

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

VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

Minutes of the **Meeting** of the Parish Council **held on Tuesday 18th October 2022** **At 7.15pm in the Old School**

Councillors Present: Cllr Osborn (Chairman), Cllr Davis, Cllr Turner-Scott, Cllr Vine, Cllr Stevens, Cllr Andrew, Cllr Fraser, and Cllr Taylor.

In attendance: Wiltshire Cllr Muns (left at 8.05pm), four members of the public (two left at 8.05pm, one arrived at 8.48pm) and Carol Hackett (Parish Clerk).

	AGENDA ITEM
22/23-82	Apologies for Absence Cllr Steele and Cllr Earley had sent apologies due to personal commitments, which were accepted. Absent Cllr Boaden.
22/23-83	Declarations of Interest and Dispensations to Participate a) Cllr Fraser declared a pecuniary interest in item 22/23-92b as one of the payments for approval was payable to her, so she took no part in the voting for this item. b) There were none.
22/23-84	Adjournment for Public Participation The meeting was adjourned at 7.16pm and resumed at 7.32pm.
22/23-85	Minutes of Council meetings Meeting of the Parish Council held on the 27th September 2022. The minutes of the meeting, having been previously circulated to Councillors, were approved, and signed as a correct record (proposed Cllr Fraser, seconded Cllr Taylor). Cllr Davis abstained from the vote having not attended the September meeting.
22/23-86	Vintage Meet 2022 - Village Project Special Grant Applications The Chairman invited the Chair of the Grant Panel to address the Council. The Panel Chairman referred to the documents circulated to members before the meeting, providing a summary of the Panel's recommendations, and answering questions posed by Councillors. He then formally offered a vote of thanks to all the volunteers who had made the 2022 Vintage Meet event such a success. Following a full discussion it was proposed by Cllr Vine, seconded by Cllr Turner-Scott, and resolved to accept and approve the recommendations of the Grant Panel - Approve 5 grants, and decline 2 grants (Cllr Taylor abstained from the vote) - ACTIONS – Clerk to arrange payment of the 5 grant amounts approved, and advise applicants of the 2 grants declined.
22/23-87	Monthly Reports a) Chairman's Report – i. Meeting with neighbouring Parish Councils to discuss financial support for West Lavington Youth Club – The Chairman reported that this meeting had not yet taken place. It was hoped that he would be able to attend the next West Lavington Parish Council meeting at which the Youth Club Manager was due to be attending. ii. Other matters to report – The Chairman briefed councillors on the activities he had undertaken during the month. b) Wiltshire Councillor Report – Cllr Muns provided a summary of the issues reported by a local resident regarding the traffic problems through the centre of the village. He noted that Wiltshire Council had concluded that the request to reduce the speed limit on the A360 at Blackdog did not meet the DFT criteria, and confirmed that he would be challenging this with the Officer as this was not a stand-alone solution, but rather was a fundamental part of a package of improvements to improve highway safety around the crossroads junction.

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	<p>c) Community Hall Trust – It was noted that the AGM had been held.</p> <p>d) Remember COVID19 Project / Community Park & Canada Woods Project</p> <ul style="list-style-type: none"> i. Design proposal for reinforcement of riverbank in Canada Woods from Cain Bio-Engineering Ltd, and appointment as preferred contractor – Cllr Fraser noted that Cain had responded to the comments raised by Councillors and produced revised plans which had been circulated prior to the meeting. It was proposed by Cllr Vine, seconded by Cllr Turner-Scott, and resolved to approve the revised plans from Cain, and appoint them as the approved contractor – ACTIONS – Cllr Fraser to liaise with Cain. ii. Canada Woods Felling Licence – Cllr Fraser confirmed that the Forestry Commission had agreed to the variation request to increase the level of felling within Canada Woods. She had undertaken a site visit with the Woodland Management Consultant to identify all the trees which needed to be felled or coppiced (trees were marked with spray paint). iii. Quotes received for felling and removing trees in Canada Woods as part of Woodland Management Programme – Cllr Fraser reported that 6 contractors had been invited to tender for the work, with 2 indicating an interest, but no quotes as yet had been received. iv. Other updates – Cllr Fraser reported that permission had been obtained from the adjacent landowner to use their land for machinery access etc. A resident's letter had been drafted and would be delivered shortly, and a notice placed in the next edition of the magazine. She would be working on a Risk Assessment to cover the tree felling in a public place. <p>e) Sports Facilities Working Group</p> <ul style="list-style-type: none"> i. Meeting held on 11th October – Cllr Stevens reported that the meeting had been very positive, focusing mainly on brainstorming ideas. Initial responses received from Drove Lane residents following delivery of the Parish Council letter had included concerns regarding anti-social behaviour, noise, and additional traffic, all of which would need to be fully addressed when considering any future proposals. Questionnaires had already been delivered to Lavington School, and would be delivered with the next edition of the magazine, and publicised on the website and social media. The next meeting was scheduled for 6th of December when responses from the questionnaire could be reviewed. <p>f) Youth Council / Youth Engagement</p> <ul style="list-style-type: none"> i. Devizes Town Council Youth Engagement Working Group meeting – Cllr Taylor confirmed that this meeting had not yet taken place. ii. Other updates – Cllr Taylor reported that 4 young people from the West Lavington Youth Club had been keen to be part of a Youth Council, and she would be attending a Scouts and Guides session soon. Young people from the Youth Club had also expressed a desire for a session to be held in Market Lavington.
22/23-88	<p>Highways / Maintenance issues in the village</p> <ul style="list-style-type: none"> a) Blocked drain on Spin Hill (by telephone kiosk) – Cllr Taylor reported that volunteers had dug the trench and cleared the mud and detritus out of the drain. The drain would need to be kept an eye on and cleared out as necessary. b) Market Place re-surfacing – The Clerk referred to the 3 quotes received for the re-surfacing work. Following a full discussion it was proposed by Cllr Turner-Scott, seconded by Cllr Vine, and resolved to accept the quote from Valletta Surfacing of £13,780 + VAT – ACTIONS – Clerk to advise contractors accordingly. Clerk and Cllr Vine to meet with contractor and discuss management of the work i.e. removal of cars, deliveries for Co-op, width and colour of white-lining, and access to garages and houses at the back of the Market Place. c) Broadwell Play Area <ul style="list-style-type: none"> i. New Play Area Equipment installation – Cllr Stevens reported that there had been lots of positive feedback. The Clerk noted that the replacing of the section of fencing adjacent to White Street would hopefully be carried out in November.

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	<ul style="list-style-type: none"> ii. Formal opening of Play Area – It was agreed that this would be delayed until the section of fencing had been replaced, and entrance work completed. iii. Other improvements needed in the Play Area – It was noted that the area near the entrance now looked bare, and it was questioned whether improvements could be made to this area – ACTIONS – Cllr Vine and Cllr Stevens to review and report back at next meeting. d) Muddle railings – The Clerk reported that Wiltshire Council had confirmed that maintenance of footpath MLAV32 was their responsibility, and the Rights of Way Officer had agreed to cost options for replacement of the railings, and come back to the Parish Council with a proposal. He was also happy to consider quotes received by the Parish Council – ACTIONS – Clerk to forward any quotes received to the ROW Officer. e) AutoSpeedwatch device for Spin Hill – The Clerk reported that Aster had given their permission for the device to be erected on land owned by them. A pole and fixings would need to be purchased costing approx. £110 on which to erect the device – Proposed by Cllr Vine, seconded by Cllr Osborn, and approved. f) Any other updates – The Chairman reported that discussions had been held with the landowner of footpath MLAV3 and Wiltshire Council Rights of Way Team, with the suggestions that the footpath be moved slightly to improve access. Any change to the line of the footpath (different maps show different routes) will take some time to formally approve. The Clerk referred to the quote received from the Footpath Contractor to carry out some alternative work as discussed at the last meeting – it was proposed by Cllr Fraser, seconded by Cllr Turner-Scott, and resolved to pay the additional £188 to get all the alternative work carried out – ACTIONS – Clerk to liaise with contractor. g) Wayleave payments for electricity poles at Broadwell – The Clerk noted that SSE had agreed to pay wayleave payments for the 2 poles sited on Parish Council land of £18.94pa, backdating the payment for 6 years. The first payment will be received on 1/7/23. h) Bid application for the 'Substantive Highways Scheme Fund' – It was agreed that a meeting would be requested with the Wiltshire Council Traffic Engineering Manager to review the traffic issues in the village and to consider possible solutions. His advice would then be sought as to whether now was the correct time to submit a bid – ACTIONS – Clerk to make arrangements for site visit. i) New matters to report for Handyman contractor / Parish Steward (next visit 1st & 2nd November) / Footpath, Amenity Land contractor / Wiltshire Council – There were none.
22/23-89	<p>Christmas 2022 arrangements</p> <p>Cllr Osborn confirmed that Trinity Church were happy for the Parish Council to use the Carol signing event to present the Community Minded Person of the Year award. The Christmas tree would be installed at the end of November, and the date for the lights to be erected and turned on to be agreed at the November Parish Council meeting.</p>
22/23-90	<p>Correspondence Received</p> <ul style="list-style-type: none"> a) Email from local resident – offering support and advice with Canada Woods footpath/stream proposals – Contact made with local resident – Noted. <p><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 at the meeting</i></p> <ul style="list-style-type: none"> b) Email from Beechwood resident raising concerns regarding trees in Canada Woods – Resident contacted by Cllr Fraser, and to be discussed further at HRAF committee meeting if required. c) Email from Freith resident regarding temporary bus stop sign – Clerk to email Wiltshire Council on behalf of Parish Council, supporting resident's request for a permanent sign.
22/23-91	<p>Planning applications and decisions</p> <ul style="list-style-type: none"> a) The following planning applications received which have been considered at a Planning Committee meeting were noted: There were none.

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	<p>b) The following planning applications received, which have not been considered at a Planning Committee meeting were noted:</p> <ol style="list-style-type: none"> PL/2022/06973 Broadwell Cottage, 23 White Street. Tree works in a conservation area, Spruce tree fell – No objections with comment suggesting replacing tree with something more suitable and in a better position. PL/2022/06307 92 High Street. Demolish existing detached garage and erection of detached garage – No objections. <p>c) To receive and consider planning applications 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>) There were none.</p> <p>d) The following recent planning application decisions made by Wiltshire Council were noted:</p> <ol style="list-style-type: none"> PL/2022/05374 Sandlewold, Kings Road. The erection of a single storey rear/side infill extension with internal alterations, feature porch surround to front elevation and detached double garage - Approve with Conditions. PL/2022/05810 - Works to a Protected Tree 12 Canada Rise. T1 Sycamore tree - Pollard to first major union. Tree growing too close to the house and taking too much light. Plan is to have solar panels fitted so pollarding tree will increase light to the panels and also reduce leaves in gutters and reduce risk of tree hitting house if it were to fail – Objection. PL/2022/06369 - Proposed Works to Trees in a Conservation Area. 73 High Street. G1 - group of dead/dying Ash trees - fell. G2 - various trees - branch removal in crown to clear power cable - No Objection. <p>e) Market Lavington Neighbourhood Plan (2018-2026) – It was agreed that contact would be made with the Consultant supporting West Lavington with the review of their Neighbourhood Plan, with a view to inviting them to attend a Parish Council meeting to offer advice – ACTIONS – Clerk to liaise with Consultant.</p>
22/23-92	<p>Finance</p> <ol style="list-style-type: none"> Councillors received and approved the financial reports - receipts and payments details for September 2022 (including card payments, and payments made in-between meetings), bank reconciliation and budget position for the financial year-to-date. It was resolved to approve the payment of 'on-line Payments' for October 2022, as per the schedule provided, which included copies of accompanying invoices and paperwork (including any payments made in-between meetings) – Proposed Cllr Turner-Scott, seconded Cllr Stevens (Cllr Fraser abstained from the vote) (see appendix at end of minutes). Request received from West Lavington Youth Club for financial support – It was agreed to defer consideration of this request until after Council representatives had attended the November West Lavington Parish Council meeting. Quotes received for Community Hall steps hand railings – No quotes received as yet, deferred to November Parish Council Meeting Prices for dog waste bin on Spin Hill – It was proposed by Cllr Stevens, seconded by Cllr Fraser, and resolved to purchase the Melba Swintex dog waste bin approx. cost £122 – ACTIONS – Clerk to organise purchase.
22/23-93	<p>General Parish Matters</p> <p>Reference was made to the stickers attached to litter bins in Urchfont which encourage users to report to the Parish Council if the bin is full – ACTIONS – Clerk to obtain quotes for similar stickers for use in Market Lavington. Cllr Stevens referred to a recent conversation during which it was commented that there was no completely accessible play equipment in the Village – To be discussed further at next HRAF committee meeting. Questions were raised regarding the locking up of the Elisha Field – Cllr Stevens and Clerk to follow up. Cllr Taylor asked if consideration could be given to having another notice board in the Old School – To be discussed further at</p>

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	next OS committee meeting. Cllr Fraser asked if consideration could be given to using the Old School as a 'Warm Space' to support the Wiltshire Council initiative – To be discussed further at November Parish Council meeting. Possible additional financial support for the Tuesday Club was suggested – To be discussed further at November Parish Council meeting. Cllr Turner-Scott noted that the pothole repairs towards West Lavington were already failing. The Chairman confirmed that he would attend the Remembrance Day Service on behalf of the Parish Council. The Clerk noted that the defibrillator located inside the Pavilion at the Elisha Field had not been registered on the national 'Circuit' system due to the irregular times that the building was open to gain access to the device.
22/23-94	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned at 9.44pm and resumed at 9.46pm.
22/23-95	Date of next Meetings Meeting of the Parish Council – Tuesday 15 th November 2022 Meeting of the HRAF Committee – Tuesday 22 nd November 2022 Meeting of the Old School Committee – Tuesday 29 th November 2022
22/23-96	Closure of meeting There being no further business the meeting was closed at 9.47pm.

Appendix

Payments for approval at October Parish Council Meeting				
Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
Cleaner OS wages	4000/120	20/10/22	99.00	BP1
Handyman contractor monthly hours, Petrol allowance and exps *	various	20/10/22	268.90	BP2
Clerk wages and exps **	various	20/10/22	854.12	BP3
Mark Goddard – 5 of 7 payments for footpath / Amenity land contract	4620	20/10/22	679.20	BP4
Di Fraser – Reimburse cost of tree marking paint	EMR 337	20/10/22	12.00	BP5
Redlynch – Broadwell Play Area new equipment	Various	20/10/22	43,976.40	BP6
Citizens Advice – S137 grant donation	4210	20/10/22	58.00	BP7
St John Ambulance – S137 grant donation	4210	20/10/22	58.00	BP8
Earl Haig Fund (Remembrance Day Wreath)– S137 grant donation	4210	18/10/22	75.00	Chq 3031
Victim Support – S137 grant donation	4210	18/10/22	58.00	Chq 3032
TOTAL			46,138.62	
Payments made in between meetings				
Mistry Medical Supplies – new battery for Douses Defib	RR 326	9/10/22	292.80	Card
SSP Direct – 2 signs for The Clays	EMR 330	15/10/22	100.98 & 7.44	Card
Glasdon – 2 Lowther benches and fixings	EMR 330	15/10/22	1,468.44	Card

* Handyman contractor contracted hours worked £240 + Petrol Allowance £9 + Reimburse cost of black bags £19.90 = TOTAL £268.90

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** Clerk monthly wages £847.17 + Reimburse cost of computer paper X1 and window envelopes
£6.95 = TOTAL £854.12