

**Minutes of a meeting of Ludgershall Parish Council held at Ludgershall Memorial Hall
on Monday 12th May 2014 at 7.30 p.m.**

Present: Cllr. Ms. H. Cox, Chairman from 2013/14
Cllr. J. Cartwright
Cllr. T. Chettle, Elected Chairman 2014/15
Cllr. R. Jones
Cllr. P. Thomas

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

Questions before the meeting:

- Alan Turner-Smith (via e-mail) requested that the Jubilee Oak Tree should be replaced as it has died.

1.0 Fire Safety Announcement

Cllr. Helena Cox commenced the meeting with a fire safety announcement.

2.0 Election of Chairman

RESOLVED TO elect Cllr. Thomas Chettle as Chairman for 2014/15 municipal year. Cllr. Chettle signed his Declaration of Acceptance of Office.

3.0 Election of Vice-Chairman

RESOLVED to elect Cllr. John Cartwright as Vice-Chairman for 2014/15 municipal year. Cllr. Cartwright signed his declaration of Acceptance of Office.
Cllr. Chettle thanked Cllrs Cox & Thomas for their service as Chairman & Vice-Chairman respectively.

4.0 Apologies

RESOLVED to accept apologies from Cllr. S. Lawson – abroad on business.

5.0 Declarations of Interest

RESOLVED to note that there were no Declarations of Interest.

6.0 Minutes

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

- Monday 7th April 2014 LPC/11/1314

7.0 Finance

7.1 Account Balances:

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

Community Direct Account	£ 9067.96	(as at 30 th April 2014)
Deposit Account	£ 2503.83	(as at 30 th April 2014)
Village Green Account	£22051.40	(as at 30 th April 2014)
Play Area Account	£ 2883.53	(as at 30 th April 2014)

7.2 Payments:

RESOLVED to make the following payments:

Deborah O'Brien – £296.88 (April salary by standing order)

D. O'Brien – £139.82 – (Expenses £5.65 stationery; £17.17 ink; £75 CiLCA regn (50%); £42 back salary for April minute 173.1) – cheque no 100109

Broker Network Ltd - £693.90 – annual insurance premium – cheque no 100110

Broker Network Ltd – £510.00 – annual motor insurance premium – cheque no 100111

Open Spaces Society - £45.00 Annual Subscription – cheque no 100112

BMKALC - £54.40 Annual Subscription – cheque no 100113 (Invoice received after agenda announced)

J. Goss - £25.08 – petrol for Play Area mower – cheque no. 200006

Farol's - £203.04 – Replacement bonnet for Play Area Mower £169.20 + £33.84 VAT - cheque no. 200007

FURTHER noted that £1,000.00 was transferred from the Current A/C to the Village Green A/C in respect of historic legal fees. (Minute 162.2 7th April meeting)

7.3 Income

RESOLVED to note income:

Interest - £0.78 Current A/C; £0.24 Play Area Account; £9.97 Village Green A/C; £0.78 Savings A/C

VAT Refund HMRC - £510.67

AVDC – ½ year precept £4,096.16 + National Grant £399.00

7.4 Income and Expenditure report

RESOLVED to approve the Income and Expenditure Report as at 30th April 2014. (Appendix A).

FURTHER RESOLVED to approve the detailed report (30th April 2014) which reconciles income and expenditure to bank statements all on one document (Appendix B), and the handwritten ledger.

7.5 Bank

Members noted that the Application Pack has been submitted to Lloyds. They have requested further information from 2 councillors and copies of minutes. Clerk to arrange.

7.6 Internal Audit

RESOLVED to approve Section 1, Explanation of Variances and the Bank Reconciliation for the Annual Return (appendices C, D & E). Chairman Cllr Chettle and the Clerk/RFO signed the Accounting Statement.

7.7 Insurance Renewals

Members noted that the general annual renewal takes into account the dog waste bins, the defibrillator and cabinet plus 3% index-linked increase in valuation and reflects an overall increase of

£33.65. The Motor Insurance renewal covers the Kubota Tractor and John Deere mower. There is an overall increase of £33.70, but the increased cost of the new tractor policy for 2013-14 only covered 10 months.

8.0 Police Matters – members noted that there was nothing to report

9.0 Parish Council Business

- 9.1 Defibrillator – members noted that three quotes had been obtained for the installation of the defibrillator cabinet. **RESOLVED to** accept the quote from SMY Electrical of £357.20 + VAT which includes installation of a motion-sensor LED light.
- 9.2 Stones on the Village Green – further to advice received from TfB, it was **RESOLVED that** the Clerk write to every resident within the Village Green area of the Parish advising them that the Parish Council requires that all stones, blocks of wood, concrete blocks etc. are to be removed from the Village Green. Historic stones that were installed before the Highways Act of 1980 will be grandfathered in.
- 9.3 Fishing Club benches and noticeboards – members noted that these were purchased by the Fishing Club and as such are not part of the Parish Council’s assets nor are they insured for loss or damage.
- 9.4 **RESOLVED to adopt** ‘Information available from Ludgershall Parish Council under the Model Publication Scheme’ – an ICO requirement. A copy is to be displayed on the website.
- 9.5 WWI Commemorations – Further to discussions at the Annual Parish Meeting, it was agreed to form a committee to further develop an appropriate commemoration for Ludgershall. Cllr Thomas & Alan Turner-Smith have agreed to participate and volunteers are sought. Clerk to place a notice in the Bernwode News.
- 9.6 Fence Panels & Rubbish dumping on Village Green – members noted that the resident has indicated that remediation will take place shortly. Clerk to follow up.
- 9.7 Church Lane Noticeboard – members noted that a new position has been agreed. Cllrs Thomas & Chettle to complete.
- 9.8 **RESOLVED that** the Clerk may purchase a copy of Charles Arnold Baker 9th edition on Local Council Administration. BALC special price of £64 incl p & p.
- 9.9 Members noted that Cllr. Macpherson has a Community Leaders Fund available for assistance with community projects. **RESOLVED that** the Clerk should request assistance for the installation of the defibrillator cabinet and/or the Play Area maintenance project.
- 9.10 Ditch clearance by Rand Contracting – members noted that this work is still outstanding. Cllr. Cox to assist with liaising with Mr. Rand.

10.0 Aylesbury Vale District Council (AVDC)

Members noted that AVDC has increased the cost of bin collection by £1 per bin per year. **RESOLVED to accept** the price of £82.18 per bin per year (78 collections).

11.0 Buckinghamshire County Council

Members noted that BCC/local councils will be holding a devolution conference, May 27th 2014. Cllr. Chettle has agreed to attend – Clerk to book.

12.0 Circulated in between meetings

Members noted that the following were circulated:

- HS2 e-update 28/3/14; 11/4/14; 25/4/14; 2/5/14
- HS2 tunnel press launch - EMBARGOED UNTIL 11am FRIDAY 25 APRIL
- Minutes for Waddesdon Local Area Forum, Wednesday 29th January 2014, 7.00 pm
- AVALC donations, fuel poverty
- AVDC News for the Parishes - March 2014
- Vale of Aylesbury Local Plan – consultation notice
- Spring Parish Matters - Came and Company Local Council Insurance Brokers
- DCLG Protect a community asset – it's quick and easy
- AVDC Planning - Parish Council Review of Delegated Powers and Green Homes in the Vale
- Community Impact Bucks E News Bulletin- 14th April 2014; 28th April 2014
- TfB Highways Localities Manager – Introduction
- April's news for Parishes from TfB
- OSS enews
- LAF update - Grendon Underwood Post Office
- BALC – TfB Highways News; BCC News - Road treatment programme steps up a gear
- BALC - Local councils and a new threat to green spaces throughout England
- LAF - Fly Tip Web tool – **links to this to be placed on website.**
- Waddesdon LAF - 7 May 2014 agenda
- BCC MyBucks May 2014
- Conference Invitation sent on behalf of Cllr Ruth Vigor-Hedderly, Cabinet Member for Transportation
- Bucks CC - Riparian Landowners Responsibilities – revisions 2.5.14
- BALC Newsletter Spring Edition
- Bucks CC - Save the date 4th July 2014 Public Health network Engagement Event
- AVDC - Aylesbury Market events in May
- TfB – May's News – Think Community & District Delivery

13.0 Footpaths

Members noted that there was nothing to report.

14.0 Planning

14.1 Planning Applications

14/01161/APP Highland House, Tetchwick Farm Road – Single storey outbuilding for agricultural use to store tractors, farming implements, fodder & wood. This was circulated with a response due to the Clerk by 28th May 2014.

14.2 Planning Decisions –

14/00255/APP Willow Cottage, The Green – Demolition of outbuilding. Erection of two storey rear extension. Members noted that this has been approved by AVDC.

15.0 Play Area

- Members noted that Cllr. Thomas is trying to source a metal support plate for the repair.

- 200 Club – Cllr. Cox is finalising details. A notice has been placed in the Bernwode News.
- Members noted that work has commenced on the maintenance & repairs of Play Area – the ROSPA inspection is due the week commencing 19th May 2014.

16.0 Highways

- Members noted that that LAT Stuart Campbell advised on 28th April that all weirs have been manually cleared. Follow-up jetting will be carried out – date awaited. He also advised that carriageway patching would be marked out w/commencing 28th April. (not seen as yet). Drop-off created by heavy vehicles pulling over for passing will be filled. Directional sign at corner of High Street & Church lane have been replaced with the exception of the one indicating Wotton, Ashendon & Dorton which was removed in error. TFB to follow up.
- Kerb stones on Village Green, adj. to Bury Court, Wotton End - Members noted that Tfb has advised that the kerbs have been installed to a satisfactory standard.

17.0 Date of next meetings - Ludgershall Parish Council:

- Monday 9th June 2014
- Monday 14th July 2014 (Bike Night is 7th July)

No meeting in August

- Monday 1st September 2014
- Monday 6th October 2014
- Monday 3rd November 2014
- Monday 1st December 2014

18.0 COMMITTEE IN PRIVATE SESSION

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.

- 18.1 Members are asked to receive the minutes and confirm the recommendations or resolutions therein of the Committee in Private Session at the meeting of the Parish Council held on Monday 7th April 2014 Copy attached LPC/11/1314conf
- 18.2 Review of Contractual matters in regard to the granting of easements
- 18.3 Members are asked to consider the District Valuer's valuation for Rosedene

Meeting closed and the floor was opened to the public:

Public Questions:

Dr. Alan Turner-Smith reiterated his request regarding the Jubilee Oak. Clerk to obtain quotes.

Signed Date

Chairman