

**Minutes of a meeting of Ludgershall Parish Council held at Ludgershall Memorial Hall  
on Monday 9th July 2012 at 7.30 p.m.**

**Present:** Cllr. P. Thomas – in the Chair  
Cllr. J. Cartwright  
Cllr. T. Chettle  
Cllr. Ms. H. Cox  
Cllr. S. Lawson  
Cllr. R. Jones  
Cllr. R. Simpson

**Also present:** Anne Wilson, Parish Clerk  
2 members of the public

There were no public questions before the meeting.

**32.0 Fire Safety Announcement**

Cllr. Paul Thomas commenced the meeting with a fire safety announcement.

**33.0 Apologies**

There were no apologies received from members

**34.0 Declarations of Interest**

There were no declarations of interest.

**35.0 Minutes**

**RESOLVED** to receive the minutes and confirm the recommendations therein of the meeting of the Parish Council held on:

- Monday 11th June 2012 LPC/02/12

Members noted that Cllr. Ms H. Cox had sent her apologies to this meeting but it had not been recorded in the minutes.

- Friday 22nd June 2012 Copy attached LPC/03/12

Members noted that Cllr. S. Lawson had sent his apologies to this meeting but it had not been recorded in the minutes.

## 36.0 Finance

### 36.1 Account Balances:

The balances for the Co-op accounts are as follows:

Community Direct Account	£ 9678.34	(as 1st July 2012)
Deposit Account	£ 2500.00	(as at 21st January 2012)
Village Green Account	£12505.36	(as at 1st June 2012)

### 36.2 Payments:

**RESOLVED** to make the following payments:

HMRC - £114.76

ROSPA Play Equipment Inspection £90.00 + VAT £18.00 total £108.00

Wallace Crooke - Internal Audit £250.00 + VAT £50.00 total £300

RGC Mower repairs £46.90 + VAT £9.38 total £56.28

Repayment to HMRC from over claim on behalf of Ludgershall play area group £3109.79

### 36.3 Internal Audit

**RESOLVED** to consider, adopt and confirm the:

- Internal Audit report
- Annual Return Audit Report
- Annual Return and Corporate Governance Statement Risk Management

### 36.4 Income

**RESOLVED** to note that £4250 had been received as half the precept from AVDC. Members were informed that although the precept form asks you for the bank account information of the parish Town and the new details had been supplied AVDC had attempted to pay the monies into the old account.

### 37.4 Income and Expenditure report

**RESOLVED** to note the Income and Expenditure Report as at 30<sup>th</sup> June 2012.

### 37.5 Movement of Money

Members would receive the information with regard to the movement of money between accounts at the next meeting.

## 38.0 Police Matters

- A local policeman/PCSO had been invited to attend the meeting to give an update or a verbal report will be given at the meeting on behalf of the Police. Members expressed concern about their lack of attendance at meetings and asked the Clerk to contact the Police expressing the disappointment of Members. The Parish Clerk stated that she had given the

year of dates to the Police in May.

- Cllr. Chettle had no update regard to Speed Watch equipment despite having contacted the Police on several occasions. He would follow it up again.
- A Councillor expressed concern about potential underage tractor driving around the village.

### **39.0 Parish Council Business**

- Easement to the bungalow at the rear of the White Hart

There was no update on the agreement for the Easement to the bungalow rear of the White Hart. The Parish Clerk had returned all the necessary paperwork to Ms. Cox's solicitor before the June meeting but had had not response. Helena Cox agreed to chase the matter.

- Code of Conduct

Members noted that the Government has published the Code of Conduct and expressed concern about some of the requirements.

**RESOLVED** that the Parish Clerk obtain a copy of the local Code.

- Appointment of a Parish Clerk

The Parish Clerk had received six applications for the post of Parish Clerk. Cllr. Thomas and the current Clerk had met before the Parish Council meeting and suggest that all the applicants are interviewed on the morning of Saturday 21st July starting at 9 a.m. and their interview would include a five minute presentation on the role of the Parish Clerk and how their experience fitted into this role.

**RESOLVED** that Members agreed to this and Cllr. Thomas, Cllr. Simpson and Cllr. Ms Cox would be present to interview. Several Councillors were unavailable and Cllr. Cartwright felt that it was inappropriate that he was present given he would probably know all the applicants.

- Village Green Bank

Thames Water had apologetically contacted the Parish Clerk and had met with Cllr. Jones and Cllr. Cartwright will update members at a site meeting held on 4th July.

Thames Water accepted full responsibility and apologised for the delay. They need to get permission from the Environment Agency with regard to a repair and would come back to the Parish Council within a month with a timescale for the work.

**RESOLVED** that the Parish Clerk would contact Thames Water and thank them for coming out and asking for the timescale.

- Village Event

The Parish Clerk had contacted Julie Tiley and had received no response. It was understood that in relation to the play area money this had been collected now but as there was cash included in this it was not clear at this stage if any of the money was related to the Royal Wedding Event held in 2011.

#### 39.1 Aylesbury Vale District Council (AVDC)

- Village Bulk Refuse Collection

Members noted that the Village refuse Collection will take place on 16th July 2012 between 7.30 a.m. and 11 a.m. the skip would be located at the Memorial Hall.

Cllr.Ms Cox would put this information on Facebook and the village website. The Parish Clerk had handed out posters to all members to put up in their home location and she had also put several posters up in the village already.

- Changes to the procedures for consulting Town and Parish Councils

Members noted the paperwork with regard to new consulting procedures.

#### 39.2 Buckinghamshire County Council

**RESOLVED** to note that there is nothing to report.

#### 39.3 Circulated in between meetings

- AVDC News for the Parishes
- Bucks County Show Thursday 30th August 2012
- 2012 Rural Insight Survey
- RSNonline rural services network
  - Imprest Website

#### 40.0 Footpaths

There was nothing to report.

#### 41.0 Planning

##### 41.1 Planning Applications

There are no planning applications.

##### 41.2 Planning Decisions

There were no planning decisions.

#### 41.3 Other planning information

- Ludgershall Farm, Ludgershall

The Parish Clerk informed members that she had sent second letters to both the Land Registry and the solicitors acting in the case of access over the Village Green to Ludgershall Farm as she had had no response.

Concern was expressed about access to the bungalow at the farm and whether this formed part of the application. There was still some denial that the access over the village green.

#### 42.0 Play Area

- Play Area Group

The Parish Clerk had contacted Julie Tiley and had had no response however Cllr. Thomas had spoken to Debbie Everingham who had now got the bank books and other financial information and cash. The people owed money would be paid out of the cash as the account was not a cheque book account. The Parish Clerk had expressed concern about the cash and how it was accounted for and offered to help coordinate the money in the account. It was noted that there was over £5000 in this account.

#### **RESOLVED** that:

- This group be reformed as a Working Party and that Cllr. Lawson and Cllr. Chettle would be the Parish Council representatives
- Debbie Everingham and Emily Davies would be on the Working Party
- A new bank account be set up and that there should always be a parish councillor signature on all payments
- Reports should be made to the Parish Council at each meeting
- Information

Members are asked to note that Ludgershall Play Area is 11 years old and the wood is only covered for 5 years under warranty.

The Parish Clerk and Debbie had both contacted Playdale the original installers of much of the equipment and a representative of a local company was meeting Debbie on site to look at the repairs needed as a result of the ROSPA inspection.

- ROSPA Inspection

Members considered the 2012 ROSPA Inspection and **RESOLVED** to work with the Play Area Group on the necessary repairs. It was noted that the bridge had been taped off.

Emily Davies had also carried out an independent inspection.

It was noted that the Play Area should be inspected by the parish once a week. The Parish Clerk would find out the details and cost of the relevant ROSPA course.

## 43.0 Highways

With regard to the questions about highways and the flooding in the village Members noted the response from Dave Smith.

### Flooding:

He inspected the areas highlighted by the Parish Council and found all kerb weirs run into open drainage at the rear of the verge. These areas require cleaning to allow water to run freely, although in the case of Duck Lane water was still flowing at some speed, height was preventing road water to run.

The High Street was the same as most kerb weirs had cleared – the last one was not flowing and the ditch on the green which is the Parish Council's has large amounts of weeds preventing water to flow freely in times of heavy down pours.

**RESOLVED** that Members would meet on site at 10.30 a.m. on Saturday 14<sup>th</sup> July 2012 to look at this matter and report back to the next meeting on the course of action to be taken.

### Church Lane:

He requested the crew to place planning's in over run first then top soil, crew have only done half the week and therefore awaiting them to return. The reason for the first is to give the verge some stability and he suggests that if the Parish Council is not happy as it is their verge then they may wish to add more top soil themselves.

**RESOLVED** that this could also be looked at at the site meeting.

## 442.0 Other Business

- Transport for Ludgershall

The Parish Clerk had had no response and therefore no update in relation to the areas of concern raised at the May meeting in relation to Dial A Ride and School Transport in relation to residents of Ludgershall.

- Available at the meeting:

There was nothing available at the meeting.

## 13.0 Date of next meetings

### 13.1 Ludgershall Parish Council:

- Monday 3rd September 2012 (noted apologies from Cllr. R. Simpson)
- Monday 1st October 2012
- Monday 12th November 2012
- Monday 3rd December 2012
- Monday 7th January 2013
- Monday 4th February 2013

- Monday 4th March 2013
- Monday 1st April 2013
- Wednesday 24th April 2013 (Annual Parish Meeting)
- Monday 13th May 2013

There were no public questions.

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

Chairman