

LUDGERSHALL PARISH COUNCIL

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5th July 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 10th July 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.

Deborah O'Brien MILCM

Locum Clerk

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. **Parish Clerk Vacancy** – members are advised that following a successful interview and subject to referencing the position was offered to and accepted by a candidate. Members are asked therefore to confirm the appointment of the candidate as Parish Clerk and Responsible Financial Officer as soon as satisfactory references have been received. Members will of course be supplied with the references (- one received at time of agenda). Once contracts have been signed the candidate will commence training and familiarisation with Parish Council business. Mrs O'Brien will provide support and advice as needed/required. (References may be finalised by date of meeting)
4. **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 5th June 2017 - Copy attached LPC/02/1718
5. **Finance**
 - 5.1 Account Balances:
The balances for the Lloyds Bank accounts are as follows:

Treasurers Account	£11354.31	(as of 30 th June 2017)
Deposit Account	£2507.94	(as of 30 th June 2017)
Village Green Acct	£27464.24	(as of 30 th June 2017)
Play Area Account	£4916.69	(as of 30 th June 2017)
 - 5.2 Payments:
Treasurers Account:
Cheques to be paid at meeting:
 - Deborah O'Brien - £333.90 (29 hours 11/06-05/07) - £372.56 less £74.60 PAYE; mileage - 76 miles £34.20; Postage £1.74) - cheque no 0150
 - HMRC - £74.60 PAYE for D. O'Brien July – cheque no 0151
 - AVDC - £360.00 – Play Around the Parishes 08/08/17 – cheque no 0152
 - J. Goss - £24.64 – Devolved services petrol – cheque 0153

- P. Darvas - £68.32 – Training course – Village Greens – cheque 0154
- Parrott & Coales LLP - £900.00 (£750* + £150 VAT) – Legal Advice – Pennwood House – cheque 0155
*The quote from Parrott & Coales dated 12/05/17 actually read £500-£750 + disbursements, not £500-£700 as described in the June agenda. (typographical error) Members are asked to confirm acceptance.

Play Area Account

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

- 1st place £50 - cheque no 129
- 2nd place £35 - cheque no 130
- 3rd place £25 - cheque no 131
- 4th place £20 – cheque no 132

5.3 Income and Expenditure report(s)

Members are asked to review and approve the Income & Expenditure reports for year and month up to ending 30th June 2017. Copies attached appendices A and B, together with the year to date budget analysis.

5.4 Income: Village Green Account: Interest £1.17; Savings Account: Interest: £0.11

5.5 Lloyds Bank Mandate

Members are asked to remove the following from the Lloyds Bank mandate: Cllrs Cox, Gardner & Thomas. Members are asked to agree to add the following to the Lloyds Bank mandate: Administration and balances only: New Clerk (subject to final employment); Signatories: Cllrs Darvas; Jakeman & Lewin.

5.6 Annual Return & External Audit

Members are advised that Mazars has contacted the Locum Clerk regarding the 2016/17 return. They were pleased to see that measures have been put in place to prevent a re-occurrence of 2016/17's problems. However, they did not agree with checking 'yes' for box 2 of Section 1 (Annual Governance Statement). The External Auditors feel that this contradicts the Internal Auditors views and the evidence submitted even though it reflects the status quo. This will be commented upon in the final report which is imminent.

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

7.0 **Parish Council Business**

- Public Meeting to discuss Neighbourhood Planning – members are reminded that there will be a meeting held on Monday 17th July. Cllrs to update
- Replacement Memorial picnic bench on Play Area – Cllrs Chettle & Themis to update
- Dog Waste Bin – Cllr Chettle to update regarding costings for additional bin
- Play Area – Cllrs Themis to update on proposals for new equipment & wetpour repairs (quote received); painting of climbing frame. Cllrs Chettle & Themis to update concerning wooden 'stepping' piles. In addition results of inspection party on 17th June to be reviewed and to agree any actions to be implemented
- Best Kept Village Competition – Results awaited.
- Rails outside Ramblers – TfB are to replace the rusted railing. Further response is awaited regarding the brick drain.
- Chestnut Tree at end of Old Post Office Drive – members are advised that this tree needs to be made safe as it is diseased and dying
- Storage of historic PC records – Cllr Lewin to update regarding status of records and their future storage.
- Swims – Cllr Themis to update regarding contacting Stillwater, length of warranty and provide quotes for railing/platform work.
- Tractor Mowing attachment – Members are asked to consider the purchase of a new mower attachment. The original mower attachment was purchased in 2013 at a cost of £1893.00. A grease gun is also required.

- Tractor (Kubota) vehicle tax – This has been renewed from 1st August 2017 (£0.00 charge)
- Waddesdon Community bus – share proposal with Oakley to Bicester
- Waddesdon LAF Village Activity Projects – Cllr Darvas to update? Join with Kingswood?
- Waddesdon Police Community Forum – Cllr Darvas to attend – Neighbourhood Police rep. to be notified.

8.1 Aylesbury Vale District Council (AVDC)

No update

8.2 Buckinghamshire County Council (BCC)

Cllr Macpherson will not be able to attend so many meetings in future due to other commitments.

9.0 Circulated in between meetings:

- LCPLG (Local Council Planning Liaison Group) Meeting
- Armed forces Day 2017
- MyBucks - June 2017
- Public Space Protection Orders at Burnham Beeches.
- Bucks and MK SLCC AGM
- B&MK Association of Local Councils - Weekly Update
- Community Impact Bucks - Looking for help with your grant applications?
- OSS AGM & Open Space magazine
- Update on Parish Liaison Meeting Venue - 14 June 2017
- Bucks and Milton Keynes Association of Local Councils Weekly Update 12 June 2017
- Community Impact Bucks - June newsletter: Funding, small charities and much more!
- LCPLG (Local Council Planning Liaison Group) Meeting
- Waddesdon Local Area Forum - Message from Paul Irwin – Village Activity Projects 5/7 – Cllr Darvas to attend
- Police Community Forum
- VALP timetable revised – Seminar for parishes cancelled
- Connected Counties - Update on Broadband
- Freight strategy - public survey
- BALC - Parish Liaison notes and Presentations
- Bucks County Show - Thursday 31st August 2017
- Road Works plan
- Contact Us Form - Transport For Buckinghamshire
- BCC News: Help us plan for tomorrow's lorry traffic
- Weekly Update Bucks & Milton Keynes Association of Local Councils
- Bucks & MK Association of Local Councils - New Website!
- Community Impact Bucks June 2017 - Dates for your diary
- MyBucks - July 2017
- Haddenham, Waddesdon & Grendon Underwood Local Newsletter from Buckinghamshire County Council
- Are you interested in your local NHS?

10.0 Footpaths

- Cllr Lewin to update regarding leaflets for walkers and displaying the Definitive map

11.0 Planning: www.aylesburyvaledc.gov.uk/planningapplications

11.1 Members are advised that there are no new applications at time of agenda

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

Application number	Location	Description of Development	Current Status
17/00037/REF	Land adjacent to 6 Wotton End	Appeal relating to 16/03597/COUAR Planning Insp: APP/J0405/W/17/3170754	Awaiting decision
17/01797/ALB	Tetchwick Moat Farm, Bicester Rd	Internal alterations to form family kitchen/dining space	Listed Building Consent
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.	Certificate Refused by AVDC
17/00979/ACL	The Rectory, Brill Road	Certificate of lawfulness sought on existing use of roof space of garage as staff accommodation.	Certificate issued by AVDC

11.3 16/00168/APP: Land Adjacent to Pennwood House High Street – members are asked to review, discuss and consider the advice (received via post and e-mail) given by the Parish Council solicitor relating to a request for the granting of an easement for access. In addition members are asked to review a letter from another resident’s solicitor. None of these documents has been made available to Cllr Lawson as he has declared an interest in this matter. Members are further asked to consider the way forward.

12.0 Play Area

- 200 Club – 10th drawing (July) of the subscription year to take place.
- Members are asked to nominate someone to commence new & subscription renewals for 2017/18.

13.0 Highways

- Access & Parking on the Village Green at the Bull & Butcher – Members are advised that a complaint has been received about parking on the Village Green
- Drainage gullies on Bicester Road – Cllr Jones to update.
- 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.

14.0 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:

- Neighbourhood Planning meeting – 17th July 2017
- No meeting in August
- 4th September 2017
- 2nd October 2017
- 6th November 2017
- 4th December 2017