

# MARKET LAVINGTON PARISH COUNCIL

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10<sup>th</sup> June 2026

## To Councillors:

Fred Davis; Di Fraser; Peter Joly; Ian Macqueen; Suzanne Morrison; Duncan Poole; Lesley Quigley; Alex Rose; 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> June 2026 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.

It is reminded that Market Lavington Parish Council has signed up to the NALC Civility & Respect Pledge under which the Council has agreed to treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles.

Item for Discussion	
<b>26/27-040-FC1606</b>	<b>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>26/27-041-FC1606</b>	<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.	
<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>26/27-042-FC1606</b>	<b>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>26/27-043-FC1606</b>	<b>Minutes of Council Meetings</b>
Meeting of the Full Council held on the 17 <sup>th</sup> March 2026 - To approve and sign the minutes as a correct record of the meeting. Meeting of the Full Council held on the 19 <sup>th</sup> May 2026 - To approve and sign the minutes as a correct record of the meeting.	
<b>26/27-044-FC1606</b>	<b>Monthly Reports</b>
a) Wiltshire Councillor Report (Cllr Dominic Muns). b) Youth Council (Written report from Group Leader). To include update and consideration of the draft revised Terms of Reference document (to incorporate West Lavington), update and any associated	

decisions regarding the picnic bench and any conditions/permissions regarding its location or installation.

- c) Rights of Way Working Group (Written report from Group Leader). To include update on works undertaken since the last meeting, plans for future works and any ongoing investigations. Including priority listing as submitted to Wiltshire Council. To make any associated decisions on these works.
- d) Community Hall Trust (written report by Cllr Poole). Opportunity to raise any points to be taken forward at the next meeting to be held on 13<sup>th</sup> July 2026.
- e) Friends of Canada Woods & Community Park Community Group (written report from Group Chair). To receive updates and make any associated decisions on:
  - i. Proposed Tug of War Event on Monday 31<sup>st</sup> August 2026 – Permission requested for the Community Group to resurrect this event to be held at either Community Park or Elisha Field.
  - ii. To receive update on grant application submitted to Wessex Water Environment Fund for repair to the pipework under the pathway for directing spring water into the river.
  - iii. Trees – Permission requested to order more tree whips for planning along MLAV2 in Canada Woods.
- f) Any other reports.

**26/27-045-FC1606 Market Lavington Neighbourhood Plan 2**

- a) Steering Group Meeting 07/04/2026 – To note the draft minutes and ask any questions arising from them, receive any updates, and consider any matters as necessary.
- b) Extraordinary Meeting – To receive update on the forthcoming Council and Public presentation meeting regarding the works undertaking on the site assessments with a view to agreeing the next stages for this project and associated community consultation.
- c) Local Plan Transition Period – To review the proposed addendum to the Terms of Reference document to cover this interim period.
- d) To consider any MLNP2 related payments since the last meeting and any further information regarding budget requirements. To include update on the LandApp software subscription.

**26/27-046-FC1606 Finance**

- a) To receive and consider financial reports – receipts and payments details for April & May 2026 (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 June 2026 – (*schedule of payments and copies of accompanying invoices to be provided to councillors before the meeting*).
- c) Committed Expenditure and Ear Marked Reserves (EMR) – To review the updated report of any committed expenditure and current EMR and make any associated decisions.
- d) 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.
- e) To receive update on the Internal and External Audit and to ratify the final figures and submissions.
- f) To receive update on the budgets for the financial year ending 31<sup>st</sup> March 2027 and to ratify any amendments and carry forwards from the previous year.

**26/27-047-FC1606 Staffing Committee Meeting**

- a) To receive the draft minutes from the Staffing Committee meeting held on 2<sup>nd</sup> June 2026.
- b) To consider any recommendations made by the Committee and make any associated decisions, to include:
  - i. Amendment to the Staffing Committee Terms of Reference.
  - ii. To adopt the Training and Development Policy.
  - iii. To adopt the Menopause Policy.
  - iv. To adopt the Staff Appraisal and Personal Development Framework Policy.

**26/27-048-FC1606 Governance & Management Advisory Group**

- a) **Standing Committees** – To formally appoint any additional representatives to the Standing Committees and Advisory/Working Groups following further information being provided to councillors since the last meeting.
- b) **Council Meetings** – To receive revised calendar of meetings for the council year.
- c) **Training** – any councillor or staff training booked or undertaken since the last meeting.
- d) **Outside Bodies** – To receive updates and make any associated decisions regarding representation on and work with external bodies and arrangements for reporting back, to include Flood Wardens, Tree Wardens and any others.
- e) **Collaborative Meeting with Neighbouring Parishes** – To receive update on the recent inaugural meeting of Chairs from adjoining parishes.

**26/27-049-FC1606 Parish Council Land**

To receive updates (if available) on, discuss, and make decisions on the following items:

- a) **MLAV2 at Canada Woods** - Landslip and associated rectification works. To receive update on the project, now completed, and review of associated costs. To consider and make a decision regarding the £446 associated with the EA permits.
- b) **Land behind Canada Rise** – To receive update on requests received regarding maintenance of this area and potential access.
- c) **Land behind Ladywood**– To consider request and associated suggestions for clearing of brambles and rubbish on MLPC land in this area.
- d) **Elisha Field Pavilion** – Site meeting on 10<sup>th</sup> June 2026 with the Scouts and Football Club regarding the Scouts proposals for a new building on the site of the existing pavilion.

**26/27-050-FC1606 Current and Future Projects**

To receive updates on, discuss, and make any associated decisions on the following:

- a) To receive an update on the project process documentation since discussions at the last meeting.
- b) To review current list of possible future projects and to receive updates on any preparation works undertaken since the last meeting, including:
  - i. Highway improvements/traffic management proposals in the parish including road safety meeting with the village schools and any updates from Motion (Transport and Infrastructure Consultants).
  - ii. New defibrillator at Kings Road – To receive update on this joint funded project with residents and Easterton PC.
  - iii. Other Projects – Following issue of recent Community Engagement Newsletter responses received from residents.
- c) To review and consider any sources of external funding for any of these projects and other Parish Council activities.

**26/27-051-FC1606 Highways and any other maintenance matters**

To receive updates (if available) on, discuss, and make decisions on the following items:

- a) **Parish Steward** – Update on current situation and scheduled visits during 2026.
- b) Tasks undertaken by the **Handyman and Groundwork Contractors** since the last meeting and opportunity to raise any new matters for action.
- c) **Northbrook** – To receive update on clearance work and use of equipment to manage flooding and associated spring water issues [Cllr Davis].
- d) **Parsonage Lane** – Update on current situation regarding fly tipping, any response to the letter submitted to Aster and to consider any plans for moving this issue forward.
- e) **Speed Indicator Devices** – To receive updates on the repositioning the Parish Council owned speed cameras, particularly on Church Street and any volunteer input/support required to action [Cllr Davis].
- f) **LHFIG meeting** 11<sup>th</sup> June 2026 – To receive update from this meeting and responses regarding items submitted by MLPC and those from neighbouring parishes.
- g) To receive any other updates.

**26/27-052-FC1606 Correspondence Received**

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

- a) Minutes of the Town & Parish Clerks and Wiltshire Council Meeting held on 20<sup>th</sup> May 2026.
- b) WALC newsletter May 2026.
- c) Devizes Air Quality and Sustainable Transport meeting notes held on 4<sup>th</sup> June 2026.
- d) Wiltshire Policy Road Safety update for Devizes Area Board to be held on 22<sup>nd</sup> June 2026.
- e) Community First Ask the Network Bulletin June 2026.
- f) Invitation to attend WALC Road Safety Information Seminar on Friday 17<sup>th</sup> July 2026 at County Hall, Trowbridge.

To receive updates on the following previously raised matters:

- g) Market Place – Update on fallen tree and possible wall damage correspondence from resident.

*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.*

**26/27-053-FC1606 Planning applications, decisions, and any other planning issues**

- a) To consider the following planning applications:
  - i. None.
- b) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting but via email:

<ul style="list-style-type: none"> <li>i. None.</li> <li>c) To receive and consider planning applications / appeal notifications 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>).</li> <li>d) To note recent planning application decisions made by Wiltshire Council: <ul style="list-style-type: none"> <li>i. Reference: <b>PL/2026/02406</b> (Notification of proposed works to trees in a conservation area) Address: <b>15 Parsonage Lane</b>, Market Lavington, Devizes, SN10 4AA Proposal: Conifer – fell; Pine – fell; 2x hedge – reduce by 5ft in height. Applicant: Mrs Grime. Decision: <b>No Objection</b>.</li> </ul> </li> <li>e) To note, receive update, or make decisions on any other planning matters including enforcement: <ul style="list-style-type: none"> <li>i. Wiltshire Council Eastern Area Planning Committee Meetings.</li> <li>ii. Enforcement Appeal APP/3940/C/24/3358240 – 29 Spin Hill – Update.</li> <li>iii. Enforcement – unauthorised access onto A360 south of Black Dog crossroads.</li> <li>iv. NPPF – Central Government changes to the National Planning Policy Framework.</li> <li>v. Wiltshire Local Plan.</li> <li>vi. Wiltshire Council Briefing Note no. 26-07 on the Five Year Housing Land Supply and Updated Gypsies and Travellers’ Accommodation Assessment.</li> <li>vii. Consultation on draft review of the West Lavington Neighbourhood Development Plan 2026-2036 – to review and agree any formal response.</li> </ul> </li> </ul>
<p><b>26/27-054-FC1606</b>                      <b>Items for next agenda</b> Opportunity for Councillors to identify any matter to be included on the agenda for the next Parish Council meeting.</p>
<p><b>26/27-055-FC1606</b>                      <b>Adjournment for Public Participation (maximum of 5 minutes)</b> Opportunity for councillors to hear questions or comments sent in by the public on non-agenda matters, or for public participation.</p>
<p><b>26/27-056-FC1606</b>                      <b>Date and Time of Next Meeting</b> The next Extraordinary meeting of the Full Council is to be held on Thursday 25<sup>th</sup> June 2026 at 7.15pm at the Old School. The next meeting of the Full Council is scheduled to be held on Tuesday 21<sup>st</sup> July 2026 at 7.15pm at the Old School.</p>