

**Minutes of a meeting of Ludgershall Parish Council held online via Zoom
on Thursday 10th September 2020 at 7.30 p.m.**

Present: Cllr P Thomas Cllr.S.Lawson
 Cllr. J. Goss Cllr. Lewin
 Cllr. Jones

Also present: Parish Clerk: Bobs Damerell and 3 members of the public

- A resident asked if the Parish Council has taken legal advice as to whether the easement can be transferred to another property
- A resident asked if the Chairman can confirm if all Cllrs are able to vote on the item - Request for additional easement at Whitehaven
- A resident asked about the defibrillator and if this could be given priority.
- A resident asked if there would be a consultation with residents about the item - Request for additional easement at Whitehaven
- The resident also asked about safety in the village. The slow signs in the parish had disappeared and asked if these could be replaced.
- A resident asked if all Cllrs had read the Code Conduct.

Meeting commenced at 8.00pm

10.0 Apologies – County Cllr Macpherson

- **Declarations of Interest** – Cllr Jones confirmed that he was not Declaring an Interest in Request for additional easement at Whitehaven, for the reasons, that he has not signed any petition. He will listen and make his mind up and No parishioner has approached him about this item and would like to do right by the Village.
- Cllr Lewin declared an interest for item Request for additional easement at Whitehaven Previously when declaring an interest, on a similar item, after taking advice a dispensation was requested and granted. In January 2020 sought further clarification with the clerk regarding the particular level of interest. As understood, living, within 50 metres of the proposed site constituted and pecuniary interest. Cllr Lewin has taken independent legal advice over this Interest. I have lodged a statement based on the detailed advice given with the clerk. Cllr Lewin stated she is happy for any resident to read this advice. Have rigorously sought advice from various sources and received differing opinions. Based the decision on advisors by the Bucks Local advisor particularly on the 50m rule and trusting not to have misguided. The personal statement to the clerk sets out her own personal level of openness, transparency and honesty and integrity which has been demonstrated that they remain at the highest order.
- Cllr Goss confirmed that he is not declaring an interest on item - Request for additional easement at Whitehaven as he does not have any personal financial interest in this item and no close association with affected residents. It is important to put individual views aside and act in the best interest of the village. I confirm I have an open mind as I requested the Parish Council obtain legal advice and asked for more information about the services. I have read the localism act, which states that a cllr be pre-disposed towards a particular view so long as they do not have a pre-determined state of mind.
- Cllr Thomas stated he is not declaring interest for item Request for additional easement at Whitehaven though he is acquainted with the applicant
- Cllr Lawson stated he is acquainted with the applicant but is not declaring an interest for item Request for additional easement at Whitehaven and that this is following advice from the Monitoring Officer.

- The clerk also stated that the advice from the Monitoring Officer is that Cllrs should declare an interest if they hold a pre-determined view on an item rather than a pre-disposed view. The clerk also confirmed that the clerk does not have the ability to force any member to declare an interest or stop them from taking part in the meeting. This decision is for individual members to make for themselves and is the sole responsibility of the Cllrs.

11.0 The Minutes from the meeting 30th July 2020 were approved

12.0 Finance

12.1 Account Balances:

The balances for the Lloyds Bank accounts are as follows:

Treasurers Account	£8,881.02	(as of 31 st August 2020)
Deposit Account	£2,511.93	(as of 31 st August 2020)
Village Green Acct	£32,988.09	(as of 31 st August 2020)
Play Area Account	£5,139.65	(as of 31 st August 2020)

13.2 Payments:

RESOLVED to make the following payments from the Treasurers Account:
Cheques paid between meeting:

- 200 Club 1st Prize - £50.00 (P)
- 200 Club 2nd Prize - £35.00 (P)
- 200 Club 3rd Prize - £25.00 (P)
- 200 Club 4th Prize - £20.00 (P)
- Dawn Jakeman – Covid Meals - £4,595 (P)
- C Lewin (Printer expenses) - £19.45
- C Lewin (Postal Expenses) - £6.70
- C Lewin (Village Green Register) - £31.92
- Harmon Bolster (Bench refurbishment) - £164.00
- R Damerell (Clerk Salary) - £276.35
- R Damerell (Postage expenses) - £9.12
- D Jakeman (Covid Meals) - £588.00

13.3 Income - **RESOLVED** to note income:

Treasurers Account: Please see finance spreadsheet available on the website or by request from clerk

Village Green Account: Interest £2.64;

Savings Account: Interest: £0.19

Play Area Account: Please see finance spreadsheet available on the website or by request from clerk

13.4 Income and Expenditure report

RESOLVED to approve both Income and Expenditure Reports dated 31st August 2020.

- CL asked if all VAT reclaim has been reclaimed from HMRC. The clerk confirmed it had been.
- Cllr Lewin asked about the internal auditor's signature. The clerk stated that the internal auditor had signed I, but this had not been uploaded to the document on the website. The clerk shared the document with the meeting and will update the website.
- Clerk to also add the Asset Register to the Income / Expenditure report.

14.0 Police Matters – nothing to report.

Parish Council Business

- Friends of Ludgershall - Notices are still on the noticeboard with contact details for if they need help with Covid. Currently many of the initiatives have come to an end, but these will be monitored. Cllr doing an evaluation of the last grant from Hearts of Buckinghamshire, so if any residents have any comments, then happy to be included in the evaluation.
- Haddenham and Waddesdon Community Board – Clerk waiting to be given the date of the next meeting. Cllr Lewin and Cllr Thomas volunteered to attend the meetings. Clerk confirmed that he will forward the date once this has been received.
- Review of Asset register – Ensure new play area equipment is on the Asset register, and the clerk to check the impact on the insurance policy.
- Flooding on road near Church - Clerk confirmed that he has continued to chase Transport for Bucks to examine the roads and the drains. Cllr Thomas suggested contacting Cllr Angela Macpherson to chase Transport for Bucks on this issue.
- Parking area outside Bull & Butcher – The Parish Council need to submit a pre-planning application, which will also be needed for the grant application. Cllr Lewin sent out the draft grant application. Cllrs agreed to provisionally state that the Parish Council will contribute 50% of the cost. The provisional date to start work was set as mid-November. Cllr Thomas Proposed and Cllr Lewin seconded and the Cllrs resolved for Cllr Lewin to also meet with Helena Cox to assist with the planning application. The Cllrs agreed to meet on the 11th September to re-measure the area. There are issues around parking in the village mainly due to the increase volume of visitors to the play area but this is causing safety issues so important to resolve the issue. Cllrs agreed to research different surface options and Cllr Lewin agreed to draft a letter regarding surfaces to enable consultation with residents.
- Travellers prevention – Cllr Lawson updated that the posts had been cut. Parish Council also thanks, Cllr Thomas and Cllr Lawson and Bill. Andy King contacted Cllr Goss to say he is ready to cut and Bale the Grass when ready to put the posts in. Cllr Goss suggested initially cutting a strip wide enough for the posts and then cutting the rest of the grass after the posts have been put in. Cllr Thomas proposed to get three quotes and seconded by Cllr Goss over putting the posts in the ground. Cllr Lewin to issue a letter to villagers to update the village over the progress and process of erecting the posts.
- Request for additional easement at Whitehaven – Clerk updated that there have been comments and questions received from the residents over this issue. The clerk confirmed that Parrott & Coales would be contacted to ask whether an existing easement can be transferred to a new property. The clerk also stated that the object of this item at this meeting is to discuss whether the Parish Council agree to place the advertisement in the newspaper for two consecutive weeks. Cllr Thomas asked who pays for the cost of the solicitors advice and advertisement. The clerk confirmed that the costs will be paid by the applicant. The clerk also answered the question from the public asking about canvassing public opinion, stating that having an item on Parish Council meeting is giving members of the parish the opportunity to voice their feelings. There is though scope to host additional meetings for items of high sensitivity, however the Parish Council must make any decision based on the facts of the application not personal feelings. The residents also asked if the advert could be placed on the noticeboard and in Bernwode news which the clerk agreed. One resident suggested dropping a leaflet in every single house in the parish. However the parish Council agreed that using the noticeboards, Bernwode News and The Bucks Herald, satisfies not only the legal requirements but the majority of residents in the Parish. One resident also asked that the Parish Council follows the procedures that have been adopted for previous easements set out by Parrot & Coales. The Parish Council resolved to instruct Parrott& Coales to place the advertisement in the Bucks Herald.
- Bridge railings on Duck Lane – Cllr Thomas confirmed he needed some fittings in order to amend the bridge railings and will contact Quick sharps to purchase the fittings required.

- Brook on Duck Lane – Clerk contacted Environment’s Agency who confirmed they were chasing their grant application to clear the brook each year.
- Questions to be posed to Highways – The bridge over the railway, and changing the speed limit around the play area. Cllr Thomas suggested trying to include the request to reduce the speed limit in the planning application for the community car park.
- Parish emailing list – Cllr Lewin confirmed she had put the notice on the noticeboard.
- Village Green update / VG policy and practices used by other Parishes – Cllr Lewin confirmed she had sent out the Policy. It was agreed putting the document on the website, and continue to encourage ideas from the residents. It was also suggested that the policy can be given to new residents to explain about the uniqueness of the Village Green. The Parish Council also agreed to put a notice on the noticeboard stating that a copy of the policy was available on the website or by contacting the clerk. The clerk shared a copy of the easement request for Rosedene. Cllr Thomas asked about the splay at the top of the easement as a measurement has not been provided and would need more clarification before a decision could be made.

Unfortunately the clerk lost connection and was absent for the remainder of the meeting

- Pond update –
- Ash tree on the Village Green outside Brookside
- Defibrillator
- Litter bin
- Update from Play Area Committee and 200 Club Results
- Play Area Signage

15.0 Buckinghamshire County Council –

16.0 Planning <https://www.buckscc.gov.uk/services/environment/planning/view-planning-applications/>

16.1 Members noted the status of the following previous applications:

Application number	Location	Description of Development	Current Status
20/02193/COUAR	Ruby Farm Piddington Road Ludgershall Buckinghamshire HP18 9PJ	Determination as to whether prior approval is required in respect of transport & highway impact, noise, contamination risk, flooding and locational considerations for the conversion of agricultural barn into one dwellinghouse (Class Q(a)and in relation to design and external appearance of the building	Awaiting decision
20/02044/ALB	Sharps Hill Farm Bicester Road Kingswood Buckinghamshire HP18 0RA	Erection of a Victorian style greenhouse consisting of metal frame with glass panels / windows built off a double skin dwarf wall (retrospective)	Awaiting decision

20/00370/APP	Land South Of Hillview Cottages Brill Road Ludgershall Buckinghamshire	Change of use of land from agricultural land for development of 5 affordable housing units.	Awaiting decision
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17.0 Date of next meetings:

22 October 2020

Meeting closed at 10:00 pm.

Signed Date

Chairman

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