

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 / Website: www.marketlavingtonparishcouncil.gov.uk

Annual Meeting of the Parish Council to be held on

Tuesday 17th May 2022, at 7.15 pm in the Old School.

Carol Hackett

Carol Hackett - Parish Clerk

	AGENDA ITEM
22/23-1	Election of Chairman To elect a Chair of the Parish Council for the municipal year 2022/2023
22/23-2	Declaration of acceptance of office To receive the Chairman's Declaration of Acceptance of Office, or if not then received, to decide when it shall be received
22/23-3	Election of Vice-Chairman To elect a Vice-Chair of the Parish Council for the municipal year 2022/2023
22/23-4	Declaration of acceptance of office To receive the Vice-Chairman's Declaration of Acceptance of Office, or if not then received, to decide when it shall be received
22/23-5	Apologies for Absence To receive apologies for absence and consider reasons for non-attendance
22/23-6	Declarations of Interest and Dispensations to Participate a) To receive declarations of interest in respect of matters contained in this agenda b) To receive any dispensation requests received
22/23-7	Adjournment for Public Participation (maximum of 5 minutes) Opportunity for councillors to hear questions or comments sent in by the public on agenda matters, or for public participation.
22/23-8	Minutes of Council meetings a) Meeting of the Parish Council held on the 19th April 2022 - To confirm and sign as a correct record the minutes b) Meeting of the Management & Finance (M&F) Committee held on the 10th May 2022 - To note the draft minutes, ask any questions arising from the minutes, receive updates, and consider further the following matters: i. Year-end balances 2021/22 - To approve the carrying forward of unspent budget provisions as at 31/3/22 into 'Earmarked Reserve' ii. To consider for approval the Governance, Finance & Management Risk Register
22/23-9	Monthly Reports a) Chairman's Report b) Wiltshire Councillor Report c) Community Hall Trust – i. Joint Liaison Committee (JLC) meeting 26/4/22 – To note the draft minutes, ask any questions arising from the minutes, and consider any matters as necessary ii. Receive a report from Cllr Earley (Parish Council representative on the Trust Committee)

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	<p>d) Vintage Meet 16th & 17th July 2022 –</p> <ul style="list-style-type: none"> i. Receive an update report from Organising Committee member ii. Purchase of 2nd hand Polar Display Unit – To note, and approve appropriate insurance cover <p>e) Platinum Jubilee weekend – Community Picnic, Friday 3rd of June, Update on arrangements and consider any matters as necessary</p> <p>f) Canada Woods & Community Park Project –</p> <ul style="list-style-type: none"> i. To consider submission of grant application to Wessex Water Environment Fund ii. To receive a report and consider any matters as necessary
22/23-10	<p>Parish Council Committees / Meetings</p> <ul style="list-style-type: none"> a) To review Terms of Reference for existing Parish Council committees and working groups b) To appoint membership of each Parish Council committee and working group c) To elect Chairman of 'Management & Finance' Committee for the coming year d) To appoint representatives for external committees (to include CATG, JLC and MLCHT)
22/23-11	<p>Highways / Maintenance issues in the village</p> <ul style="list-style-type: none"> a) CATG Meeting 28/4/22 – Report from Clerk b) Update on matters previously reported to include: <ul style="list-style-type: none"> i. The Clays proposal for bollard / improve surface – <ul style="list-style-type: none"> ➢ Consider any update regarding waste collection ➢ Re-surfacing / bollard purchase / bollard installation – Agree any further action in light of CATG grant application decision, and consider approval of quotes if necessary ii. Auto Speed Watch Camera Device <ul style="list-style-type: none"> ➢ Provision, positioning and fitting of metal post to mount device – Review in light of CATG grant application decision, and consider approval of quotes if necessary iii. Muddle Railings – Update from Cllr Davis iv. Market Place carpark <ul style="list-style-type: none"> ➢ Electric Vehicle Charging Points – Review information obtained by Cllr Osborn, and consider if further action should be taken v. Phone Kiosks re-painting – Update from Clerk vi. Broadwell Play Area <ul style="list-style-type: none"> ➢ Possible alternative access on far-side of Play Area - Consider observations and recommendations, and consider further action if necessary ➢ New play equipment – To receive feedback from questions raised at last meeting, and agree action vii. Any other updates c) Any new matters to report d) New vehicular access created onto Clays – Review response from Planning Enforcement Officer e) Skateboard Pro-Show Event Saturday 11th June – Consider arrangements and agree attendance at event f) Leylandii trees Elisha Field boundary adjacent to Pavilion – Consider request to cut back and reduce in height
22/23-12	<p>Correspondence Received</p> <ul style="list-style-type: none"> a) Local resident – Request for Parish Council to give each child in the Parish a Platinum Jubilee gift – Consider <p><i>Any other correspondence received before the meeting, but after the agenda has gone to print will be included in an appendix and discussed/noted at the meeting</i></p>
22/23-13	<p>Planning applications and decisions</p> <ul style="list-style-type: none"> a) To note receipt of planning application received which has been considered at a Planning Committee meeting

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	<p>None</p> <p>b) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting</p> <ol style="list-style-type: none"> i. PL/2022/02077 The Barn, 24 Spin Hill, Market Lavington. SN10 4NS. Construction of detached dwelling – No Objections, but query regarding address ii. PL/2022/02253 1 Lynchet Close, Market Lavington. SN10 4BY. One and a half storey extension, consisting garage/store, with a playroom in the loft – No Objections iii. PL/2022/02739 75 High Street, Market Lavington. SN10 4AQ. Various tree works in a conservation area - Given the space around them and their environment the Parish Council objects to the removal of the proposed trees iv. PL/2022/02681 8 Church Street, Market Lavington. SN10 4DT – Amended design following approval of PL/2022/00078 – No Objections v. PL/2022/02773 75 High Street, Market Lavington. SN10 4AQ. Alteration of existing layout with ground floor extension to rear and addition of dormers to existing roof – No Objections vi. PL/2022/01564 19 Fiddington Clay, Market Lavington. SN10 4BT. Front porch extension – No Objections <p>c) To receive and consider planning applications received after the issue of the agenda (<i>where the response time falls outside of the meeting schedule and an extension cannot be obtained</i>)</p> <p>d) To note recent planning application decisions made by Wiltshire Council</p> <ol style="list-style-type: none"> i. PL/2021/11378 2 DROVE LANE, MARKET LAVINGTON. SN10 4NT. Demolition of existing single storey rear utility and its replacement with the construction of a two-storey rear extension, clad in timber boarding. Erection of single storey, rear, lean-to extension, with associated landscaping - Approve with Conditions ii. PL/2022/01400 Platencia, 33 Church Street, Market Lavington, SN10 4DU. The erection of a timber construction and timber clad garden room with solar panels on roof at the bottom (southern extremity) of the garden - Approve with Conditions iii. PL/2022/02603 - Proposed Works to Trees in a Conservation Area. 31 White Street, Market Lavington, SN10 4DP – No Objection
22/23-14	<p>Finance</p> <ol style="list-style-type: none"> a) To receive and consider financial reports – receipts and payments details for April 2022 (including any card payments, direct debits, and payments made in-between meetings), bank reconciliation and budget position for the financial year-to-date b) To approve payment of ‘cheques / on-line Payments’ for May 2022 c) To approve the use of variable direct debits to pay utility bills and other payments as considered appropriate (as per fin. Regs. Para. 6.7) d) To approve the use of BACS as a method of payment (as per fin. Regs. Para. 6.9) e) To confirm the appointment of the Internal Auditor for the year ending 31/3/23 f) To review the Council’s subscriptions to other bodies (SLCC, NALC/WALC, CPRE, WHVA and ICO) g) Quarterly check of Parish Council accounts by Chairman of Management & Finance committee – Report from Chairman following review of accounts as at 31/3/22
22/23-15	<p>Parish Council Accounts year ending 31st March 2022</p> <ol style="list-style-type: none"> a) To receive and approve the Internal Audit Report b) To approve and sign section 1 of the Annual Governance and Accountability Return (Annual Governance Statement 2021/22) c) To approve and sign section 2 of the Annual Governance and Accountability

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	Return (Accounting Statements 2021/22)
22/23-16	General Parish Matters Opportunity for individual Councillors / Clerk to bring any matter not on the agenda to the Council's attention – for information
22/23-17	Adjournment for Public Participation (maximum of 5 minutes) Opportunity for councillors to hear questions or comments sent in by the public on non-agenda matters, or for public participation
22/23-18	Dates of next Meeting/s Parish Council meeting – Tuesday 21st June 2022 (Dates of Parish Council meetings for whole year - 19.7.22 / no meeting in August / 20.9.22 / 18.10.22 / 15.11.22 / 20.12.22 / 17.1.23 / 21.2.23 / 21.3.23 / 18.4.23 / 16.5.23)
22/23-19	Closure of meeting