

**Minutes of a meeting of Ludgershall Parish Council held at Ludgershall Memorial Hall
on Monday 27th June 2011.**

Present: Cllr. J. Cartwright – in the Chair

Cllr. Mrs K. Allison

Cllr. Ms H. Cox

Cllr. R. Jones

Cllr. S. Lawson

Cllr. R. Simpson

Cllr. P. Thomas

In attendance: Anne Wilson Parish Clerk

9 parishioners

01/1112 Fire Safety Announcement

The Parish Clerk gave a fire safety announcement.

02/1112 Election of Chairman

RESOLVED that Cllr. J. Cartwright be elected Chairman of Ludgershall Parish Council for the ensuing municipal year.

Cllr. Cartwright said that he was happy to be Chairman for a year and he hoped one of the new Councillors would be able to take over next May as Chairman when they had a bit more experience.

03/1112 Apologies

RESOLVED to note that there were no apologies from Members.

04/1112 Election of Vice Chairman

RESOLVED that Cllr. Ms H. Cox be elected Vice Chairman of Ludgershall Parish Council for the ensuing municipal year.

05/1112 Declarations of Interest

RESOLVED to receive a prejudicial interest from Cllr. Ms Helena Cox on agenda item no.: 19 and a personal interest from Cllr. Robin Simpson for agenda item no.: 19.

06/1112 Minutes

RESOLVED to note the minutes of the following meetings:

- Monday 7th March 2010 LPC/09/10
- Monday 11th April 2011 LPC/10/10
- Thursday 22nd April 2011LPC/11/10

07/1112 Finance

7.1 Bank Balances

RESOLVED to receive the account Balances as at 30th July 2010:

Business Premium Account	£ 2543.87	(14th June 2011)
Community Account	£ 3109.79	(31st May 2011)
Village Green Account	£ 12535.95	(16th June 2011)

7.2 Payments

RESOLVED that Members noted that no payments can be made as there are not enough signatures for the Barclays Bank Account. Any urgent payments during this period will be made by AVDC on our behalf and we will then re-imburse them.

Payments to be made:

Wallace Crooke - Internal Audit £300
Came and Company Motor Insurance - £283.52
Berry Morris White Hart valuation survey - £540
ROSPA Play equipment Inspection - £132

The Parish Clerk reported that she was owed some backdated wages and expenses but she was happy to wait for these until a future date.

7.3 Income: Precept: £3109.79
VAT refund £1919.89

7.4 Internal Audit

RESOLVED that Members noted and considered the Internal Audit Report for the financial year ending 31st March 2011 and answered the questions from the Internal Auditor.

7.5 End of Year Accounts

RESOLVED that Members accepted and confirmed the End of Year Accounts Annual Return and Annual Governance Statement for the Year ended 31st March 2011.

FURTHER RESOLVED that Members accepted:

- The Income and Expenditure Report
- The Bank Reconciliation
- The Accounts review
- The Analytical Review

7.6 Bank Account

RESOLVED that Members noted that it had been agreed that the Parish Council should move their accounts from Barclays Bank in Bicester to the Cooperative Bank.

Further **RESOLVED** that all Parish Councillors be signatures on the account with any two Councillors to sign all cheques.

8/1112 Royal Wedding

RESOLVED that Members felt that the Royal wedding events in the village were a success and well received in the village. It was agreed that this event was a good use of the parish marquee.

9/1112 Police Matters

RESOLVED that the parish Clerk let the local police and PCSO's the dates of the meetings for the next municipal year in the hope that they may attend some or all of them.

10/1112 Parish Council Business

10.1 Aylesbury Vale District Council

- Review of Polling Districts and Polling Places

RESOLVED that Members were happy with the current Polling Districts and Polling Places in relation to Ludgershall.

- Play Around the Parishes

RESOLVED that Members noted that Play Around the Parishes will be visiting Ludgershall on the following dates:

Tuesday 26th July 2 p.m.- 4.30 p.m.
Thursday 4th August 10 a.m. -12.30 p.m.
Monday 15th August 10 a.m. – 12.30 p.m.
Tuesday 23rd August 2 p.m. – 4.30 p.m.

These events will take place on the Village Green. Cllr. J. Cartwright agreed to be available to welcome each event to the parish and open the village hall if needed in case of bad weather or the toilets are required. The parish Clerk had placed notices around the village on behalf of AVDC but AVDC would be carrying out further publicity on the events.

- Sex Establishment Licensing Policy and Procedures

RESOLVED that Members noted the letter.

10.2 Buckinghamshire County Council

- Parishes Working Together

RESOLVED that Members noted the information with regard to Parishes – Working Together.

- Buckinghamshire's Local Transport Plan 2011/12-2015/16

RESOLVED that Members noted that this could be viewed on www.buckscc.gov.uk/ltp3.

10.3 Correspondence and E mails received since the last meeting available for members.

Members noted that the following correspondence and e mails had been received.

- Parishes Update note HS2 Update from AVDC – May 2011
- Bucks Playing Fields Association – The Playing Field magazine
- Information on conference and training sessions at The Grange School, Aylesbury
- Invite to the Vana Trust Open Day at Yew Tree Farm
- Open Space magazine – Summer 2011 Volume 30 no.1
- Open Spaces Society – Annual Report and Accounts 2010
- Details of Armed Forces Day on Saturday 25th June 2011 event at Weston Turville
- Viridor Credits – Opportunities for Communities
- Community Impact Bucks – providing support in the switch to digital TV
- Community Impact Bucks – News
- Came and Company Insurers – Spring 2011 magazine
- Bucks Association of Local Council newsletter – Spring 2011
- Grass cutting season information: <http://www.aylesburyvaledc.gov.uk/leisure-culture/parks-open-spaces/green-spaces-maps>
- Bucks County Show – 1st September 2011
- Buckingham and Rural Affairs Group formal response to HS2 consultation
- International Certificate Programme in Public Participation
- Information on the Local Area Forum

Members noted that Cllr. J. Cartwright had attended the Armed Forces Day event.

11/1112 Planning

11.1 Planning Applications

- i) Yew Tree Farm, Duck Lane, Ludgershall – Erection of Polytunnel
Planning Application no.: 10/02229/APP

RESOLVED that Members noted that this application had been approved – decision notice dated 5th May 2011

- ii) Land to the north of Bicester Road, Kingswood
Planning Application no.: 11/01035/APP

RESOLVED that Members had no objections to this application for the demolition of Field Shelter and erection of agricultural building for storage of hay, agricultural machinery and equipment.

- iii) Rose Cottage, The Green, Ludgershall
Planning Application no.: 11/01063/APP

RESOLVED that Members supported the application for the demolition of single storey element and erection of single story side and two storey rear extensions.

iv) The Royal Oak, Oakley

The Parish Clerk reported that the previous Chairman of the Parish Council had received notification that there was a planning application submitted to convert the Royal Oak from a public house into a private dwelling.

RESOLVED that although this application was not in the parish of Ludgershall Members would make comments on the proposals. Members felt that a public house is the hub of the community and the place where the community comes together. They agreed that it was important that this meeting place was not lost forever. However the residents need to support the pub.

11.2 Other Planning Matters

11.2.1 Vale of Aylesbury Plan

RESOLVED that the Parish Clerk arrange a possible time and date when the Parish Council could meet with AVDC Forward Plans Group Manager with regard to possibilities and proposals for Ludgershall. Councillor J. Cartwright explained the process and that this would give Ludgershall the opportunity to be part of the future of the parish in planning terms.

11.2.2 Vale of Aylesbury Plan – Neighbourhood Planning Consultation Toolkit

RESOLVED that there would be no Ludgershall Parish Council representative at the event. It was suggested that when a planning officer came to speak with Councillors about the Vale of Aylesbury Plan they could inform them about the neighbourhood Planning Consultation Toolkit at the same time.

12/1011 Highways

12.1 Pot Holes

RESOLVED to note that the Parish Clerk had written to Mark Grindall at Transport for Buckinghamshire concerning the number and size of pot holes on the Bicester Road and the road to Brill. Although some pot holes had, it is understood, been filled in within the parish concern was expressed about the need for more to be filled in.

12.2 Bucks CC roads Capital programme

RESOLVED that Members noted how the Bucks CC roads Capital programme is made up. Members suggested that some of this was used for potholes on the roads that the Parish Council would like improved.

Cllr. Cartwright stated that there was additional highways funding available for roads including pot holes and reported that each Ward Councillor had been asked to submit their top ten pot holes in their ward to Bucks CC and the top three would join the high priority list for repairs. The Parish Clerk was asked to find out what Cllr. Michael Edmonds reported as his priorities.

513/1011 Play Area

13.1 Play Area Tidy Up

Members were not sure that a Working Party had been set up to tidy up the play areas, cut some trees branches, litter and nettles etc. and work carried out on the Play Area.

13.2 ROSPA Inspection

The Parish Clerk reported that the ROSPA inspection had highlighted very little and the report would be passed to the Ludgershall Play Area Committee for them to carry out any necessary works.

13.3 Litter Bin

Concern was expressed about the amount of litter on the play area and that there was only one bin. The parish Clerk confirmed that a second bin had been brought last year and that Parish Councillors were going to install it. After discussion it was felt that the location of the new bin was known and Cllr. Stephen Lawson agreed to arrange to have it installed.

14/1112 Village Green

There was nothing to report as at the time of writing the agenda.

Cllr. Robin Simpson asked about the definitive map showing the ownership and definition of the Village Green. It was agreed that a copy should be obtained from Land Registry to check the title of the areas. This would be discussed further at the next meeting.

15/1112 Other Business

15.1 Open Space Society

Members noted the following events:

- AGM invitation. Meeting to be held on Tuesday 5th July 2011 at 11 a.m.
- Open Day Invitation. Saturday 3rd September 11.30 a.m. – 17.30 a.m. at St. Cuthbert's Church Hall, Wembley

15.2 Councillor Induction Courses

The Parish Clerk gave Members the date of the new Councillor Induction Courses and asked Members to let her know if they wish to attend. However she did mention that she was intending to hold an informal evening in the near future to assist new Members learn about their role as a Parish Councillor.

16/1112 Date of next meetings

16.1 Ludgershall Parish Council:

RESOLVED to conform the following dates. All meetings will be at 7.30 p.m.

- Monday 5th September 2011
- Monday 7th November 2011
- Monday 9th January 2012
- Monday 12th March 2012
- Monday 23rd April 2012 (Annual Parish Meeting)
- Monday 14th May 2012

16.2 Waddesdon Local Area Forum (LAF)

Cllr. J. Cartwright reported that he had attended the LAF meeting on 22nd June 2011 which was held in Ludgershall but it was very poorly attended. He explained to new members the role of the LAF. Neither Mark Grindall or Katie Macdonald from Bucks CC had been present at the meeting.

16.3 NAG Meeting – the date of next meeting in the Ludgershall area was unknown.

Councillors Questions

Cllr. Paul Thomas said that he would like the opportunity for the residents that attend the meeting to join in the discussions throughout the meeting. It was explained that the council meeting is closed to residents in terms of speaking however if a resident had a specific point in relation to an agenda item if he/she spoke to the Chairman before the meeting then Standing Orders could be suspended and the resident speak.

It was reported that a new gateway had appeared from Kings Farm into Piddington Road. The Parish Clerk would contact the Enforcement Team at AVDC.

It was felt that the Parish Council could benefit with a newsletter and a website.

17/1112 COMMITTEE IN PRIVATE SESSION

Exclusion of Public and Press

RESOLVED that 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 **RESOLVED** that in pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960, that the public and press be excluded.

Public Questions

The Parish Council apologised that it had omitted the usual public questions at the beginning of the meeting.

- Anne Greenway expressed concern about the lack of attendance at meetings of our County Councillor – Cllr. Michael Edmonds. Cllr. Cartwright would speak to him on behalf of the parish.
- Anne Greenway expressed concern about the condition of the road through Bernwode Woods as you go from Ludgershall along the Wotton Gateway. The road markings are missing as you go round the bend by the wooden house. She said that you often meet cars that are on your side of the road. The parish Clerk would contact David Smith at Bucks CC.
- Stephen Hill asked whether a plaque was going to be placed on the new bench in memory of Angela Goss. The parish Clerk would speak to the Chairman of the Play Area Committee.
- Chris Williams expressed concern about the cost of the by-election and polling cards to the parish.
- Chris Williams asked why the grants for the village hall and the church had not been paid in the last financial year. These grants had not been budgeted for since 2009.
- Chris Williams asked how much the valuer for the access to the White Hart was and whether this had been agreed by Members as there was no allocation for legal and similar fees in this financial year. The Parish Clerk confirmed that both the appointment of a valuer had been agreed at the meeting on the 7th April 2011 and a solicitor at the meeting in January 2011.
- Chris Williams asked about the purchase of a microphone system for the hall. The Chairman was going to look at such a system in Cuddington and would be reporting back to the Parish Council.
- Lil asked about more publicity for the village skip. This was the responsibility of AVDC but her comments were taken on board.
- Anne Greenway asked about the appointment of a solicitor and whether the Parish Council ever asked for a schedule of costs before appointing a company. The Parish Clerk responded by saying that the adopted Financial Regulations and Standing Orders (rules) of the Parish Council stated about going out to tender in some cases for approval by the Parish Council and on these occasions three quotes would be obtained.

Signed Date.....

Chairman