

LUDGERSHALL PARISH COUNCIL

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25th May 2017

Dear Councillors and Residents of Ludgershall,

I hereby give you notice that a meeting of Ludgershall Parish Council will be held at Ludgershall Memorial Hall on Monday 5th June 2017, at 7.30 p.m. All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out hereunder. Before and after the Parish Council Meeting there will be a period of public questions.

Tom Chettle

CLr Tom Chettle, Chairman

AGENDA

1. **Apologies** - Members are asked to receive apologies from members.
2. **Declarations of Interest:** To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 S32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012
3. **Casual Vacancy** – Members are advised that as there has not been a call for a by-election, the Casual Vacancy may be filled by co-option of a suitable candidate. Further notices have been placed on notice boards and in the Bernwode News. Members are asked to make a formal acknowledgment of service of retired Councillors Cox, Gardner and Thomas.
4. **Parish Clerk Vacancy** – members are advised that the position has been re-advertised with BMKALC and in the Bernwode News.
5. **Minutes**
Members are asked to receive the minutes and confirm the recommendations or resolutions therein of the meeting of the Parish Council held on Monday 8th May 2017 - Copy attached LPC/01/1718

6. Finance

6.1 Account Balances:

The balances for the Lloyds Bank accounts are as follows:

Treasurers Account	£12914.16	(as of 21 st May 2017)
Deposit Account	£2507.83	(as of 21 st May 2017)
Village Green Acct	£27463.07	(as of 21 st May 2017)
Play Area Account	£5131.69	(as of 21 st May 2017)

6.2 Payments:

Treasurers Account:

Cheques cut between meetings:

- Lovell Fuels - £267.23 (£254.50 + £12.73 VAT) – tractor fuel – cheque no 0143
- J. Goss - £28.75 Petrol for mower – cheque no 0144
- Came & Co - £571.95 – Annual motor insurance renewal – cheque no 0145

Cheques to be cut at meeting:

- Michael Themis - £46.00 – storage bins for PC documents – cheque no 0146

- Deborah O'Brien - £328.57 (30 hours 02/05-25/05 - £385.41 less £77.00 PAYE; mileage - 38 miles £17.10; Postage £3.06) - cheque no 0147
- HMRC - £77.00 PAYE for D. O'Brien June – cheque no 0148

Play Area Account

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

- 1st place £50 - cheque no 125
- 2nd place £35 - cheque no 126
- 3rd place £25 - cheque no 127
- 4th place £20 – cheque no 128

6.3 Income and Expenditure report(s)

Members are asked to review and approve the Income & Expenditure reports for year and month up to ending 21st May 2017. Copies attached appendices A and B.

6.4 Income:

Treasurer's Account: HMRC – VAT refund 2016/17 - £1690.24

Village Green Account: Interest £1.09

Savings Account: Interest: £0.10

6.5 Annual Return & External Audit

Members are advised that the Annual Return and supporting documentation has been submitted to Mazars. The Exercise of Electors Rights will commence on 19th June 2017 and complete on 28th July 2017. Notices to be placed on boards and website on 16th June.

7.0 **Police Matters** – nothing to report at time of agenda.

8.0 **Parish Council Business**

- Annual Parish Meeting – members are asked to consider matters raised at the Annual Parish Meeting on 22nd May 2017: Neighbourhood Plan; Bench on Play area requires repair; Additional dog waste bin near Play Area.
- Standing Orders: – Members are reminded that all Parish Council business must be conducted in accordance with the Parish Standing Orders and Code of Conduct. These were reviewed and adopted at the March 2017 meeting minute number 138.10.
- Annual Rural Motor Insurance – This is due 8th June – the John Deere mower has been removed.
- Devolved services mowing – Application for Registration plate for Husqvarna mower – re- applied for – Cllr Chettle to update. Diesel has been ordered and received for the tractor.
- Play Area – Cllrs Themis to update on proposals for new equipment and on painting of climbing frame. Cllrs Chettle & Themis to update concerning wooden 'stepping' piles.
- Dog Bins – Cllr Chettle to update on request to AVDC to re-locate the bin near the pond.
- Best Kept Village Competition – Judging is currently underway.
- Rails outside Ramblers – TfB are to replace the rusted railing. Further response is awaited regarding the brick drain.
- Storage of historic PC records – Cllr Lewin has agreed to transport historic documents to the County Archivist. Other documents to be held for future Parish Clerk.
- Tree Branch on the Piddington Road and Willow at Fishing Pond – Cllrs Themis to provide photos and diagrams of location for submission to the trees officer.
- Swims – Cllr Themis to update regarding contacting Stillwater, length of warranty and provide quotes for railing/platform work.
- Hedging/fencing of boundary – Petty's Farm - Members to confirm whether or not they are satisfied with the boundary maps in relation to the Village Green. Cllrs Darvas & Lewin have reviewed these in detail.
- Councillor Induction Training – Cllr Lewin undertook a new councillor's course on 23rd May 2017.
- Village Marquee – members are asked to approve the usage of the marquee for 'Bike Night' on 3rd July 2017. A risk assessment must be completed. This is an insurance requirement. Forms are at meeting.

- PA System – members are asked to permit the Village Fete committee to use the equipment for the upcoming fete on 11th June 2017.

9.1 Aylesbury Vale District Council (AVDC) - No update

9.2 Buckinghamshire County Council (BCC)

- Unitary Meeting – Cllr Darvas to provide update regarding meeting held on 30th May

10.0 Circulated in between meetings:

- Bucks & MK Sport Awards 2017- Thanking the people who make sport happen!
- Urgent support for LGC/NALC supplement survey
- Legal Briefing Note from NALC on Data Protection Legislation
- AVDC - Dates for your diary
- May training: Volunteer management & trustee responsibilities
- Bucks & Milton Keynes Association of Local Councils - weekly updates
- BucksVision Talks
- Community Impact Bucks - May 2017 Newsletter:
- Engagement workshops to consider unitary proposals - May 2017
- Bucks County Council unitary engagement sessions for town and parish councils
- Police and Crime Commissioner launches Victims First website

11.0 Footpaths

- Mr Turner-Smith to update regarding recent checking of footpaths.
- Cllr Lewin to update regarding displaying the Definitive Map on a noticeboard. Bucks CC's Definitive Maps team has given permission.

12.0 Planning: www.aylesburyvaldc.gov.uk/planningapplications

12.1 Members are to note we have received the following planning application:

Application number	Location	Description of Development
17/01797/ALB	Tetchwick Moat Farm, Bicester Rd	Internal alterations to form family kitchen/dining space

12.2 Members are updated as to the status of the following applications:

Application number	Location	Description of Development	Current Status
16/00140/AOP	Land at Westhaven and Green View, Salter Lane	Demolition of existing dwelling and erection of 5 dwellings.	Awaiting decision
17/00774/ACL	Sharps Hill Farm Bicester Road Kingswood	Change of use of agricultural barn to a single dwelling house.	Awaiting decision
17/00979/ACL	The Rectory, Brill Road	Certificate of lawfulness sought on existing use of roof space of garage as staff accommodation.	Awaiting decision

12.3 16/00168/APP: Land Adjacent to Pennwood House High Street – members are advised that a quote of between £500 and £700 + VAT + disbursements has been received from Parrott & Coales to advise on the legal position regarding a request for a grant of access easement across the village green for

this new dwelling. Members to determine if this cost is acceptable and if it should be paid by the applicant.

12.4 Members are advised of the following appeal:

17/00037/REF – Planning Inspectorate ref: APP/J0405/W/17/3170754 Land adj to 6 Wotton End

The Parish Council should consider whether or not it wishes to make further comments on this case which AVDC has to defend to the Planning Inspectorate.

13.0 Play Area

- 200 Club – 9th drawing (June) of the new subscription year to take place.
- Quarterly statement to be signed and submitted to Licensing Dept at AVDC.

14.0 Highways

- TfB – Issues on Piddington Road – TfB has advised that work was not complete at the time of the last meeting but should now be complete.
- Drainage gullies on Bicester Road – Cllr Jones has reported that these are affecting mowing. Members to determine solution.
- Blocked drain at Salters lane and Church Lane – members are advised Cllr Macpherson raised the matter with TfB (again) and the reply is that Dave Smith will arrange for further investigation as soon as possible and will ensure that the HP jetting machine will attend.

15.0 Future Meetings:

Members are asked to note dates of next meetings – Ludgershall Parish Council: In each case to commence at 7.30pm in the Memorial Hall, High Street, Ludgershall:

- 10th July 2017 (3rd July is Bike Night)
- No meeting in August
- 4th September 2017
- 2nd October 2017
- 6th November 2017
- 4th December 2017