

MARKET LAVINGTON PARISH COUNCIL

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

Tel: 01225 760372 or Email: clerk@marketlavingtonparishcouncil.gov.uk

VAT Registration Number: 296 9715 35 / Email: www.marketlavingtonparishcouncil.gov.uk

Zoom Teleconferencing meeting of the Highways, Recreation, Amenity and Footpaths (HRAF)
Committee to be held on

Tuesday 6th October 2020, at 7.30 pm

www.zoom.us

Meeting ID: 988 8726 0204 / Passcode: 913896

Or direct link –

<https://zoom.us/j/98887260204?pwd=Z2RJM2U3Nk9pOWNGTzRURik1WEV3dz09>

Carol Hackett

Carol Hackett - Parish Clerk

	AGENDA ITEM
20/21-94	Election of Chairman To elect a Chair of the HRAF Committee for the remainder of the municipal year 2020/2021
20/21-95	Apologies for Absence To receive apologies for absence and consider reasons for non-attendance
20/21-96	Declarations of Interest and Dispensations to Participate <ul style="list-style-type: none">a) To receive declarations of interest in respect of matters contained in this agendab) To receive any dispensation requests received
20/21-97	Minutes of Council Committee meeting To confirm as a correct record the minutes of the HRAF committee meeting held on the 3rd March 2020
20/21-98	Adjournment for Public Participation (maximum of 5 minutes) Opportunity for members to hear questions or comments sent in by the public
20/21-99	Update on actions agreed at last meeting <ul style="list-style-type: none">a) Repairs to wooden retaining wall in top Community Hall car-park – Update by Clerk and Cllr Osbornb) Pavilion Fire Risk assessment – Update from Cllr Davis
20/21-100	Lighting on path leading to Community Hall (MLAV50) Review and consider quotes and information received
20/21-101	Risk assessments <ul style="list-style-type: none">a) Risk Assessments annual review – Elisha Field Pavilion and Play Areasb) Wicksteed safety Inspection Elisha Field and Broadwell – Review and consider recommendations
20/21-102	Highways, woods, and footpath matters <ul style="list-style-type: none">a) Broadwell car park water leak – Update from Clerk and consider further as necessaryb) Road signage for Townsend – Agree positioning of new signc) Road signage for New Street / The Muddle – Consider request for new sign on higher posts, and with addition of 'no-through road' wordingd) Drop-Kerbs, and general state of pavements – Pavement assessment to identify areas in most need of repair and installation of drop kerbs – Update by Cllr Davise) Grit bin on White Street / Lavington Hill – Consider purchase of new grit binf) Tree behind Francis Road – consider request to cut-back silver birch tree

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20/21-103	Elisha Field & Pavilion matters <ul style="list-style-type: none">a) Review hiring charges for next financial yearb) Review utility usage and supply
20/21-104	General HRAF matters <ul style="list-style-type: none">a) Parish Council Notice Boards – Review condition and consider if maintenance / repairs requiredb) Real Christmas tree – Review and consider quote received and other aspects of proposal
20/21-105	External contracts <ul style="list-style-type: none">a) Footpath/Amenity land contract - Consider quote received from current contractor for next financial year (2nd year since full tendering process)b) Elisha Field grass cutting contract - Consider quote received from current contractor for next financial year (1st year since full tendering process)c) Handyman Contractor – Review existing specification for contract and consider if any revision in current provision, or re-tendering, is required
20/21-106	Highways, Recreation, Amenity & footpaths Budget Review spending for this financial year and consider draft budget and business plan for next financial year
20/21-107	Other HRAF Committee business Opportunity for individual Councillors / Clerk to bring any matter not on the agenda to the Committees attention – for information
20/21-108	Date of next Meeting Agree
20/21-109	Closure of meeting