

MARKET LAVINGTON PARISH COUNCIL

Parish Clerk & RFO: Tanya West Tel: 07770 679697 or Email: clerk@marketlavingtonparishcouncil.gov.uk
VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

Minutes of a Full Council Meeting held on Tuesday 15th July 2025 at 7.15pm in the Old School, Market Lavington

Present:

Councillors: Di Fraser; Ian Macqueen; Suzanne Morrison; Duncan Poole; Chloe Stevens (Chair); Laura Turner-Scott.

Officers: Tanya West – Parish Clerk & RFO

Wiltshire Ward Councillor: Dominic Muns

Public: Five members of the public.

Cllr Stevens opened the meeting and advised that the meeting would be recorded by the Parish Clerk, to aid with the writing of the minutes. The recording would be deleted after the approval of the written minutes.

Following feedback from the previous meeting, the Chair confirmed that clearer guidance would be given during voting on agenda items and asked councillors, when voting, to raise their hand clearly and state their position to ensure accuracy.

25/26-045 Attendance and Apologies for Absence

Apologies for absence had been received from Cllr Fred Davis due to being away on holiday which were noted.

25/26-046 Declarations of Interest and Dispensations to Participate

- a) No further interests to those already disclosed to the Monitoring Officer were declared.
- b) No dispensation requests had been received.

25/26-047 Adjournment for Public Participation (maximum of 15 minutes)

The meeting was adjourned at 7.18pm and resumed at 7.27pm.

A resident expressed appreciation for the Parish Council's recent work in responding to planning applications. They referred to the refusal of the application and the recent debate by Wiltshire Council Strategic Planning Committee concerning a proposed solar farm at Potterne. The resident commended the objection statement presented on behalf of the Council by Cllr Tamara Reay, describing it as robust, accurate, and helpful, and suggested it may have contributed to the refusal of the application.

Highway Resurfacing Works – Update from Wiltshire Council

Representatives from Wiltshire Council and their contractors, AtkinsRéalis, provided an update on the forthcoming resurfacing works to the B3098 through Market Lavington as follows:

- **Programme of Works:** The resurfacing will take place between **28th July and 29th August 2025**, during the school summer holidays. Works will operate between **9.00am and 3.00pm** each day to minimise disruption. Outside these hours, the road will remain open.
- **Scope and Phasing:** The works will be carried out in phases, each lasting approximately four days (two days removing the old surface and two days laying the new surface). Following resurfacing, a further two weeks will be required for road markings, drainage adjustments, and finishing works.
- **Access Arrangements:** Access to businesses and properties will be maintained wherever possible. Delays may occur if resurfacing is taking place directly outside a property, particularly when hot material is being laid. Dedicated traffic management operatives will be present at all access points to assist residents, businesses, and road users.
- **Traffic Management:** Full road closures will be in place during working hours, with diversions signposted. Concerns were raised about potential misuse of Parsonage Lane as a diversion route. It was confirmed that additional signage or traffic management operatives could be deployed if necessary to prevent vehicles travelling in the wrong direction, but that all vans and

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operatives have cameras so this should hopefully deter people from travelling the wrong way along this one-way route.

- **Resident Communication:** A letter drop will be made to all residents and businesses along the route in advance of the works. Any issues during the works should be reported directly to the site team. Copies of the maps and schedules were made available for attendees of the meeting.

The Council and contractors reassured members that every effort would be made to minimise disruption, ensure safety, and maintain reasonable access throughout the works.

25/26-048 Minutes of Council Meetings

The minutes of the Planning Committee Council meeting held on 27th May 2025 had been circulated in advance of the meeting; it was **resolved** that they be accepted as a true and correct record of that meeting and were signed by the Chair accordingly.

As the minutes of the Full Council meeting held on the 13th May 2025 and the minutes of the Full Council meeting held on the 17th June 2025 were yet to be finalised, their approval was deferred until the next meeting.

25/26-049 Market Lavington Neighbourhood Plan 2

- Steering Group Meetings** – Minutes from the Steering Group meetings of 3rd June and 1st July 2025 are pending publication. A verbal update confirmed that the Group had been focused on reviewing the Housing Needs Assessment report. Task Groups had been combined, where appropriate and several new volunteers from the March consultation are in the process of being contacted to join and assist with the Task Group work.
- Place Studio Ad-hoc Assistance** – Place Studio has completed almost a full day of work with the Group, with one hour of time remaining. An invoice is expected once this remaining time has been used. Should further support be required in the future, the Council has previously agreed up to two days of consultancy time.
- Housing Needs Assessment** – AECOM had provided feedback on the Steering Group's comments submitted regarding the Housing Needs Assessment. They advised that the most recent census data remains the only dataset available for their analysis. While AECOM did not agree with the comments submitted, it was confirmed that the Steering Group can still reflect its own views within the policy stage of the Plan.
Finally, the Group is awaiting confirmation from AECOM on the timescale for the Site Assessments. Although initially advised for mid-July, it now appears likely that these will be delayed.

25/26-050 Monthly Reports

- Wiltshire Councillor Report** – Cllr Dominic Muns provided his report and made the following points:
 - He thanked the Parish Council for their engagement and particularly commended their objection to the recent solar farm application, noting that various parish contributions had helped set the scene for debate at the Strategic Planning Committee. He expressed confidence that a strong case for refusal had been made, however, it will wait to be seen if the applicant goes to appeal.
 - He updated members on progress at Blackdog Crossroads. Works to install the electricity supply, originally scheduled for June, had slipped to late August, with traffic lights expected to be installed in September. Some disruption and diversions would be required during the works. It was noted that a reduction in the speed limit at the crossroads, long sought by parish councils, now appears likely to progress as part of the safety improvements.
- During discussion, a member of the public queried Cllr Muns' role at the Strategic Planning Committee, noting that he had abstained on all votes concerning the solar farm application. Cllr Muns explained that as a committee member he was required to approach the debate with an open mind. While he had originally called the application in, he chose not to recuse himself but instead participated in the debate without voting. He clarified that this was to avoid any risk of predetermination that might undermine the committee's decision.
- The Chair noted the exchange and suggested that any further discussion on this matter be held outside of the meeting.

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- b) **Youth Council** – A written report had been provided by the Group Leader and had been circulated to councillors before the meeting (see appendix 25/26-050.b).
- c) **Rights of Way Working Group** – A written report had been provided by the Group Leader and had been circulated to councillors before the meeting (see appendix 25/26-050.c). It was reported that the Group had finished clearing works to MLAV10 today, which had taken three or four working groups to complete. An update was provided on the use of the scalplings [taken from the B3098 resurfacing repairs] that will be used to repair and improve the surface of the PROW. The Group Leader will be liaising with the Officers at Wiltshire Council regarding storage sites for the scalplings.
- d) **Community Hall Trust Report** – Cllr Poole reported that he had submitted his apologies for the recent Trust meeting. However, he had received an update via email and following up on the car park electricity query (agreed at the last Parish Council meeting). The Clerk had subsequently obtained the necessary bank details from the Trust, and the matter is now resolved.
- e) **Friends of Canada Woods & Community Park Community Group** – Cllr Fraser advised she had submitted a grant application for £5,000 to Nature Serve Trust in relation to the accessibility works [as detailed under minute 25/26–055] but there was an unprecedented 14,000 applications. The Trust will advise by the end of the July if the application has been shortlisted.
- f) **Any other reports** – There were none.

25/26-051 Annual Parish Meeting

To review any feedback from the Annual Parish Meeting held on Tuesday 20th May 2025 and to review the draft minutes of this meeting in readiness for their ratification at the 2026 meeting.

As the minutes of the Annual Parish Meeting were yet to be finalised, this agenda item was deferred until the next meeting.

25/26-052 Governance & Management Advisory Group

Councillors received updates and considered recommendations raised at the GAMAG meeting held on 10th June 2025 and subsequently as follows:

- a) To adopt the proposed **calendar of meetings** for the Council year 2025/26. As further changes were required to this document, this item was deferred.
- b) The Clerk advised she would be circulating to councillors a document to clarify the process for meeting discussions, motions, proposals and voting.
- c) Subject to review completion, to agree the revised draft amended documents:
 - i. Old School Committee Terms of Reference
 - ii. HRAF Committee Terms of Reference
 - iii. Finance Committee Terms of Reference
 - iv. Friends of Canada Woods and Community Park Community Group Terms of Reference (Cllr Fraser had submitted a proposed revised draft of this document to the Clerk for review and later circulation).
 - v. Youth Council Terms of Reference (including to incorporate Easterton)

As further changes were required to these documents, this item was deferred.

- d) **Training** – Following the decision at the last meeting the Clerk was arranging a group Civility & Respect training session to take place in September/October. Cllr Fraser advised she had undertaken some training recently on obtaining grants and crowdfunding. She would circulate a link to all of the documents and information provided. Cllr Stevens and the Clerk had attended an online training session on community engagement, the recording of which will be circulated to all councillors once received.
- e) **Council Organisation Chart** – Cllr Davis had now provided the additional information to the Clerk in order for this document to be updated. The Clerk to amend and circulate the revised document to councillors ready for approval at the next meeting.
- f) To formally **disband those groups** previously appointed by MLPC that are **no longer required** or have completed the task for which they were appointed. As further work was required, this item was deferred.
- g) **Meeting documents** – Following the decision at the last meeting to proceed with the **upgrade of software to MS Teams/Office 365** the Clerk will be liaising with councillors during August to

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ensure they have the necessary logins to download the software to their devices ready for the September meeting.

- h) **Lease for strip of land at Canada Woods between Parish Council and T D Sharp & Sons** – The signed documents have been sent and filed accordingly. No further action required until they are due to be renewed again.
- i) **Joint Liaison Committee** – The notes of the last meeting are still to be published. The electricity payments, agreed at the last meeting, have now been paid.
- j) The Clerk provided an update on the work she and Cllr Poole had been undertaking regarding future projects. Councillors were reminded to raise any further suggestions for potential projects that can be included as part of the **establishment of a strategic plan** for the Parish Council which incorporates a **long-term budget** plan.

25/26-053

Finance

- a) The Clerk reported that the accounts for the 2024/25 financial year have now been closed on the Alpha accounting software. Cllr. Poole confirmed that, in addition to the formal audit, he independently reviewed and counter-signed all payments and bank transactions for the same financial year. One miscoded item was identified and resolved. All other entries were in order.
- b) In accordance with Financial Regulations 6.11 a report on the **payments for July 2025** had been circulated in advance of the meeting (see appendix 25/26-053.b). This report was reviewed, and it was **resolved** to approve the schedule of bank payments, totalling £1,473.90 due to be made on 17th July 2025 and to ratify those bank and card payments made since the last meeting.
- c) The **receipts and payments report** against the budget for the **first quarter of the 2025/26** financial year will be published for the next meeting. The Clerk's outstanding pension payments are being finalised, after which reports will be produced by the Clerk and reviewed by Cllr Poole before circulating. To improve transparency, monthly reconciliations will now be undertaken rather than quarterly.
- d) **Budgets** – Some budget areas for the 2025/26 financial year require adjustment due to timing differences in payments, such as staff wages. Proposed amendments will be brought forward, including adjustments to the software and IT budget, partly offset by available reserves. A full financial report will be presented at the next meeting. A meeting was held between Cllr Poole, Cllr Stevens and the Clerk to review the accounts, and a five-year budget planning breakdown has been identified to support future financial planning, including loan repayments and projects.
- e) **Community Infrastructure Levy** – The Clerk reported that a request has been received from Wiltshire Council for a full breakdown of CIL expenditure dating back to 2017. As this predates the Clerk's tenure, time is required to review historic minutes. Wiltshire Council is currently reviewing unspent CIL funds and may seek repayment if funds remain unused after five years. A note has been made on the Parish Council's account confirming the Clerk's recent appointment and that this is something she will submit in August 2025.
It was further noted that a new CIL payment of approximately £7,000 is expected at the end of July for the development on land off Fiddington Hill, with a final instalment of a further £7,000 anticipated in February next year. The Clerk reminded the Council that reporting CIL receipts and payments annually is a requirement.
- f) The Clerk was still to arrange for the removal of those ex-councillors from the bank mandate in order to ensure the **banking arrangements** are fully up to date.
- g) **Fixed Term Deposit Account** – Councillors received an update on the Lloyds Bank fixed term deposit account, which matures on 23rd July 2025 with an estimated gross interest of £432.91. The Clerk had circulated a report outlining alternative options, including interest rates, terms, and eligibility. Following consideration, it was **resolved** to reinvest the £30,000 in a 12-month fixed rate (4.22% p.a.) account with Hampshire Trust Bank plc. The Clerk will open and administer the account, with councillors as additional signatories all in accordance with the Parish Council's Financial Regulations and Standing Orders.
- h) **Utility Contracts** – The Clerk advised that the renewal of the electricity contracts for the Old School and Elisha Field, was currently in progress.
- i) **Chairman's Charity Account** – Whilst undertaking investigations for the Fixed Term Deposit Account, the Clerk had also made some preliminary investigations into transferring the funds

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within the Chairman's Charity Account to a different bank account without administration fees. A decision to be made at the next meeting.

- j) **Community Grant Applications** – Cllr Stevens reported she had liaised with the headteacher at **St Barnabas School, and the new play area garden project** is something they still very much want to move forward with. They had noted, with thanks, the kind offer from Cllr Fraser regarding hedging plants but they had already sourced their own, although advised they would be very grateful for any financial support towards the other aspects of project. The application was discussed, and it was **resolved** to award a total of £318.50 to St Barnabas School towards funding their new Play Area Garden project (made up of the remaining £68.50 from the previous financial year and the £250 community grant budget allocated to the first quarter of the 2025/26 financial year).

A request was received from a resident for support in commissioning an artist to create a **village map highlighting local points of interest**. It was suggested to locate the map on the side of St Arbucks or within the Market Place, as it was felt to be a missed opportunity for a village of this size and character not to have such a map. Members were supportive of the idea in principle, noting its potential value for visitors and residents alike. Suggestions included possibly incorporating it with a 'town trail' utilising a vibrant, modern design.

25/26-054 Car Boot Sale or Yard Trail Event

In the absence of the Vintage Meet this year, councillors discussed holding a community event to maintain village engagement. It was proposed that instead of a traditional car boot sale, residents could host stalls in their gardens or driveways, with a map produced to guide visitors around the village ("Yard Trail" concept). The event would provide a low-pressure alternative to the Vintage Meet, encourage community participation, and showcase the village. The Clerk had already made enquiries with Wiltshire Council to establish if any licences are required, also with the insurance broker (an event form is required to be completed and submitted prior to the event).

Following discussion, it was resolved to

It was **resolved** that the Parish Council support the organisation of the Yard Trail event on the basis of the following key points:

- **Date:** A provisional date of **Saturday 30th August 2025** was suggested (to avoid conflict with other local events).
- **Organisation:** A village resident had volunteered to coordinate the event, with support from Cllr Fred Davis in producing a trail map.
- **Format:** Residents wishing to participate would register in advance. A small participation fee (c. £5) may be introduced to cover costs such as printing.
- **Insurance:** As stalls would be held on private property, participants would be required to sign a disclaimer confirming that the Parish Council is not liable for incidents on their premises.
- **Youth Involvement:** Although suggestions were made for Youth Council involvement (e.g. trail activities for children), it was agreed to keep the first year simple. Future events may expand to include additional features.
- **Publicity:** Notices will be shared on social media, at the library, and at Friendly Friday sessions.

25/26-055 Canada Woods & Community Park

A site visit had been held on Thursday 10th July to consider matters relating to Canada Woods and Community Park. A report from the meeting had been circulated to councillors and the following points were discussed and associated decisions made:

- a) **Plans for making the area more accessible.**
- i. **Footpath MLAV2:** It was agreed that MLAV2 should be restored to its original route, connecting directly from Grove Road and linking with the permissive path that crosses the slippage area. This would improve accessibility and enlarge the usable area of the orchard. The long-term aim is to create a straight, accessible footpath throughout. It was agreed to fully investigate into the restoration after bird nesting season.
 - ii. **Hedging and Biodiversity:** A proposal was made to install hedging between the footpath and the Community Park to enhance biodiversity and improve drainage. The intention is to apply for funding for the hedging, potentially through the Woodland Trust or the Branching Out Fund. It was **resolved** for Cllr Fraser, to apply for free hedging from the Woodland

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Trust for this work now (the whips will not be delivered until spring, and it was agreed to maintain it at a mid-height once established).

- iii. **Community Park Levelling:** A call for volunteers had been made through the Parish Magazine, Group website, and information provided by the Group stand at the Annual Parish Meeting. A working party was now forming to level the uneven section of Community Park to enable its use for community events and ball games. Concerns were raised regarding the use of machinery on site; a risk assessment will be required and provided to the Clerk before any work commences.

- b) **Works required to Ash trees backing onto properties on Francis Road** – Two ash trees were identified as requiring urgent removal due to ash dieback and structural weakness (initial assessment report undertaken by Cllr Fraser). One tree has branches overhanging a residential property, while the other has a significant trunk split. Quotes for works are being obtained and will be presented at the September Full Council meeting for decision.
- c) **Access gates and pathways from properties adjacent to Canada Woods/Community Park** – Discussion took place regarding informal access gates from private gardens into parish-owned land. It was noted that if such use continues unregulated, after 20 years property owners could claim rights of access. To protect Parish Council interests, it was agreed that householders should be issued with formal letters granting permission to use the land under a licence arrangement, which can be withdrawn if necessary. This would also clarify responsibility for trees and land maintenance. NALC have a template letter which can be modified. It was **resolved** for the Clerk to amend the template letter and to issue to those properties accordingly.
- d) **Information board** – Repairs to the information board are now ready to proceed, with a budget of £500 already allocated. The intention is to use a polycarbonate protective sheet to improve durability and weather resistance.

25/26-056

Highways and any other maintenance matters

- a) **Tree / hedge matters reported** – The Clerk was still to arrange for the installation of the plaque for the legacy fund Acer trees.
- b) **Footpath MLAV16 (Drove Lane to Oak Lane)** – Cllr Taylor had a site meeting with Wiltshire Council's Rights of Way Warden, who agreed the condition of the footpath and steps was poor. Highways have been asked to address this, ideally before winter.
- c) **Footpath MLAV12 (Canada Rise to Spin Hill)** – The Clerk was continuing with obtaining quotations for repair/replacement of the fencing in this area. Low branches overhanging MLAV12 was reported; it was agreed that this should be referred to the Parish Steward.
- d) **Permissive path on MLAV2 and embankment landslip** – Cllr Fraser reported that contact had been made with the Environment Agency to request that works be prioritised before spawning season. It was noted that the works will require a permit, which may take up to two months to process. Interim fencing may be needed to prevent public access to unsafe areas.
- e) **Memorial bench at Elisha Field** – Arrangements for the installation of the bench to be made in due course. The Clerk to liaise with the family regarding payment and memorial plaque.
- f) **Parish Steward** – The list of jobs submitted for June were circulated for information. The following tasks were raised to be actioned on the next visit on 17th and 21st July:
- Church Street Cutting back of vegetation around the speed limit roundel signs located near the mini roundabout junction with Grove Road.
 - Grove Road cleaning the Community Hall finger post sign opposite the junction with St Mary's Road.
 - Section of PROW between Northbrook and Parsonage Lane (MLAV2) Cutting back the hedges and vegetation that are growing across the pathway.
 - Parsonage Lane – clear broken glass and cut back significant bramble growth, which has become a safety concern. The Clerk to follow up on the Land Registry SIM search for this area.
- g) Update on tasks undertaken by the **Handyman and Groundwork Contractors** since the last meeting – The Parish Steward was unable to remove a pile of cuttings at Fiddington Clay (Southcliffe Road). The Handyman has been asked to remove them in stages. The Council noted the need to consider long-term arrangements for the disposal of green waste.

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- h) **Footpath MLAV50 (Church Street up to Community Hall)** – There were no updates on enquiries made regarding land ownership in the aim to improve the footpath surface. The Clerk to follow up.
- i) **Pollarding of the willow tree (Grove Road to Ladywood)** – These works are now scheduled to commence on 30th October.
- j) **Chip shop alley surface and weed growth** – No progress reported despite repeated chases since April.
- k) **Highway issues, traffic study, and possible improvements** – The Clerk had provided Motion Transport with the traffic data previously obtained and had also given the contact details of the resident who collates the speed indicator device figures on behalf of the Parish Council.
- l) **Dropped kerb on Parsonage Lane** – There were no further updates regarding this request, the Clerk to follow up.
- m) **Trees on Hamilton Drive and off Stirling Road** – Aster are due to undertake a survey of their trees in this area later this year which will identify any works required, although some interim clearance has been undertaken.
- n) **Parsonage Lane safety of a brick wall adjoining the road** – Wiltshire Council Highways Enforcement Team are having difficulty to contact the property owner. The Clerk to work with them to see if local residents can assist.
- o) **Electric Vehicle Charging Points** – Members reiterated previous concerns about the lack of feasibility, given limited parking spaces and the costs involved. It was agreed not to pursue this further.
- p) The minutes from the **Wiltshire Council LHFIF meeting** held on 3rd July 2025 to be circulated by the Clerk upon receipt.
- q) Resident **request for double yellow lines on Fiddington Clay** (near entrance to Hamilton Drive) – Members felt this was unlikely to be supported by the LHFIF and suggested a traffic mirror might be a more appropriate solution. The resident will be advised to approach Aster regarding this.
- r) Notification was received from Wiltshire Council of a **temporary closure of the C20 at Blackdog Crossroads** and introduction of a temporary 20mph speed limit to A360 in September to allow for works to install traffic signals and carriageway resurfacing. Notices will be shared on the Parish Council's Facebook page.
- s) Notification was received from Wiltshire Council regarding the **temporary closure of: C246 (Part), Potterne and Worton** (01.09.2025). Notices will be shared on the Parish Council's Facebook page.
- t) Concerns were raised regarding the **footpath between Northbrook and the Parsonage Lane roundabout**, passing Stream Cottage, which is overgrown. It was noted that the hedge is believed to be the responsibility of the residents of Stream Cottage, who have previously undertaken work to clear the nearby bank and stream. Residents be encouraged to cut back overhanging bushes and trees to improve accessibility or arrange for the Parish Steward to action.
- u) **The willow tree at Northbrook** that was previously inspected by a tree surgeon, that was found to be top-heavy and potentially hazardous has been reported to SSE regarding potential assistance due to the proximity of power lines. The Clerk has submitted details and photographs and will continue to follow up.

25/26-057

Correspondence Received

Councillors reviewed the correspondence received, noted any action taken by the Clerk and made any associated decisions or further action required as follows:

- a) Cllr Macqueen and the Clerk had prepared a draft response, on behalf of MLPC, to the **ACRE/NALC survey on 'Planning for Flood Resilience'** which had been circulated to councillors prior to the meeting. Councillors noted that reference should be made to both the adopted Neighbourhood Plan and the one in progress. Amendments to be made before the response is submitted.
- b) **WALC County Conference** on Wednesday 10th September 2025 at the Civic, Trowbridge. Cllr Poole and the Clerk to attend this conference, the Clerk to submit registration accordingly.

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- c) The minutes of the Wiltshire Council **Devizes Area Board Meeting** held on 30th June 2025 had been circulated to councillors before the meeting. No questions were raised.
- d) An email from a local resident requesting a **memorial bench** had been received. The Clerk to obtain further detail, but a replacement of the bench that used to be located outside of the Chemist at the Market Place was suggested.
- e) Local resident – concerns regarding **overgrown gardens and associated pest control issues** at Parsonage Lane/Market Place. It was noted that Environmental Health had been contacted previously, but the matter remains unresolved. The Clerk to confirm to residents their options for dealing with the matter.
- f) **Wiltshire Council & Town/Parish Clerks** – The minutes from the meeting held on 26th June 2025 had been circulated to councillors. Members noted the information on the Household Support Fund and community led air quality monitoring initiative.
- g) Members noted the ongoing roll-out of the **Emergency Contact Hubs** following the engagement webinar held on 16th June 2025 attended by the Clerk.
- h) Inquiries from a **local football club regarding use of Elish Field and facilities** for recreational sessions were considered. Arrangements have been made to offer days unused by the existing football club to accommodate casual play without organized competitions.
- i) Councillors noted correspondence from **the local MP regarding holding a drop-in surgery** in the Market Place between 18th–28th August. There were no known conflicting events, and the request was approved.
- j) A concern from **Broadway Poultry Farm regarding their mains water supply** on the grass verge at the property and traffic encroaching onto the area was raised. The matter appears to fall under Highways jurisdiction, and the Clerk will liaise with Cllr Muns and the relevant Wiltshire Council Officers to address the issue.

Councillors received updates on matters raised at previous meetings as follows:

- k) From local resident – concerns regarding **rubbish and dog mess on Parsonage Lane** – The investigation work for this issue is ongoing. The Clerk is in process of undertaking the Land Registry ownership and exploring the legalities of supporting walls and banks.
- l) From local football club – enquiry to use **Elisha Field and facilities as a 'home' ground**. The Clerk to follow up, as no further updates had been received.
- m) From councillor – request to arrange for removal of **debris from a fallen tree** in the watercourse at **The Muddle/New Street**. Cllr Fraser confirmed that this had now been cleared.
- n) Local resident – **weeds and debris along road and issues with wall at Northbrook**. The Parish Steward had cleared the weeds, but as yet, there had been no response from Aster regarding the damaged wall. The Clerk to follow up.
- o) Youth Club Leader – The Clerk confirmed that discussions with the **youth club** regarding installation of a **clothing bank at Elisha Field** have been completed and the project is proceeding.
- p) local resident – concerns regarding **speed of traffic along Northbrook**. The Clerk still to investigate into telemetric readings previously undertaken as a basis for any traffic calming measures required and pass onto Wiltshire Highways accordingly.

25/26-058 Planning applications, decisions, and any other planning issues

- a) The following planning applications were considered at the meeting:
 - i. 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.
Following review of the plans, it was **resolved** not to raise any objections to this application.
 - ii. Reference: **PL/2025/01557** (Householder)
Address: **2 Rochelle Court**, Market Lavington, Devizes, SN10 4AT
Proposal: Proposed PV installation with Air Source Heat Pump and battery.
Applicant: c/o Agent – Miss Teresa Margio

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It was **resolved** not to raise any objections to this application, although it was suggested that sufficient checks are undertaken by the Planning Officer so that any noise generated by the air source heat pump does not give rise to noise nuisance to adjacent neighbours.

- a) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting but via email:
 - i. There were none.
- b) 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*).
 - i. There were none.
- c) The following planning application decisions made by Wiltshire Council were noted:
 - i. Reference: **PL/2023/10332** (Full)
Address: **Land South of Potterne Park Farm, nr Potterne**, Devizes, Wilts, SN10 5QT
Proposal: Amended Plans - Installation of a solar farm comprising ground mounted solar PV panels with a generating capacity of up to 49.9 MW, including mounting system, permanent on site grid connection hub, inverters, underground cabling, stock proof fence, CCTV, internal tracks and associated infrastructure, landscaping, biodiversity net gain and environmental enhancements for a temporary period of 50 years.
Applicant: Potterne Solar Project Limited.
Decision: **Refuse**
 - ii. Reference: **PL/2024/07221** (Full)
Address: **Weathertop, Parham Lane**, Market Lavington, Devizes, SN10 4QA
Proposal: Erection of a permanent rural workers dwelling and associated works.
Applicant: Ms P Strickland
Decision: **Approve with Conditions**
- d) Councillors received updates on matters referred to Wiltshire Council Planning Enforcement as follows:
 - i. **Enforcement Appeal APP/3940/C/24/3358240 – 29 Spin Hill** – Without planning permission, the material change of use of the land from agriculture to ancillary residential use. This case is still under investigation; no further updates had been received since the last meeting.

25/26-059 Items for next agenda

The following matters were raised for inclusion on the next agenda:

- **Parking Issues** – Concerns were reported regarding parking problems around the Community Hall and Grove Road during large funerals; a recent incident included the obstruction of disabled access and a hearse being blocked. Additional complaints had also been received regarding parking near Lavington School. Members requested an update on potential measures to address these issues.
- **Planter Proposal** – A suggestion was made to explore the installation of an additional planter at one of the village entrances. Superior Plants had indicated willingness to provide and donate a planter, with the Parish Council to arrange for watering and maintenance. While some councillors expressed concern that such a planter may have limited visibility to passing traffic, it was agreed the proposal would be considered further at the next meeting, including possible alternative locations.
- **Car Park Grounds Maintenance** – Following the recent passing of Mr Chris Reason, who had informally supported upkeep of the St Mary's Road car park area, members discussed the need for a replacement arrangement. Options considered included seeking volunteer support, employing a retired or part-time gardener, or allocating additional hours to the Parish Handyman. It was agreed this matter should be reviewed in the context of budget planning.

25/26-060

Adjournment for Public Participation (maximum of 5 minutes)

MARKET LAVINGTON PARISH COUNCIL

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

The meeting was adjourned and resumed at 9.04pm. There was no public participation.

25/26-061

Date and Time of Next Meeting

The next meeting of the Full Council is scheduled to be held on Tuesday 16th September 2025 at 7.15pm at the Old School.

There being no further business the meeting was closed at 9.05pm.

Signed..... Date.....

DRAFT

MARKET LAVINGTON PARISH COUNCIL

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Appendix 25/26-053.b – July 2025 Payments for Approval and Payments Made Since the Last Meeting for Ratification

| July Payments for Approval | | | | |
|---|-------------|-----------------|----------------------------------|------|
| Details | Cost Centre | Date of Payment | Amount Inc. VAT where applicable | Ref |
| OS Cleaner – monthly wages | 4000/120 | 17/07/25 | £125.00 | BP1 |
| Handyman contractor monthly hours* | various | 17/07/25 | £358.90 | BP2 |
| Clerk TW wages and exps | Various | 17/07/25 | TBC | BP3 |
| Mark Goddard & Sons Landscaping – Grounds maintenance for July 2025 | Various | 17/07/25 | £990.00 | BP4 |
| TOTAL | | | £1,473.90 | |
| Payments made in between meetings | | | | |
| Lloyds Bank – Bank Account Service Charge | | 17/06/25 | £4.25 | Auto |
| DC Mortimer Electrical – Call out to OS toilet lighting not working and resolve issue | | 19/06/25 | £188.00 | FPO |
| A Local Printer Ltd. – Printing of Summer 2025 newsletter | | 24/06/25 | £226.00 | Card |
| IONOS CLOUD LTD. | | 30/06/25 | £7.20 | DD |
| Water2Business – EF Water & Sewerage Services | | 01/07/25 | £20.50 | DD |
| Water2Business – OS Water & Sewerage Services | | 01/07/25 | £22.50 | DD |
| Lebara Mobile Ltd. – Mobile phone contract July 2025 | | 02/07/25 | £4.95 | Card |
| TOTAL | | | £473.40 | |

* Handyman hours worked £330.00 + Petrol allowance £9 + Bin liners £19.90 = TOTAL £358.90

HMRC VAT refund paid on 18/06/2025 for a total of £5,278.92

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Appendix 25/26-050.b – Youth Council Report by Jane Taylor

| | |
|--------------------------|--|
| Report title | Monthly Reports Youth Council (written report from Group Leader) |
| Report author | Jane Taylor |
| Purpose of report | For Update |

Following the May meeting, four pupils of St Barnabas have officially joined the Youth Council.

Our meeting of 10th July was cancelled due to a combination of absences and heat, so we'll not be meeting again until mid-September. In the meantime, youth councillors will be putting up their birdboxes in the holidays. We'll also be taking some signs down from Market Lavington sites and re-positioning them in Easterton.

Youth Councillors are also considering projects and fund raising ideas to present at the next meeting.

We're still in the process of formalising a combined Market Lavington and Easterton Youth Council, with Terms of Reference and finance details to be agreed.

N.B. The draft Terms of Reference is in the pre-reading and available for comment/feedback prior to bringing back for adoption at a future meeting.

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Appendix 25/26-050.c – Rights of Way Working Group Report by Jane Taylor

| | |
|--------------------------|--|
| Report title | Monthly Reports Rights of Way Working Group (written report from Group Leader). To include update and any associated decisions required on the storage of scalpings to be used for repairs to PROWs. |
| Report author | Jane Taylor - Lead for RoW working group |
| Purpose of report | For Update & Decision |

On 20th June I met Wilts RoW Warden Steve Leonard to discuss MLAV7 where a tree had come down blocking the footpath. The adjoining homeowner largely dealt with it and the Wilts team are to clear the remaining branches.

We looked at the works that Highways have done to the steps at Drove Lane end of MLAV16 and agree that what they've done isn't sufficient to deal with the water running down the steps. Steve will get onto them about this and keep me updated on what's going to be carried out and when. We very briefly discussed the continuing problem of water along this path as both Easterton and Market Lavington are very keen to find a solution to this major issue for families getting to and from school, and the most used RoW linking the two villages. Steve to come back on this.

We then went on to meet George Harrison who is the new lead for RoW in West Lavington to discuss WLAV1 / MLAV4 (east side of railway line Chocolate Poodle to Broadway). There is a bridge that connects these paths with stiles at each end of the bridge which have rotted away. Steve thinks it's probably owned by WC and if so, will get stiles removed and bridge repaired. The MLAV4 section was impassable, plus in the corner of the field where it should continue along by the railway line there's a wire fence. The Sharps do keep cows in that field so a gate would be required – Steve to contact landowner. Once this issue is resolved and the bridge is repaired our working group will clear it, mindful of the nesting season until 31st August to join up with WLAV1, which would re-connect the two villages in the northern end of our villages.

We also discussed the re-routing of MLAV3 that crosses from Wick Farm to Dauntsey's drive and MLAV2 (sunken path to Russell Mill Lane). All parties are very keen to proceed, and Steve is to talk with the Sharps again re this matter.

MLAV3 continues from the railway line to the A360 towards Worton and continues at Willow Farm to connect to a Worton footpath. We're hoping to meet with the landowners to discuss this. There's an issue with a section running along the A360 which I have discussed with Dom and Steve is aware of this problem.

Steve spoke with George and I re the chance to pilot an app that they have inherited from Highways. It would enable us to report the status of RoW furniture (e.g. stiles, gates) direct to his team to which we have agreed. George has offered to co-ordinate this. He's also going to forward relevant My Wilts requests so that we can organise a working party, where possible.

Working parties

We received comments about MLAV1A (Northbrook towards Kings Rd) and MLAV10 (MLAV1A to Spin Hill) being impassable. It's a very well used path connecting Spin Hill and Drove Lane and used by St Barnabas families. We have therefore had two working parties so far and a third on 15th should see them cleared. We have been restricted by the high temperatures.

Storage of Scalpings for RoW repairs

This matter will be updated by Jane at the meeting.