

**LUDGERSHALL PARISH COUNCIL**  
3 Standing Place • Aylesbury • Bucks • HP20 2XR  
Tel: 07545 535257  
Parish Clerk: Jenny Caprio

3<sup>rd</sup> February 2016

Dear Councillors and Residents of Ludgershall,

I hereby give you notice that a meeting of Ludgershall Parish Council will be held at Ludgershall Memorial Hall on Monday 8<sup>th</sup> February 2016, at 7.30 p.m.

All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out hereunder.

Before and after the Parish Council Meeting there will be a period of public questions.

Jenny Caprio  
Parish Clerk

**AGENDA**

1. **Apologies** - Members are asked to receive apologies from members.

2. **Declarations of Interest**

☐ To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

3. **Casual Vacancy**

Members are advised that a Casual Vacancy still exists

4. **Minutes**

Members are asked to receive the minutes and confirm the recommendations or resolutions therein of the meeting of the Parish Council held on:

☐ Monday 11<sup>th</sup> January 2016 - Copy attached LPC/08/1516

5. **Finance**

5.1 Account Balances:

The balances for the Lloyds Bank accounts are as follows:

Treasurers Account	£ 6,385.50	(as at 29 <sup>th</sup> January 2016)
Deposit Account	£ 2,506.15	(as at 29 <sup>th</sup> January 2016)
Village Green Account	£34,260.81	(as at 29 <sup>th</sup> January 2016)
Play Area Account	£ 3,461.78	(as at 29 <sup>th</sup> January 2016)

5.2 Payments:

Treasurers Account:

- D. O'Brien – £357.66 - January Salary – standing order (standing order now cancelled)
- Mrs J Caprio – £260.08 - January Salary (net income tax): Cheque number 0050
- HMRC- £65.00 PAYE for Mrs Caprio's January salary: Cheque number 0051

- Henry C Bosley - £650 in respect removal of Bramble thicket at the top of the High Street and the thinning of hedge outside The Ramblers. (invoice received): Cheque number 0053
- Richard Matthews Florist - £30:00 Clerk's leaving gift Cheque number 0054

Play Area Account:

February draw: 200 Club prizes – to be drawn later in meeting

- 1<sup>st</sup> place £50 cheque 059
- 2<sup>nd</sup> place £35 cheque 060
- 3<sup>rd</sup> place £25 cheque 061
- 4<sup>th</sup> place £20 cheque 062

### 5.3 Income:

- Play Area account: £ 50.00 Donation from Mrs I Brown
- Savings Account: £ 0.10 Interest;
- Village Green Account: £ 1.55 Interest

### 5.4 Income and Expenditure report(s)

Members are asked to review and approve the Income & Expenditure reports for year and month dated 29<sup>th</sup> January 2016.

Copies attached Appendices A & B

## 6.0 Annual Governance review

Members are asked to review the following documents in preparation for the Annual Audit:

- Standing Orders - Members are further asked to review and to RE ADOPT the existing Standing Orders - Copy Attached, Appendix D
- Code of Conduct - Members are further asked to review and to RE ADOPT the existing Code of Conduct - Copy attached, Appendix E
- Financial Orders – Members are further asked to review and to RE ADOPT the existing Financial Orders - Copy attached, Appendix F
- Freedom of Information – model publication scheme – members are asked to confirm their approval of this document - Copy attached, Appendix G – only changes made are Clerk's postal address
- Members are asked to consider and approve, analytical review and risk assessment, Copies attached, Appendices H and I
- Members are advised the asset register will be considered at a subsequent meeting.

## 7.0 Police Matters – nothing to report

## 8.0 Parish Council Business

8.1 Rural Broadband – Work has commenced in Ludgershall. Cllr Thomas to update.

8.2 Consideration of the purchase of a new Play Area mower has been postponed until the Spring.

8.3 Bramble/Hedge clearance Adjacent to 5 Bells and the ditch in front of Ramblers has been completed and invoice for the work received; (See finance above).

8.4 MVAS – The risk assessment has been completed by Paul Thomas. Payment from LAF is expected to be received on 2<sup>nd</sup> February 2016. Cllr Thomas to update.

8.5 Swims at Fishing Pond –Due to inclement weather conditions in January, Stillwater Management Ltd is now due to commence work during week commencing 22<sup>nd</sup> February. The fishing Club have been advised of the change of the date and is requested to close the pond for use ahead of installation.

- 8.6 Village Hall noticeboard – The materials required for the refurbishment have been purchased and the works will be undertaken when the weather is suitable.
- 8.7 Replacement Oak tree for Village Green – Tree is due to be delivered imminently Clerk to update.
- 8.8 Play Around the Parishes 2016 – A provisional booking has been made for a three-hour session on Tuesday 9<sup>th</sup> August. The District Council will require use of the Memorial Hall and the outdoor space. AVDC charge £335 to stage the event (already approved) and Members are asked to AGREE to the expenditure of £15.00 for the hire of the Memorial Hall.
- 8.9 Bicester Bus Route 30: Cllr Thomas to update.
- 8.10 The Green adjacent to The Warrens: A letter has been sent to the owner of the Warrens to request that occupiers and visitors to the property refrain from parking on the Village Green.
- 8.11 Annual Parish Meeting: In accordance with S14 Local Government Act 1972 The parish meeting of a parish shall assemble annually on some day between 1st March and 1st June, both inclusive, in every year. Members are asked to agree the date for this and confirm invitees

#### 9.1 **Aylesbury Vale District Council (AVDC)**

AVDC's plans to changing their bin collection days, will now be delayed until late spring. A revised 'go live' date will be advised as soon as possible. All households will be notified by AVDC directly by letter after the Easter break, before the changes take place, informing them of their new collection day and what bins to put out.

#### 9.2 **Buckinghamshire County Council (BCC)**

Devolution Tranche 2 – BCC has been notified of the Council's interest and a Devolution Agreement has been issued, copy attached at APPENDIX C. An annual allowance of £1184 will be paid to the Council and Members attention is drawn to the terms of the Agreement and the Schedule of Devolved Responsibilities contained in SCHEDULE ONE thereto. If accepted, the agreement takes effect on 1st April 2016. Members are asked to RESOLVE to accept the Devolved powers offered and **AUTHORISE** the execution of the Agreement in duplicate. 2 councillors to sign

#### 10.0 **Circulated in between meetings:**

- Bucks Parish Bulletin - January
- Cherwell DC - Notification of Planning Policy Consultations
- Aylesbury Vale Association of Local Councils – Re New Homes Bonus
- BALC - Smaller Authorities Audit Appointments
- Public Transport Publication Officer – Re Buss Pass Renewals
- Submission of Oxfordshire Minerals and Waste Local Plan: Part 1 - Core Strategy
- MyBucks e-newsletter February 2016
- BCC News: HS2 concedes more mitigation measures to Buckinghamshire
- BCC - Have your say on Buckinghamshire's transport plan for the future
- Invitation to Parish Liaison Meeting - Wednesday 27 January
- BCC News: New home for Wycombe Park and Ride
- AVDC - Changes to Development Management in Planning Services
- Invitation to Comment - Quainton Neighbourhood Plan
- Collective Switching Campaign - Jan/Feb 2016
- AVDC - News for the Parishes - 1/16
- BCC - News Report, Council Tax rise
- Agenda for Waddesdon Local Area Forum, Wednesday 13th January 2016, 7.00 pm

#### 11.0 **Footpaths**

- ☐ Members are asked to consider the footpath survey submitted by Dr Turner-Smith and his team and consider any action requests. (submitted via e-mail and at December meeting). Cllr Themis to update

## **12.0 Planning**

[www.aylesburyvaledc.gov.uk/planningapplications](http://www.aylesburyvaledc.gov.uk/planningapplications)

12.1 Applications received: In each case Members are asked to consider the Applications and to RESOLVE how to respond to the Planning Authority consultation.

12.1.1 15/04064/APP: Yew Tree Farm Duck Lane Ludgershall Buckinghamshire HP18 9XZ. Erection of an Agricultural Barn for Storage

12.1.2 16/00168/APP: Land Adjacent to Pennwood House High Street Ludgershall, Bucks. Demolition of garage and stable block. Erection of detached dwelling

12.1.3 16/00140/AOP: Land at Westhaven and Green View, Salter Lane. Demolition of existing dwelling and erection of 5 dwellings.

12.2 Decisions made by AVDC

- 15/04296/ALB – The Hovel, Duck Lane – Structural Repairs due to subsidence – As at the date of publication a decision regarding this Application has yet to be made.
- 15/01825/APP – The Warrens: Approved, subject to condition that the holiday lets hereby permitted shall not be occupied by the same person or persons for more than 28 days in any six months.

12.3 The Hovel – Duck Lane - Members are advised that there is no update at time of agenda regarding access over the Village Green.

Planning Appeal Ref: 15/00045/ENFNOT – Kingswood Lane site – this was heard 24/11/15 – No Decision made as at 31<sup>st</sup> January 2016

## **13.0 Easements across the Village Green**

If the developments the subject of Planning Applications are granted planning permission, it is likely that an application for an easement to cross the village Green is likely to follow in respect of each of the dwellings permitted. Members are asked to consider in each case, if the Parish Council will consider granting an easement if an application is made. All costs to be borne by the Applicant.

13.1 16/00168/APP: Land Adjacent to Pennwood House High Street – Erection on one detached dwelling

13.2 16/00140/AOP: Land at Westhaven and Green View, Salter Lane - The erection of five dwellings

## **14.0 Play Area**

- 200 Club – 5<sup>th</sup> drawing of the new subscription year to take place.
- Members are asked to consider equipment/facilities to be added/removed to the playing area. Further sample equipment brochures have been distributed via e-mail. A grant is available from the Bike Night fundraising. 5 examples required for consideration. Update to be provided at the meeting on the outcome of the discussions with childminders in the village.
- Applications are invited for grants of between £2000 and £50,000 for projects that protect the environment and / or the provision, maintenance or improvement of a public park; or another public amenity. Applications are accepted for projects within 10 miles of a FCC Environment landfill site in WREN's operating area, which includes Ludgershall. Members are asked to consider applying for a grant from this fund. The closing date for Applications is 8<sup>th</sup> June 2016.

**15.0 Highways** – no further updates available (budget cuts)

16.0 Members are asked to note dates of next meetings – Ludgershall Parish Council:

**17.0 COMMITTEE IN PRIVATE SESSION**

**Exclusion of Public and Press**

In accordance with Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters. It is therefore **RECOMMENDED**, pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press be excluded.

18.0 Members are asked to consider how the Council's obligations under the Devolution Agreement will be delivered.