

LUDGERSHALL TOWN COUNCIL



Minutes of the Full Town Council meeting held on 9th February 2026
at 7pm at the Council Offices, 10-12 High Street, Ludgershall. SP11 9PZ

Present: Cllr J Bowyer – Chair, Cllr J Swallow, Cllr P Foreshew, Cllr M Smith, Cllr D Lansley-Smith, Cllr I Beveridge, Cllr M McCrum, Cllr J Walker & Cllr J Plews
Staff: K Allingham- Town Clerk
Reps: Wiltshire Cllrs C Williams & D Lumsden
Public: 0
Absent: Cllr M Howard

AGENDA ITEM

373-25/26 1. Apologies for Absence – Apologies were received from Cllr M Williams & Cllr S Garmonsway. Cllrs **RESOLVED to accept these apologies** under LGA 1972 Section 99 and Schedule 12, Paragraph 40.

374-25/26 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) – Cllrs J Walker & D Lansley-Smith for Agenda Point 18.

375-25/26 3. General Public – No members of the public were present.

376-25/26 4. Planning Application –None.

377-25/26 5. Planning Decisions – None.

378-25/26 6. Chairmans Report –The Chairman reported that it had been a quiet month and that she had attended Tidworth Area Board & met the potential rector. **Noted**

379-25/26 7. To discuss Wiltshire Council pulling funding from the Link Scheme – No need to discuss see agenda point 8b.

380-25/26 8. Reports From Outside Representatives – a) Police – No attendance, report had been circulated prior to meeting **noted**. An email from the Neighbourhood Police Sergeant had also been circulated re a knife attack, this brought a discussion re bleed kits, and the consensus was that this should be left to the police & Ambulance crews.

b) Wiltshire Cllrs- Cllr C Williams Report February 2026 - I attended Tidworth Area Board on Monday 2nd Feb. The Police and Crime Commissioner, Philip Wilkinson gave an update on government proposals for the police force in Wiltshire and Inspector Gavin Brewster gave an update on the local priorities in the Tidworth Community area. AB Grants were approved for youth work in our community area, Ludgershall Memorial Hall improvements and for Chutes Connect Community Transport initiative. The new CEO, Air Marshal Dame Susan Gray, introduced herself and gave an update from the Armed Forces Equine Charity about its activities locally. Ruth Pelz from the Ludgershall Link Scheme spoke passionately about the excellent work that the Ludgershall and Tidworth Link schemes have carried out since 1996. This was because of the Wiltshire Council administration decision to cease funding for the volunteer community transport service which are administrated by Community First across the county. Fears were raised when Wiltshire Council's draft budget suggested that funding

might be cut. However, at a meeting of the Council's cabinet, the portfolio holder for finance stated that it was never the Liberal Democrat's intention to cut funding, it was an error for not spotting this and an amendment was approved to remove the proposed saving of £115,000 for community transport. Also, at Cabinet a decision was made, after considerable protests over several weeks by residents, communities and councillors, not to close two HRCs in the north of the county. Purton HRC will remain open for three years but Lower Compton for only one year. Copart - The planning officer has confirmed that the applicant is undertaking additional ecological survey work which came to light as necessary during the last round of amended plans. Unfortunately, as such surveys have to be done at certain times of the year this can add a significant delay and in this instance an extension has been agreed, otherwise the scheme is ready to be written up and brought to committee. As regards special treatment being given to the applicant, the officer confirmed that this is no different to how other applicants are treated. If the scheme is acceptable in principle and just some details or supporting documentation needs updating, then this allowable. Normally this would not apply to smaller schemes or householders requiring the same level of background information. I was reminded that the Parnham Coaches site took about 4 years to come to committee. Bartlett House site – Rigg Construction are poised to make a start on the groundworks, pending the contract to be signed between them and W/C. Once signed there will be a 'standstill period' (contractual) of a few weeks. Rigg will then formally start on site with 'spades in the ground'. Around the end of Feb and throughout March, you should start seeing construction works happen on site. Cllr D Lumsden then briefly spoke regarding Area board minutes, that there is grant money left which must be used by end March. The Safety & Security Working Group next meeting will be in March, and he hopes for a larger attendance. Cllr K Allen has been working with youth council at the Wellington Academy and that it appears that ASB has gone down since the start of this group. Wiltshire full council for their budget will be on 24th February 2026.

Wiltshire Cllrs C Williams & D Lumsden left the meeting.

c) 26 Engr's WO1 H Brown, no report given **Noted**.

381-25/26 9. Reports from LTC's representatives – a) Memorial Hall – No report received Cllr D Langsley-Smith reported that at the January meeting it was reported that the hall is still bringing in more money than it spends each month. There is a large leak in the flat roof over the stage and the old chambers, they are waiting on 3 estimates for repair. They may also change the meetings to bi-monthly, if the rules of the covenant allow. Cllr J Swallow will attend next meeting. **Noted**.

382-25/26 10. Minutes of the FTC 29th January 2025 - had been circulated for ratification. The Council were happy and all agreed to ratify. **Office to Action**. The council discussed the action log and a couple of items are being closed and worked on. **Office to action**.

383-25/26 11. Bills for Payment – Cllrs questions were answered; there is a total of £25,570.52 this month. Cllrs resolved to accept. **Office to action**.

384-25/26 12. To Resolve Burial of Ashes request – A request has been received to bury ashes within a coffin, which means no extra work other than a small amount of paperwork. The office asked the Council what charges if any did, they want to give. **Cllr P Foreshew proposed that there be no charge, Cllr J Bowyer seconded the motion, 7 for 2 against**. There will be no charge for this request. **Action office**.

385-25/26 13. Correspondence – a) Section 137 Expenditure Limit for 2026/27 has been notified to town and parish councils in England as £11.60 per electorate under s137(4)(a) of the LGA 1972. **The Council noted**.

386-25/26 14. Grants – none

387-25/26 15. New property report – The roller shutter door has been mended the Electrical report recommendation is being completed next week. Both costs paid for by the seller. I have spoken with our solicitor she is waiting on the sellers' solicitors to send a report from the management company. Surveyor has completed the survey, and the report has been received today office to go through tomorrow, but one urgent matter needs attending. The Council discussed at length, all agreed that the Town Clerk get a quote for the work and continue searching. **Action Office**.

388-25/26 16. FTC to receive approved Policies from finance & Policy and adopt – all policies had been forwarded to the Council prior to the meeting; **a) Community Engagement Policy**, the Council was happy with this policy, and all agreed to adopt with the date of today's meeting. **b) Publication Scheme Policy**, the Council was happy with this policy and all agreed to adopt with the date of today's meeting. **c) WhatsApp Use Policy**, there was a discussion regarding changing wording around passwords Cllr P Foreshew will update and send to Town Clerk, the Council were happy with the policy once these changes were made and all agreed to adopt with the date of today's meeting. **d) Reserves Policy**, Cllr P Foreshew will update with the review date page and send to Town Clerk, the Council was happy with this policy, and all agreed to adopt with the date of today's meeting. **e) Training Policy for Cllrs**, Cllr P Foreshew will update with the review date page and send to Town Clerk, the Council was happy with this policy and all agreed to adopt with the date of today's meeting. **Action Cllr P Foreshew & Town Clerk.**

389-25/26 17. To Resolve what to do about the Water Bill for the public toilets – the Council discussed and asked the Town Clerk to contact the supplier and check the details with them. **Action Office.** Also, the Clerk reported that the quote voted on at the last meeting for all water bills had missed a crucial element, that by signing into a contract for 3 years LTC would be protected against the retail price increase. The Council resolved to put a special motion (Under section 7 of LTC's Standing Orders) on the next meeting, 26th February 2026, to rediscuss this subject. All agreed. **Action Office.**

390-25/26 18. To Discuss St James Church Yard transfer of responsibility to LTC – All information had been sent to the Council prior to the meeting, St James Church and Parochial Church Council (PCC) have written (letter dated 02/02/26) to LTC to request that LTC take over the responsibility for maintenance and upkeep of the closed churchyard. According to the Local Government Act 1972 S215 the PCC must give Town Council 3 months' notice, if the Town Council decides not to look after the closed churchyard, then they can within this notice period pass it on to the Unitary Council. Costs had been provided by the current grounds team who do the grass and hedge cutting, LTC would also have to take responsibility for the trees and the memorial safety inspections. The Council discussed this thoroughly, there was a worry that Wiltshire Council may not keep to the high standard that the churchyard is kept to now, if passed to them. Although if kept by the Council LTC did feel that the work that is being done could be reduced. Also closed churchyards may be on the list of Devolved services soon and at that time LTC would be given it back. The Council then resolved unanimously (without the 2 Cllrs that declared an interest) that LTC would take on the responsibility of St James Closed Church Yard. They have 3 months from 2nd February 2026 to get a grounds team sorted; Town Clerk has asked the current team to provide a list of work they do for the costs they provided and then will go out to tender for the work. As LTC does not have a budget specific for this work the earmarked devolved services budget will need to be used for the first year of the work. **Office to Action.**

Cllr I Beveridge left the meeting.

The Chair asked the committee to resolve to continue past the 2 hours for a meeting under Standing Order 3x all agreed, no break was needed.

391-25/26 19. To Discuss Restoration of the Fencing at The Baptist Burial Ground – The Chair asked for this point to be deferred to the interim meeting, all agreed. **Action office.**

To Resolve, Under the Public Bodies (Admission to Meetings) Act 1960 the following agenda items will be closed to the public due to its confidential nature. Resolved by FTC.

392-25/26 20. To Resolve which contractor will be appointed for – Names of all contractors that had submitted tenders were given prior to the meeting to the Cllrs for research purposes no other information was given due to its confidential nature **a) Grounds Maintenance** – the clerk showed the Cllrs the extra work that had been added to the contract, and the spread sheet with all the information on which contractors had been contacted, when, who replied, receiving tender back correctly and finally pricing. The Council

discussed and resolved to chose Gavin Jones Ltd for 2 reasons, Ludgershall Town Council is happy with their current work, and they are the cheapest quote which is, not including VAT £19,891.65 for the 2 year contract or £828.81 per month **Action Office.**

b) Play area Maintenance - the clerk showed the Cllrs the extra work that had been added to the contract, and the spread sheet with all the information on which contractors had been contacted, when, who replied, receiving tender back correctly and finally pricing. As Ludgershall Town Council had only had one completed tender back from the existing contractor, the Cllrs queried the large increase, however, they understood and resolved to continue with Daisy Gardening Services at the cost of £500 per month not including VAT.

Action office.

393-25/26 21. Staffing Committee to provide an update - Items to Note – Locum finishes end Feb. Staff Fleeces are on order and within the remit given by FTC previously cost will be around £150. The Office Processes Application is a software application by a company called Scribe that will write processes as the staff do them on their P.C. so that these can then be stored and used for the future succession planning. Staffing agreed to a year at \$220 or £161 and asked the Council to ratify, all agreed to endorse this cost. Cllr J Swallow to send info to Town Clerk for generating the account. **Action Town Clerk.** Staffing commissioned a piece of work from IT High Trees, for £450 plus VAT that was on the bills for payment today, asking for retrospective permission. The council agreed. **Office to Action.**

394-25/26 22. Agenda Points for next month – To be sent into the office 7 days prior to the next meeting.

There being no further business to discuss the meeting was closed at 21.14pm.

The next interim meeting is 26th February 2026.
The next FTC meeting will be Monday 9th March 2026.

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