

LUDGERSHALL TOWN COUNCIL



Minutes of Ludgershall Town Council meeting held in the Scout Hall, Chapel Lane, Ludgershall on Tuesday 11th February 2020 at 7-00pm.

Present:	Cllr M Giles in the Chair	Cllr B Cordery
	Cllr V Dixon	Cllr C Giles
	Cllr N Allingham	Cllr O White
	Cllr M Williams	Cllr CA Allan
	Cllr B Dance	Cllr J White
	Cllr J McConnell	Cllr J Langley
	Cllr AKJ Pickernell	
Representatives:	WO1 RSM Marc Elliott - 26 Engineer Reg	Cllr C Williams - Wiltshire Council
Public:	13 members of the public	

	<u>Agenda Item</u>	<u>Action</u>
190/19-20	1. Apologies – were received from Cllr D Downie and Cllr CD Allan. The committee resolved to accept these apologies and record under the LGA 1972 Section 99 and Sch 12 para 40.	
191/19-20	2. Declaration of Interests – Cllrs J Langley and J White in item 16 and Cllrs C Giles, CA Allan, B Dance and N Allingham in item 12.	
192/19-20	3. General Public – Questions – none.	
193/19-20	4. Proposed parking/waiting restrictions on Simonds Road – A number of residents attended the meeting as suggested, following receipt of a letter from LTC advising of an application made to Wiltshire Council to have double yellow lines added to one side of the road. This decision had been taken following a request from a resident last year and support from LTC at a recent Community Area Transport Group (CATG) meeting. A lively discussion took place once the facts had been conveyed. One resident advised that Wiltshire Council have not received the request from LTC to have double yellow lines painted – Admin advised the details. Cllr C Williams advised that he would chase up the matter with Wiltshire Council, but basically advised that it is a very long process and nothing will happen without further public consultation; this is just the initial stages. All the residents’ ideas for reducing speed and resolving parking issues can be given at Consultation stage. All residents agreed that speeding is the main issue and parking the next. Admin confirmed that a metrocount request has been put into Wiltshire Council. They cannot set up Community Speedwatch without the findings of the count to evidence that vehicles are travelling too fast. Cllr N Allingham	

	provided information as he had attended the CATG meeting with the resident who raised the query last year. It was also suggested that in the meantime if vehicles are blocking driveways or speeding excessively then number plates should be noted and provided to the Police. Once Cllr C Williams has details from Wiltshire Council re: next steps etc he will advise the office who can notify the residents accordingly.	Cllr C Williams/Office
194/19-20	5. <u>Chairman's Report</u> – Nothing to report this month.	
195/19-20	6. <u>Police Report</u> – Admin advised that there has been 1 theft, 2 incidents of criminal damage, 1 vehicle offence and 1 Anti-social behavior issue in Ludgershall during January 2020. There is also a new PC - Sharon Duggan covering the Ludgershall area.	
196/19-20	7. <u>St James' Church report</u> – Rev T Laundon had sent his apologies so no update is available this month.	
197/19-20	8. <u>26 Engineer Regiment report</u> – WO1 RSM Marc Elliott reported that the regiment has 100 soldiers currently living in the jungle in Belize where they are for 3 months helping to prepare the area for the next 5 years. There is also a small team of soldiers in Canada on the West Coast with a Dive Team. More locally they are helping Bartlett House as much as possible by doing some DIY jobs. The Regiment is also looking forward to the next Barn Dance and to the VE Day celebrations.	
198/19-20	9. <u>Garrison Engagement report</u> – Lt Col Nick Turner had sent his apologies, so no update is available this month. No questions were raised for him.	
199/19-20	10. <u>Wiltshire Council report</u> – Cllr C Williams reported that it is budget time at Wiltshire Council. The initial briefings propose a 1.9% precept increase and a 2% adult social care increase, thus making a total increase to Wiltshire residents of 3.9%. Cllr C Williams will be chasing up the Andover Road resurfacing and he advised that the 7.5 tonne weight restriction is still not enforceable as 2 signs are still to be illuminated and SSE are needed for this. As it is not currently enforceable the Lorrywatch Scheme cannot be launched yet. A question was raised regarding potholes – this month is pothole month so Cllr C William asked everyone to let the LTC office know where potholes are so it can be reported to the Parish Steward.	
200/19-20	11. <u>Memorial Hall Committee Report</u> – Cllr N Allingham reported from the meeting held on 16 th January 2020. There were 2 minor roof leaks following the recent weather. Woodworm was found at the back of the hall by the bar which has been removed. The bookings remain steady. Perry's Cottage has scaffolding around it for the re-thatching of the roof. There are 3 fence panels requiring replacement at the cottage and an energy efficiency survey is needed to comply with the Letting Agents regulations.	
201/19-20	12. <u>Variation of Premises Licence Application – Ludgershall Memorial Hall</u> – Cllr B Dance advised that currently the Hall is only licensed for the consumption of alcohol. All Councillors had been	

	<p>sent a copy of the existing licence and the application for a new one prior to the meeting. The Memorial Hall Committee felt that if this licence is obtained it negates the need to apply for a TENS licence for anyone wanting to host an event with a bar. It also means that the Hall Committee have to “police” alcohol consumption which they are happy to do. It makes the venue more appealing for hosting events such as wedding receptions. The Town Council discussed the proposal, Cllr O White advised that there are issues around ensuring that a Charity does not threaten to lose its status by becoming a Social Club and that there is advice available from The Charity Commissioner around this matter. Also, as Custodian Trustees of the Memorial Hall LTC have to also have a say in the matter (would ordinarily be voted on in a Planning meeting but it is felt that at FTC is more appropriate). Cllr AKJ Pickernell advised that he understood that an alcohol licence means that any bar has to be free of charge or staffed by the Memorial Hall Committee; they cannot sub let the alcohol licence to others. Cllr CA Allan confirmed that his understanding is correct, that they have completed all due diligence and all matters raised have been considered in advance. Cllr B Cordery proposed the application is supported by LTC, Cllr J McConnell seconded, 9 Councillors in favour in total. The remaining Cllrs could not vote due to their interest in this matter. Admin to notify Wiltshire Council of LTC’s decision.</p>	Admin
202/19-20	<p>13. Minutes of the previous meeting held 14/01/2020 – Cllr J McConnell wanted to re-iterate agenda item 15 – the outcome of the internal audit. He wanted the Council to acknowledge in an official capacity the work completed by the Clerk and Admin Assistant on the excellent report. This was proposed by Cllr M Giles, seconded by Cllr B Cordery, all in favour.</p>	
203/19-20	<p>14. Correspondence – Admin advised the dates of the Garrison Commander’s “Town Hall” (Community Engagement) meetings for 2020 (last Monday of each month from 10am – 11.30am). If anyone is interested, please contact the office for more information. There has also been communication from the volunteer Chair of Wiltshire Crimestoppers asking for help advertising their service and asking for volunteers. Admin to advise the details of the Parish Magazine co-ordinator to them, as requested.</p>	Admin
204/19-20	<p>15. Committee Reports – Recreation, Leisure & Environment held 20/01/2020 have been circulated. Cllr J White then proposed the minutes, Cllr C Giles seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41. Allotment, Cemetery and Car Park held 21/01/2020 have been circulated. Cllr B Dance proposed the minutes, Cllr N Allingham seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41. Finance & Policy held 29/01/2020 have been circulated. Cllr J McConnell proposed the minutes, Cllr M</p>	

	Williams seconded. The committee resolved to accept these minutes as a true record, under the LGA 1972 Section 99 and Sch 12 para 41. Planning held 21/01/2020 have been circulated Cllr O White proposed the minutes, Cllr M Williams seconded, the committee resolved to accept these minutes as true and accurate, under the LGA 1972 Section 99 and Sch 12 para 41.	
205/19-20	16. Bills for Payment - these have been passed to the Committee. Cllr CA Allan proposed these bills be paid, Cllr M Williams seconded, the committee resolved to pay these bills under the LGA 1972 Section 150. Office to make payments.	Clerk/Admin
206/19-20	17. Parnhams Yard update – The Committee were advised of the most recent communication from Stonewater, following on from the open afternoon a few weeks ago to showcase their plans for the new housing development. Most Councillors had attended this event and seen the plans. Stonewater are asking to enter into negotiations as opposed to litigation and asking what LTC want from the covenant. All Councillors agreed that a valuation of the covenant is required. The funds LTC initially received will be deducted from the amount requested (the uplift in value is what LTC are due) and it was clarified that the piece of land in question is the top right hand corner.	Clerk/Admin
207/19-20	18. Community Building update – Admin provided the up to date estimated running costs for the building (the same as previously advised). Interest has already been lodged with Wiltshire Council , however it is likely that DIO will be vacating the building in May or June 2020. Cllr C Williams advised that there will be an Area Board discussion, however if wanted the building and land will be transferred to LTC under the Asset Transfer Scheme, which will strengthen our hand in relation to applying for a Grant to help make the alterations required for public use. Admin to contact John Price from Wiltshire Council and ask him to attend at 6.30pm before the next Full Town Council meeting to discuss this further.	Admin
208/19-20	19. VE Day – i) Request from VE Day committee that we increase LTC budget by £2000.00. ii) Grant request to Wiltshire Council. iii) Should LTC obtain a TENS licence for the street party? Outdoor music, alcohol etc. iv) Who is responsible for the Risk Assessment of the days events (Road Closures Risk Assessment has been done) & who provides the Public Liability Insurance cover? v) Who is providing First Aiders? vi) Shall the office order the decorations that were shown at last FTC? After the lack of volunteers at the meeting held on 22/01/2020 it was decided that there are so many matters that will need an official “body” to organize that the event should be a Town Council event and office staff will assist when needed. Cllr C Williams suggested that using the Rec would save a vast amount of money as the Road would not need to be closed. This can be taken to the next meeting on 19 th February 2020 at 7pm for discussion along with all the points raised above. Admin to check Scout Hall has been booked.	Admin

209/19-20	20. <u>CCTV policy/Privacy policy update</u> – suggested amendments to the Privacy Notice and CCTV policy had been circulated to the Councillors prior to the meeting. Cllr V Dixon proposed the changes be adopted, Cllr M Williams seconded, all in favour. Office to update documents accordingly.	Clerk/Admin
210/19-20	21. <u>Mileage Expenses policy update</u> – Admin advised the Committee that following an enquiry from a Councillor regarding taking passengers when claiming expenses, that Wiltshire Council do offer an extra 1p per mile for this. LTC would like to add an additional 1p per mile, per passenger – Admin showed the Committee the proposed amended mileage claim form. Cllr J Langley proposed the adoption of this process, Cllr B Cordery seconded, all in favour. Office to adopt new process when calculating mileage expenses.	Office
211/19-20	22. <u>Agenda Points for next month</u> – Neighbourhood Plan.	Clerk/Admin

There being no further business to discuss the meeting closed at 8.30pm, the next meeting will be on **10th March 2020**, 7pm at the Scout Hall, Chapel Lane, Ludgershall.

Signed.....Date.....