

# LUDGERSHALL TOWN COUNCIL



## Minutes of the Full Town Council meeting held on 8th September 2025 at 7pm at the Council Offices, 10-12 High Street, Ludgershall. SP11 9PZ

**Present:** Cllr J Bowyer – Chairman, Cllrs J Swallow, J Walker, I Beveridge,  
S Garmonsway, M Smith, D Davies, J Plews  
**Representatives:** Wiltshire Cllrs C Williams & D Lumsden. 26 Engineer Regiment WO1  
H Brown  
**Public:** 0  
**Absent:** 0

### **AGENDA ITEM**

**174-25/26 1. Apologies for Absence – Cllrs D Lansley-Smith, P Foreshow & M Howard.**  
Cllrs RESOLVED to accept these apologies and record under the LGA 1972 Section 99 and  
Sch 12 para 40.

**175-25/26 2. Declaration of Interests –** (Members are bound by the provision of the Code  
of Conduct adopted by Ludgershall Town Council and are required to declare their interest in  
any matter in which they have a personal interest or a pecuniary interest) - None

**176-25/26 3. General Public –** No public questions were raised.

**177-25/26 4. Planning Application –** None

**178-25/26 5. Planning Decisions - *PL/2025/05919*** - Proposed Works to Trees in a  
Conservation Area. 6 SCHOOL HOUSE DRIVE, LUDGERSHALL, ANDOVER, SP11 9FY.  
T1 T2 Field Maple - Reduce overall canopy by 30% and remove crossing/rubbing branches.  
Clean old stub cuts - Noted

**179-25/26 6. Chairmans Report –** The Chairman updated the council on the month, noting  
past events being well received by residents, the Chair attended the Area Board & Test  
Valley meetings. The Chair also, congratulated a local resident on their successful Mc Millan  
coffee morning. - Noted

**180-25/26 7. Reports From Outside Representatives – a) Police –** a report was provided  
to council – **b) Wiltshire Cllrs-** Cllr D Lumsden presented council with his report - Cllr Chris  
Williams and I met with senior members of Wilts Council Planning Team to discuss the Test  
Valley Local Plan and in particular the developments that border Ludgershall. We were  
assured that WC have been engaging closely with TVBC and will be looking to ensure that  
developers provide critical infrastructure and facilities in support of our local communities.  
Wiltshire Council Staffing Policy Committee – New volunteering policy, approach WC  
community engagement teams to request volunteers to support local community events.  
*Ludgershall Community Litter Pick* – great event that was well attended thanks for  
organising. *Meeting of Area Board Chairs* - Organised by deputy leader of the council, who  
has indicated she wants to look at and review the Area Board model to look at opportunities  
to develop the model to make it more effective in broadening community engagement.  
*Follow up with PC Kinge on outcomes of ASB actions* - Have also reached out and asked  
her to complete traffic survey outside Clarendon School, to inform decision on whether  
additional measures are required. *Copart Planning Application* – As previously discussed,  
the Planning Department is working for the application to be heard at the Eastern Area

Planning Committee scheduled for the 2nd October. Cllr Chris Willims and I plan to be in attendance to voice our objections and ensure that the concerns of the local communities are taken into consideration. *Councillor Surgeries* – I'd like to set up a series of Councillor surgeries to allow residents to come along and meet face to face and raise any issues they have. I was thinking one a month rotating through Tidworth, Ludgershall and Perham Down. Would like advice/support to advertise and ask how I go about booking somewhere to hold Memorial Hall or Council Offices? – **CB to Action**. - Noted

**Cllr C Williams** presented his report to - August has been a quiet month regarding council business but a meeting did take place with Strategic Planners regarding Wiltshire Council's initial response to Test Valley Local Plan. Tidworth Area Board met on the 1 September – agenda items included an update from the Police and Crime Commissioner, Philip Wilkinson. Having come out of special measures in 2024, Wiltshire Police has made vast improvements and is now rated in the top third of police forces in the country. The PCC then went through the priorities based on public consultation and gave an update on the financial situation. Wiltshire Police is in the lowest third per capita funding of police forces in the country for UK Government grants. Wiltshire Police received £127 per person compared to the national average of £164 and the current level of policing to support the priorities is not sustainable if further cuts take place and there is no increase in funding next year.

Other agenda items included Area Board priorities, a grant application Tidworth and Ludgershall Men's Shed and a report from Local Highways and Footpaths Improvement Group. Copart – no further update since last month. - Noted

**c) 26 Engr's WO1 H Brown** presented a report to council. Reporting that plans for this year's Remembrance Day parade are progressing well, with strong communication maintained with the LTC office. He also reported that provisions are being put in place by the MOD to prevent the use of e-scooters, dirt bikes and similar vehicles on the area. Apologies were offered for being unable to support the recent LTC Litter Pick, as 26 Regiment is currently stretched with operational commitments. – Noted

Cllr J Bowyer thanked WO1 H Brown for his assistance during the week. - *Noted*

Cllr I Beveridge asked if 26 Engr would assist LTC in repairing the sleigh in readiness for the Christmas events. This request was accepted by WO1 H Brown – **Office to Action**

**Wiltshire Cllrs C Williams and D Lumsden** left the meeting - *Noted*

**181-25/26 8. Reports from LTC's representatives – a) Memorial Hall** – No meeting in August so no update/minutes to present - Noted. **b) LHFIC** Cllrs S Garmonsway gave an update on a previous highway request, for 'no stopping' hash markings outside site entrance – Council resolved to accept application & send to LHFIC **all in favour with one against.**

**182-25/26 9. Previous Minutes for ratification – a) FTC Interim meeting 28-08-25** Were discussed and with some minor clerical alterations the FTC resolved to ratify. **Office to Action.**

**183-25/26 10. Bills for Payment** – The bills for payment questions had been asked and answered– Total bills for payment sent out was £26,609.87 - **Cllrs resolved to accept.**

**Office to action** – KA to investigate Survey Monkey subscription.

**184-25/26 11. External Audit** – LTC passed a clear external audit once again. A proposal was made that LTC display audit conclusion for 14 days as per The Accounts and Audit Regulations 2015 (SI 2015/234) – Council resolved to accept proposal. **Office to action.**

**185-25/26 12. Correspondence - none** - Noted.

**186-25/26 13. Xmas Interim meeting date** – council agreed to cancel Interim meeting date in December – All in favour.

**187-25/26 14. Toilet update** - Cllr J Bowyer updated Council on plans to meet with toilet contractors. Noted. - **Office to action.**

**188-25/26 15. First Aid Update** – Cllr M Smith gave an update on the recently obtained First aid quotes. Cllrs were asked if they would like to continue with their current first aider for £180 per 2 hours, or switch providers and accept higher quotes of £500. Cllrs resolved to agree to continue with current provider.

**189-25/26 16. Notice Boards** – Council discussed the use of notice boards and what information should be displayed. A proposal was made that the Office, Memorial Hall, and Car Park notice boards should contain all council information, while the Ludgershall Castle Primary School and Empress Way notice boards should be updated with events information only. Council resolved to accept proposal. Cllr IB offered to support LTC by updating the memorial hall & the carpark notice boards & Cllr MS will update the Empress Way notice board - Noted

**190-25/26 17. Medieval Street Fayre** – Cllr J Bowyer presented and proposed to council an idea for our annual summer event and proposed a budget of £7000. Council resolved to accept this new event. Council resolved to accept the proposed budget of £7000 with one Cllr abstaining. **Office to action**

**191-25/26 18. Finance meeting date** – Dates for the financial years meetings will be sent out to the Finance & Policy Committee asap. **Office to Action**

**Cllr J Walker left 20.31**

**192-25/26 19. IT Review** – Cllr J S presented an IT plan to further support LTC council members and staff. A quote for £9,517.66+VAT was presented – Council resolved to accept this price. **JS & Office to action**

**193-25/26 20. Buying Group** – Cllr JS explained to the council an idea to start a buying group by liaising with local councils to see where we can support each other – Council resolved to move forward with this idea. **JS to continue with work on this matter.**

**194-25/26 21. Acting Proper Officer** – The Council felt the wording under Standing Orders Point 15 Proper Officer was slightly ambiguous regarding who should stand in if the Town Clerk was unavailable the proposed new wording to put assistant clerk, then another member of staff then a neighbouring clerk was accepted Council resolved to accept this proposal. **Office to action.**

**195-25/26 22. Tree Update** – A quote of **£395.00+VAT** was received to trim castle street trees as opposed to pollarding was presented to council – Council resolved to accept this quote – **Office to action**

**196-25/26 23. Agenda Points for next month** – Furniture, Crossing, RBL wall of honour.

There being no further business to discuss the meeting was closed at 20.55pm.

The next interim meeting will be held on Thursday 25<sup>th</sup> September 2025

The next FTC meeting will be Monday 13<sup>th</sup> October 2025 at 7pm

Signed.....

Date.....