

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

1<sup>st</sup> June, 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 6<sup>th</sup> June 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. **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 9<sup>th</sup> May 2016 - Copy attached LPC/01/1617

4. **Finance**

4.1 Account Balances:

The balances for the Lloyds Bank accounts are as follows:

Treasurers Account	£11,155.52	(as at 30 <sup>th</sup> May 2016)
Deposit Account	£ 2,506.56	(as at 30 <sup>th</sup> May 2016)
Village Green Account	£28,625.41	(as at 30 <sup>th</sup> May 2016)
Play Area Account	£ 4,921.28	(as at 30 <sup>th</sup> May 2016)

4.2 Payments:

Treasurers Account:

Cheques cut in between meetings:

- Jim Goss – £21.22 - Petrol for mower (receipt supplied)
- Longmoors - £7,684 – Purchase of new play area mower and accessories set out below

Cheques to be cut at meeting

- Mrs J Caprio – £195.08 – May Salary (net income tax)
- HMRC- £130.00 - PAYE for Mrs Caprio's May salary:
- Came & Co. £526.02 - Annual Insurance Premium - For discussion item below
- Swarco Traffic Limited 3,072.54 - Replacement for cheque number 0058 issued on 8<sup>th</sup> March to be cancelled
- Highway and Solar Solutions Ltd – £940.80
- Open Spaces Society – £45.00 – see item below
- Melanie Rose – cost of internal audit - £27.80

Play Area Account: May draw: 200 Club prizes – to be drawn later in the meeting

- 1st place £50 cheque 074

- 2nd place £35 cheque 075
- 3rd place £25 cheque 076
- 4th place £20 cheque 077

### 7.3 Income:

7.3.1 Village Green Account - Interest for May: £1.10

7.3.2 Savings Account – Interest for May: £ 0.10

### 7.4 Transfer

Members are asked to Authorise the transfer of £5,245.00 from the Village Green Account into the Treasurers account being the cost of the new play area mover (net of VAT). Two members to sign Bank Transfer form.

### 7.5 Cancellation of Cheque

Members are asked to authorise the cancellation of cheque number 0058 drawn in favour of SWARCO Traffic Ltd which was posted but not received. A Bank charge of £10 will be applied for cancellation.

### 7.4 Income and Expenditure report(s)

Members are asked to review and approve the Income & Expenditure reports for year and month ending 30<sup>th</sup> May 2016

**To be Tabled at the meeting**

### 7.5 Internal Audit

The Internal Auditor examined the Parish Books, Governance Documents, procedures and Annual Accounts for 2015/16, and found all in accordance with the Accounts and Audit Regulations 2003 and 2006, the Local Audit and Accountability Act 2014 and Smaller Authorities (Transparency Requirements) (England) Regulations 2015/494 and as directed in "Governance and Accountability for Local Councils in England & Wales: A Practitioners' Guide".

Members are asked to review Sections 1 and 2 noting that the Accounting Statement has been compiled using the final income & expenditure reports dated 31<sup>st</sup> March 2016, sign approval and the minute number to be inserted once completed. The Annual Return is to be submitted to Mazars by 5<sup>th</sup> July 2016.

## 8.0 **Police Matters**

Nothing to report

## 9.0 **Parish Council Business**

- Purchase of a new Play Area mower: Members agreed at the previous meeting to purchase Husqvarna 316TXS for purchase price of £5,245 (+vat) together with a flail attachment, a beacon, and the necessary health and safety equipment (HSE), at a cost of £1,159 (+vat) Members are asked to confirm the cost of the mower should be funded from the Village Green Account and the cost of the flail, beacon and HSE be funded from Treasurers account using funds received and to be received in respect of Tranche 2 devolution. The flail, beacon and HSE equipment being required for the highway verges within the 30mph zones. Members are asked to authorise the Transfer of £5,245 from the Village Green Account to the Treasurers Account. These Items have been added to the Asset register and insurers notified.
- MVAS – Statutory Undertakers drawings were received on 13<sup>th</sup> May and the Ground Screws were installed on Friday 20<sup>th</sup> May. Members are asked to approve invoice for payment.
- Swims at Fishing Pond – Cllr Thomas to update
- Local Transport Solutions- Meeting to discuss options regarding a community mini bus and other local transport solutions have been taking place. Cllr Thomas to Update.
- Annual Parish Meeting: took place at 7.30pm on Wednesday 25<sup>th</sup> May 2016.
- Queen's Birthday celebrations – Stewart and Dawn from the Bull and Butcher PH have requested to put chairs and tables on the village green and to use the Marquee to hold an event on Saturday 11<sup>th</sup> June for the village celebration. Subject to conditions this has been agreed in between meetings and it has been confirmed there will be no charge for the hire of the Marquee in this instance
- Road side erosion and kerbing – Cllr Chettle to update.

- Best Kept Village Competition – The Application for 2016 Best Kept Village has been submitted. Posters have been provided to be displayed around the village.
- Motor Insurance Renewal of the Council’s policy falls due on 8<sup>th</sup> June 2016 and based on the information held by Came and Company Insurance brokers we have received a quote for the premium for this year is £526.02 inclusive of insurance premium tax (IPT) and the insurers fee of £25.00. Members are asked to review the vehicle values and confirm if any changes are required as these as these can affect the rating of the premium. Members are also asked to confirm acceptance of the quotation and authorise the payment of the sum due.
- LAF funding Waddesdon Local Area Forum agreed to provide support for village halls in the local area to enable residents to use the halls for activities which increase health and fitness. It is accepted that the most appropriate equipment or resource will vary between villages and it was agreed to allocate a maximum of £500 to each village hall, and to ask village to decide on the best use of the funding. Members are asked to consider what, if any equipment or resources would benefit the Ludgershall Village hall to help increase health and fitness
- Open Spaces Society Members are asked to confirm whether to renew subscription to the Open Spaces Society at a cost of £45.00

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

With effect from 6<sup>th</sup> June 2016, the refuse collection days will be changing across the District. Notifications have been sent to all households.

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

Devolved Services: Cllr Thomas to update

#### 11.0 **Circulated in between meetings:**

- Parishes Seminar 25 May 2016
- MyBucks e-newsletter June 2016
- Local Council Meeting invitations to air views on Developing Unitary Business Case by BCC
- Phoenix Systems Services Ltd – Offer re Website
- Proposed Temporary Road Closures - Various Roads in Various Parishes in the Aylesbury Vale District (Capital Micro Programme Works) (June to September 2016)
- Buckinghamshire (Celebratory Events for The Queen's 90th Birthday) - 11th and 12th June 2016
- Active Bucks Newsletter
- Transparency Code Compliant Websites for Parish Councils
- Waddesdon Local Area Forum funding for equipment to get people active
- Streetscape - new website
- ARMED FORCES DAY 2016
- NALC Survey re Devolution
- Good Councillors Guide 2016
- Charles Arnold Baker - Tenth Edition
- A benefit to BALC Membership - discounts with Staples Advantage
- TVP - Rural Neighbourhood Posters
- BCC News: Planned 6% cut to pharmacy services could severely affect Bucks residents, council committee hears
- Local Area Funding 2017/18

#### 12.0 **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 report

#### 13.0 **Planning:** [www.aylesburyvaledc.gov.uk/planningapplications](http://www.aylesburyvaledc.gov.uk/planningapplications)

#### 13.1 Members are updated as to the status of the following applications:

Application number	Location	Description of Development	Outcome
16/00140/AOP	Land at Westhaven and Green View, Salter Lane	Demolition of existing dwelling and erection of 5 dwellings.	Awaiting decision

- 13.2 Members are advised that the Parish Council has been consulted on the following Application and is asked to RESOLVE whether to Support or Object to the application, giving reasons, or not object to the application.

Application number	Location	Description of Development	Outcome
16/01485/COUAR	Land Adjacent To No 6 Wotton End Ludgershall Buckinghamshire	Determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of one agricultural building into one dwelling house (Class Q(a)) and in relation to design and external appearance of the building (Class Q(b)).	In consultation

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

#### 14.0 Play Area

- 14.1.1 200 Club – 9<sup>th</sup> drawing of the new subscription year to take place. 2<sup>nd</sup> quarterly return to be completed and signed.
- 14.1.2 Members are asked to consider the suggested equipment circulated by Cllr Thomas. Members are asked to suggest alternative equipment for installation in the play area.

#### 15.0 Highways UPDATE

Cllr Thomas to Update.

#### 16.0 Future Meetings:

- 16.1 Members are asked to note dates of next meetings – Ludgershall Parish Council: 11<sup>th</sup> July 2016, 5<sup>th</sup> September 2016, 3<sup>rd</sup> October 2016, 7<sup>th</sup> November 2016, 5<sup>th</sup> December 2016, 9<sup>th</sup> January 2017, 6<sup>th</sup> February 2017, 6<sup>th</sup> March 2017, 3<sup>rd</sup> April 2016, 8<sup>th</sup> May 2017. In each case to commence at 7.30pm in the Memorial Hall, High Street, Ludgershall.  
(4<sup>th</sup> July is Bike Night) (There is no meeting in August)