

**Minutes of a meeting of Ludgershall Parish Council held at Ludgershall Memorial Hall
on Monday 3rd September 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

Also present: Deborah O’Brien, Proposed Parish Clerk
Anne Wilson, Former Parish Clerk
2 members of the public

Questions before the meeting:

- Mr. A. Harris asked for an explanation of procedures regarding planning applications reviewed between Parish Council meetings. It was explained that where time is of the essence for responses from the Parish Council, these are circulated between councillors and comments are agreed upon. If the planning application is likely to have a major impact, an Extraordinary Parish Council meeting will be called.

46.0 Fire Safety Announcement

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

47.0 Apologies

RESOLVED to note that apologies were received from Cllr. R. Simpson who was on holiday.

48.0 Parish Council Business

- Appointment of Parish Clerk

This item was brought forward to ratify the appointment of a new Parish Clerk. Cllr. P. Thomas extended sincere thanks to Mrs. A. Wilson for all of her assistance in finding a replacement Parish Clerk and for all of her previous efforts in supporting and serving the Parish Council.

RESOLVED to confirm the appointment of Mrs. Deborah O’Brien as Parish Clerk.

49.0 Declarations of Interest

RESOLVED to note that there were no declarations of interest.

49.1 Disclosable Pecuniary Interests and Code of Conduct

RESOLVED to adopt the AVDC Disclosable Pecuniary Interests and Code of Conduct form.

Members were advised to complete this for their own protection, and that this form would be published on the AVDC website. If a member declared an interest at a subsequent meeting about a matter that he/she has not already declared on this form it is up to the individual Councillor to inform AVDC within 28 days of that declaration.

50.0 Minutes

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

- Monday 9th July 2012 LPC/04/12

Members noted that future council meeting date of 1st April 2013 is Easter Monday and will need to be changed.

RESOLVED to change the Annual Parish Meeting date of Wednesday 24th April 2013 to Monday 22nd April 2013.

51.0 Finance

51.1 Account Balances:

RESOLVED to note that the balances for the Co-op accounts are as follows:

Community Direct Account	£ 13277.45	(as 1st August 2012)
Deposit Account	£ 2500.00	(as at 21st January 2012)
Village Green Account	£ 12505.36	(as at 1st August 2012)

51.2 Payments:

RESOLVED to make the following payments:

HMRC – total £515.72 (Apr, Jul & Aug £286.90 + Apr-Aug additional tax owed £228.82)
Anne Wilson – total £534.02 (expenses – mileage - £42.00; postage & stationery - £34.06;
July/August/outstanding salary - £457.96)
Deborah O’Brien – total £197.96 (expenses – stationery & ink £34.45 + VAT £6.16; Salary - £157.35)
Society of Local Council Clerks – Handbooks for Clerks - £14.80
Bridgnorth Town Council – photocopying total £88.92 (£74.10 + VAT £14.82)
Open Spaces Society - £40.00

51.3 Income

Members noted that there is no income to report.

51.4 Income and Expenditure report

RESOLVED to note the Income and Expenditure Report as at 31st August 2012.

51.5 HMRC

The former Parish Clerk reported that HMRC had issued a letter of apology and had rescinded the penalties levied in respect of filing of payroll taxes.

51.6 Royal Wedding Event 2011

Members noted that our Internal Auditors have raised concerns regarding the lack of financial reporting in relation to the £1,000 granted in respect of this community event.

RESOLVED that the Parish Clerk write to Ms. Tiley requesting full disclosure of expenditure and a refund of any balance of funds to be made available by 30th September 2012.

51.7 Movement of Money

The former Parish Clerk provided a report of the Movement of Money. It was reported that there is a deficit of funds in the Village Green account due to previous legal bills. £1,000 has been budgeted in the year 2012/13 for repayment to the Village Green account. Members noted that it would be necessary to increase the repayment amount in the next budget. Members also noted that it is recommended that any surplus funds at year end should be transferred to the Village Green Account.

RESOLVED to transfer £1,000 from the Parish Community Direct Account to the Village Green Account.

Further RESOLVED to transfer £5,264.92 received from BT Openreach Wayleave from the Parish Community Direct Account to the Village Green Account.

51.8 Tractor/Mower Repairs

An invoice was submitted in the amount of £12.60 in respect of mower repairs which Members **RESOLVED** to pay.

52.0 Police Matters

- A local policeman/PCSO had been invited to attend the meeting, but no one had responded. The Parish Clerk will contact PSCO Grayburn to request attendance, particularly in view of concerns regarding vandalism at the play area and a reported shed burglary of garden equipment. In addition, an issue regarding obstruction due to unsafe parking on Wotton End was raised.
- Cllr. Chettle updated the Speed Watch equipment plan. A 3rd volunteer is required and Cllr. P. Thomas volunteered to join Cllrs. Chettle & Cox for training.

53.0 Parish Council Business

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

The easement has now been received by the Parish Clerk.

- Village Green Bank

Cllr. Cartwright reported that he had met with Mr. Standing of Thames Water and an Insurance Assessor who admit they are responsible for the repairs. White Horse Contractors have been appointed to complete these, and Cllr. Cartwright is awaiting contact from them.

- Greyhound Kennels on Piddington Road

It was reported that the dogs have been removed from the kennels. However the issue of gated access still needs to be resolved with Planning Enforcement.

RESOLVED that the Parish Clerk follow the matter up with Ms. Law of AVDC Planning Enforcement.

- Village Notice Boards

RESOLVED that Members noted that the Parish Clerk would pursue Grants from AVDC, LAF, Bucks Rural Community and Bucks CC. Cllr. Chettle also made recommendation that a notice board be provided for the Play Area for display of legal notices and inspections.

- Microphone for Parish Council Meetings

RESOLVED that the Parish Clerk investigate the costs of purchasing or renting microphones and amplifiers.

54.1 Aylesbury Vale District Council (AVDC)

- Vale of Aylesbury Plan

Members noted the Vale of Aylesbury Plan. Cllr. Cartwright advised that 10 houses have been recommended and included for Ludgershall.

54.2 Buckinghamshire County Council

- Bucks CC Home to School Transport

Members noted that two letters of response had been received from Bucks CC.

RESOLVED that the Parish Clerk forward copies of same to the resident who had raised the issue

Further **RESOLVED** that the Parish Clerk request that the Education Transport Department provide a detailed breakdown of costs by age group.

55.0 Circulated in between meetings

- AVDC News for the Parishes
- Buckinghamshire LINK Event

56.0 Footpaths

Members noted that a resident had raised an issue with a footpath access at The Ramblers, Salters Lane. There are still issues outstanding regarding the stile on Church Lane.

RESOLVED that the Parish Clerk contact Phil Turner, BCC Rights of Way Officer, to arrange an on-site inspection.

57.0 Planning

57.1 Planning Applications

Comments were sent in between meetings on the following applications:

- 12/01073/APP Land adjacent to Pear Tree Farm, High St., Ludgershall ~ Erection of two-storey dwelling and garage.

RESOLVED that 12/01073/APP was approved without objections upon condition that the correct permissions for access to the property from the road are obtained before building on the site commences.

- 12/01162/ALB Ludgershall Farm, Wotton End, Ludgershall ~ Removal and reconstruction of stone gable wall. Reconstruction of chimney stack. Construction of new concrete foundation and formation of drainage connections. Insertion of new front door & frame. Removal of Crittal windows and replacement with brick.

RESOLVED that 12/01162/ALB was approved without objections upon condition that no damage is caused to the village green during construction. Any damage must be repaired to the satisfaction of the Parish Council.

- 12/01664/APP The Nurseries, Piddington Rd., Ludgershall ~ Demolition of existing dwelling, glasshouses, outbuildings, garage, workshops & water storage tank. Replacement with detached dwelling, detached pool house and three bay car port. Creation of wildlife pond and erection of stables and workshops.

RESOLVED that 12/01664/APP was approved without objections upon condition that the stables may not be converted into a dwelling at a future time.

- 12/01865/ATC Brooklands Farm, Wotton End, Ludgershall ~ Removal of one Maple tree. This was presented at the Parish Council Meeting.

RESOLVED that 12/01865/ATC was approved without objections.

57.2 Planning Decisions

- 12/01162/ALB Ludgershall Farm, Wotton End, Ludgershall

Members noted that Listed Building Consent has been granted.

57.3 Other planning information

- Ludgershall Farm, Ludgershall

The Parish Clerk informed members that a letter has been received from Lauriston Saggar Solicitors acting on behalf of the owners, explaining a right of way by prescription that has existed since the early 1920s. However, this appears to apply to the property as a whole, not the barn conversion.

RESOLVED that Mrs. Wilson consult with an employee of the Land Registry for further recommendations.

- 11/01473/APP White House Farm, Bicester Road

RESOLVED that Members noted that an appeal has been lodged in relation to this application.

Further **RESOLVED** that the Parish Clerk investigate this matter and report back at next meeting.

58.0 Play Area

- Play Area Working Party

Cllr. Chettle reported that the working party consists of: Cllr. S. Lawson, Mrs. E. Davis, Mrs. D. Everingham, Mrs. P. Crisp and Mrs. R. Thornton-Bott.

Members noted that the group must present accounts at the Annual Parish Meeting.

- ROSPA Course

The Parish Clerk reported that the ROSPA course costs £230 plus £20 for a training pack. Courses are held at a variety of locations and run from 9:30am-4:30pm. A volunteer is to be sought for the ROSPA course.

- Waste Bin Collection

Members noted that the waste bins on the play area would now be emptied every two weeks.

59.0 Highways

- Cllr. Cartwright reported that the blocked weir on the Green has been marked for repair.
- Cllr. Thomas will liaise with Mr. Goss regarding strimming and clean-up of the ditch on the Green.
- Church Lane – it was reported that the verge has been gravelled and then more top soil loosely applied.

RESOLVED that the Parish Clerk contact Mr. Smith requesting that grass seed be applied for stability.

60.0 Other Business

- Parish Council Tractor

Members noted that the Parish Tractor requires a tax disc.

RESOLVED that Cllr. Cartwright supply details to the Parish Clerk.

- Available at the meeting:
 - Response to the Public Rights of Way Consultation - Noted
 - New Opportunities for Town & Parish Councils – Sustainable Communities Act - Noted
 - Payments by Parish Councils & Councillor Signatures - Noted
 - Stowe Christmas Craft Fayre - Noted

61.0 Date of next meetings

61.1 Ludgershall Parish Council:

- 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
- Monday 22nd April 2013 (Annual Parish Meeting)
- Monday 13th May 2013

Members asked that the meeting on the 1st April 2013 be changed to another date as this was Easter Monday.

Public Questions:

- Mr. Harris asked for an update regarding water drainage and the BT/ Electricity covers on Church Lane opposite Bury Court. Mrs. Wilson confirmed that she had contacted BT and the electricity company and would follow the matter up.

Signed Date

Chairman