

# MARKET LAVINGTON PARISH COUNCIL

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10<sup>th</sup> September 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 16<sup>th</sup> September 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
<b>25/26-073 Attendance and Apologies for Absence</b> 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.
<b>25/26-074 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.  <b>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.</b>
<b>25/26-075 Adjournment for Public Participation (maximum of 5 minutes)</b> Opportunity for councillors to hear questions or comments sent in by the public on agenda matters, or for public participation.
<b>25/26-076 Minutes of Council Meetings</b> Meeting of the Full Council held on the 13 <sup>th</sup> May 2025 - To approve and sign the minutes as a correct record of the meeting. Meeting of the Full Council held on the 17 <sup>th</sup> June 2025 - To approve and sign the minutes as a correct record of the meeting. Meeting of the Full Council held on the 15 <sup>th</sup> July 2025 - To approve and sign the minutes as a correct record of the meeting.
<b>25/26-077 Monthly Reports</b> 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). d) Community Hall Trust Report (Cllr Poole). e) Friends of Canada Woods & Community Park Community Group (Cllr Fraser). f) Any other reports.

<b>25/26-078</b>	<b>Staffing Committee Meeting</b>
To receive the draft minutes from the Staffing Committee meeting held on 2 <sup>nd</sup> September 2025. To consider the recommendations made by the Committee and make associated decisions.	
<b>25/26-079</b>	<b>Market Lavington Neighbourhood Plan 2</b>
a) Steering Group Meetings 29/07/2025 & 02/09/2025 – To note the draft minutes and ask any questions arising from them, receive any updates, and consider any matters as necessary. b) Site Assessment – To receive update on the report from Aecom and feedback submitted by the Steering Group.	
<b>25/26-080</b>	<b>Annual Parish Meeting</b>
To review the draft minutes from the Annual Parish Meeting held on Tuesday 20th May 2025 in readiness for their ratification at the 2026 meeting.	
<b>25/26-081</b>	<b>Governance &amp; Management Advisory Group</b>
a) To consider proposed forthcoming committee meeting dates for HRAF, OS and Finance Committees. b) To receive update on the autumn edition of the Parish Council Engagement newsletter. c) 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. d) Community Governance Review – To review completed draft of the survey from Wiltshire Council regarding changes to the governance arrangements e.g. number of councillors, wards, boundaries etc.). Responses due by 7 <sup>th</sup> October 2025. e) To receive feedback following attendance by Cllr Poole and the Clerk to the WALC County Conference on Wednesday 10 <sup>th</sup> September 2025 at the Civic, Trowbridge. f) Christmas 2025 arrangements – To include discussion regarding Community Minded Person & Young Person of the Year award, Carol Singing, Lights switch on, and Christmas tree in the Market Place.	
<b>25/26-082</b>	<b>Finance</b>
a) To receive and consider financial reports – receipts and payments details for July & August 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 September 2025 – <i>(schedule of payments and copies of accompanying invoices to be provided to councillors before the meeting)</i> . 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 – To review the report on Staffing Committee related budgets and proposals for the requirement of increased budget for the 2025/26 financial year for some items. e) Community Infrastructure Levy (CIL) – To review report of funds received and expenditure undertaken to date. f) Ear Marked Reserves (EMR) – To review the report of current EMR and to consider proposals for the transfer of allocations and possible project funding from the currently unallocated CIL and make any associated decisions. g) Banking arrangements – Update on the changes to the bank mandate. h) Fixed Term Deposit Account – To receive update on fixed term investments. 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.	
<b>25/26-083</b>	<b>Yard Trail Event</b>
To receive update on preparations for the previously agreed yard trail event scheduled to be held on 25 <sup>th</sup> October 2025. To make any associated decisions.	
<b>25/26-084</b>	<b>Canada Woods &amp; Community Park</b>
To receive updates on, discuss, and make decisions on the following items: a) Update - Plans for making the area more accessible. b) Update and Decision - To review the quotations received and appoint a contractor for the felling of two Ash trees backing onto properties on Francis Road as discussed at the last meeting. c) Update - Access gates and pathways from properties adjacent to Canada Woods/Community Park. d) Update - Information board. e) Update and Decision – Concerns from local residents regarding overhanging trees backing onto properties at Beechwood.	
<b>25/26-085</b>	<b>Highways and any other maintenance matters</b>
a) Footpath MLAV16 (Drove Lane to Oak Lane) – Update on enquiries made and agree any further action as necessary. b) Footpath MLAV12 (Canada Rise to Spin Hill) – Update and review of quotations to repair and reinstate the fence.	

- c) Footpath MLAV10 (Spin Hill to Drove Lane) – Complaint from landowner and consideration of alternative barriers/gate to prevent access by motorbikes to submit to Wiltshire Council for approval.
- d) Permissive path on MLAV2 and fencing off the landslip – Update and next steps.
- e) Footpath MLAV27 – Update on resident query regarding signposting and growing of crops.
- f) Memorial bench at Elisha Field – Update and make associated decisions.
- g) 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 17<sup>th</sup> & 18<sup>th</sup> September and 20<sup>th</sup> & 21<sup>st</sup> October).
- h) Update on tasks undertaken by the Handyman and Groundwork Contractors since the last meeting and opportunity to raise any new matters for action.
- i) Update on request to SSEN to undertake pruning works to the large willow tree on the unregistered amenity land at Northbrook.
- j) 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.
- k) Update on concerns raised by residents regarding blocked drains and flooding at New Street/The Muddle.
- l) Chip shop alley surface and weed growth – Update on response from Wiltshire Highways.
- m) Parsonage Lane – Update on concerns regarding safety of a brick wall adjoining the road.
- n) Update from the Wiltshire Council LHFIFG meeting held on 4<sup>th</sup> September 2025.
- o) Contamination of Easterton Brook & Northbrook Stream and associated actions taken by the Environment Agency.
- p) Notification from Wiltshire Council regarding the revised temporary closure of: C20 (Part), Market Lavington and temporary introduction of 20mph Speed Limit: A360 (Part), Market Lavington (03.09.2025).
- q) To receive any other updates.

#### **25/26-086 Correspondence Received**

To note action taken by the Clerk and to consider if further action is required in relation to the following matters:

- a) Local resident – debris from beech trees on Lavington Hill.
- b) From Worton & Cheverell Football Club – Update regarding defibrillators at the pavilion.
- c) Local resident – Issues with older teenagers using Broadwell Play Park.
- d) Community First AGM & awards celebration invitation for 8<sup>th</sup> October 2025 5.30pm.
- e) SSEN – Information on how residents can sign up to the Priority Services Register.

To receive updates on the following previously raised matters:

- f) From local resident – concerns regarding rubbish and dog mess on Parsonage Lane – Correspondence between Clerk, Cllr Muns and Wiltshire Council – update on situation.

*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.*

#### **25/26-087 Planning applications, decisions, and any other planning issues**

- a) To consider the following planning applications:
  - i. Reference: **PL/2025/07096** (Notification of proposed works to trees in a conservation area)  
Address: **Spring Villa, 39 Church Street**, Market Lavington, Devizes, SN10 4DU  
Proposal: T1 T2 T3 Apples trees - Remove ivy and reduce and remove end weight by 2M to suitable pruning points. T4 Sliver Birch tree - Reduce by 4 to 5m to suitable pruning points.  
Applicant: c/o Agent – Mr Steve Johnson - Johnsons Arborist
- 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/2023/10388** (Outline Planning Permission)  
Address: **Land South of The Spring**, Market Lavington, Devizes  
Proposal: Outline planning permission (matters to be considered: Access only) for up to 14 dwellings (Use Class C3) and a food store (Use Class E(a)), together with open space,

drainage, parking and associated access, infrastructure, landscaping and removal of bus shelter.

Applicant: The Long Field (Market Lavington) Limited

Decision: **Approve with Conditions**

- ii. 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.

Decision: **Approve with Conditions.**

- iii. Reference: **PL/2025/05924** (Proposed Works to Trees in a Conservation Area)

Address: **35 White Street**, Market Lavington, Devizes, SN10 4DP

Proposal: Lawson Cypress tree – fell

Applicant: Mr Lane

Decision: **No Objection**

- e) To note or receive any updates on Planning Enforcement matters:

- i. Enforcement Appeal APP/3940/C/24/3358240 – 29 Spin Hill – Update.

- f) To receive updates and make any associated decisions on the following planning matters:

- i. Reference: **PL/2023/10332** (Full) - **Land South of Potterne Park Farm, nr Potterne**, Devizes, Wilts, SN10 5QT – Proposed solar farm installation - Decision: **Refuse.**

- ii. Reference: **PL/2025/04249** (Full) - **The Barn, Spin Hill**, Market Lavington, Devizes, SN10 4NS - Proposed dormer extension and retrospective change of use of barn from agricultural use to home work space, home gym and dog grooming business. Update on request to call in the application for determination by Wiltshire Council Planning Committee.

**25/26-088 Items for next agenda**

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

**25/26-089 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.

**25/26-090 Date and Time of Next Meeting**

The next meeting of the Full Council is scheduled to be held on Tuesday 21<sup>st</sup> October 2025 at 7.15pm at the Old School.