

**NOTES of a meeting of Ludgershall Parish Councillors held at Ludgershall Memorial Hall
on Monday 8th February 2016 at 7.30 p.m.**

Present: Cllr. P. Thomas - Chairman
Cllr. H. Cox
Cllr. R. Jones
Cllr. S. Lawson
Cllr. T Chettle

Also present: Jenny Caprio, Parish Clerk, District Councillor Cameron Branston and 18 members of the public.

The Chairman opened the meeting and the floor was opened to the public.

Members of the public asked questions and made representations in connection with Outline Planning Application reference number 16/00140/AOP for five dwellings at Westhaven and Green View which were responded to by the applicant and his agent.

Members of the public asked questions in connection and made representations in connection with application number 16/00168/APP Pennwood House which were responded to by the applicant.

1. **Apologies** - Members noted Cllr. M. Themis and County Cllr Macpherson had sent apologies.
2. **Declarations of Interest** – Councillor Stephen Lawson declared a personal and prejudicial interest in items 12 and 13, noting that he is the applicant for planning permission in reference number 16/00168/APP. Councillor Helena Cox declared a personal and prejudicial interest in items 12 and 13, noting the application for planning permission under reference number 16/00168/APP is in respect of land adjacent to her house.
3. **Casual Vacancy** – members noted that there is still a Casual Vacancy.
4. **Minutes** – Members **RESOLVED** to receive the minutes and confirm the recommendations therein of the meeting of the Parish Council held on: Monday 11th January 2016 LPC/08/1516
5. The chairman proposed that Items 12 and 13 on the Agenda be taken out of Order for the benefit of the members of the public who were present for those items and the Members **AGREED** to take those items at this stage of the meeting.
6. **Planning Matters**

Applications Received:

Members considered application number 15/04064/APP, being an application for the erection of an Agricultural Barn for Storage at Yew Tree Farm Duck Lane Ludgershall and Members **RESOLVED** not to object to the Application which will be considered by Aylesbury Vale District Council in due course.

Councillors Lawson and Cox left the room

Members considered application number 16/00168/APP, being an application for the demolition of garage and stable block and the erection of detached dwelling on land adjacent to Pennwood House,

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High Street Ludgershall, and Members RESOLVED to object to the Application which will be considered by Aylesbury Vale District Council in due course.

Councillors Lawson and Cox returned to the room

Members considered application number 16/00140/AOP being an outline application for permission to demolish an existing dwelling and the erection of Five dwellings on land at Westhaven and Green View, Salter Lane, Ludgershall, and Members RESOLVED not to object to the Application which will be considered by Aylesbury Vale District Council in due course

7. Decisions made by AVDC

Members RESOLVED to note the following:

- 15/04296/ALB – The Hovel, Duck Lane – Structural Repairs due to subsidence – As at the date of publication a decision regarding this Application has yet to be made.
- 15/01825/APP – The Warrens: Approved, subject to condition that the holiday lets hereby permitted shall not be occupied by the same person or persons for more than 28 days in any six months.
- The Hovel – Duck Lane - Members are advised that there is no update at time of agenda regarding access over the Village Green.
- Planning Appeal Ref: 15/00045/ENFNOT – Kingswood Lane site – this was heard 24th November 2015, Appeal upheld and permission granted

8. Easements across the Village Green

Members NOTED that if the developments which are the subject of Planning Applications above are granted planning permission; it is likely that applications for easements to cross the Village Green are likely to follow in respect of each of the dwellings permitted.

- 16/00168/APP: Land Adjacent to Pennwood House High Street
- 16/00140/AOP: Land at Westhaven and Green View, Salter Lane

Members RESOLVED in each case, that the Parish Council would consider granting an easement if an application is made. All costs to be borne by the Applicant.

9. Finance

Account Balances:

RESOLVED to note that: The balances for the Lloyds Bank accounts are as follows:

Treasurers Account	£ 6,385.50	(as at 29 th January 2016)
Deposit Account	£ 2,506.15	(as at 29 th January 2016)
Village Green Account	£34,260.81	(as at 29 th January 2016)
Play Area Account	£ 3,461.78	(as at 29 th January 2016)

Payments:

RESOLVED to make the following payments from the Treasurers Account:

- D. O'Brien – £357.66 - January Salary – standing order (standing order now cancelled)
- Mrs J Caprio – £260.08 - January Salary (net income tax): Cheque number 0050
- HMRC- £65.00 PAYE for Mrs Caprio's January salary: Cheque number 0051

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- Henry C Bosley - £650 in respect removal of Bramble thicket at the top of the High Street and the thinning of hedge outside The Ramblers: Cheque number 0053
- Richard Matthews Florist - £30:00 Clerk's leaving gift Cheque number 0054

RESOLVED to make the following payments from the Play Area Account:

February draw: 200 Club prizes – to be drawn later in meeting

- 1st place £50 cheque 059
- 2nd place £35 cheque 060
- 3rd place £25 cheque 061
- 4th place £20 cheque 062

Income - **RESOLVED** to note income:

- Play Area account: £ 50.00 Donation from Mrs I Brown
- Savings Account: £ 0.10 Interest;
- Village Green Account: £ 1.55 Interest

Income and Expenditure report

Members **RESOLVED** to approve the Income and Expenditure Report as at 29th January 2016. (Appendix A).

FURTHER RESOLVED to approve the detailed report (29th January 2016) which reconciles income and expenditure to bank statements (Appendix B).

10. Annual Governance review

Members reviewed and **RESOLVED** to RE ADOPT the following documents in preparation for the Annual Audit:

- Standing Orders, Appendix D
- Code of Conduct, Appendix E
- Financial Orders, Appendix F
- Freedom of Information: model publication scheme, Appendix G
- Analytical review and risk assessment, Appendices H and I

11. Police Matters - Nothing to Report

12. Parish Council Business

- Rural Broadband. Work commenced on the installation of the cables, but were stopped by Bucks CC due to the timing of the works not being in accordance with the permits issued. It is understood that the issue has now been resolved and Gigaclear recommence work today. Our thanks to Angela Macpherson for raising this with the relevant Cabinet Member at Bucks CC and assisting to facilitate a speedy resolution of the problem
- Consideration of the purchase of a new Play Area mower has been postponed until the Spring.
- Bramble/Hedge clearance. Members noted the works had been completed.
- MVAS Members noted the risk assessment has been completed and sent to BucksCC. The contribution from the LAF is expected. MVAS Camera has been delivered and the Asset Register and insurance schedule will now be updated. Instruction manuals are available to downloaded direct from web site. Sign Sense Consultants have confirmed Sockets ready but not yet installed. The statutory undertakers' drawings for the proposed locations of the sockets are awaited from BucksCC. The Clerk will request the statutory undertakers' drawings from BucksCC again.

- Swims at Fishing Pond. Members noted that due to inclement weather conditions in January, Stillwater Management Ltd is now due to commence work during week commencing 22nd February. The fishing Club have been advised of the change of the date and is requested to close the pond for use ahead of installation. A schedule of works will be requested from the Contractor and provided to the Fishing Club.
- Village Hall noticeboard. Members noted the materials required for the refurbishment have been purchased and the works will be undertaken when the weather is suitable.
- Replacement Oak tree for Village Green. Members noted that the Tree was delivered on 8th February and will be planted this weekend.
- Play Around the Parishes 2016. Members noted the provisional booking has been made for a three-hour session on Tuesday 9th August and RESOLVED to AGREE to the expenditure of £15.00 for the hire of the Memorial Hall for the event.
- Bicester Bus Route 30. Cllr Thomas attended a useful meeting of Local Groups who considered the transport needs of local people to inform BucksCC. Dial-a-ride has now been cancelled but there may be an option to purchase the mini-bus if a number of Parish Councils would be interested in running a community bus service. BucksCC have asked for expressions of interest only at this stage. Members AGREED to express an interest and to explore the option in more detail to understand the costs, risks and benefits.
- The Green adjacent to The Warrens: Members noted that the owner of the Warrens has been requested to refrain from parking on the Village Green. Cllr Jones reported that the vehicle in question was expected to be removed with the next week.
- Annual Parish Meeting: In accordance with S14 Local Government Act 1972 The parish meeting of a parish shall assemble annually on some day between 1st March and 1st June, Members AGREED the Annual Parish Meeting will be held at 7.30pm on 25th May 2015 in the Memorial Hall.

The following groups to be invited:

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|--------------------------------|---|
| • Angela Macpherson – Bucks CC | • Paul Hodson – LAF |
| • Cameron Branston - AVDC | • Stuart Campbell – Transport for Bucks LAT |
| • Village Hall Committee | • Ken Tiffin – Fishing Club |
| • PSCO Grayburn | • Archie Harris – Hart Charities |
| • Alistair Thompson | |

13. Aylesbury Vale District Council (AVDC)

Members noted AVDC's plans to changing their bin collection days, will now be delayed until late spring.

14. Buckinghamshire County Council

Devolution Tranche 2 –Members considered the Devolution Agreement at Appendix C Noting the Schedule of Devolved Responsibilities contained in Schedule One thereto and the annual allowance of £1184 to be paid to the Council. Members are asked to RESOLVE to accept the Devolved powers offered and **AUTHORISE** the execution of the Agreement in duplicate to be signed by two councillors, which will take effect on 1st April 2016.

15. Circulated in between meetings

Members noted that the following were circulated since the meeting in December:

- Bucks Parish Bulletin - January

- Cherwell DC - Notification of Planning Policy Consultations
- Aylesbury Vale Association of Local Councils – Re New Homes Bonus
- BALC - Smaller Authorities Audit Appointments
- Public Transport Publication Officer – Re Buss Pass Renewals
- Submission of Oxfordshire Minerals and Waste Local Plan: Part 1 - Core Strategy
- MyBucks e-newsletter February 2016
- BCC News: HS2 concedes more mitigation measures to Buckinghamshire
- BCC - Have your say on Buckinghamshire's transport plan for the future
- Invitation to Parish Liaison Meeting - Wednesday 27 January
- BCC News: New home for Wycombe Park and Ride
- AVDC - Changes to Development Management in Planning Services
- Invitation to Comment - Quainton Neighbourhood Plan
- Collective Switching Campaign - Jan/Feb 2016
- AVDC - News for the Parishes - 1/16
- BCC - News Report, Council Tax rise
- Agenda for Waddesdon Local Area Forum, Wednesday 13th January 2016, 7.00 pm

16. Footpaths

As Cllr Themis was not present at the meeting, Members agreed to defer consideration of the report to the next meeting.

17. Play Area

- Members noted that the following 200 Club winners were drawn for February:

1 st	Number 61 – Tamara Cartwright-Loebl
2 nd	Number 39 – Joyce Bayliss
3 rd	Number 6- Stephen Lawson
4 th	Number 31 – Alison Wright
- Stephen Lawson requested that his prize be returned to the Play area fund – Cheque 061 not drawn
- Members received feedback from the childminders in the village and noted that the needs of younger children are accommodated already and new equipment should be aimed at older children. As regards the suggestion of a Zip Wire, the childminders reported that its use was restricted to one child at a time, and they favoured climbing equipment with ‘monkey bars’. Cllr Thomas has undertaken some research which will be circulated.
- Members RESOLVED to apply for a grant from Wren Fund

18. Highways

- Members Noted the new white lines painted on the highway.

19. Dates of next Parish Council meetings:

7th Mar 2016, 4th April 2016, 9th May 2016

20. Questions from the Floor

- A Member noted that a resident had asked about the road side erosion and kerbing and it was agreed that this would be added to next Agenda.

21. COMMITTEE IN PRIVATE SESSION

Exclusion of Public and Press

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Members RESOLVED to exclude the public and Press in accordance with Schedule 12A, Local Government Act 1972, due to the following items being likely to disclose exempt information relating to establishment and contractual matters.

Members considered quotations from a number of contractors offering services to the Council in connection with the Council's obligations under the Devolution Agreement. Members agreed to defer determination as to how to deliver its obligations under the Devolution Agreement to enable alternative methods of delivery to be considered.

Meeting Closed at 10.10pm

SignedChairman Date