

MARKET LAVINGTON PARISH COUNCIL

Parish Clerk & RFO: Tanya West Tel: 07770 679697 or Email: clerk@marketlavingtonparishcouncil.gov.uk
VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

9th July 2025

To Councillors:

Fred Davis (Vice-Chair); Di Fraser; Ian Macqueen; Suzanne Morrison; Duncan Poole; Chloe Stevens (Chair); Laura Turner-Scott.

You are hereby summoned to attend a **Meeting** of the **Full Council** of Market Lavington Parish Council to be held at the **Old School, Church Street**, Market Lavington on **Tuesday 15th July 2025 at 7.15pm** for the purpose of transacting the business detailed below.



Tanya West
Parish Clerk & RFO



AGENDA

Meeting of the Full Council

7.15pm

Please note that this Parish Council meeting may be recorded in accordance with the Openness of Local Government Bodies Regulations 2014. If you wish to record the meeting, please inform the Chair or Clerk in advance so that any necessary arrangements can be made. The Parish Clerk will also record the meeting for administrative purposes; this recording will be deleted once the draft minutes are approved in accordance with Standing Orders.

Item for Discussion
25/26-045 Attendance and Apologies for Absence a) To receive any apologies for absence and consider reasons for non-attendance. b) To receive update on councillor attendance to meetings and apologies process.
25/26-046 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. Members are reminded of their obligation to declare any interests they may have in any issues arising at the meeting which might conflict with the business of the council and how these interests impact on their involvement with discussions and voting.
25/26-047 Adjournment for Public Participation (maximum of 15 minutes) Opportunity for councillors to hear questions or comments sent in by the public on agenda matters, or for public participation. This will include a representative from AtkinsRéalis to provide an update and answer questions from councillors and residents about the resurfacing works scheduled to begin on 28th July 2025 on the B3098 through Market Lavington and Easterton .
25/26-048 Minutes of Council Meetings Meeting of the Full Council held on the 13 th May 2025 - To approve and sign the minutes as a correct record of the meeting. Meeting of the Planning Committee held on the 27 th May 2025 - To approve and sign the minutes as a correct record of the meeting. Meeting of the Full Council held on the 17 th June 2025 - To approve and sign the minutes as a correct record of the meeting.
25/26-049 Market Lavington Neighbourhood Plan 2 a) Steering Group Meetings 03/06/2025 & 01/07/2025 – To note the draft minutes and ask any questions arising from them, receive any updates, and consider any matters as necessary.

- b) Place Studio Ad-hoc Assistance – To receive update on professional assistance received since the last meeting.
- c) Housing Needs Assessment – To receive update on the report from Aecom and feedback submitted by the Steering Group.

25/26-050 Monthly Reports

- a) Wiltshire Councillor Report (Cllr Dominic Muns).
- b) Youth Council (Written report from Group Leader).
- c) Rights of Way Working Group (Written report from Group Leader). To include update and any associated decisions required on the on storage of scalplings to be used for repairs to PROWs.
- d) Community Hall Trust Report (Cllr Poole).
- e) Friends of Canada Woods & Community Park Community Group (Cllr Fraser). To include update and any associated decisions required on grant applications submitted.
- f) Any other reports.

25/26-051 Annual Parish Meeting

To review any feedback from the Annual Parish Meeting held on Tuesday 20th May 2025 and to review the draft minutes of this meeting in readiness for their ratification at the 2026 meeting.

25/26-052 Governance & Management Advisory Group

To receive the notes of the GAMAG meeting held on 10th June 2025 and to consider the following recommendations from this meeting and subsequently:

- a) To adopt the proposed calendar of meetings for the Council year 2025/26.
- b) Clarification on the discussion, motions, proposals and voting process.
- c) Subject to review completion, to agree the revised draft amended documents:
 - i. Old School Committee Terms of Reference
 - ii. HRAF Committee Terms of Reference
 - iii. Finance Committee Terms of Reference
 - iv. Friends of Canada Woods and Community Park Community Group Terms of Reference
 - v. Youth Council Terms of Reference (including to incorporate Easterton)
- d) Training – To receive update on any training booked or undertaken since the last meeting and on dates for group Civility & Respect training as provided by Council Culture.
- e) Council Organisation Chart – To review this draft document and confirm if all areas have been captured correctly.
- f) To formally disband those groups previously appointed by MLPC that are no longer required or have completed the task for which they were appointed.
- g) Meeting documents – To receive update on the roll out of MS Teams/Office 365 software and the utilisation of shared documents and folders.
- h) Lease for strip of land at Canada Woods between Parish Council and T D Sharp & Sons – Update.
- i) Joint Liaison Committee – To review the notes of the last meeting held on 14th May 2025 and make any associated decisions.
- j) To review the existing list of future projects and opportunity to raise any further suggestions for inclusion in the establishment of a strategic plan for the Parish Council.

25/26-053 Finance

- a) To receive and consider financial reports – receipts and payments details for June 2025 (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 'card / online Payments' for July 2025 – *(schedule of payments and copies of accompanying invoices to be provided to councillors before the meeting)*.
- c) To receive an update on the receipts and payments against the budget for the first quarter of the 2025/26 financial year, in accordance with Standing Orders.
- d) Budgets – Consideration of accruals and requirement of increased budget for the 2025/26 financial year for some items.
- e) Community Infrastructure Levy – To review report of funds received and allocated expenditure and to make any associated decisions prior to the publishing of this report.
- f) Banking arrangements – Update on the changes to the bank mandate.
- g) Fixed Term Deposit Account – To receive update on this account and to make a decision on whether to renew the account or transfer the funds to a different investment account.
- h) Utility Contracts – To receive update on the renewal of the electricity contracts for the Old School and Elisha Field, which expired at the end of June 2025.
- i) Chairman's Charity Account – Quarterly report (Apr to Jun 2025). To make a decision on the options regarding transferring these funds to a different bank account without administration fees.

j) Community Grant Applications – To consider for approval any applications received in the first quarter of 2025/26 (St Barnabas School towards a Quiet Garden and St Arbucks towards a Village Map).
25/26-054 Car Boot Sale or Yard Trail Event To consider proposals for the Parish Council to host a car boot sale or yard trail event over the August 2025 bank holiday weekend. To make any associated decisions.
25/26-055 Canada Woods & Community Park To discuss and make decisions following items raised at the site visit held on Thursday 10 th July 2025. To include: <ul style="list-style-type: none"> a) Plans for making the area more accessible. b) Works required to Ash trees backing onto properties on Francis Road – review of report (ash dieback related) and subsequent quotations being obtain for associated works. c) Access gates and pathways from properties adjacent to Canada Woods/Community Park. d) Information board.
25/26-056 Highways and any other maintenance matters <ul style="list-style-type: none"> a) Tree / hedge matters reported – Update on the plaque for the legacy fund Acer trees. b) Footpath MLAV16 (Drove Lane to Oak Lane) – Update on enquiries made and agree any further action as necessary. c) Footpath MLAV12 (Canada Rise to Spin Hill) – Update and review of quotations to repair and reinstate the fence. d) Permissive path on MLAV2 and fencing off the landslip – Update and next steps. e) Memorial bench at Elisha Field – Update and make associated decisions. f) Update on tasks undertaken by the Parish Steward since the last meeting and opportunity to raise any new matters for action (date of next visits 17th & 21st July and 17th & 18th September). g) Update on tasks undertaken by the Handyman and Groundwork Contractors since the last meeting and opportunity to raise any new matters for action. h) Footpath MLAV50 (Church Street up to Community Hall) – Update on enquiries made regarding land ownership and agree any further action necessary in the aim to improve the footpath surface. i) Pollarding of willow tree on footpath leading from bus stop on Grove Road down to Ladywood – Update on dates for these works to be undertaken. j) Chip shop alley surface and weed growth – Update on response from Wiltshire Highways. k) Highway issues, traffic study, and possible improvements – To receive update on progress following the meeting with Motion (Transport Planning & Infrastructure Design Consultants) and Feltham Properties. l) Dropped kerb on Parsonage Lane – To receive update on request to instal a new dropped kerb to join-up with the dropped kerb on Grove Road. m) Trees on Hamilton Drive and off Stirling Road – Update on proposed works by Aster to make safe some of these trees. n) Parsonage Lane – Update on concerns regarding safety of a brick wall adjoining the road. o) <u>Electric vehicle charging points</u> – To consider whether to put forward any sites within the Parish for Wiltshire Council to consider as a location to install a public use charger. p) Update from the Wiltshire Council LHFIG meeting held on 3rd July 2025. q) To review request from a resident regarding new road markings at Fiddington Clay – request for consideration and comment by the Parish Council with a view to submitting to the next LHFIG meeting. r) Notification from Wiltshire Council regarding the temporary closure of: C20 (Part), Market Lavington and temporary introduction of 20mph Speed Limit: A360 (Part), Market Lavington (03.09.2025). s) Notification from Wiltshire Council regarding the temporary closure of: C246 (Part), Potterne and Worton (01.09.2025). t) To receive any other updates.
25/26-057 Correspondence Received To note action taken by the Clerk and to consider if further action is required in relation to the following matters: <ul style="list-style-type: none"> a) ACRE/NALC – To review draft response on behalf of MLPC to the survey on ‘Planning for Flood Resilience’ and agree any further amendments prior to submission. b) WALC – To determine any councillor attendance to the WALC County Conference on Wednesday 10th September 2025 at the Civic, Trowbridge. c) Wiltshire Council – Update from the Devizes Area Board Meeting held on 30th June 2025. d) Local resident – request for a memorial bench.

- e) Local resident – concerns regarding overgrown gardens and associated pest control issues at Parsonage Lane/Market Place.
- f) Wiltshire Council & Town/Parish Clerks – Update from the meeting held on 26th June 2025. Including information on the Household Support Fund and community led air quality monitoring initiative.
- g) Emergency Contact Hubs Engagement Session – Update from webinar held on 16th June 2025.
- h) From local football club - enquiry to use Elisha Field and facilities for regular recreational sessions.

To receive updates on the following previously raised matters:

- i) From local resident – concerns regarding rubbish and dog mess on Parsonage Lane – Correspondence between Clerk, Cllr Muns and Wiltshire Council – update on situation.
- j) From local football club – enquiry to use Elisha Field and facilities as a ‘home’ ground.
- k) From councillor – request to arrange for removal of debris from a fallen tree in the watercourse at The Muddle/New Street.
- l) Local resident – weeds and debris along road and issues with wall at Northbrook.
- m) Youth Club Leader – Installation of a clothing bank at Elisha Field car park in order to help raise funds for WL Youth Club.
- n) local resident – concerns regarding speed of traffic along Northbrook.

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.

25/26-058 Planning applications, decisions, and any other planning issues

- a) To consider the following planning applications:
 - i. Reference: **PL/2025/05353** (Householder)
Address: **29 Park Road**, Market Lavington, Devizes, SN10 4ED
Proposal: Single storey side extension. Single storey rear extension. Loft conversion.
Applicant: Mr & Mrs Andrew Thynne.
 - ii. Reference: **PL/2025/01557** (Householder)
Address: **2 Rochelle Court**, Market Lavington, Devizes, SN10 4AT
Proposal: Proposed PV installation with Air Source Heat Pump and battery.
Applicant: c/o Agent – Miss Teresa Margio
- b) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting but via email:
 - i. None.
- c) To receive and consider planning applications / appeal notifications received after the issue of the agenda (*where the response time falls outside of the meeting schedule and an extension cannot be obtained*).
- d) To note recent planning application decisions made by Wiltshire Council:
 - i. Reference: **PL/2023/10332** (Full)
Address: **Land South of Potterne Park Farm, nr Potterne**, Devizes, Wilts, SN10 5QT
Proposal: Amended Plans - Installation of a solar farm comprising ground mounted solar PV panels with a generating capacity of up to 49.9 MW, including mounting system, permanent on site grid connection hub, inverters, underground cabling, stock proof fence, CCTV, internal tracks and associated infrastructure, landscaping, biodiversity net gain and environmental enhancements for a temporary period of 50 years.
Applicant: Potterne Solar Project Limited.
Decision: **Refuse**
 - ii. Reference: **PL/2024/07221** (Full)
Address: **Weathertop, Parham Lane**, Market Lavington, Devizes, SN10 4QA
Proposal: Erection of a permanent rural workers dwelling and associated works.
Applicant: Ms P Strickland
Decision: **Approve with Conditions**
- e) To note or receive any updates on Planning Enforcement matters:
 - i. Enforcement Appeal APP/3940/C/24/3358240 – 29 Spin Hill – Update.

25/26-059 Items for next agenda

Opportunity for Councillors to identify any matter to be included on the agenda for the next Parish Council meeting.

25/26-060	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.
25/26-061	Date and Time of Next Meeting The next meeting of the Full Council is scheduled to be held on Tuesday 16 th September 2025 at 7.15pm at the Old School.