

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

4th May 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 11th April 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. **Nomination and Election of Chairman** for the Municipal Year 2016/17. Once elected the Chairman shall sign an acceptance of office.
2. **Nomination and Election of Vice- Chairman** for the Municipal Year 2016/17. Once elected the Vice-Chairman shall sign an acceptance of office.
3. **Apologies** - Members are asked to receive apologies from members.
4. **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
5. **Casual Vacancy** - Cllr Thomas to update
6. **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 4th April 2016 - Copy attached LPC/10/1516

7. **Finance**

7.1 Account Balances:

The balances for the Lloyds Bank accounts are as follows:

Treasurers Account	£11,604.80	(as at 30 th April 2016)
Deposit Account	£ 2,506.45	(as at 30 th April 2016)
Village Green Account	£28,624.31	(as at 30 th April 2016)
Play Area Account	£ 4,996.28	(as at 30 th April 2016)

7.2 Payments:

Treasurers Account: Cheques to be cut at meeting

- Mrs J Caprio – £195.08 – April Salary (net income tax): Cheque number 0069
- HMRC- £130.00 - PAYE for Mrs Caprio's April salary: Cheque number 0070
- Mrs J Caprio – Expenses for Period 1st January 2016 – 31st March 2016. Cheque number 0071
- Came & Co. – Annual Insurance Premium - For discussion item 18.0. Cheque number 072

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

- 1st place £50 cheque 070
- 2nd place £35 cheque 071

- 3rd place £25 cheque 072
- 4th place £20 cheque 073

7.3 Income:

7.3.1 Village Green Account - Interest for April: £1.29

7.3.2 Treasurers Account

- First (of 2) payments due from Buckinghamshire County Council for Devolution £592.28
- AVDC Precept - £5,000 + £135 National Grant payment

7.3.3 Savings Account – Interest for April: £ 0.10

7.4 Income and Expenditure report(s)

Members are asked to review and approve the Income & Expenditure reports for year and month ending 30th April 2016

To be Tabled at the meeting

7.5 Internal Audit

Members are asked to review Section 1 of the Annual Return which has been compiled using the final income & expenditure reports dated 31st March 2016 and approved at the last meeting on 4th April in readiness for the Internal Auditor to examine the Parish books.

To be Tabled at the meeting

7.6 Banking Mandate

Members are advised that Lloyds Bank has now updated its records to show Mrs J Caprio, the Parish Clerk to be the Treasurer for the Councils Bank Accounts. Councillor Themis has been added as a signatory to the account.

Members are asked to RESOLVE to AUTHORISE Mrs Caprio to register for Lloyds Bank online for Businesses so that Mrs Caprio will be able to use internet Banking to View the Council's accounts. Members are advised that this will not authorise Mrs Caprio to conduct transactions on-line.

Members are asked to RESOLVE to AUTHORISE Mrs Caprio to register for Lloyds Telephone Banking Service to enable Mrs Caprio to access the Council's accounts and to undertake telephone transfers to enable the transfer of funds between the Council's accounts.

8.0 **Police Matters**

Nothing to report

9.0 **Parish Council Business**

- Purchase of a new Play Area mower: Cllr Thomas to Update.
- MVAS – Clerk to update at meeting
- 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: will take place at 7.30om on Wednesday 25th May 2016.
- Queen's Birthday celebrations – Cllrs Cox, Chettle and Jones to update
- Road side erosion and kerbing – This issue was raised by a member of the public and members of the Council have carried out a Walk-Around the village.
- Best Kept Village Competition – The Application for 2016 Best Kept Village has been submitted. Posters have been provided to be displayed around the village.

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

Nothing to report

10.2 Buckinghamshire County Council (BCC)

Devolved Services: Cllr Thomas to update

Buckinghamshire County Council Asset Review – BCC is reviewing how it utilises its own sites and is also considering any potential co-sharing arrangements with other public sector organisations. Part of the considerations in the analysis will include looking at what is offered by BCC's public sector neighbours and BCC is asking the Parish Council to provide details of any assets owned by your Council which will be used to plot adjacent or nearby facilities on a plan. We are therefore asked to send the full address and post code of any properties owned by the Council e.g. community facilities/halls, playing fields etc. Members are asked to confirm agreement to the sharing of this information as requested.

11.0 Circulated in between meetings:

- Buckinghamshire County Council Asset Review
- Correspondence from Mr Pridgeon re Fishing Swims
- Correspondence from Lightfoots Solicitors Re Westhaven
- TFB Spring/Summer Conference
- Planning Event for the Parishes
- News for the parishes 2-16
- Poster for PCC Election - 5 May 2016
- Parish Liaison Meeting - Wednesday 27 April 2016
- Agenda for Waddesdon Local Area Forum, Wednesday 20th April 2016
- Planning Event for the Parishes
- AVALC - Minutes of the meeting of the Executive on 1st March, 2016
- Aylesbury Vale Village Pub Competition 2016
- Bucks CC - Community Safety / Neighbourhood Projects Toolkit
- AVDC Roadshow - we need your help!
- MyBucks e-newsletter May 2016
- BALC: Appointment of County Officer

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

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

Application number	Location	Description of Development	Outcome
15/04064/APP	Yew Tree Farm Duck Lane Ludgershall	Erection of an Agricultural Barn for Storage	Approved
16/00140/AOP	Land at Westhaven and Green View, Salter Lane	Demolition of existing dwelling and erection of 5 dwellings.	Awaiting decision
16/00311/APP	Kiln House, Duck Lane, Ludgershall	The erection of two storey side and single storey side extension.	Approved
16/00938/APP	Elmwood House Wotton End Ludgershall	Demolition of house and outbuilding and erection of two detached houses and garage (variation of planning approval 15/01560/APP)	Awaiting decision

- 13.2 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**
200 Club – Members are advised that the 8th drawing of the new subscription year to take place.
- 15.0 Highways UPDATE**
BCC is currently undertaking a scheme to seal in the investment made in patching last year, to protect the carriageway from further deterioration, fix any other obvious structural defects and give a homogenous appearance. Enquiries were made as to whether this scheme could include the kerbing works discussed at the April meeting but these were unfortunately not possible.
- 16.0 Future Meetings:**
- 16.1 Members are asked to note dates of next meetings – Ludgershall Parish Council: 6th June 2016, 11th July 2016, 5th September 2016, 3rd October 2016, 7th November 2016, 5th December 2016, 9th January 2017, 6th February 2017, 6th March 2017, 3rd April 2016, 8th May 2017. In each case to commence at 7.30pm in the Memorial Hall, High Street, Ludgershall.
(4th July is Bike Night) (There is no meeting in August)
- 16.2 The Annual Parish Meeting will take place at 7.30pm on Wednesday 25th May 2016.
- 17.0 COMMITTEE IN PRIVATE SESSION**
- 17.1 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 Insurance: The Council entered into a long-term insurance agreement which expires 31st May 2016. Members are asked to note that Came & Company have been asked to submit the insurance renewal policy for 2016 to be circulated at the meeting. Members are asked to consider the renewal quotation.