

**Minutes of a meeting of Ludgershall Parish Council held at Ludgershall
Memorial Hall
on Monday 3rd December 2012 at 7.30 p.m.**

Present: Cllr. P. Thomas – in the Chair
Cllr. J. Cartwright
Cllr. Ms. H. Cox
Cllr. R. Jones

Also present: Deborah O'Brien, Parish Clerk
3 members of the public

Questions before the meeting:

- There were no questions before the meeting.

100.0 Fire Safety Announcement

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

101.0 Apologies

RESOLVED to accept apologies from Cllr. Chettle (paternity leave), Cllr. Lawson (abroad on business) and Cllr. Simpson.

102.0 Declarations of Interest

RESOLVED to note that Cllr. Cartwright declared a prejudicial interest in item 7 relating to a request for a grant to replace Village Hall Decorations.

102.1 The Chairman, Cllr. Thomas made a motion which was seconded by Cllr. Cartwright, that declarations of interest would be dispensed with to enable the Parish Council members to discuss an agenda item relating to the 2013/14 Precept. **RESOLVED** to dispense with Declarations of Interest in regard to the Parish Precept.

102.2 Cllr. Cartwright also asked if a blanket dispensation could be granted in relation to Precept discussions. **FURTHER RESOLVED** that the Parish Clerk would research whether or not this can be granted.

102.3 Members noted that the Ludgershall Code of Conduct, adopted 12th November 2012, has been received by the Monitoring Officer.

102.4 A revision to the Standing Orders items 7b and 7d was discussed. 7b references the 2012 Localism Act in regard to the Code of Conduct. 7d references training in the code of conduct to be completed within 6 months. The Parish Clerk explained that neither BALC nor NALC is currently offering any training. **RESOLVED that** the wording should be amended to reflect the adoption of Ludgershall Parish's Code of Conduct dated 12th November 2012. **FURTHER RESOLVED that** the wording should be amended to reflect that such training would take place as and when training courses are made available.

103.0 Minutes

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

- Monday 12th November 2012 LPC/07/1213
- Monday 26th November 2012 LPC/08/1213

104.0 Finance

104.1 Account Balances:

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

Community Direct Account	£ 6597.70	(as at 28 th November 2012)
Deposit Account	£ 2501.49	(as at 28 th November 2012)
Village Green Account	£21488.70	(as at 28 th November 2012)

104.2 Payments:

RESOLVED to make the following payments:

Deborah O'Brien – salary £262.25
Deborah O'Brien – expenses total £68.83 (Printer ink £30.82 + £6.16VAT; Special Delivery £5.90; Stationery £5.95; Mobile phone top-up £20.00)
Ludgershall Village Hall Rental – £140.00

104.3 Income

RESOLVED to note income:

BT Wayleave – £2626.76

104.4 Income and Expenditure report

RESOLVED to note the Income and Expenditure Report as at 28th November 2012.

104.5 Royal Wedding Event 2011

The Parish Clerk reported that she had sent a registered 'Letter Before Action' to Ms Tiley, which was delivered before noon on 19th November 2012, requesting a full reconciliation of the £1,000 granted in respect of the Royal Wedding Event. To date no response has been received.

RESOLVED with regret, that the Parish Clerk initiate a claim in the Small Claims Court in respect of the outstanding amount of £1,000.00.

104.6 Wayleaves

BT has advised that the Parish is due £10 per year for the new pole erected adjacent to Doyley's Farm. Forms for application have been received.

RESOLVED that the Parish Clerk shall submit the forms in respect of additional Wayleaves due.

104.7 Other Financial Matters

The 2013/14 parish Precept request was reviewed in regard to the proposed budget. It was felt that no increase could reasonably be requested.

RESOLVED to submit the 2013/14 Precept Request in the amount of £8500.00.

105.0 Police Matters

- **NOTED that** there were no matters for discussion.

106.0 Parish Council Business

- Greyhound Kennels on Piddington Road

Members noted that the Parish Clerk had made a further request of both Ms. Law and Mr. Philip Dales for further information and no answer has been received.

RESOLVED that the Parish Clerk contact Mr. Philip Dales again, with Cllr. Cartwright copied on the e-mail.

- Willow Tree on Village Green at Wayside, Bicester Road

Members noted that a planning notice has been filed in relation to this tree. Work cannot commence until after January 1st 2013. It was further noted that 3 quotes have been received in regards to the tree works. In addition, quotes have been received in relation to willows in the same area which have been damaged in recent storms and a tree overhanging the drive at Chasedown on Wotton End.

RESOLVED that the Parish Clerk is to contact Jim Goss for a quote for all of the above works.

- Village Green Bank

Members noted that White Horse Contractors have been given the name of the Highways Dept. Street Works Technician who needs to sign off on the completed repair. In addition, they have been sent the Environmental Agency paperwork which needs to be completed. Members further noted that White Horse Contractors will bill Thames Water for the EA fees.

- Village Notice Boards

Members noted that Cllr. Thomas has obtained a substantially discounted quote for Oak noticeboards of £1,000.00 each. Members further noted that the Parish Clerk had made enquiries regarding liability insurance for a notice board on the play area. The Parish is covered under our existing policy although loss or damage cover would require a further premium.

Members further noted that the Parish Clerk has made enquiries regarding the need for planning permission for a board on the play area. To date no reply has been received.

RESOLVED that Cllr. Thomas would initially place an order for one board, and that the Parish Clerk would apply for a microgrant in respect of this.

- Microphone for Parish Council Meetings

Cllr. Thomas reported that it was not possible to obtain a demonstration of this equipment. The Parish Council declined to pursue this item at this time. **RESOLVED** to add this item to the agenda for the Annual Parish Meeting.

- Trees overhanging 16 West View

Cllr. Jones reported that one tree of the trees is on the Village Green. However, there is a problem due to BT wires running through all of the trees.

Resolved that Cllr. Jones will advise the resident to contact BT to take care of the problem.

- Flooding on Duck Lane; Blocked ditch adjacent to Doyleys Farm, Southfields & Rivendell

Cllr. Thomas reported that the Environment Agency is only responsible for continuous flowing water – i.e. streams. It is not responsible for ditches. It also only has a budget for work to be carried out annually. Duck Lane has been cleared, although much of the residue has been left behind. It was also reported that a demonstration day is to be conducted by the EA at the end of February or beginning of March to train residents in methods to be used that comply with EA standards. **RESOLVED that** the Parish Clerk is to contact the EA again regarding removing the detritus left behind on Duck Lane. **FURTHER RESOLVED that** the Clerk is to arrange a date with the EA for training. (Either 27th February or 6th March 2012).

Members also noted that Cllr. Thomas would arrange a work party to resolve the blocked ditch outside Rivendell and crossing over to Doyley's Farm.

- Stones on verge outside Peartree Cottage

Members noted that our insurance company has stated: In the event that a member of the public suffers an injury or sustains loss or damage to their property/vehicle due to the stones and can prove that the Parish Council is legally liable any subsequent claim will be covered by the Public Liability Insurance section of the policy.

Members further noted that the Highways Dept. has advised that stones should not be placed within 1 metre of the highway.

RESOLVED that Cllr. Cox is to make a count of all stones on verges within the village. **Further resolved that** this topic is to be raised at the Annual Parish Meeting.

- Parish Website

Members noted that Cllr. Cox had contacted the domain owner, who has declined to grant her administration rights to the ludgershall.org and .info domains. However, this is not necessary to access the wordpress website which is free. <http://ludgershall.wordpress.com/> Members also noted that the NALC legal notes concerning Village Greens and Easements have now been included on the website.

- Village Hall Christmas Decorations

Cllr. Cartwright left the meeting for the duration of this topic (Prejudicial Interest)

RESOLVED to grant £100.00 in respect of replacement decorations for the Village Hall.

- Parish Tractor

Members noted that an inspection of the tractor by DVLA may be necessary before a replacement V5C registration can be issued. A tax disc cannot be obtained until that time.

107.0 Aylesbury Vale District Council (AVDC)

Play Around the Parishes

Members noted that the following dates and times have been booked for 2013:

Tuesday 9th April 10 am – 12 noon

Wednesday 31st July 10 am – 12 noon

Tuesday 20th August 2pm – 4 pm

108.0 Buckinghamshire County Council

Local Flood Risk Management Strategy Consultation

Members noted that the date had been extended for comments on this topic, but declined to make any.

109.0 Circulated in between meetings

Members noted that the following were circulated:

- AVDC News for the Parishes
- Growth & Infrastructure Bill update
- Adding Milton Keynes to BALC name
- Funding available for the Neighbourhood Plan
- LAF Agenda
- Open Space Award & Growth Bill update

110.0 Footpaths

Members noted that there was no update on the discussion regarding Ludgershall Farm, Manor Farm & The Ramblers.

RESOLVED that Cllr. Thomas will follow up on this.

111.0 Planning

111.1 Planning Applications

12/02616/ATC Land adj to Wayside, Bicester Rd

Members noted the application made by the Parish Clerk to pollard and reduce the crown of the willow tree on the Village Green in conservation area.

RESOLVED to approve without objection.

111.2 Planning Decisions

12/01073/APP Land adj. to Pear Tree Farm – Construction of a 5 BR home
Members noted that the Parish Clerk has met with a valuer from DVS and that a valuation may be available by Friday 7/12/12.

RESOLVED that the Clerk will reserve the Village Hall for an extraordinary meeting on 10/12/12 to review the valuation if it is received in time.

111.3 Other planning information

- Ludgershall Farm, Ludgershall

Members noted that the Parish Clerk has written the registered address for Ludgershall Farm Ltd., in Hemel Hempstead, advising that the prescriptive access easement relates to the original dwelling and agricultural outbuildings, not the secondary dwelling known as Ludgershall Barn. Members further noted that the Barn does not appear to be currently on the market.

- The Ramblers, Salters Lane

Members noted that we are still awaiting a response regarding this from Ms. Jane Law AVDC.

RESOLVED that the Parish Clerk again contact Mr. Philip Dale who is in charge of the department.

112.0 Play Area

- Play Area Goals

Members noted that the Play Area Group are to conduct more research and make a formal proposal after discussing with AVDC Leisure Dept. Cllr. Chettle was to provide an update but was not available.

113.0 Highways

- Church Lane verge

Members noted that EDF and BT have visited the site this month and both utilities do not believe the problem to be theirs. Members further noted that it is the responsibility of the Highways Dept. to prove that the utility company caused the damage. Repairs are still Highway Dept's responsibility, but if the fault is that of the utility company, Highways must invoice the relevant utility.

Members further noted that BT feels that there is a blockage under the bridge/gully above the verge., and that Highways require this to be cleared before any further work can be done.

RESOLVED that the Parish Clerk is to ask Jim Goss to clear the gully under the bridge, so that Highways Dept. can then jet the gully.

- Potholes around the Village

Members noted that all Category 1 defects have been repaired. The remaining potholes are not considered dangerous by the Highways Dept..

114.0 Other Business

- Available at the meeting:
 - Open Spaces Society Appeal – members declined to contribute.
 - Chairman’s Civic Service Invitation – Cllr. Cartwright will attend.
 - Bucks Minerals & Waste Strategy – noted.

115.0 Date of next meetings

115.1 Ludgershall Parish Council:

- Monday 7th January 2013
- Monday 4th February 2013
- Monday 4th March 2013
- Monday 8th April 2013
- Monday 22nd April 2013 (Annual Parish Meeting)
- Monday 13th May 2013

Public Questions:

- Alan Turner-Smith asked if the Village Hall could split the cost of the microphone/PA system with the Parish Council? This was referred to the Annual Parish Meeting.
- Cllr. Cartwright raised the need for a long-term village plan. What does the Village need? A playing field and a new Village Hall were both discussed. We would be able to apply for a grant from the New Homes Bonus as well as WREN. It was felt that a questionnaire should be issued to the Village residents to determine what they would like.
- Cllr. Jones raised the issue of Banks giving way at the Village Fishing Pond. (Which is closed until March). The Fishing Club can provide labour and pay for any work needed. Cllr. Thomas is to join Cllr. Jones on an evaluation visit to other similar situations where repairs have been made.
- Two letters have been received from residents regarding unsafe parking on the corner/bend of Wotton End. The PCSO is to be notified and a letter written to the resident responsible.

Signed Date
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Chairman