u> – The Committee were presented with an amended resolution for £2480 in respect of the second container as the original price did not cover the grafotherm. It was raised that a resolution should not be bought again for 6 months according to the Standing Orders. The Clerk confirmed that as we are not reversing or disposing of the resolution, just amending it there is no problem (this has also been confirmed with WALC). Cllr J Langley	Clerk

	proposed that the revised resolution be accepted, Cllr M Williams seconded, all in favour. Cllr O White went on to ask if the Committee would consider adding a brick building on the Rec for the purpose of storage incorporating two toilets. Cllr M Giles agreed that this was something that the Council could certainly consider moving forward as the Container could always be sold if no longer required. Item to be added to the RLE agenda. Clerk to look into whether a Lottery Grant could be obtained.	Clerk
029/19-20	29. <u>Agenda Points for next month</u> – Complaint Handling Procedure.	
	Cllr AKJ Pickernell thanked all Committee members who had voted for him and support him in the role of Vice-Chair. A vote of thanks was also extended to the Clerk for all her hard work over the last year. Cllr M Giles proposed, Cllr M Williams seconded, all in favour.	

There being no further business to discuss the meeting closed at 8.22pm, the next meeting will be on 11th June 2019, 7pm at the Scout Hall, Chapel Lane, Ludgershall.

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