

**Minutes of a meeting of Ludgershall Parish Council held at Ludgershall Memorial Hall
on Monday 5th June 2017 at 7.30 p.m.**

Present: Cllr. T. Chettle – new Chairman Cllr. P. Darvas
 Cllr. R. Jones Cllr. S. Lawson
 Cllr. C. Lewin (minutes)

Also present: 13 members of the public

The meeting was opened to the public:

- A resident requested the use of the village marquee for Bike Night and stated that the risk assessment has been undertaken

Meeting commenced at 7:45pm

19.0 Apologies - Members noted that Cllr Themis & County Cllr Macpherson extended apologies.

20.0 Declarations of Interest

Cllr Lawson declared a pecuniary interest in agenda item 12.3 (minute 30.3) and Cllr Jones declared an interest in agenda item 12.4 (minute 30.4).

21.0 Casual Vacancy

Members noted that there has not been a call for a by-election and the casual vacancy can be filled by co-option. **RESOLVED that** Dawn Jakeman should be co-opted to join the Parish Council. She signed the Acceptance of Office and submitted registers of disclosable interests which will be forwarded to the Monitoring Officer for Aylesbury Vale District Council.

Councillors made formal acknowledgement of the service provided by recently retired Councillors Cox, Gardner and Thomas. A letter of appreciation will be sent to each one thanking them for their service.

22.0 Parish Clerk Vacancy

Members noted that the Parish Clerk vacancy has been re-advertised as the offer was declined by the candidate selected. Cllr. Chettle reminded the public about the opportunity and the support available for the clerk including a lap top, printer and training opportunities.

23.0 Minutes

RESOLVED to receive the minutes and confirm the recommendations therein of the meeting of the Parish Council held on:

Monday 3rd April 2017 - LPC/11/1617 (corrections requested at May 2017 meeting)

Monday 8th May 2017 – LPC/01/1718

24.0 Finance

24.1 Account Balances:

RESOLVED to note that:

The balances for the Lloyds Bank accounts are as follows:

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

24.2 Payments:

RESOLVED to agree 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

RESOLVED to make the following payments from the Treasurers Account:

- Came & Co - £571.95 – Annual motor insurance renewal – cheque no 0145
- 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
- Playsafety Ltd – £117.60 (£98.00 + £19.60 VAT) – RoSPA inspection – cheque no 0149

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

£50 cheque 125 – 200 Club prize – drawn later in meeting – C. Turnham no. 76

£35 cheque 126 – 200 Club prize – drawn later in meeting – R. Platz no. 21

£25 cheque 127 – 200 Club prize – drawn later in meeting – K. Parker no. 90

£20 cheque 128 – 200 Club prize – drawn later in meeting – J. Bayliss no. 39

24.3 Income - RESOLVED to note income:

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

Village Green Account: Interest £1.09; Savings Account: Interest: £0.10

24.4 Income and Expenditure report

RESOLVED to approve both Income and Expenditure Reports dated 21st May 2017.

24.5 Internal Auditor and Annual Return 2016/17

Members noted 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.

25.0 Police Matters – nothing to report.

26.0 Parish Council Business

Items raised at the Annual Parish Meeting:

- Neighbourhood plan – Cllr. Darvas shared further information about Neighbourhood planning and Parish plans. Cllr Darvas suggested a public meeting be held to inform and gather views about a neighbourhood plan for Ludgershall. **RESOLVED** to hold this on Monday 17th July. Cllr Chettle to advertise it in the Bernwood News. Cllr Lewin to distribute leaflets.
- Picnic Bench on the play area – It was agreed to replace this bench and ensure that it remains a memorial bench. Cllr Chettle will obtain costings.
- Dog Waste Bin – An additional dog excrement bin is needed for the play area. The waste bin is being used which is unhygienic and smelly. Information will be sought about additional costs. Cllr Chettle will obtain costings

Standing Orders – Cllr. Chettle reminded all councillors to abide by the Standing Orders. Councillors were asked to refresh their knowledge of the governance documentation available on the Parish Council website.

Annual Rural Motor Insurance - Members noted that this has been renewed commencing 8/6/2017.

Devolved Services Mower - Registration of the mower has been rejected by the DVLA because it has not got a chassis number. Does not correlate to any vehicle they have knowledge of. Insurance has been issued utilising the existing serial numbers. It was suggested Longmoors might be able to assist. Diesel has been purchased and received for the tractor.

The Play Area - The ROSPA safety inspection report has been received. The present overall risk rating for the play space is MEDIUM. Discussion took place about which equipment needed urgent attention. If works and recommendations are undertaken the risk may be reduced. It was agreed that councillors will

meet on the play area on the 17th June 2p.m. to go through each recommendation and prioritise the work needed.

Dog Waste Bin - AVDC have agreed that the bin near the pond can be moved. Cllr. Jones and Cllr. Lawson agreed to do this. It was agreed to take in to consideration how the move would affect mowing arrangements.

Best Kept Village – Judging is underway. Almost all the items to be rectified on the list drawn up by Cllr. Lewin have been accomplished and the village is looking its best. Cllr Jones was thanked for all his hard work especially with mowing and the painting of the benches. There is an area of slightly overgrown grass in the High Street and Cllr. Jones agreed to cut it.

Rails outside Ramblers – TfB are to replace the damaged rail. Hedge cutting and clearance have not yet been made and will now have to wait until the birds have finished nesting.

Storage of historic PC records – Most of the records have been accepted by the Bucks Archivist but some are being sent back. A decision will need to be made about where these are to be stored/destroyed. The archivist also needs to know whether old closed minutes should be open to the public. Advice will be sought from the Locum Clerk.

Tree Branch on the Piddington Road and Willow at Fishing Pond – this item will be carried over to a future meeting as it hasn't been resolved. (Cllr Themis to action)

Swims – No update as yet from Cllr Themis regarding contacting Stillwater about the length of warranty and providing quotes for railing/platform work. To be carried over.

Hedging/fencing of boundary – Petty's Farm - Cllrs Darvas & Lewin have reviewed various maps in detail and explained to the meeting how the proposed enclosure relates to the Village Green. Members are satisfied that the boundary map provided is in line with the boundary shown on the Village Green map.

Councillor Induction Training – Cllr Lewin undertook a new councillor's course on 23rd May 2017. The training was very beneficial. Cllr Lewin shared some of the information she had received.

Village Marquee – **RESOLVED that** the marquee may be used for 'Bike Night' on 3rd July 2017. A risk assessment has been completed. This is an insurance requirement.

PA System – **RESOLVED that** the Village Fete committee can use the PA System for the upcoming fete on 11th June 2017. **FURTHER RESOLVED that** the Village Marquee could also be used if required, subject to a risk assessment being completed.

27.1 Aylesbury Vale District Council (AVDC) – no update

27.2 Buckinghamshire County Council

Cllr Darvas provided an update regarding a meeting held on 30th May about the proposals for a unitary council. There are two proposals. Costing of the two different ways of organising have been undertaken and are similar. (£10 million and £18 million) – 1% of total spend. Cllr Darvas explained that one of the proposed plans could result in more housing in our area. The current proposals are being improved and will be resubmitted in the Autumn. Parish Councils and individuals can make representations to the Secretary of State.

28.0 Circulated in between meetings

Members noted that the following were circulated:

- 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

29.0 Footpaths

Dr Turner-Smith provided an update regarding the checking of footpaths. Six members of the Footpath group are currently surveying all the paths and a report will be available in the Autumn. Please report any difficulties regarding footpaths to Dr Turner Smith.

Cllr Lewin updated the council regarding displaying the Definitive Map on a noticeboard. Bucks CC's Definitive Maps team has given permission. Cllr Lewin will design a leaflet for walkers containing the map, request to walkers to stick to the paths and the countryside code. These will be available on the notice boards and from the pub.

30.0 Planning www.aylesburyvaledc.gov.uk/planningapplications

30.1 Planning Applications

RESOLVED not to object to:

- 17/01797/ALB Tetchwick Moat Farm, Bicester Rd Internal alterations to form family kitchen/dining space

30.2 Members noted that the following applications were still under review by AVDC:

- 16/00140/AOP Land at Westhaven – Demolition of existing dwelling & erection of 5 dwellings.
- 17/00774/ACL Sharps Hill Farm Bicester Rd – Change of Use of Agricultural Bldg to single dwelling house
- 17/00979/ACL The Rectory, Brill RD – Cert of lawfulness – use of garage space as staff accom.

30.3 16/00168/APP: Land Adjacent to Pennwood House High Street – (Cllr Lawson left the meeting)

Members noted that a quote of between £500 and £750* + 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. (*The quote from Parrott & Coales dated 12/05/17 distributed to councillors via e-mail actually reads £500-£750 + disbursements, not £500-£700 as described in the June agenda - typographical error)

Members discussed whether the cost is acceptable and if it should be paid by the applicant. Cllr Darvas read the following statement: *"In my opinion the Parish finances should not be diminished by any aspect of development. If any applicant wishes to change the status-quo they should pay for all and any costs relating to pursuing the grant of an easement including costs of any challenges."*

RESOLVED that the applicant should pay the costs if the Parish Council decides to grant the easement. (Cllr Lawson returned to the meeting after discussions and Resolution)

30.4 17/00037/REF Land adjacent to 6 Wotton End – (Cllr Jones left the meeting)

Members noted that this has gone to following appeal - Planning Inspectorate ref: APP/J0405/W/17/3170754. The Parish Council considered whether or not it wishes to make further comments on this case which AVDC has to defend to the Planning Inspectorate.

RESOLVED to not make any further comment. (Cllr Jones returned to the meeting after discussions and Resolution)

31.0 Play Area - 200 Club – Members noted that the following winners were drawn:

- 1st – C. Turnham £50.00; 2nd – J. Platz £35.00; 3rd – K. Parker £25.00; 4th – J. Bayliss £20.00

32.0 Highways – Members noted:

- **TfB** – Issues on Piddington Road – Patching is now complete and much improved.
- **Drainage gullies on Bicester Road** – Cllr Jones agreed to resolve this issue and refer any costs incurred to the Parish Council.
- **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.

33.0 Date of next meetings:

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

- 6th November 2017
- 4th December 2017

Meeting closed at 9:15 pm. The following remarks were then received from the floor:

- A member of the public reminded the Council that there is a reserve fund in the budget that could be used to pay for any legal advice sought with regard to easements. The member of the public wanted to ensure that any easement request was considered on its own merits and that members' views should not be affected by any future developments.
- A question was raised whether a previous farm entrance has become part of The Green and been adopted by the Parish Council.
- Some problems regarding Thames Water amenities in Brook Close were raised. The Chair requested that members of the public raise these with Thames Water as they are not the responsibility of the Parish Council.
- Cllr. Lawson made the point that it might be illegal to ask an applicant to pay for the Parish Council's legal advice about the granting of an easement.
- A member of the public advised they were not available for the neighbourhood planning meeting in July. They asked whether a written submission of their opinion would be shared with the Council. The Chairman advised that this could be circulated to members.

Signed Date

Chairman