

# 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 **Meeting** of the Parish Council held on **Tuesday 17th January 2023** At **7.15pm in the Old School**

**Councillors Present:** Cllr Osborn (Chairman), Cllr Davis, Cllr Andrew, Cllr Steele (arrived at 7.26pm and left at 9.42pm), Cllr Earley, Cllr Stevens (left at 9.02pm), Cllr Fraser, Cllr Vine, and Cllr Taylor (arrived at 7.16pm).

**In attendance:** Wiltshire Cllr Dominic Muns (left at 9.04pm), Anthony Northcote (Neighbourhood Planning Consultant, left at 7.45pm), 6 members of the public (one arrived at 8.01pm, three left at 9.05pm), and Carol Hackett (Parish Clerk).

	<b>AGENDA ITEM</b>
22/23-174	<b>Apologies for Absence</b> Cllr Boaden and Cllr Turner-Scott had sent apologies due to personal commitments, which were accepted.
22/23-175	<b>Declarations of Interest and Dispensations to Participate</b> a) Cllr Fraser declared a pecuniary interest in item 22/23-183b as one of the payments was payable to herself, and another to someone closely known to her, so she took no part in the voting for this item. b) There were none.
22/23-176	<b>Market Lavington Neighbourhood Plan</b> Anthony Northcote (Neighbourhood Planning Consultant currently working with West Lavington to review their Plan) briefed Councillors on the process for reviewing a Neighbourhood Plan, and provided information on progress with Wiltshire Council's Local Plan Review. He suggested a couple of initial enquiries that should be made to Wiltshire Council regarding prescribed housing figures for Market Lavington, and then answered questions posed by Councillors – <b>ACTIONS</b> – Clerk to contact Wiltshire Council to gather information.
22/23-177	<b>Adjournment for Public Participation</b> The meeting was adjourned at 7.46pm and resumed at 7.50pm.
22/23-178	<b>Minutes of Council meeting</b> Meeting of the Parish Council held on the 13th December 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 Earley). Cllr Andrew abstained from the vote.
22/23-179	<b>Monthly Reports</b> a) <b>Chairman's Report</b> – The Chairman briefed councillors on the activities he had undertaken during the month. He noted that 2 dead trees had fallen into the field from the footpath from Drove Lane to Oak Lane, and he was currently liaising with the landowner regarding disposal of the wood. b) <b>Wiltshire Councillor Report</b> – Cllr Muns noted that the number of potholes had increased due to the recent weather, and encouraged their reporting via the MyWilts App. Pothole repairs were considered as a temporary solution, with a long-term improvement plan being initiated by Wiltshire Council for re-surfacing in the county. He then referred to Blackdog Crossroads, noting that all the Parish Councils had agreed to support a reduction in the speed limit to 40mph and changes in junction re-alignments. The consultants Atkins, however were in disagreement with regards to the speed limit reduction, Wiltshire Council Highways were therefore currently consulting with the Police. He then noted that the Local Highways, Footpaths Improvement Grants (LHFIG) group was receiving far more requests than money available, and provided details of how some types of applications would be initially vetted in the future. c) <b>Community Hall Trust</b> – Cllr Earley provided a brief overview of the recent meeting, noting that the position for the youth shelter had now been agreed and would be ordered

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	<p>soon, and that arrangements would be made for defibrillator training – <b>ACTIONS</b> – Cllr Osborn to forward details of a training provider to Community Hall Trust.</p> <p>d) <b>Remember COVID19 Project / Community Park &amp; Canada Woods Project</b></p> <p>i. Quotes for felling and removing trees in Canada Woods as part of Woodland Management Programme – Cllr Fraser detailed her proposal to delay the felling work until September due to the current weather conditions. Two additional contractors had been approached, and agreed to provide quotes. She would contact the other contractors and offer them the option to review their quotes already supplied. All quotes received will then be considered at the March Parish Council meeting, and a date agreed for the work. Councillors approved this proposal.</p> <p>ii. Other updates – Cllr Fraser reported that the Environment Agency had now identified ‘Easterton Brook’ as a trout and salmon spawning ground, so the easiest option would be to delay the start of the bank re-enforcement work until the 1<sup>st</sup> of June when the spawning season had finished. Councillors approved this proposal. She noted that grant funding was still being investigated for this, and the tree management programme. Cllr Fraser then noted that due to some recent resignations, there were now only two members of the ‘Remember Covid19 Project Working Group’. Following a full discussion, it was proposed by Cllr Steele, seconded by Cllr Vine, and resolved to dissolve the Working Group after the two new benches at Broadwell had been installed (one to be positioned on the concrete plinth above the Broadwell - approval for position received from Wiltshire Council Conservation Officer, and the other one on the grass area).</p> <p>e) <b>Sports Facilities Working Group</b> – Cllr Stevens reported that the recent meeting to review the results of the community questionnaire had been very positive. She provided details of the age range of respondents, and the preferred proposed facilities. The group was now putting together a list of the preferred items, for costing and investigating sources of grant funding. Next meeting scheduled for 23<sup>rd</sup> February.</p> <p>f) <b>Youth Council / Youth Engagement</b></p> <p>i. Cllr Taylor reported that she had now met with all the groups in the village which young people attended, and schools etc. An initial meeting for any interested young people was planned for Thursday 2<sup>nd</sup> of February in the Old School at 4.30pm, to discuss formation of a Youth Council.</p> <p>ii. Budget for facilitating Youth meetings – A budget of £20 was agreed for providing refreshments at the meetings etc. which would be costed to ‘Chairmans Expenses’.</p> <p>g) <b>Lavingtons Warm Spaces Initiative ‘Friendly Fridays’</b></p> <p>i. Cllr Fraser reported that the initiative was gathering momentum, and those who had been coming along were enjoying the space. A free PAT’s testing service had been offered last week.</p> <p>ii. ‘Self-Closing’ fitting for Old School Front door – Following a brief discussion it was proposed by Cllr Fraser, seconded by Cllr Stevens, and resolved that fitting a self-closing mechanism to the door would be a good idea – <b>ACTIONS</b> – Quotes to be obtained.</p>
22/23-180	<p><b>Highways / Maintenance issues in the village</b></p> <p>a) AutoSpeedwatch (ASW) device for Spin Hill – The Clerk reported that the SID had temporarily been turned off, the provider had remotely increased the sensitivity of the device, and minor adjustments had been made to its positioning. The device was now recording all types of vehicles, although the weather and mucky numberplates were reducing the number of verifiable images. Following further discussion it was agreed to alter the trigger speed of the device – <b>ACTIONS</b> – Clerk to make necessary changes.</p> <p>b) High level lights adjacent to road leading to top Community Hall carpark – The Clerk reported that an electrician had checked the function of the lights, finding that the service fuse within the pole was faulty. This was replaced and a new lamp installed, however this did not fix the fault. On deeper inspection corrosion within the lighting control gear was evident, and it was therefore suggested that this could need replacing. She was currently liaising with the Community Hall Trust.</p>

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	<ul style="list-style-type: none"> <li>c) Any other updates – Cllr Earley reported that Wiltshire Council had replaced just two of the sections of the Muddle railings, and questioned whether this met current safety standards – <b>ACTIONS</b> – Clerk to contact Wiltshire Council and seek clarification.</li> <li>d) New matters to report for Handyman contractor / Parish Steward - Bank slipping on Drove Lane / Footpath, Amenity Land contractor / Wiltshire Council.</li> <li>e) LHFIG meeting 17<sup>th</sup> January 2023 – Cllr Davis referred to the three applications submitted by the Parish Council for the Groups consideration 1) Investigate feasibility of widening two sections of pavements along the pinch points at either end of the village, and installing traffic lights to manage vehicle flows – Parish Council advised that we would need to seek funding from Substantive Scheme, and consider splitting into two separate projects. We would also be expected to contribute a minimum of 25% towards the cost – <b>ACTIONS</b> – HRAF committee to meet and consider further. 2) NAL socket for additional Speed Indicator Device on Church Street – LHFIG will only consider if there is an active Community Speedwatch Team (CSW) operating. Existing CSW team is dormant as insufficient volunteers – <b>ACTIONS</b> – Notice to be placed in magazine seeking additional volunteers. 3) ‘School’ flashing warning sign for the Easterton approach to the village – Parish Council advised that if the school has a ‘Transport Plan’ funding can be sought from a different Wiltshire Council budget – <b>ACTIONS</b> – Clerk to liaise with school and apply to appropriate Wiltshire Council department for funding.</li> </ul>
22/23-181	<p><b>Correspondence Received</b></p> <ul style="list-style-type: none"> <li>a) Email from resident of Francis Road – Councillors considered and approved the request to allow the resident to professionally pollard 4 trees adjacent to their rear property boundary – <b>ACTIONS</b> – Clerk to advise resident accordingly.</li> <li>b) Enquiry from local resident – Councillors considered and approved the request for a dog waste bin at Fiddington Clay, at end of footpath – <b>ACTIONS</b> – Clerk to liaise with resident kindly providing their own bin before purchasing a new one.</li> </ul> <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> <p>There was none.</p>
22/23-182	<p><b>Planning applications and decisions</b></p> <ul style="list-style-type: none"> <li>a) The following planning applications received which have been considered at a Planning Committee meeting were noted: There were none.</li> <li>b) The following planning application received, which has not been considered at a Planning Committee meeting was noted:             <ul style="list-style-type: none"> <li>i. PL/2022/09592 Land @ St Mary’s Road, Market Lavington. Various tree works to trees in a conservation area – No Objections.</li> </ul> </li> <li>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.</li> <li>d) The following recent planning application decisions made by Wiltshire Council were noted:             <ul style="list-style-type: none"> <li>i. PL/2022/08904 - Proposed Works to Trees in a Conservation Area 48 Palm House High Street, Market Lavington, SN10 4AG. T1- Lime tree, fell. Old pollard growing close to a wall. Fell to stop roots damaging the wall - No Objection</li> <li>ii. PL/2022/08281 21 Church Street, Market Lavington. Replacement single storey rear extension - Approve with Conditions</li> <li>iii. PL/2022/08498 - Proposed Works to Trees in a Conservation Area .1 New Street, Market Lavington. T1 - Eucalyptus: To remove tree as it has outgrown its position - No Objection</li> <li>iv. PL/2022/06408 14 Lavington Hill, Market Lavington. Erection of a two storey side extension - Approve with Conditions</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>v. PL/2022/08210 2 Drove Lane, Market Lavington. Single storey rear extension - Approve with Conditions</li> <li>vi. PL/2022/08818 - Proposed Works to Trees in a Conservation Area 6 New Street, Market Lavington. Cypress tree - Reduce by 3 metres to let more light in. Fruit tree - Fell. To let more light in. Hazel tree - Reduce by 2 metres to let more light in - No Objection</li> </ul>
22/23-183	<p><b>Artefacts found in Canada Woods</b></p> <p>The Chairman welcomed a local resident to the meeting, and invited them to address the Council. The resident presented a range of interesting artifacts that they had found whilst metal detecting in Canada Woods which were examined by Councillors and the Museum curator. The resident then offered the finds to the museum so they would be available for all to see.</p>
22/23-184	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>a) Councillors received and approved the financial reports - receipts and payments details for December 2022 (including card payments, and payments made in-between meetings), bank reconciliation and budget position for the financial year-to-date.</li> <li>b) It was resolved to approve the payment of 'on-line Payments' for January 2023, as per the schedule provided, which included copies of accompanying invoices and paperwork (including any payments made in-between meetings) – Proposed Cllr Steele, seconded Cllr Osborn (Cllr Fraser abstained from the vote) (see appendix at end of minutes).</li> <li>c) Broadwell Play Area entrance – Councillors considered the two quotes received for installing the additional piece of fencing. It was proposed by Cllr Fraser, seconded by Cllr Vine, and resolved to approve the option for a piece of Pedestrian Guard fencing to match that previously installed - <b>ACTIONS</b> – Clerk to advise contractor accordingly.</li> <li>d) Broadwell Play Area – Councillors reviewed and considered the quote for resurfacing around the new safety surfacing, and it was agreed to defer making a decision until the March Parish Council meeting, when there would be a better idea of the likely year-end budget balances - <b>ACTIONS</b> – Clerk to diarise for March Parish Council meeting.</li> <li>e) Quarterly check of Parish Council accounts by Chairman of Management &amp; Finance committee – Cllr Fraser confirmed that she had carried out the quarterly check of the accounts as at 31/12/22, and all appeared to be in order. She made reference to the 22/23 budget spend to date, and reserve balances, and suggested that an initial review of these should be undertaken in March – <b>ACTIONS</b> – Clerk to include as an agenda item for March Parish Council meeting.</li> </ul>
22/23-185	<p><b>General Parish Matters</b></p> <p>Cllr Taylor enquired if quotes had yet been received for the proposed new footpath signs – Cllr Davis noted that two quotes had been obtained but he had needed to seek clarification to ensure that like-for-like information had been provided. The Chairman noted that the Christmas lights had been taken down, with some of them needing to be disposed of as the plastic had deteriorated. He also noted that the tree in the centre might need pruning – <b>ACTIONS</b> – Cllr Fraser to investigate and report back. The Clerk noted that Atkins had agreed to replace the lamp posts like-for-like, with inbuilt sockets for the Christmas lights. The Chairman thanked the local residents for attending the meeting and bringing along the artefacts they had found. Cllr Taylor noted that the 'bull in field sign' had not yet been removed – <b>ACTIONS</b> – Clerk to follow up with landowner.</p>
22/23-186	<p><b>Adjournment for Public Participation (maximum of 5 minutes)</b></p> <p>The meeting was adjourned at 9.46pm and resumed at 9.52pm.</p>
22/23-187	<p><b>Date of next Meeting</b></p> <p>Meeting of the Parish Council – Tuesday 21st February 2023.</p>
22/23-188	<p><b>Closure of meeting</b></p> <p>There being no further business the meeting was closed at 9.53pm.</p>

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## Appendix

<b>Payments for approval at January Parish Council Meeting</b>				
<b>Details</b>	<b>Cost Centre</b>	<b>Date of Payment</b>	<b>Amount Inc. VAT where applicable</b>	<b>Ref</b>
Cleaner OS wages	4000/120	19/1/23	99.00	BP1
Handyman contractor monthly hours, Petrol allowance, and exps *	various	19/1/23	268.90	BP2
Clerk wages and exps **	various	19/1/23	927.57	BP3
Alphaprint.Me – various printing jobs	4160/110	19/1/23	93.05	BP4
David Eastaff – Repairs OS kitchen and store door	4430/120	19/1/23	42.00	BP5
Di Fraser – reimburse warm space exps	RR 329	19/1/23	27.54	BP6
<b>TOTAL</b>			<b>1,458.06</b>	
<b>Payments made in between meetings</b>				
Certas Energy – Oil OS	4400	29/12/22	1104.97	BP
DC Mortimer Electrical – check smoke alarms OS / investigate fault with 2 high level lights on CH site	various	1/8/23	153.00	BP
Marshalls – 5 additional drop-down bollard keys	4440/130	9/1/23	45.90	card
Melba Products – replacement lid for Clays dog waste bin	4430/130	10/1/23	38.59	BP

\* Handyman contractor monthly hours worked £240 + Petrol allowance £9 + reimburse cost of black bags £19.90 + TOTAL £268.90

\*\* Clerk monthly wages £920.83 + reimburse cost of covid wipes for OS £3.96 + reimburse cost of toilet cleaner for OS £2.78 = TOTAL £927.57