

**Minutes of a meeting of Ludgershall Parish Council held at Ludgershall Memorial Hall
on Monday 9th June 2014 at 7.30 p.m.**

Present: Cllr. T. Chettle, Chairman
Cllr. J. Cartwright, Vice-Chairman
Cllr. R. Jones
Cllr. S. Lawson
Cllr. P. Thomas

Also present: Deborah O'Brien, Parish Clerk
1 member of the public

Questions before the meeting:

- Alan Turner-Smith (via e-mail) requested that he might be allowed to take responsibility for keeping the notice boards up to date. The Council had no objections. He also advised that no volunteers had made themselves known to him in regard to WWI commemorations. Cllr. Thomas had one volunteer.
- A resident raised the issue that a road to Dorton via the railway bridge is planned to have a 14 week closure which could affect Ludgershall residents accessing Ashfold School. The Parish Council felt that this was an issue for Ashfold School to address.

19.0 Fire Safety Announcement

Cllr. Tom Chettle commenced the meeting with a fire safety announcement.

20.0 Apologies

RESOLVED to accept apologies from Cllr. H. Cox – prior engagement

21.0 Declarations of Interest

RESOLVED to note that there were no Declarations of Interest.

22.0 Minutes

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

- Monday 12th May 2014 LPC/01/1415 and
- Monday 12th May 2014 LPC/01/1415conf

23.0 Co-option of Councillor

Embers noted that no volunteers have come forward to be co-opted to the Council.

24.0 Finance

24.1 Account Balances:

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

Community Direct Account £ 7328.54 (as at 31st May 2014)

Deposit Account	£ 2503.83	(as at 31 st May 2014)
Village Green Account	£22051.40	(as at 31 st May 2014)
Play Area Account	£ 2608.67	(as at 31 st May 2014)

24.2 Payments:

RESOLVED to make the following payments:

Deborah O'Brien – £296.88 (May salary by standing order)
D. O'Brien – £60.60 – (£15.00 stationery; £3.60* mileage; £42 back salary for May) – cheque no 100114
P. Thomas – £31.10 - Concrete & keys for noticeboards – cheque no 100115
(Chequebook printing faulty after 100115 – numbers + sortcodes missing – switched to new book)
A. T. A. Lambourne - £16.25 – Internal Audit 2013/14 – cheque no 100151
BALC - £64.00 – Copy of Arnold-Baker on Local Council Admin. (Training) – cheque no 100152
Streetmaster - £675.60 – Bench from Bike Night Grant - £563.00 + £112.60 VAT – cheque no 100153
SMY Electrical - £428.64 – Defibrillator Cabinet install - £357.20 +£71.44 VAT – cheque no 100154
Playsafety - £110.40 – ROSPA inspection - £92 + £18.40 VAT – cheque no 100155
J. Goss - £23.54 – petrol for Play Area mower – cheque no. 200008
AVDC - £40.00 – Application for Play Area 200 Club Licence – cheque no 200009

***FURTHER RESOLVED** to note that NALC/HMRC guideline for mileage is £0.45 per mile

24.3 Income

RESOLVED to note income:

Interest - £0.58 Current A/C; £0.22 Play Area Account

24.4 Income and Expenditure report

RESOLVED to approve the Income and Expenditure Report as at 31st May 2014. (Appendix A).

FURTHER RESOLVED to approve the detailed report (31st May 2014) which reconciles income and expenditure to bank statements all on one document (Appendix B), and the handwritten ledger.

24.5 Bank

Members noted that the additional information has been supplied to Lloyds Bank. There may be a need to re-sign the mandate as Lloyds appears to have mis-placed it.

24.6 Internal Audit

RESOLVED to approve Section 2 of the External Audit document, following the Internal Audit which was completed and approved by Mr. Lambourne's assistant Melanie Rose on 16th May 2014 all in accordance with the Accounts and Audit Regulations 2003 and 2006 and as directed in "Governance and Accountability for Local Councils in England & Wales: A Practitioners' Guide". Chairman Cllr Chettle and the Clerk/RFO signed the Accounting Statement. Members also noted that the Electors' Rights Notice has been duly displayed on the notice boards. The Annual Return will be sent by the Clerk to Mazars before the 30th June 2014.

24.7 Insurance

Members noted that the 'Bike Night Bench' has been delivered and insured and that as the increase premium is so minimal (£2.57) this has been waived until the 1st June 2015 premium payment.

RESOLVED that the bench should be installed by Mr. Goss on the corner of White Hart Close adjacent to the post box.

25.0 Police Matters

Members noted that there were 2 instances of van break-ins in the past week with some tool theft.

26.0 Parish Council Business

- 26.1 Defibrillator – members noted that the Defibrillator cabinet containing the defibrillator has been installed on the outside wall of the Village Hall lobby, and South Central Ambulance Services (SCAS) notified of its exact location. **RESOLVED to** send a leaflet to every residence incorporating instructions/advice from the Resuscitation Council (UK). Permissions have been obtained from RC(UK). **FURTHER RESOLVED to** have the leaflets printed by Bicester Print.
- 26.2 Councillor Angela Macpherson's Community Fund – Members noted that Cllr. Macpherson is donating £300 from this fund towards the cost of the defibrillator cabinet installation.
- 26.3 Stones on the Village Green – **RESOLVED to** send the letter reviewed at the meeting to every resident.
- 26.4 WWI Commemorations – members noted that only one volunteer has offered to join Cllr Thomas and Dr Alan Turner-Smith on the committee.
- 26.5 Fence Panels & Rubbish dumping on Village Green – members noted that the resident has removed the panels and sacks of rubbish from the Village Green. Cllr. Thomas to follow up regarding placement of bins.
- 26.6 Church Lane Noticeboard – members noted (with thanks) that Cllrs Thomas & Chettle have relocated the board and that new keys have been cut for the locked section.
- 26.7 Ditch clearance by Rand Contracting – members noted that this work is still outstanding due to the silaging season. Cllr. Cox to follow-up.
- 26.8 Members noted that formal responses from Cllr Macpherson in regard to questions about parking revenues and TfB contracts have been received and will be included as an addendum in the Annual Parish Meeting minutes.
- 26.9 Jubilee Oak Tree – members noted that quotes have been obtained for a replacement. However, the tree seems to have survived and will be monitored.
- 26.10 Members noted that the Millenium Bench has collapsed beyond repair although the plaque has been saved. **RESOLVED that** the Clerk should obtain quotes for a replacement and that no claim should be made against insurance due to the excess charge.
- 26.11 Members noted that contact addresses will be updated with local authorities, the bank and HMLR amongst others due to the Clerk's change of residence.

27.0 Aylesbury Vale District Council (AVDC)

Members noted that AVDC is conducting a Community Governance Review which has been advertised on the noticeboards, website etc.

28.0 Buckinghamshire County Council

Members noted that Cllr. Chettle and the Clerk attended 2 presentations by BCC/local councils regarding the devolution of certain TfB services in regard to grass-cutting, hedge trimming and other related tasks. **RESOLVED that** the Clerk requests a map of the hedging plan and a detailed breakdown of costs from BCC.

Members further noted that LAF/BCC have issued a consultation regarding 'Options for Developing Rights of Way' – this is being circulated for comments.

29.0 Circulated in between meetings

Members noted that the following were circulated:

- Cricket for kids at Marsh Gibbon Cricket Club
- Waddesdon LAF - Footpaths report (see above – Options for Developing Rights of Way)
- AVDC's 3rd Open Session with Parishes - Wednesday 25 June 2014
- Community Impact Bucks - E News Bulletin- 12th May 2014
- Community Impact Bucks - E News Bulletin- 27th May 2014
- BCC News - Detailed inquiry into county's public transport
- TfB Working together to limit damage to verges
- HS2 E Update 16th May 2014
- Doorstep Crime Awareness Workshops delivered by Thames Valley Police & Bucks Trading Standards - 19th June or 15th July
- BCC MyBucks June 2014
- BCC News - Road treatment works next week
- New Futures Buckinghamshire - Details of Free Development Support
- LAF - Save The River Thame
- TfB Road Closure NI0001.652 A41 Bicester Road, Aylesbury/Quarrendon/Fleet Marston
- AVDC Community Activities Audit 2014
- BCC HS2 E-Update 30th May 2014
- AVDC News for the Parishes May 2014
- Rural Services Network Invite to join a Rural Local Council Sounding Board

30.0 Footpaths

Members noted that there was nothing to report.

31 .0 Planning

31.1 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 between meetings. **RESOLVED that** there were no objections. AVDC notified 29th June 2014.

31.2 Planning Decisions – members noted that none had been received.

- 31.3 HMLR – **RESOLVED** to confirm that it has been decided in private session that no further pursuit should be made in regard to HMLR/Ludgershall Barn registration as it is unlikely that a positive resolution could be achieved.
- 32.3 Easement for Access – **RESOLVED that** the Clerk should give instructions to proceed to the PC Solicitors, Parrott & Coales, following the Wallington Family’s acceptance of the District Valuer’s valuation of £6,300.00 for an easement grant of access across the Village Green to the property known as Rosedene, High Street, Ludgershall. All costs are to be borne by the Wallington Family.

33.0 Play Area

- Members noted that Cllr. Thomas is in process of repairing the round bench seats.
- 200 Club – Cllr. Cox is finalising details. The licence application has been made.
- Members noted that Mr Goss has installed the new bonnet on the Play Area mower.
- Members noted that work has been completed by Safe & Sound. Members further noted that the ROSPA report has been received with positive comments about the improvements made. **RESOLVED that** the Clerk should respond to ROSPA regarding comments made.

34.0 Highways

- Members noted that no further reports have been received directly from Tfb. However, Cllr. Macpherson has e-mailed an update from Tfb’s website – grass cutting to commence shortly. <http://www.transportforbucks.net/Transport-and-roads.aspx>

35.0 Date of next meetings - Ludgershall Parish Council:

- 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

Meeting closed at 8:55 pm and the floor was opened to the public.

Public Questions:

There were no questions.

Signed Date

Chairman