

MARKET LAVINGTON PARISH COUNCIL

Clerk: Mrs Carol Hackett, 23 Orchard Close, West Ashton. Wiltshire. BA14 6AU.

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VAT Registration Number: 296 9715 35

Minutes of the **Highways, Recreation, Amenity and Footpaths (HRAF) Committee Meeting**
Of the Parish Council
Held on Tuesday 9th July 2019
At 7.15pm in the Old School, Market Lavington

Councillors Present: Cllr Steele (Chairman), Cllr Davis, Cllr Gordon, Cllr Stevens and Cllr White.

In attendance: One member of the public (left at 7.34pm) and Carol Hackett (Parish Clerk).

	AGENDA ITEM
19/20-77	Election of Chairman There being no other nominations, it was proposed by Cllr Gordon, seconded by Cllr Davis and resolved to elect Cllr Steele as Chairman of the Highways, Recreation, Amenity and Footpaths (HRAF) committee for the municipal year 2019/2020.
19/20-78	Apologies for Absence Cllr Osborn had sent apologies due to personal commitments, which were accepted.
19/20-79	Declarations of Interest and Dispensations to Participate There were none.
19/20-80	Minutes of Council Committee meeting The minutes of the HRAF committee meeting held on the 5 th March 2019, having been previously circulated to members, were approved and signed as a correct record (proposed Cllr Davis, seconded Cllr White).
19/20-81	Adjournment for Public Discussion (maximum of 5 minutes) The meeting was adjourned at 7.21pm and resumed at 7.30pm. Included consideration of request for 'right of way' signage along narrow section of Church Street (agenda item 19/10-85e) – Following a full discussion it was proposed by Cllr Davis, seconded by Cllr Stevens and resolved to support the local residents' proposal for a formal narrowing of the road, with a priority right of way system in place, only allowing vehicles through in one direction at a time. It was recognised that this proposal might also be appropriate at the other end of the village, at the other narrow point, between Stobberts Road and the Fiddington Clay roundabout – ACTIONS – Clerk to submit proposal for narrow point on Church Street to Wiltshire Council for their immediate consideration, and as a medium term project, for the narrow point at the other end of the village.
19/20-82	Update on actions agreed at last meeting <ul style="list-style-type: none">a) Renewal of lease for strip of land adjacent to stream in Canada Woods – Following updates from the Clerk and Cllr Gordon, it was clear that there still remained some confusion regarding progress with the lease renewal – ACTIONS – Clerk to request that the Solicitor send the lease documents directly to the Parish Council, who would then liaise directly with the family.b) Pro-forma template for completion by Handyman Contractor – Cllr Davis reported that he had not yet completed the template – ACTIONS – Cllr Davis to circulate template to members when completed.c) Light bollard in top Community Hall Car-park – The Clerk referred to the written update provided by Cllr Osborn in his absence. Following a brief discussion it was agreed that the best solution would be to set the existing light bollard in concrete, moving it closer to the Community Hall and back from the kerb, within the restraints of the electric cables – ACTIONS – Clerk to advise Cllr Osborn accordingly.d) Repairs to wooden retaining wall in top Community Hall car-park – The Clerk referred to the written update provided by Cllr Osborn in his absence, and Cllr Davis also provided some additional information. Following a brief discussion, the following was agreed – ACTIONS – Cllr Davis to provide details of exact number of sections that need replacing, including measurements etc. to Clerk.

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	<p>Clerk to obtain details of contractor who had already expressed an interest to Cllr Osborn, and then prepare specification to supply to this and two other contractors.</p> <p>e) Pavilion Fire Risk assessment – Cllr Davis reported that he had not had the opportunity to complete the Fire Risk assessment - ACTIONS – Cllr Davis to carry out the assessment after the Vintage Meet event.</p> <p>f) Wicksteed Safety Inspection Report for Elisha Field & Broadwell Play Areas – The Clerk referred to the written update provided by Cllr Osborn in his absence which also included recommendations for Hamilton Drive Play Area. Cllr Davis also provided some additional information. Following a brief discussion, agreement was reached to carry out the following work: Elisha Field Play Area - treat wooden arc of the basket swing with oil-based wood preservative / remove any remaining graffiti from play equipment / paint metal bench / contact supplier regarding bearings of the rotating seesaw - ACTIONS – Clerk to contact village handyman and equipment supplier. Hamilton Play Area – cut grass away from poles and replace with bark / treat timber with different coloured wood preservatives. It was agreed that this work could possibly be carried out by volunteers within the Parish Council.</p> <p>g) Grit bins – Members reviewed the Audit report recently carried out by Cllr Osborn, and the suggested recommendations from Cllr Davis following review of the positioning of existing bins. Following a full discussion, it was agreed to investigate the cost of a new grit bin for Stirling Road – ACTIONS – Clerk to provide new grit bin costings for consideration at next full Parish Council meeting. Clerk to ask village handyman to clear away spilt grit from broken bin on Northbrook.</p>
19/20-83	<p>Area Board CATG Meeting 25/6/19 – Review decisions made and consider any matters further as necessary</p> <p>a) Additional bollard(s) outside 60 – 64 High Street – CATG agreed to fund installation, and Parish Council cover cost of purchase – ACTIONS – Cllr Davis to send details of bollard position to Clerk. Clerk to forward information to CATG and liaise with them regarding purchase of bollard.</p> <p>b) Village Gateways – Four ‘Gateways’ to be installed (White Street, Lavington Hill, The Spring, Spin Hill and High Street Easterton end), part-funded by CATG (possibly split into two years). Scheme has been added to CATG works programme for 2019/20 for development – ACTIONS – Cllr Davis to send photographs of proposed positioning for first two proposed gateways (The Spring and Easterton end of the B3098) to Chairman of HRAF committee for approval, before forwarding to CATG.</p> <p>c) Provision of Street Light on Footpath MLAV50 between Community Hall and in front of Old School. CATG agreed to fund £1,500 towards cost of implementation (should be received imminently), with Parish Council taking on future maintenance and energisation costs – ACTIONS – Clerk to send invoice to Wiltshire Council requesting the agreed contribution. Cllr Davis to get quote from SSE and one other contractor for installation of pole, and arrange a site visit to agree exact positioning of street light.</p> <p>d) Ledge Hill/Broadway request for speed limit reduction – CATG noted that Police investigation was concluded and Coroner Inquest held (May 2019). No recommendation to the Highway Authority made – Cllr Davis provided details of the recent exercise he had undertaken, reviewing the ‘Annexe 13’ criteria used by Wiltshire Council for determining appropriate speed limits. He also provided his initial thoughts for possible ‘permissive footpaths’ – ACTIONS – Cllr Davis to circulate copy of the ‘Annexe 13’ criteria, along with his findings, and also a map showing the two possible options for ‘permissive paths’, to members for their information and further consideration.</p>
19/20-84	<p>Elisha Field and Pavilion matters</p> <p>a) Consider proposal from local resident regarding dealing with the brambles and saplings on the field boundary, and also the poor condition of the boundary fence – The Clerk referred to the correspondence received and noted that Cllr</p>

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	Osborn had already sprayed the young shoots with glyphosate – ACTIONS – Members to carry out a site visit and review the condition of the fence and report back and consider further at next full Parish Council meeting.
19/20-85	Highways and footpath matters <ul style="list-style-type: none"> a) Consider proposal for a pelican crossing on the High Street – Following a full discussion members recognised that there was a problem finding safe crossing places in the village, however acknowledged that the implementation of a formal crossing place could have an adverse effect on the number of available parking spaces – ACTIONS – Clerk to contact Wiltshire Council to see if it would be feasible for a formal crossing place in the centre of the village. b) Consider request for a drop kerb by the bus stop on The Spring – Members acknowledged that there was no existing drop kerb on that side of the road, which enabled users to cross over the access entrance to the School Playing Fields and continue along the Spring. Following a full discussion it was agreed that dropped kerbs on both sides of the entrance would be appropriate, and accepted that the Parish Council might be expected to pay a contribution to the cost – ACTIONS – Clerk to discuss matter with School, and then submit request to Wiltshire Council. c) Consider request for a drop kerb at the Community Hall end of the footpath leading down to Church Street – Members noted that there was an existing dropped kerb a short distance away from the requested position. An additional dropped kerb was therefore not considered necessary. d) Consider proposal to number footpaths to make reporting obstructions and overgrowth easier – Following a full discussion, members agreed that this would be a good idea, and that the easiest and most cost effective way of marking the footpaths, would be to use a metal stencil and spray paint, to mark the numbers on the footpath posts – ACTIONS – Clerk to liaise with Wiltshire Council Rights of Way Warden to seek their permission, and if received to purchase the stencils and spray paint.
19/20-86	General HRAF matters <ul style="list-style-type: none"> a) Elisha Field Pavilion and Play Areas Risk Assessments – Following a review of the current documents, it was proposed by Cllr Davis seconded by Cllr Gordon and resolved to adopt the risk assessment documents without amendment. The Clerk noted that as previously agreed, the 'Ride on Mower' would soon no longer be in the ownership of the Parish Council, and it was therefore not necessary to review the risk assessment previously associated with the mower.
19/20-87	Other HRAF Committee business There were none.
19/20-88	Date of next Meeting To be arranged.
19/20-89	Closure of meeting There being no further business the meeting was closed at 8.55pm