

# 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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## Minutes of the remote Meeting of the Parish Council held on Thursday 22nd April 2021 At 7.15pm by Zoom Teleconferencing facility

**Councillors Present:** Cllr Davis (Acting Chairman), Cllr Osborn (Chairman, joined meeting at 7.46pm), Cllr Myhill (joined meeting at 7.46pm), Cllr Gordon, Cllr White, Cllr Earley, Cllr Turner-Scott, Cllr Fraser, and Cllr Stevens.

**In attendance:** Wiltshire Cllr Gamble, and Carol Hackett (Parish Clerk). Prior to the official start of the meeting, Wiltshire Cllr Richard Gamble provided a brief report to members, noting the upcoming road works on the A360 towards Potterne, and the importance of the Market Lavington Neighbourhood Plan Referendum on the 6<sup>th</sup> of May (left meeting at 7.21pm).

In the absence of Cllr Osborn at the start of the meeting, Cllr Davis (Vice-Chairman), took on the role of Acting Chairman for the whole meeting. Meeting officially started at 7.21pm.

	<b>AGENDA ITEM</b>
20/21-257	<b>Apologies for Absence</b> Cllr Padfield and Cllr Steele sent apologies after the meeting.
20/21-258	<b>Declarations of Interest and Dispensations to Participate</b> Cllr Stevens declared a pecuniary interest in agenda item 20/21-266ai, as the planning application considered at the Planning Committee had been submitted in her name.
20/21-259	<b>Adjournment for Public Participation (maximum of 5 minutes)</b> The meeting was adjourned and resumed at 7.22pm.
20/21-260	<b>Monthly Reports</b> <ol style="list-style-type: none"><li><b>Chairman's Report</b> – Deferred until end of meeting (minute number 20/21-268).</li><li><b>Wiltshire Councillor Report</b> – Cllr Gamble provided a brief report prior to the start of the meeting, as detailed above.</li><li><b>Community Hall Trust Report</b> – In the absence of Cllr Padfield, no report was received.</li><li><b>Neighbourhood Planning Steering Group Report</b> – The Clerk referred to the Steering Group meeting minutes circulated to members with the agenda papers. Further efforts were being made to raise awareness for the Neighbourhood Development Plan referendum on the 6<sup>th</sup> of May, which included a presentation by the Steering Group Chairman at the Annual Parish Meeting.</li></ol>
20/21-261	<b>Council meetings</b> <ol style="list-style-type: none"><li>Remote meeting of the Parish Council held on 16th March 2021. The minutes of the meeting, having been previously circulated to Councillors, were approved as a correct record (proposed Cllr Davis, seconded Cllr White) – Minutes to be signed as soon as practically possible.</li><li>Remote meeting of the Old School Committee held on 23rd March 2021. The draft minutes were noted, no questions asked, and the following matter considered further -<ol style="list-style-type: none"><li>Membership of ACRE Wiltshire Village Halls Association – The Clerk confirmed that the annual membership fee was £45. It was proposed by Cllr Myhill, seconded by Cllr Davis, and resolved to approve payment of the membership fee.</li></ol></li></ol>
20/21-262	<b>Annual Parish Meeting Tuesday 27<sup>th</sup> of April – at 7.15pm via Zoom</b> The Clerk confirmed that as well as the Parish Council Chairman's Annual Report, the meeting would also welcome representatives from the 1 <sup>st</sup> Lavington Sea Scout Group (sharing plans to run a community consultation on the future of the Scout hall at 44 High Street), and from the Market Lavington Neighbourhood Planning Steering Group (information about the Referendum).

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20/21-263	<p><b>Highways / Maintenance issues in the village</b></p> <p>a) Update on matters previously reported.</p> <p>i. Railings alongside stream at end of the Muddle – Cllr Davis noted that he would collate the proposals for consideration at the next HRAF or Parish Council meeting.</p> <p>ii. Footpath MLAV16 Drove Lane towards Easterton – The Clerk reported that the adjacent field had been too wet for the contractor to manoeuvre the required equipment in to place. It was now necessary to wait until the end of the bird nesting season for the work to cut back the hedging to be carried out. In the meantime, the contractor would ensure any overhanging branches were cut back.</p> <p>iii. Preparation of report for CATG of proposals for improving traffic congestion through the village – Cllr Davis confirmed that the report would be ready for the next CATG meeting on the 25<sup>th</sup> of May.</p> <p>iv. Walking pavement Parsonage Lane, and steps on Northbrook – The Clerk referred to the update received from Wiltshire Council. A JCB would be available in the coming months to remove the mud from the walking pavement. Masonry team to look at the steps with a view to their re-alignment (unknown timeframe), and arrange for the algae to be removed.</p> <p>v. Any other updates – Cllr Davis referred to the footpath north from Kings Road in Easterton Parish, access to part of which had been blocked by the landowner. He noted that the Parish Steward was in regular contact with him before each visit, providing before and after photographs of work carried out. He suggested that a Councillor WhatsApp group might be appropriate for reporting any ‘highways maintenance and rights of way’ issues to him in between meetings – <b>ACTIONS</b> - to be considered further. The Clerk reported that the Community Speedwatch (CSW) volunteers had carried out their first couple of sessions. Volunteers had removed approximately 2/3rds of the panes from the phone kiosk in preparation for the installation of the flower planters, and the new notice board for the Market Place had arrived, and was ready for installation – <b>ACTIONS</b> – Clerk to obtain quotes for installation.</p> <p>b) New matters to report – Water leaking out onto road surface leading up towards West Lavington, and general condition of road surface continuing to deteriorate / 40mph road sign near to doctor’s surgery getting overgrown / Mud on pavement between numbers 1 -13 Spin Hill – <b>ACTIONS</b> – Cllr Davis to investigate matters and progress as appropriate.</p> <p>c) Speed Indicator Device Spin Hill – Cllr Davis referred to the weekly statistics from the device, which had revealed quite alarming speeds for some vehicles leaving the village in particular. These figures had been reported to the Police, with the hope that they may be able to carry out some targeted speed checks. It was agreed that the weekly statistics could also be forwarded to the CSW team leader for information, and to help with possible planned targeting of sessions for specific times of day. Cllr Myhill, who would not be standing for re-election in May, very kindly offered to either continue managing the Speed Indicator Device, and uploading the weekly statistics, or to pass on his acquired knowledge to someone else.</p> <p>d) Klargester tank under Village Green – The Clerk noted that enquiries were currently being made with the Community Hall, prior to preparation of the document detailing the ownership information and agreements between St Mary’s PCC and the Parish Council.</p>
20/21-264	<p><b>Covid-19 related matters</b></p> <p>a) Decision by Government not to extend the remote meeting regulations which will expire on 7<sup>th</sup> of May – The implication of this decision mean that the Annual Meeting of the Parish Council on the 18<sup>th</sup> of May, and any meetings after that, will need to be held face to face. In order to ensure that physical meetings take place in a COVID secure way, a risk assessment will need to be undertaken, and suitable arrangements put in place – <b>ACTIONS</b> – Clerk and Chairman to undertake risk assessment, and agree arrangements.</p> <p>b) To receive any other updates and consider if further action required – There were none.</p>
20/21-265	<b>Correspondence Received</b>

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	<p>a) From National Farmers Union (NFU) – Email in response to Parish Council letter sent regarding speeding farm vehicles – Circulated to Councillors – Noted. <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 during the meeting.</i></p> <p>a) From Wiltshire Council – Atkins report with regard to the A360/C20 Black Dog Crossroads – Members briefly discussed the content of the report, which would be considered further at the May Parish Council meeting, and a preferred option formally approved. As suggested by Wiltshire Cllr Gamble, neighbouring parishes would then consult, to prepare a joint response to Wiltshire Council.</p>
20/21-266	<p><b>Planning applications and decisions</b></p> <p>a) The following planning application received which has been considered at a Planning Committee meeting was noted:</p> <p>i. 21/01882/FUL Land to the rear of Nos. 11 and 13 White Street, Market Lavington. Demolition of existing garages and erection new house and car port with the widening of the Clays at the corner of the site – No objections, with comments regarding conditions.</p> <p>b) The following planning application received, which has not been considered at a Planning Committee meeting was noted:</p> <p>i. 21/01691/FUL Spring Villa, 39 Church Street, Market Lavington. Erection of a single storey extension and internal alterations – No objections.</p> <p>c) The following recent planning application decisions made by Wiltshire Council were noted:</p> <p>i. 20/09621/FUL Crossways House Kings Road Market Lavington SN10 4QA. Proposed installation of 23, ground mounted photovoltaic (PV) panels and 4 photovoltaic panels mounted on the stable block/outbuilding - Approve with Conditions.</p> <p>ii. 20/11613/LBC Basil Cottage 7 Parsonage Lane Market, Lavington. Retrospective installation of double-glazed cottage-style windows at the rear of the property - Approve with Conditions.</p> <p>iii. 21/00679/FUL 54 The Spring, Market Lavington. Two storey side extension - Approve with Conditions.</p> <p>iv. 20/11378/FUL Broadway Cottages, 1 Broadway, Market Lavington. Change of use of derelict scrub land to domestic curtilage, erection of double garage with room in roof for home office – Approve with conditions.</p>
20/21-267	<p><b>Finance</b></p> <p>a) Councillors received and approved the financial reports - receipts and payments details for March 2021 (including card payments, and payments made in-between meetings), bank reconciliation and budget position for the financial year-to-date.</p> <p>b) It was resolved to approve the payment of 'on-line Payments' for April 2021, as per the schedule provided, which included copies of accompanying invoices and paperwork (including any payments made in-between meetings). The Clerk also sought approval for payment of the invoice just received, following delivery of the new notice board (to Greenbarnes Ltd £2,744.28 inc. VAT) – proposed Cllr White, seconded Cllr Gordon (see appendix at end of minutes). Documentation to be initialled by two authorising Councillors as soon as practically possible after the meeting.</p> <p>c) Enrolment of Parish Council in qualifying Pension Scheme – The Clerk reported that a joint meeting had been held with the Pension Advisor, with representatives from the Parish Council, and herself. This had been followed up by an initial information gathering meeting just with herself, and a further meeting outlining some initial pension proposals. The Advisor was currently waiting to hear back from Wiltshire Council with details of the Local Government Scheme, before arranging a further follow up joint meeting to present his recommendations.</p>
20/21-268	<b>General Parish Matters</b>

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	<p><b>Chairman's Report –</b></p> <p>i. The Chairman reported that he had walked some of the footpaths to investigate issues raised, helped put up the SID, and responded to questions from parishioners regarding the Neighbourhood Plan.</p> <p>ii. Chairman's Charity Account – Independent Inspection of accounts for the year ending 31/12/20 – The Clerk referred to the report provided following the inspection of the accounts, noting that no issues had been raised.</p> <p>It was noted that one household rubbish bin was still being left on the pavement in front of the Old School – <b>ACTIONS</b> – Clerk to write to householder. Cllr Myhill reported that Wiltshire Council had confirmed that they would instal the additional NAL socket on Spin Hill (free of charge) as an 'in-fill job'.</p> <p>The Chairman thanked all the Councillors for their dedication and support, and offered a formal vote of thanks to those Councillors who were standing down at the May elections.</p>
20/21-269	<p><b>Adjournment for Public Participation (maximum of 5 minutes)</b> The meeting was adjourned and resumed at 8.26pm.</p>
20/21-270	<p><b>Date of next Meeting</b> Tuesday 18th May 2021 at 7.15pm – Annual Meeting of the Parish Council.</p>
20/21-271	<p><b>Closure of meeting</b> There being no further business the meeting was closed at 8.27pm.</p>

## Appendix

Payments approved at April Parish Council Meeting				
Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
Cleaner OS wages	4000	22/4/21	111.25	BP1
Clerk wages	4000	22/4/21	828.18	BP2
Handyman contractor & expenses *	various	22/4/21	316.58	BP3
M Goddard & Sons – 1 of 7 payments footpath / amenity land contract	4620	22/4/21	542.23	BP4
Community First – Annual insurance premium	4150	23/4/21	1,602.56	BP5
WALC – Annual WALC/NALC subscription	4140	23/4/21	833.81	BP6
Protect Fire – Annual fire equipment service Old School and Elisha Field Pavilion	4480	23/4/21	316.52	BP7
Fine Signs – metal signs for Elisha Field	4710	23/4/21	36.00	BP8
Community First – Wiltshire Village Halls Association annual membership fee	4140	23/4/21	45.00	BP9
<b>TOTAL</b>			<b>1,997.55</b>	
Greenbarnes Ltd	4440	27/4/21	2,744.28	BP
Payments made in between meetings				
Zoom – Recurring monthly payment	4190	23/3/21	11.99	Card
Amazon – Printer toner cartridge	4160	17/4/21	10.19	Card

\* Handyman contractor hours worked £275 + Reimburse cost of black sacks £19.90 + Reimburse cost of petrol for strimmer £12.16 + Reimburse cost of padlock / door fixings £9.52 = TOTAL £316.58

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£5,000 transferred from Deposit account to Current account 20/4/21