

## Minutes of a meeting of Ludgershall Parish Council held at Ludgershall Memorial Hall, on Monday 9<sup>th</sup> May, 2016 at 7.30 p.m.

Present:                    Cllr. P. Thomas – Chairman                    Cllr. M. Themis – Vice Chairman  
                                 Cllr. H. Cox    Cllr. T Chettle  
                                 Cllr. R. Jones                                        Cllr W Gardener (Item 6.0 onwards)

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

### **The floor was opened to the public.**

In connection with the planning application at Westhaven, a member of the public asked the Council to confirm its acceptance of the legal position put by Amanda Benham in correspondence which suggests that it would be unlawful for the Council to grant an easement to cross the village the Green? The Chairman confirmed the Council could not confirm that position. The Council would form a view on an easement if and when an application for such was received.

A member of the public asked about the correspondence from Lightfoots Solicitors circulated between meetings and asked by who they were instructed and the subject matter. The Council declined to answer these questions as the correspondence was confidential at this stage. The member of the public asked if it related to the Westhaven easements and the Chairman confirmed it did not.

A member of the public asked the Council again to consider purchasing an audio system to benefit the hard of hearing?

A member of the public asked if the Agenda could include a heading: matters raised by the public in previous meetings?

A member of the public raised concerns about the poor reinstatement of the village green following recent works.

#### **1.0 Nomination and Election of Chairman for the Municipal Year 2016/17.**

Councillor Paul Thomas was nominated and elected as chairman and signed an acceptance of office

#### **2.0 Nomination and Election of Vice- Chairman for the Municipal Year 2016/17.**

Michael Themis was nominated and elected the Vice-Chairman and signed an acceptance of office.

#### **3.0 Apologies**

Apologies were received from Cllr Steven Lawson and Angela Macpherson

#### **4.0 Declarations of Interest**

None

#### **5.0 Casual Vacancy**

Cllr Thomas, Chettle and Cox reported they had interviewed two candidates for the position. Both applications were considered equally and the Parish Council does not discriminate on grounds of sex, marital status, colour, race nationality, ethnic or national origins, belief, age or disability. Both candidates had a number of strengths and the panel felt that either would be appointable but there was only one vacancy. After much discussion and debate the Panel's recommendation to the Council was that Mr William Gardener be co-opted. The Council accepted this recommendation and Mr Gardener was co-opted to the Council. Mr Gardener signed the acceptance of Office form and confirmed that he had no declarations of interest.

Cllr Gardener joined the Council

#### **6.0 Finance**

##### **6.1 Account Balances:**

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

Treasurers Account	£11,604.80	(as at 30 <sup>th</sup> April 2016)
Deposit Account	£ 2,506.45	(as at 30 <sup>th</sup> April 2016)
Village Green Account	£28,624.31	(as at 30 <sup>th</sup> April 2016)
Play Area Account	£ 4,996.28	(as at 30 <sup>th</sup> April 2016)

##### **6.2 Payments:**

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

- Mrs J Caprio – £195.08 – April Salary (net income tax): Cheque number 0069
- HMRC- £130.00 - PAYE for Mrs Caprio's April salary: Cheque number 0070
- Mrs J Caprio –£124.99 - Expenses for Period 1<sup>st</sup> January 2016 – 31<sup>st</sup> March 2016. Cheque number 0071
- Michael Themis – £154.74 - for Materials to refurbish the Noticeboard (Receipts supplied), Cheque number 0073
- Ron Jones - £37.98 – for paint for fishing swims – receipts supplied – cheque number 0074
- Came & Co - £722.99 Annual Insurance Premium - For discussion item 18.0. Cheque number 075

Members noted that the Cheque payable to SWARCO in respect of the MVAS has been posted to them but not received. Members noted that the cheque may need to be cancelled and a replacement drawn. The clerk will make enquiries.

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

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

- 1st place £50 cheque 070
- 2nd place £35 cheque 071
- 3rd place £25 cheque 072
- 4th place £20 cheque 073

**6.4** Income:

Members **RESOLVED** to note income:

Village Green Account: interest for April: £1.29

Treasurers Account

- First (of 2) payments due from Buckinghamshire County Council for Devolution £592.28
- AVDC Precept - £5,000 + £135 National Grant payment

Savings Account: Interest for April: £ 0.10

**6.5** Income and Expenditure report

Members Reviewed the Income and Expenditure Report as at 30<sup>th</sup> April 2016 (appendix A) but declined to approve the reports. To be reconsidered at the next meeting.

**6.6** Internal Audit

Members reviewed Section 1 of the Annual Return which has been compiled using the income and expenditure reports dated 31<sup>st</sup> March and agreed that Section 1 of the Annual return should be signed by the Chairman and the Clerk.

**6.7** Banking Mandate

Members **RESOLVED** that Mrs Caprio be authorised to register for delegate access to Lloyds Bank online for businesses so that MRS Caprio can view the Council's accounts and undertake telephone transfers between the Council's accounts.

**8.0** Police Matters

Nothing to report

**9.0** Parish Council Business

**9.1** New play area mower: Cllr Thomas reported that he has investigated options for mowers for play area bearing in mind that Council is now responsible for mowing highway verges in 30ph zones has concluded that a front deck mower with a flail attachment will be most suitable – and specifically a Husquvana ride-on mower. A number of suppliers have been considered and the two cheapest suppliers were

- Longmoors in Kingswood, £6294 + VAT

- Hughie Willett Machinery in West Midlands - £6,145 + VAT + £75 delivery.

Council noted the difference in financial terms but also recognised benefits of using a local supplier. The mower will also need to have a beacon fitted for use on the highway which Longmoors can arrange at a further cost of £104.00

The Council RESOLVED to approve the purchase of Husquvarna 316TXS and flail attachment together with flashing beacon at a cost of £6404 +VAT from Longmoors n Kingswood.

The Council noted that users of the mower will require minimum standards of PPE to comply with Health and Safety requirements and AGREED to the expenditure necessary to achieve this. Jim Goss and Cllr Thomas will be the only authorised users of this mower.

9.2 MVAS: Clerk reported that the company who are to install the ground screws have agreed to undertake the installation as soon as they receive up-to-date statutory undertakers drawings from BCC.

9.3 Swims at Fishing Pond: The Council has received a further letter of complaint about the fishing Swims and the Poles. The Council members thanked Cllr Jones for painting but recognised that there is still room for further improvement. Cllr Thomas reported that he has reverted back to Stillwater Management who have confirmed the poles may be lowered in height or the side kickboards can be replicated at the front. There is no cost involved in reducing the height.

Cllr Thomas temporarily closed the meeting to enable public to participate in discussion about option for swims

Council AGREED to lowering the height of the poles and to review the position. The Parish Council could not agree to the complete removal of poles without expert advice to confirm it would be safe to do so.

9.4 Local Transport Solutions: Cllr Thomas went to a meeting. The LAF have agreed to use LAF funds to purchase a second hand minibus. Cllr Thomas has offered to sit on a committee who will assist with running it.

9.5 Annual Parish Meeting: to take place on Wednesday 25<sup>th</sup> May. Invitations have been sent out

9.6 Queen's Birthday celebrations Cllr Cox reported that from discussions held there was little appetite from the village to hold an event.

9.7 Roadside Erosion Cllr Thomas advised members that a map had been sent to BCC/TFB to enquire whether repairs could be included in scheme already scheduled but due to lack of funding this is not possible. Therefore, given the erosion is causing damage to village green, it may be that PC could look to having works undertaken to protect the green. Cllr Chettle agreed to progress matters

10.1 Aylesbury Vale District Council

Nothing to report

10.2 Buckinghamshire County Council

Devolution Tranche 2 – the Parish is now responsible for trimming grass within 30MPH Zones. As discussed the Council will purchase a mower with flail attachment. Cllr Thomas has attended a training course for health and safety.

Members noted that BCC is undertaking an Asset Review and the request to receive details of assets owned by the Parish Council. Members agreed to share details of the ownership of the village green as an asset owned by the Parish Council.

11.0 Circulated between Meetings

Members noted the correspondence circulated between meetings

12.0 Footpaths

Deferred again to a next meeting.

13.0 Planning

Members noted the approval of application numbers: 15/0464/APP at Yew Tree Farm and 16/00311/APP at Kiln House and were advised that Application number 16/00938/APP had been approved since the agenda had been published.

14.0 Play Area

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

1<sup>st</sup> Number 30 – Bill Gardener

2<sup>nd</sup> Number 6 – Stephen Lawson

3<sup>rd</sup> Number 2- Deborah O'Brien

4<sup>th</sup> Number 88 – Rob French

15.0 Highways update

Discussed under roadside erosion above and Devolution

16.0 Insurance:

Members noted the long-term insurance agreement expires 31st May 2016 and considered the quotes from Came & Company. Members agreed to proceed with the renewal proposal from Ecclesiastical under a 3-year long-term agreement

17.0 Dates of next meetings

Members noted the dates of future meetings to be as follows: 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, 8<sup>th</sup> May 2017. In each case to commence at 7.30pm in the Memorial Hall, High Street, Ludgershall.

(4<sup>th</sup> July is Bike Night) (There is no meeting in August)

The Annual Parish Meeting will take place at 7.30pm on Wednesday 25<sup>th</sup> May 2016