

**NOTES of a meeting of Ludgershall Parish Councillors held at Ludgershall Memorial Hall  
on Monday 7<sup>th</sup> March 2016 at 7.30 p.m.**

**Present:** Cllr. P. Thomas – Chairman  
Cllr. H. Cox  
Cllr. R. Jones  
Cllr. S. Lawson  
Cllr. T Chettle  
Cllr. M. Themis

**Also present:** Jenny Caprio, Parish Clerk, District Councillor Cameron Branston, County Councillor Angela Macpherson and 25 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 about the Parish Council's decision not to object to Outline Planning Application reference number 16/00140/AOP for five dwellings at Westhaven and Green View. Members of the public reported that the Planning Authority had not posted notice of the development by the time the Council considered the application so residents had not been able to inform the Council of their views. Another member of the public alleged that the Council had not fully complied with its obligations to give notice of the February meeting and asserted that any decisions made at the February meeting were invalid. Notwithstanding the legality of the meeting February meeting, another member of the public expressed the view that the Parish Council should agree to reconsider its position regarding the Planning Application 16/00140/AOP to take account of the views of those residents currently present. The Chairman agreed to investigate the factual position regarding notice of the meeting and to take legal advice on (a) the legality of the February meeting and (b) the ability of the Council to reconsider its position on Planning Application 16/00140/AOP.

1. **Apologies** – There were no Apologies.
2. **Declarations of Interest** – None
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 8<sup>th</sup> February 2016 LPC/09/1516
5. **Finance**

Account Balances:

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

Treasurers Account	£7, 230.42	(as at 29 <sup>th</sup> February 2016)
Deposit Account	£2, 506.25	(as at 29 <sup>th</sup> February 2016)
Village Green Account	£35, 262.17	(as at 29 <sup>th</sup> February 2016)
Play Area Account	£3, 376.78	(as at 29 <sup>th</sup> February 2016)

Payments:

**RESOLVED** to make the following payments from the Treasurers Account:

- Mrs J Caprio – £162.54 - February Salary (net income tax): Cheque number 0055
- HMRC- £161.74 - PAYE for Mrs Caprio's February salary: Cheque number 0056
- Still Water Management Ltd – £7,128.00 (£5,940 + £1,188 VAT): Cheque number 0057
- Swarco Traffic Ltd – £3,072. 54 (£2,560.45 + £512.09 VAT); Cheque number 0058
- County Insurance Services Limited - £110.00; Cheque number 0059
- Buckinghamshire Playing Fields Association - £20.00; Cheque number 0060
- Data Protection Registration Fee - £35.00, cheque number 0061

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- Society of Local Council Clerks - £96.00 Cheque Number 0062
- Bucks & MK Association of Local Councils - £250; Cheque Number 0063

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

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

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

Income - **RESOLVED** to note income:

- Village Green Account
  - Fishing Club Donation towards Fishing Swims; £1000.00
  - Village Green Account Interest: £ 1.36
- Treasurers Account
  - LAF Donation towards MVAS: £1,850.00
- Play Area Account
  - 200 Club tickets - £ 20.00
- Savings Account
  - Savings Account interest: £ 0.10

Transfers – **RESOLVED** to note the Transfer of £6650.45 - FROM Village Green account TO the current account in respect of:

- (1) Stillwater - fishing swims installation - £5,940 (£1,000 received from fishing club has already been credited to the Village Green account). VAT to be paid from current account and reclaimed.
- (2) SWARCO – MVAS - £710.45 (£1,850 already deposited into current account as LAF grant fund). VAT to be paid from current account and reclaimed.

Income and Expenditure report

Members **RESOLVED** to approve the Income and Expenditure Report as at 29<sup>th</sup> January 2016. (Appendix A), **FURTHER RESOLVED** to approve the detailed report (29<sup>th</sup> January 2016) which reconciles income and expenditure to bank statements (Appendix B), and **AUTHORISED** the transfers set out at in 141.4 above

## 6. Annual Governance review

Members **RESOLVED** the Standing Orders dated 2<sup>nd</sup> February 2015 should be updated and amended to reflect the new Code of Conduct adopted 18<sup>th</sup> May 2015.

7. **Police Matters** – The Chairman reminded residents to mark their belongings and to be vigilant and to report any suspicious behaviour. Residents were advised of the request from the Police, (if they have not already signed up) to join TVPA's "Free crime alerts and information about where you live" by registering at [www.thamesvalleyalert.co.uk](http://www.thamesvalleyalert.co.uk)

## 8. Parish Council Business

- Rural Broadband – Gigaclear will be finished with the installations in a week or so. Any concerns regarding works undertaken or remedial work required (e.g. to driveways) should be reported to Gigaclear who will implement as necessary.
- MVAS – The MVAS equipment has now been delivered and invoice received (See Finance item above) The ground screws have not yet been installed. Payment from the LAF received.

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- Swims at Fishing Pond –Stillwater Management Ltd have now completed the work to install the replacement swims and an invoice has been submitted for payment. (See finance item above). The Clerk reported that AVDC enforcement officer has written to ask why consent was not sought for the works. AVDC have been advised that the Council was previously informed by AVDC that consent was not required because the swims are replacements and required for health and safety reasons.
- Village Hall noticeboard The notice board refurbishment is now complete but a dry spell is awaited so that the wall can be waterproofed and the board put back up
- Replacement Oak tree for Village Green – Tree has now been planted and is being watered when necessary. The Parish Council wishes to record its thanks to Jack Fisher for his help.
- Play Around the Parishes 2016 – Members notes that booking for a three-hour session on Tuesday 9<sup>th</sup> August and requested the 3-hour session should run from 10am – 1pm.
- Local Transport Solutions- Cllr Thomas attended the meeting on 3<sup>rd</sup> March 2016. Paul Irwin is keen to find a replacement for Bus Service 30. The dial-a-ride mini bus is available to purchase but consideration needs to be given to storage, maintenance and insurance. A local taxi firms may be able to offer discounts for off peak times. Consideration is being given to a volunteer bank to help people get where they need to go. A questionnaire is being produced by Bucks CC which will be shared with the village.
- The Green adjacent to The Warrens: Members noted that the vehicle which was parked on the Green adjacent to The Warrens has now been removed and thanked Cllr Jones for his assistance with this.
- Horses on the Green: It has been noted that the Green is being used for the grazing of horses but the identity of the users is not known at this time. A licence is required from the Parish Council to graze on the Green. If the users are identified, they will be advised of the position.
- Appointment of Internal Auditor: Members agreed to RE-APPOINT Alan Lambourne and Melanie Rose as internal Auditors and AGREED expenditure for their fees up to £35.00
- External Auditor: The Council RESOLVED to remain opted in to so that Smaller Authorities' Audit Appointments Limited makes audit arrangements on its behalf.
- Buckinghamshire Playing Fields Association Members RESOLVED, to renew Membership for the coming year and AGREED expenditure of £20.00 subscription fee for the coming year.
- Queen's Birthday celebrations – Members considered the invitation to purchase a collectors' medal to commemorate the 90<sup>th</sup> Birthday Celebrations and deferred determination to the next meeting when there should be a general discussion about the Queen's Birthday celebration.
- Data Protection registration. Members AGREED that the circumstances concerning registration have not changed and AUTHORISE payment of £35.00 registration fee.
- SLCC Membership. Members AGREED to the renewal of membership and AUTHORISED the expenditure of £88 for the year plus a joining fee of £8 for new members.
- Clerk Training –Members AGREED to the expenditure of £250 to fund the Clerk's attendance on the CILCA course.
- Road side erosion and kerbing. Members noted that more, large vehicles and delivery trucks are using the roads. Members agreed to carry out an inspection to understand the extent of the problem. It was AGREED to meet at the village hall at 2pm Sunday 13<sup>th</sup> March.
- Best Kept Village Competition – Members RESOLVED to enter the competition this year and considered the feedback from last year. Litter picking to be added to the Agenda for April.

9. Aylesbury Vale District Council (AVDC) - Nothing to Report

10. Buckinghamshire County Council

Members noted the Agreement with Buckinghamshire County Council for devolution of powers has now been completed and takes effect 1st April 2016

11. Circulated in between meetings

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

- Correspondence from NHS England re Application in Waddesdon
- New Financial Regs - revised January 2016
- Neighbourhood Plans Advice from AVDC
- Rural Vulnerability Service – From Services Network- February 2016
- Closing Date for Applications for New Homes Bonus Funding
- MyBucks e-newsletter March 2016
- Active Bucks: Pension for your Body
- Member Briefing Sheet - Collet No 1 Bridge
- Your Community, Your Care
- LAF review
- Best Kept Village Competition 2016

## 12. Footpaths

Cllr Themis will report to the next meeting with recommendations.

## 13. Planning

Applications received:

Members considered Application reference number 16/00311/APP for the erection of two storey side and single storey side extension at Kiln House, Duck Lane, Ludgershall and RESOLVED not to object to the Application.

## 14. Play Area - Members noted that the following 200 Club winners were drawn for February:

- |                 |                           |
|-----------------|---------------------------|
| 1 <sup>st</sup> | Number 10 – Pat Crisp     |
| 2 <sup>nd</sup> | Number 41 – Ken Tiffin    |
| 3 <sup>rd</sup> | Number 26- Inga Brown     |
| 4 <sup>th</sup> | Number 6 – Stephen Lawson |

And Agreed the quarterly return be completed and returned to Aylesbury Vale District Council.

Members noted the supplier of the suggested equipment have Area Managers who can assist with choices. Clerk will contact HAGS – SMP to arrange a visit.

## 15. Highways

- A Member stated that the state of the roadways; between the A41 and the village and the Piddington Road were in a very dangerous state. Clerk to write to TFB to request remedial works be undertaken.

## 16. Dates of next Parish Council meetings:

Members noted dates of next meetings as: 4<sup>th</sup> Apr 2016; 9<sup>th</sup> May 2016. The Annual Parish Meeting will be on Thursday 25<sup>th</sup> May 2016.

Members AGREED the following meeting dates for the coming year meetings;

6<sup>th</sup> June 2016, 11<sup>th</sup> July 2016, 5<sup>th</sup> September 2016, 3<sup>rd</sup> October 2016, 7<sup>th</sup> November 2016, 5<sup>th</sup> December 2016, 9<sup>th</sup> January 2017, 6<sup>th</sup> February 2017, 6<sup>th</sup> March 2017, 3<sup>rd</sup> April 2016, and 8<sup>th</sup> May 2017 (all starting at 7.30pm)

## 17. Questions from the Floor

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A member of the public asked if there had been a change to the rules about trains whistling after 11pm, because very often the Chiltern Rail train whistle at Piddington Crossing after this time. It was agreed that the clerk would write to Chiltern Rail about this.

**18. COUNCIL IN PRIVATE SESSION**

**Exclusion of Public and Press**

The Members **RESOLVED**, pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press be excluded from the meeting in accordance with Schedule 12A, Local Government Act 1972, because the following items will be likely to disclose exempt information(1) in respect of item 18.0, as information relating to establishment and contractual matters and (2) in respect of item 19.0, as information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.

**19 Devolution**

Members consider how the Council's obligations under the Devolution Agreement will be delivered and agreed to defer determination of this until the next meeting.

**20. Correspondence regarding Easements across the green**

Members consider correspondence received and circulated regarding the Council's resolution at Minute 123.0 on 8<sup>th</sup> February 2016, to consider granting easements to cross the Village Green and **AGREED** to take further advice on the issues raised.

Signed .....Chairman Date .....