

# 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](mailto:clerk@marketlavingtonparishcouncil.gov.uk)

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## Meeting of the Highways, Recreation, Amenity and Footpaths (HRAF) Committee

to be held on

**Tuesday 22nd November 2022, at 7.15 pm in the Old School**

*Carol Hackett*

**Carol Hackett - Parish Clerk**

	<b>AGENDA ITEM</b>
22/23-119	<b>Election of Chairman</b> To elect a Chair of the HRAF Committee for the municipal year 2022/2023
22/23-120	<b>Apologies for Absence</b> To receive apologies for absence and consider reasons for non-attendance
22/23-121	<b>Declarations of Interest and Dispensations to Participate</b> a) To receive declarations of interest in respect of matters contained in this agenda b) To receive any dispensation requests received
22/23-122	<b>Minutes of Council Committee meeting</b> To confirm as a correct record the minutes of the HRAF committee meeting held on the 28th June 2022
22/23-123	<b>Adjournment for Public Participation (maximum of 5 minutes)</b> Opportunity for members to hear questions or comments sent in by the public, or for public participation
22/23-124	<b>Update on actions agreed at last or previous meetings</b> a) Pavilion Fire Risk assessment – To receive copy of completed assessment from Cllr Davis b) Footpath signs / way markers – Consider quotes obtained by Cllr Davis
22/23-125	<b>General HRAF Matters</b> a) Footpaths - i. MLAV7 (Spin Hill phone box to Dauntsey Drive) – Trench and state of it ii. MLAV 8 (Dauntsey Drive to MLAV6 near Wick Farm) and MLAV3 (Russell Mill Lane to Wick Farm) – Stiles iii. MLAV13 (Drove Lane to Northbrook to Spin Hill) and MLAV14 (Top of Northbrook to Drove Lane) and MLAV15 (Northbrook to MLAV13) iv. Any other footpath issues to report v. Consider request for Maps showing Footpaths and Walks b) Elisha Field – i. Consider formation of Working Group ii. Review existing equipment in Play Area c) Bench in the Market Place – Consider options and quotes for restoring d) Trees in Canada Woods adjacent to Beechwood – Update from Cllr Fraser following correspondence with local resident, and consider further as necessary e) Elisha Field Pavilion – Consider request for installing some outdoor lighting on the front of the Pavilion and possibly in the carpark f) Information board at Ladywood entrance to Canada Woods – Review condition and agree actions

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	<ul style="list-style-type: none"><li>g) Two new benches – Agree locations for installation</li><li>h) Raised beds and other borders in Market Place – Review upkeep and consider if additional attention required</li><li>i) Consider request received from local resident for bench on Parsonage Lane</li></ul>
22/23-126	<b>Wicksteed Play Areas Inspection Report</b> Review reports for Broadwell and Elisha Field Play Areas and consider if any action needs to be taken
22/23-127	<b>Highways, Recreation, Amenity &amp; footpaths Budget</b> <ul style="list-style-type: none"><li>a) Review spending for this financial year</li><li>b) Consider draft budget for next financial year, to include:<ul style="list-style-type: none"><li>i. Reviewing hiring charges for Elisha Field / Pavilion</li><li>ii. Review utility usage and supply</li><li>iii. Footpath/Amenity land contract - Consider quote received from current contractor (4th year since full tendering process), and discuss if current provision is sufficient</li><li>iv. Elisha Field grass cutting contract – Consider quote received from current contractor (3rd year since full tendering process)</li><li>v. Handyman Contractor – Consider increase in hourly rate</li><li>vi. Agree what projects to progress with in 2023/24</li></ul></li><li>c) Consider business plan for next financial year</li></ul>
22/23-128	<b>Market Lavington Emergency Plan</b> Annual review to ensure information up to date
22/23-129	<b>Other HRAF Committee business</b> Opportunity for individual Councillors / Clerk to bring any matter not on the agenda to the Committees attention – for information
22/23-130	<b>Date of next Meeting</b> Agree
22/23-131	<b>Closure of meeting</b>