

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 18th November 2025 at 7.15pm in the Old School, Market Lavington

Present:

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

Officers: Tanya West – Parish Clerk & RFO

Wiltshire Ward Councillor: Dominic Muns

Public: Six members of the public.

Cllr Stevens opened the meeting, provided health and safety information, reminded that the Council has signed up to the NALC Civility & Respect Pledge and what that entails and furthermore 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.

25/26-137 Attendance and Apologies for Absence

Cllr Suzanne Morrison was absent without apology.

25/26-138 Declarations of Interest and Dispensations to Participate

- To receive declarations of interest in respect of matters contained in this agenda.
- Cllr Fraser declared an interest in item 25/26-149.e relating to an unauthorised edit to an article published in the Church & Community News; she advised she would address this matter under her monthly report from the Community Group to which it relates.
- No dispensation requests had been received.

25/26-139 Adjournment for Public Participation (maximum of 5 minutes)

The meeting was adjourned and resumed at 7.17pm. There was no public participation.

25/26-140 Minutes of Council Meetings

The minutes of the Full Council meeting held on the 13th May 2025 had not been circulated and so their approval was deferred until the next meeting.

The minutes of the Full Council meeting held on 21st October 2025 had been circulated in advance of the meeting. Following discussions between Cllr Fraser, Cllr Macqueen, and the Clerk, the following minutes had been changed:

- *25/26-108 (e) – It was also reported that a Community Group bonfire is planned for 5th November to safely dispose of materials from the habitat hedge that cannot be recycled. Cllr Fraser also invited councillors to attend. The Clerk reminded this was subject to ~~compliance with insurance requirements and safety measures~~. insurance (the relevant paperwork to be completed to ensure compliance with policy requirements and safety measures).*
- *25/26-110 (b) – Specific reference was made to “Site 63 623”, where the suggestion of potential use for a play public park was questioned on grounds of accessibility, flood risk, and the impact on biodiversity and heritage.*

With these amendments, it was resolved that the minutes be accepted as a true and correct record of that meeting and were signed by the Chair accordingly.

25/26-141 Monthly Reports

- Wiltshire Councillor Report** – Cllr Dominic Muns provided an update on progress of the Black Dog works, noting that the project appears to be running ahead of schedule. A full road closure

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between Black Dog and the Cheverell Road junction has been announced for **Wednesday 26th**, to allow resurfacing works. Members were asked to publicise this closure due to the short notice. Cllr Muns also reported that resurfacing of the **B3098 from West Lavington Crossroads to Lavington School** remains outstanding. Despite repeated representations, the road continues to deteriorate, with increasing reports of tyre damage. Highways officers have previously indicated that repairs should take place by *February*, and Cllr Muns will continue to press for confirmation and action.

Concerns were raised about an altered and seemingly expanded **field entrance on the A360 south of Black Dog**, where hardcore, a widened entrance, a gate and CCTV have appeared, along with new groundwork nearby. Planning Enforcement has been notified and investigations are underway.

The Parish Council's request for **double yellow lines on Grove Road** will be considered at the December LHFIG meeting, where Cllr Muns will support the proposal.

Cllr Muns reported that Wiltshire Council's financial position is worsening, with potential service reductions expected in the next financial year. Early indications suggest that the **Parish Steward Service** may be at risk of being withdrawn as a cost-saving measure. Parish councils were advised to consider this possibility during budget and precept setting. If the service were withdrawn, there may also be changes to restrictions on parish-commissioned works on the highway. Cllr Muns will provide updates as information becomes available.

Further issues were noted regarding misuse of a **closed lane north of Black Dog Crossroads**, with barriers being moved to allow vehicle access. Cllr Muns has suggested that Wiltshire Council consider a stopping-up order to transfer the land to adjacent owners, remove the hard surface and replant a hedge, to prevent unauthorised access and fly-tipping.

Concerns were also raised regarding **incorrect road signage** around Spin Hill, the A360 and the Broadway, which has caused confusion. Cllr Muns acknowledged that the roads are not always fully closed but explained that some signage had been intentionally installed to discourage through-traffic using it as a 'rat run'.

- b) **Youth Council** – The Youth Council had not met since the last Full Council meeting. However the Group Leader reminded councillors that the Youth Council will be holding a **cake sale on Saturday 13th December 2025**, now rescheduled from 12 noon until 2pm, outside the Co-op. Funds raised will contribute towards the purchase of one or two benches (subject to Full Council approval).
- c) **Rights of Way Working Group** – A written report had been provided by the Group Leader (see appendix 25/26-141.c). Members noted the contents and commended on its clarity. Clarification was requested regarding **MLAV24**, and an unusually high stile. The Group Leader confirmed that the landowner did not consider restricted access to be an issue, and that the matter remains a work in progress.
- d) **Community Hall Trust Report** – Cllr Poole advised there was nothing to report.
- e) **Friends of Canada Woods & Community Park Community Group**
 - i. **Regeneration of original MLAV2 footpath and habitat hedging works** – Cllr Fraser reported that volunteer teams had completed renovation of the original MLAV2 footpath over four weekends in October. A planting session for 105-hedging whips is scheduled for **22 November** to coincide with National Tree Week, with posters advertising the event displayed around the village. Quotes are being obtained for works to improve accessibility along the remaining section of footpath.
 - ii. **An article in the Church & Community News** had prompted significant public response (see also minute ref. 25/26-149.e). Cllr Fraser reported that she had written this article in her capacity as Chair of the Community Group, to set the record straight in response to

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misinformation fed back to one of the Group volunteers and to generate positive interest in the work the Group undertakes. However, without her knowledge, the magazine editor had inserted the text 'Cllr Diane Fraser' at the end of the article prior to it going to print. Cllr Fraser went on to add that she had received considerable positive engagement and offers of volunteer support as a result of the article.

iii. **Request for permission to hold a 'Blossom Day' event – Saturday 25th April 2026 –**
The Community Group requested Parish Council permission to organise a Blossom Day event in Community Park on Saturday 25th April 2026. The proposed event would include participation from community groups, the community choir, children's activities, competitions and other community-focused activities.
The Parish Council noted that, under the Council's insurance requirements, formal permission is needed.
It was **resolved** to grant permission for the Community Group to organise and hold the Blossom Day event on 25th April 2026, subject to completion of the required event documentation and confirmation of insurance compliance.
The Clerk and Cllr Fraser to work together to complete the necessary paperwork and report back to Council once submitted to the insurance brokers for confirmation of insurance compliance.
The Chair requested that future reports be included as pre-reading to assist councillors in reviewing information in advance.

f) **Any other reports** – There were none.

25/26-142 HRAF Committee Meeting

The draft minutes from the Highways, Recreation, Amenity and Footpaths (HRAF) Committee meeting held on 6th November 2025 were still to be published. The Clerk to action as soon as possible.

25/26-143 Market Lavington Neighbourhood Plan 2

a) **Steering Group Meetings 07/10/2025 and 11/11/2025** – The draft minutes of the Steering Group meeting held on 7th October 2025 had been published and circulated. No questions were raised. An update was provided on the Steering Group meeting held on 11th November 2025 (minutes not yet available). At that meeting, the group discussed the need to contact all site landowners whose sites were assessed in the Aecom Site Assessment Report, to confirm whether they remain interested in their land being considered and to obtain their views on the report's conclusions. The Steering Group recommended that this contact should be made by the Parish Council, as the qualifying body, via the Parish Clerk.

b) **Site Assessment Consultation** – An update was received on the public consultation and drop-in event held on 8 November 2025 to obtain feedback on the Site Assessment report produced by Aecom. The event was well attended by residents, with 27 written response forms submitted at the session. These forms provided comments on 61 sites. The online consultation had, at the time of the meeting, received approximately 90 responses.
The consultation responses demonstrated a good geographical spread of postcodes within the parish (36 out of a possible 62). Steering Group members attended throughout the event, and a number of constructive discussions were held with residents. The consultation remains open online until 20 December 2025, with further publicity planned via the parish magazine, Facebook, and local schools. Responses will form part of the evidence base for the next stage of the Neighbourhood Plan.

c) Council considered the Steering Group's recommendation that the **Parish Clerk write to all landowners whose sites were assessed by Aecom**. The purpose is to establish whether site owners remain willing for their land to be considered and to obtain their views on the Site Assessment report conclusions and comments. A draft letter had been circulated as pre-reading.

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It was **resolved** that the Parish Clerk issue letters to all relevant site owners as per the draft circulated.

A further discussion was held on whether the letters should indicate that the Council may seek non-prejudicial, face-to-face discussions with landowners in the new year. This suggestion was noted as a potential next stage once initial responses are received, but it was agreed that the immediate purpose of the letters is to confirm landowner interest and availability of sites. Additional engagement may be considered subsequently.

d) The Clerk reported on current **MLNP2-related expenditure**, noting that website hosting and domain renewal costs (£76.50+VAT) are currently eating into the funding allocated for the project's Place Studio support days. The Council was therefore asked to approve the use of additional funds to cover these costs. It was **resolved** to approve the funding of expenditure of £76.50 for MLNP2 website hosting and domain renewal to be deducted from General Reserves.

25/26-144 Governance & Management Advisory Group

Councillors received updates and considered recommendations as follows:

a) **Training** – The Clerk reported that Cllr Macqueen has a training course booked for next week (*The Art of Communication: Navigating tough decisions*), and group Civility & Respect training is scheduled for Tuesday. A reminder will be circulated. It was noted that a planned power outage may affect the session, and the Clerk will confirm the situation with SSE. Cllr Fraser reported that she has booked onto an online biodiversity workshop, which forms part of a series to assist Parish Councils identifying suitable sites and projects for putting forward to qualify for biodiversity net gain options as part of the planning process where they cannot be met within a development. The Clerk asked Cllr Fraser to share the details of the session it being free to attend as others may wish to participate.

b) **Christmas 2025 arrangements** – Preparations are underway for the Community Minded Person and Young Person of the Year awards, and for the annual carol singing event. It was confirmed that:

- The Christmas lights in the Market Place will be installed using the cherry picker, which is available on the last Saturday of November. Usual volunteers will be approached to assist, co-ordinated by Cllr Davis.
- The Christmas Carol Singing event and presentation of the Community Minded Person of the Year award will take place at the Green Dragon on 8th December 2025.
- The Clerk queried the process for determining the award recipients. It was confirmed that, as in previous years, the Chair and Clerk will collect the nominations/votes to determine the winners.

c) **Joint Liaison Committee** – The Clerk provided an update on the review of the lease documents. The delineation of responsibility for maintenance was clarified as follows:

- The steps leading down onto the road fall under Parish Council responsibility.
- The steps into the car park fall under Community Hall Trust responsibility.

Quotations are being obtained for required repairs, including from the contractor who previously undertook works, with additional quotes to follow. These matters will be brought to the next JLC meeting.

The Clerk also reported the presence of dumped material and bags of debris on the amenity land. The handyman will be asked to remove the waste; if necessary, Wiltshire Council may be approached to assist with disposal. The bags appear to be materials left from previous maintenance works undertaken by the volunteer who lived next to the site.

The Clerk will liaise with Cllr Stevens, Cllr Turner-Scott, and Community Hall representatives to arrange the next JLC meeting and prepare the necessary agenda items.

25/26-145 Finance

a) A report on the **receipts and payments details for October 2025** (including any card payments, direct debits, and payments made in-between meetings), had been circulated as pre-reading. No questions were raised.

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b) In accordance with Financial Regulations 6.11 a report on the **payments for November 2025** had been circulated in advance of the meeting (see appendix 25/26-145.b). This report was reviewed, and it was **resolved** to approve the schedule of bank payments, totalling £2,635.97 due to be made on 20th November 2025 and to ratify those bank and card payments made since the last meeting.

Key payments noted included:

- Website hosting fees, which required urgent payment to avoid service interruption.
- Pollarding works to the willow tree on MLAV20A.
- Remembrance wreath payment by cheque, to be delivered, once signed, after the meeting.

c) **Ear Marked Reserves (EMR)** – Members reviewed the updated report of current Ear Marked Reserves (EMR) (see appendix 25/26-145.c), and the following matters were determined:

- i. **Friendly Fridays:** Only £4.09 remains. Members noted the historical context of the warm space initiative and that future provision or grant allocation will need to be considered in the forthcoming budget discussions.
- ii. **Defibrillator Cabinet Replacement:** The HRAF Committee has agreed to replace two cabinets. One is to be funded privately, and release of the EMR balance was required for the second. It was **resolved** to release the remaining £528.73 from the '335 – EMR Defibrillator Funds' to purchase replacement cabinets and pads.
- iii. **Locality NP Grant Balance:** It was **resolved** to transfer the remaining EMR balance of £1 from the previous locality grant reconciliation into the '355 – RR MLNP2 Budget'.

d) **Community Grant Applications** – Members considered community grant applications received and the following matters were determined:

- i. **South Western Ambulance Charity – Community First Responders (CFRs)** – A request for a £300 contribution toward a wider £30,000 regional CFR equipment appeal was considered. Members expressed concern that a flat-rate request to all parish councils did not account for differences in parish size. Given the presence of a local CFR, Members wished to support in principle but agreed that further information was needed before determining an amount. The Clerk to request the applicant complete a grant application form and provide additional detail before the Council makes a decision.
- ii. **Residents of The Muddle – Community Garden** – An update was noted. Following earlier feedback that the original request was too high, residents are reviewing their proposal and will resubmit revised information in due course.
- iii. **Tuesday Club** – Members noted that the Tuesday Club has expressed an intention to apply. The Clerk to invite a formal application. Any submitted applications may be considered alongside deferred items if required.

e) **Budget and Precept 2026/27 – Progress Update** – The Clerk reported ongoing work on the draft 2026/27 budget, including meetings with Cllrs Poole and Stevens. Further discussions with the other Committee Chairs will be completed ahead of the Finance Committee meeting and the timetable for precept consideration remains on track.

25/26-146 Parish Council Land

Updates were received and decisions made on various items as follows:

a) **Felling of two Ash Trees backing onto properties on Francis Road** – The Clerk confirmed that the felling of the two ash trees, as agreed at a previous meeting was scheduled to take place by the contractor on Saturday 3rd January 2026.

b) **Access gates and footpaths from properties onto Parish Council land** – The Clerk was still updating the maps and letters to be issued to residents. These will be delivered by the Clerk in liaison with Cllr Fraser in due course.

c) **Information Board (Canada Woods/Community Park)** – There were no further updates on this item.

d) **Permissive path on MLAV2 and fencing off the landslip and associated works including permits from the Environment Agency** – It was reported that there has been little progress from the Environment Agency (EA) in issuing the permits, resulting in delays that now prevent the

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works from being completed until the spring due to having to avoid the spawning season. Concern was expressed regarding the length of time taken by the EA to progress the required permit. The Clerk and the Council's contractor will both contact the EA to raise the issue formally. The contractor has confirmed that their original quoted price for the works remains valid.

e) **Recording of trees on Parish Council land and consideration of independent tree surveys**
– Work to undertake a survey of all the Council's trees, aligned with the Council's adopted policy is underway. The Clerk has made some investigations to determine the information required for contractors to provide accurate quotations. A draft specification will be circulated to councillors for review before quotes are requested. Multiple contractors will be invited to tender for the survey work.

25/26-147 Current and Future Projects

Councillors discussed possible future projects and received updates on preparatory work undertaken to date as follows:

- a) The Clerk reported that the spreadsheet of **current and potential future projects** has been updated and expanded. This includes information supplied from a review of previous minutes, with each project now cross-referenced to relevant minute numbers. Duplicate entries have been merged. The spreadsheet will be shared with all councillors for reference and ongoing updating.
- b) Submission of **new suggestions for future projects** - Councillors were reminded to put forward any new project ideas for inclusion in the project list.
- c) The Council discussed external funding opportunities, with particular focus on **potential LHFIG-eligible projects**. It was noted that:
 - i. A short accessible footpath linking the road to the existing footpath behind Beechwood may be suitable for LHFIG funding. Cllr Fraser to provide measurements and details so that a formal proposal can be considered for submitting.
 - ii. A separate request raised during the recent consultation event concerned extending the footpath on Spin Hill to cover the final group of properties, where residents expressed safety concerns due to vehicle speeds. Councillors agreed that the scale of this work likely exceeds LHFIG's remit and should instead be raised directly with Wiltshire Highways. The Clerk will submit an enquiry to Wiltshire Highways regarding the Spin Hill footpath, copying in the Ward Councillor.
 - iii. It was confirmed that LHFIG does not fund stiles or general footpath improvements; this falls under the Rights of Way budget.
- d) The **process document** for raising suggested projects and undertaking initial investigations has not yet been circulated but will be issued alongside the updated project spreadsheet.

25/26-148 Highways and any other maintenance matters

- a) **Footpath MLAV10 (Spin Hill to Drove Lane)** – An update was provided confirming that a meeting with the Rights of Way representative is still pending. Initial correspondence has been exchanged, and further discussions will take place regarding options to prevent motorbike access while maintaining equality access.
- b) **Memorial bench at Elisha Field** – No further updates were available.
- c) **Parish Steward – Update and New Tasks** – Councillors requested that the Parish Steward again clear leaves along Drove Lane, as this remains a recurring seasonal issue. No additional tasks were raised for the next scheduled visit on 19th & 20th November.
- d) **Handyman and Groundwork Contractors – Update and New Tasks** – No new specific tasks were raised, so usual operational activities will be undertaken.
- e) **Works by SSEN – Willow Tree at Northbrook** – Pruning works to the large willow tree and hedgerow on the unregistered amenity land at Northbrook had been carried out earlier that day. It was uncertain as to whether they had completed all the works required or if they were due to return. Cllr Fraser volunteered to undertake a site check and report back to the Clerk accordingly.

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- f) **New Bollard on B3098 (Outside Church Cottage)** – A further chase has been issued to the Wiltshire Council Cabinet Member regarding whether a road safety audit had been undertaken prior to installation. No response has yet been received but will continue to be pursued.
- g) **Drainage Works & Flooding Issues at New Street/The Muddle** – Local residents report that, despite rainfall, no recent flooding has occurred following Wiltshire Council's works. It was agreed that continued pressure should be maintained on Wiltshire Council and Wessex Water given the known partial collapse of the pipework in this area.
- h) **Safety Concerns – Brick Wall at Parsonage Lane** – The Clerk had received confirmation from Wiltshire Council that they are now engaging with the owners of the property to try and get the wall repaired/made safe.
- i) **Leaf and Debris Clearance from the pavement along Drove Lane** – This item was revisited and will remain on the Parish Steward's task list.
- j) **Damaged Bollard – Outside the Green Dragon** – The damaged bollard, located outside the Green Dragon public house, has been reported to Wiltshire Council. A response is awaited.
- k) **Damaged Wall at Roman Way** – Wiltshire Council has advised that although they have responsibility for part of the wall, some aspects remain under the homeowner's responsibility. For the Wiltshire Council portion they do not currently consider the wall to present a safety risk. Residents remain dissatisfied with the response. As the land does not belong to the Parish Council, it was agreed no further action can be taken beyond the escalation already made.
- l) **Highway improvement works at Blackdog Crossroads (A360)** – An update was provided under the Ward Councillor report (minute 25/26-141.a refers). Safety concerns relating to the reopening of the unused road (C20) have been passed to Wiltshire Council. Notification had been received of an urgent closure of part of the A360 (from its junction with Cheverell Road to its junction with Worton Road) commencing 26th November; this information will be publicised via the Council's Facebook page.
- m) At the recent Neighbourhood Plan consultation event, a number of residents volunteered to assist with flood-prevention-related clearance work. A proposal of a **community clean-up day for banks, drains, and gullies at Parsonage Lane** was made and a draft letter to residents had been circulated as pre-reading. It was **resolved** to approve the Parsonage Lane community clean-up day to take place on Saturday 29th November 2025 at 10am and for the letter to be circulated to residents of Bouverie Drive and Parsonage Lane inviting them to volunteer to help. Standard health and safety measures and risk assessments will be actioned accordingly.
- n) **Trees on Aster land overhanging B3098** – The Clerk reported that an email had been sent to Aster regarding concerns from residents about trees on Aster-owned land that are overhanging the highway. It was noted that Aster had previously stated they would be carrying out a survey of trees in this area. The Clerk will forward the correspondence to Cllr Stevens so she can follow up with her Aster contact who originally provided information about the planned tree surveys.
- o) Devizes Area Board will be holding a **Highways Winter Preparedness Session** on 1st December at 6.30pm at Needham House. Councillors wishing to attend should notify the Clerk.
- p) Wiltshire Council advised that the **gritting season has commenced**, which may affect scheduled Parish Steward visits.

25/26-149 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) **Wiltshire Council/Town & Parish Clerks Meeting – 29th October 2025** – The minutes of the meeting had been circulated. The Clerk highlighted the item on the Local Transport Plan and Parking Strategies for councillors' attention.
- b) **BGS information on wells** within the parish provided by a local resident in response to the newsletter was noted. No further action required at this stage.
- c) Notification that the **Local Nature Recovery Strategy (LNRS) has been adopted** and published by Wiltshire Council. This was acknowledged and that the strategy documentation includes

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Market Lavington as having Areas of Particular Importance to Biodiversity (APIB) .and Areas that Could Become (ACB).

d) **BT Connected Together Campaign** – information on supporting migrations to digital landlines across the UK and help for residents was circulated as pre-reading. The Clerk reported that she attended a briefing webinar and will publish relevant information on the noticeboard and website. Key points include:

- Landline calls will require dialling the full area code for local numbers after switchover.
- Landlines will operate via routers rather than directly through wall sockets.
- BT can provide routers free of charge for vulnerable residents.

Information will be shared to ensure residents can request appropriate support.

e) **Feedback from residents – Canada Woods Article in Church & Community News magazine**
This matter had also been raised under minute ref. 25/26-141.e.ii. Councillors had been provided with redacted copies of emails received from residents raising concerns about the tone and content of the article. The Clerk advised she had responded to these emails and would be contacting the magazine's editor following discussion at the meeting. To prevent such issues arising in the future, it was agreed that the forthcoming Communications Policy should include clear guidance on the status of articles written by councillors or working groups when published in external media. Until this policy is adopted, it was **resolved** that where any Parish Councillor, working group or community group member submits an article to an external publication, the statement "*The views expressed are those of the author*" should be included beneath the article.

Updates on the following previously raised matters were as follows:

f) **Debris from Beech Trees on Lavington Hill** The Clerk provided background to the issue, explaining that the Parish Council had received complaints regarding branches left on the roadside verge on Lavington Hill following pre-Imberbus maintenance works. An enquiry had been sent to the event organisers, as it was understood that they arrange for the beech trees to be cut back annually to prevent buses being damaged.
In response, the organisation confirmed that the work is undertaken by their "tree-lapping bus" team, who travel from the Isle of Wight once a year. They acknowledged that the branches had been left on the verge, apologised for any that were protruding into the highway, and advised that they would be unable to return to clear them. They offered either to cover local costs for moving the debris or to make a donation to Parish Council funds if volunteers undertook the clearance. Councillors considered the options it was **resolved** to:

- Accept the organisation's offer this year to pay for removing and clearing the debris.
- Undertake a more proactive approach with the organisers in future years regarding the clearance in advance of the event.
- To obtain three quotations for clearing and removing the debris and to report the costs back to the organisation making the offer.

g) **Hamilton Drive Play Area** – A resident had raised queries regarding the play equipment and surfacing at Hamilton Drive. The Clerk had been liaising with Aster's Estates Contract Manager, who had provided copies of the annual play inspection reports, none of which detailed any issues with the play surface. Investigations are ongoing and will be reported to the HRAF Committee in due course.

25/26-150 Planning applications, decisions, and any other planning issues

a) The following planning applications were considered at the meeting:

i. Reference: **PL/2025/04253** (Full planning permission – revised plans)

Address: **44 High Street**, Market Lavington, Devizes, SN10 4AG

Proposal: Alteration and subdivision of the existing buildings on site to create 4 dwellings and their associated parking arrangements.

Applicant: WS Swift Ltd.

The Council did not consider any aspects of this revised planning application to satisfy or respond to any of the previously registered objections made by the Parish Council.

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Consequently, it was **resolved** to continue to **object** to this application under the same reasons as previously stated.

ii. Reference: **PL/2025/04432** (Listed building consent alt/ext – revised plans)
Address: **44 High Street**, Market Lavington, Devizes, SN10 4AG
Proposal: Alteration and subdivision of the existing buildings on site to create 4 dwellings and their associated parking arrangements.
Applicant: Alex Glover.
The Parish Council **resolved** to **object** to this planning application; it was considered in conjunction with application ref. PL/2025/04253, (the full application for the same site). See above for full details.

iii. Reference: **PL/2025/08216** (Listed building consent)
Address: **12-14 High Street**, Market Lavington, Devizes, SN10 4AG
Proposal: Replace deteriorated windows throughout 12-14 High Street, comprising of timber sliding sash windows, timber side-hung casement windows and later Crittall-type steel windows.
Applicant: Yu Xia.
The Council considered the application and noted that the existing windows are in very poor condition and beyond viable repair. It was acknowledged that the proposed replacement units are of good quality and are likely to maintain the character of the property in accordance with listed building and conservation area requirements. It was therefore **resolved to raise no objection** to the application.

b) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting but via email:

- None.

c) The following planning applications were raised for comment at the meeting, they were not included on the agenda as they were received after the agenda was published:

- None.

d) The following planning application decisions made by Wiltshire Council were noted:

- Reference: **ENQ/2025/01590** (PD Enquiries)
Address: **4 Saxon Close**, Market Lavington, Devizes, SN10 4EF
Proposal: Single storey rear extension following the demolition of existing conservatory.
Decision: **PP Not Required**
- Reference: **ENQ/2025/01603** (PD Enquiries)
Address: **3 Stobberts Place**, Market Lavington, Devizes, SN10 4BD
Proposal: Vehicle Access PD Rights Check Only – LK 16399 – dropped kerb and hardstanding
Decision: **PP Not Required**
- Reference: **PL/2025/01546** - Householder planning permission
Address: **1 Rochelle Court**, Market Lavington, Devizes, Wilts, SN10 4AT
Proposal: PV panels installation on roof and proposed air source heat pump.
Applicant: Ms M Brandy & Mr David Watts
Decision: **Approve with Conditions**
- Reference: **PL/2025/01557** - Householder planning permission
Address: **2 Rochelle Court**, Market Lavington, Devizes, Wilts, SN10 4AT
Proposal: Proposed PV installation with Air Source Heat Pump and battery.
Applicant: C/o Agent
Decision: **Approve with Conditions**
- Reference: **PL/2025/05950** (Approval of details reserved by a condition)
Address: **Stobberts Agricultural Buildings, Stobberts Road**, Market Lavington, SN10 4AZ

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Proposal: Discharge of conditions 3 (external facing materials), 4 (hard and soft landscaping), 5 (external lighting), 8 (biodiversity gain plan) of planning application PL/2024/09038 (Demolition of existing barns and construction of new detached dwelling).

Applicant: Mr & Mrs Lucas

Decision: Approve

vi. Reference: **PL/2025/07518** - Householder planning permission

Address: **36 Francis Road**, Market Lavington, Devizes, SN10 4DH

Proposal: Proposed two storey side extension and widened existing rear doors.

Applicant: George Amor

Decision: **Approve with Conditions**

vii. Reference: **PL/2025/07666** (Prior notification: Building)

Address: **Land at Freith**, Freith, Devizes

Proposal: Erection of a General purpose agricultural building

Decision: **Prior Approval Not Required**

viii. Reference: **PL/2025/07812** (Notification of proposed works to trees in a conservation area)

Address: **5 Stobberts Road**, Market Lavington, Devizes, SN10 4AZ

Proposal: T1 Silver Birch - Removing to ground level due to poor form due to proximity to eucalyptus. T2 Eucalyptus - Remove to ground level as its becoming too large for the area and the proximity to building. T3 Red Norway Maple – Remove.

Applicant: Mrs Caroline Davis.

Decision: **No objection.**

e) Councillors received updates on any other planning matters, including 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.
- ii. **Unauthorised Access onto A360 (near Black Dog Crossroads)** – The Clerk reported that, in relation to the new entrance with hardstanding and CCTV, Wiltshire Council Enforcement had confirmed that the only record on file related to historical track repairs. As no enforcement case exists regarding the current works, a formal enforcement referral must be submitted. It was therefore **resolved** to authorise the Clerk to submit a formal enforcement request.
- iii. Two **tree related enforcement** matters were raised; a tree on **New Street/The Muddle** (within the Conservation Area) that has been significantly reduced without planning consent and a tree, reportedly removed entirely, on **The Ham**. It was **resolved** to authorise the Clerk to investigate both matters and submit a formal enforcement request as deemed necessary.
- iv. **Wiltshire Local Plan Review 2020-2038** – The Planning Inspector Hearing Sessions for legal compliance and soundness of the plan commenced on 11th November and are ongoing.

25/26-151 Items for next agenda

Councillors raised several items for inclusion on the next agenda:

a) **Fire and Rescue Service Response Times – Church Street Incident**

Councillors noted concerns raised by residents of Church Street following a recent vehicle fire, specifically regarding delayed attendance due to limited cover at the Devizes retained station, resulting in a response from Trowbridge. Residents requested that the Parish Council initiate dialogue with Dorset & Wiltshire Fire and Rescue Service.

Cllr Davis had obtained details of a named contact at DWFRS headquarters and councillors agreed that Cllr Davis should undertake a substantive discussion with them so a report could be provided to councillors at the next Full Council meeting.

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b) Remembrance Day Community Knitting Project

A suggestion arising from local community knitting groups for a village-wide Remembrance Day project in 2026 was proposed for discussion. Councillors agreed this should be added to the next agenda as a potential community initiative requiring wider involvement.

c) Neighbourhood Plan – Follow-up Discussion on Infrastructure Ideas Document

Feedback from the Consultation Day indicated that many residents raised questions regarding future infrastructure improvements and what actions the Parish Council might take in response to anticipated growth.

It was requested that the Council revisit the proposals previously drafted by Cllr Poole to consider whether further clarity or ideas can be provided to residents, and that this matter be formally added to the next agenda.

25/26-152 Adjournment for Public Participation (maximum of 5 minutes)

The meeting was adjourned at 8.52pm and resumed at 8.56pm.

A member of the public raised concerns regarding the accuracy and clarity of road closure signage associated with ongoing works, particularly around the Broadway, Blackdog Crossroads and the A360. It was noted that signage had at times been misleading or inconsistent, causing confusion for residents and visitors, including occasions when signs indicated closures despite the road being open for one-way working.

The resident emphasised the need for clear communication to the village, reflecting previous issues during the High Street resurfacing when closure details had not been well publicised. Questions were also raised about the expected duration of future works and the need for precise, timely information when the Broadway is due to close.

Councillors acknowledged the concerns and discussed the importance of monitoring signage when works move to the Market Lavington side of the project. Members agreed on the need to gather feedback from the public and to proactively liaise with Wiltshire Council to ensure clearer communication wherever possible. It was noted that some of the limited information provided to date may have been intentional to reduce through-traffic, and therefore significant improvement may be difficult to secure.

The Chair thanked the public for their comments and confirmed that the Parish Council would continue to pass on feedback and request clearer and more accurate signage and information as works progress. No further comments were raised.

25/26-153 Date and Time of Next Meeting

23/20-133 Date and Time of Next Meeting
The next meeting of the Full Council is scheduled to be held on Tuesday 16th December 2025 at 7.15pm at the Old School

There being no further business the meeting was closed at 8.56pm.

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

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Appendix 25/26-141.c

Report title	Monthly Reports Rights of Way Working Group (Written report from Group Leader). To include update on works undertaken since the last meeting, plans for future works and any ongoing investigations. To make any associated decisions on these works.
Report author	Jane Taylor
Purpose of report	For Update and decision (if required)
Statutory authority	

Market Lavington Rights of Way Working Group Minutes from meeting 22/10/2025 at 9.15am at the Old School

Discussion points:

- 1) Decide works over the winter.
- 2) Consider which paths would dead hedges be appropriate / suitable
- 3) Consider where there are gaps in hedgerows and where would benefit from new hedging
- 4) Plan to put up new RoW markers
- 5) What information is required for Wilts RoW inventory of "hardware"
- 6) AOB

Present: CK, MR, SJ, PW, JT

Apologies: EG, SMO, JU, IM

1) Works and issues

- MLAV24 section behind White St – overhanging tree; ivy coming over from resident's garden. All along The Clays 24 is a bridleway but this section becomes a footpath. Colin asked if it could be renamed MLAV24B similar to section that goes through The Green Dragon is 24A. **Action:** Jane to ask Wilts RoW.
- MLAV18 from Drove Lane – finish cutting back brambles and overhanging tree*
- MLAV31 from Superior plants – very overgrown in places. Wilts RoW were to clear this last year. **Action:** Jane to speak to RoW Warden
- MLAV24 behind Stirling Rd – residents are fly tipping and planting along edge of footpath. **Action:** Jane to speak to Wilts RoW and Tanya
- MLAV17 off MLAV16 Drove Lane end – very high stile extremely difficult to get over. Jane has spoken to landowner that doesn't consider it a problem. Action: Jane to liaise with Tanya and Wilts RoW.
- MLAV22 behind playing field towards WL – remove remains of two stiles*
- MLAV4 westerly far end where connects to WLAV1 – this path is currently blocked by a fence and Steve Leonard is requesting that the landowner inserts a gate. Wilts RoW are to organise the repair/replacement of the bridge to connect both RoW. Until these two issues are dealt with, no point in clearing. **Action:** Jane to liaise with Wilts RoW.
- MLAV1B through Parham Woods to railway line – the official path is blocked, and so people are making alternative tracks through the woods. It's also possible that there has been some land grab. **Action:** Peter and Jane to investigate
- MLAV38 from 1B towards Easterton – gates padlocked which has been reported to Tanya who was going to write to landowner. Action: Jane to check with Tanya and if necessary, liaise with Wilts RoW.

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- MLAV's 24 and 27 up onto Ridgeway – these haven't been sprayed off to delineate the path. Jane has contacted landowners and awaiting a response
- MLAV3 from 4 under railway line towards Worton. Peter said as part of the N/hood plan work this section has been looked at. Jane explained that she has had conversations with both Cllr Dom Muns and Steve Leonard regarding connecting MLAV3 and WORT33 as a desired outcome. However, access from MLAV3 is onto the A360 and there is no pavement along the connecting points which is a safety issue. **Action:** Jane to speak with both parties again and N/hood plan task group.
- MLAV3, MLAV2 and WLAV45 – Jane reported that MLPC has agreed to a minor re-routing of MLAV3 to drop down to MLAV2 just up from where people currently go under the fence. The new route will be on Dauntsey land, and they are paying for all associated costs.

Works denoted by * It was agreed that working parties would be arranged by individuals via the WhatsApp group

2) Dead hedging

MLAV12 Jane reported that MLPC is going to replace the fencing from Canada Rise to Spin Hill on the roadside. It was suggested that the working group create a dead hedge along the field side. This was discussed and felt due to the length, it is too big a task. **Action:** Jane to go back to Tanya and speak with landowner about fencing hedging.

There was a discussion about where would benefit from dead hedging and how to achieve it. One site identified with MLAV2 at places along the field side. There has been a suggestion that we could ask the community for materials and leave at an agreed site. However, this would be difficult to manage and not necessarily where it would be accessible for both public and working group. It was agreed that as we're carrying out works, we would identify places and then ask villagers to bring suitable material on a specific day, and even help.

Hazel and chestnut ideal for stakes so ask community if there are such trees we can coppice.

Action: Jane to put on Facebook and Parish magazine.

3) New hedging

MLAV's 26 and 27 in places were identified. Jane has written to the landowner that MLAV22 runs alongside asking to consider putting in a ditch on the field side to help minimise the water logging. An alternative could be a hedgerow. Action: Jane to get back to landowner.

Please would members of this group please look at where we could put in either new hedging or fill in gaps. Free whips are available and the PC would order them on our behalf.

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4) RoW markers

Jane took along the new markers, and it was agreed that missing signs would be the priority and replace the others as and when. Stuart took a few and Jane will either drop them off or they can be collected from her on request. **Action:** A list of missing ones is attached. Please inform via WhatsApp when the missing ones have been done and Jane will update the list.

5) Inventory of hardware

Wilts RoW want to create an inventory of all stiles and gates in the move to create an App. Jane has agreed along with WL to trial this and therefore we need to provide Wilts with the following information: RoW number; if there is a gate, stile etc and the condition of it; is it needed or could it be removed or replaced, e.g. a stile with a gate; any other relevant information. Action: Jane will set up a separate WhatsApp group purely for the collection of this data. Once all information is collected it will be passed onto WL who are collating it all. It's not urgent but it would be good to complete this task sooner rather than later. Thank you.

6) AOB

- Colin asked about the scalpings – Jane reported that nothing has been said about them. Action: Jane to speak to Steve Leonard.
- Tanya suggested that we could have a budget or put in requests for purchases from MLPC. After a discussion it was felt that two items worth consideration are
 - 1) battery strimmer which would speed up our path clearing works
 - 2) petrol woodchipper to take where we're doing a lot of clearing and dead hedge not appropriate. Might be better to hire one; pay someone that has one.
 - 3) petrol rotavator to use where foot tread is very narrow. If carried out in spring, it would widen the walking width which would then be naturally trampled down.Equipment would have to have certification if bought used or with guarantees if new. If hiring or using someone they would have these.
Action: Stuart to look at costs. Does anyone know someone that has any of the above (with certification)
It would be very good to hear other ideas and suggestions on any other purchases that would benefit the group – please contact Jane direct.
- We were reminded that Caroline purchased a paper map with RoW identified that would be very useful to have further copies of. Action: Jane to check or ask for paper copies to be made of Wilts RoW hard copy of map of just ML and immediate paths.
- Tanya is creating a separate “page” for us on MLPC Facebook, and would also like to add a tab on their website for us to write things on e.g. updates, articles, working parties etc. Jane to advise the group when this is set up.

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RoW markers

denotes the green signs we've put up

RoW number	Comment	Completed / comments
1A	#	
1B	Needed through Parham Wood	
1C	Needed from railway line towards Potterne	
2	# through Canada Woods. Needed by bubbling kettle, Grove Rd r/bout & bottom of Russel Mill Lane	
3	# across fields and MLAV6	
4	# parallel to railway line from Broadway to where blocked off	
5	# from Ledge Hill. Needed from MLAV6	
6	# from Dauntsey Dr & Ledge Hill. Need from Dauntsey Dr towards WLAV3A both ends	
7	# Spin Hill to MLAV2	
8	# Need from MLAV6 end	
9	# Spin Hill to Kings Rd. Needed Kings Rd to Ledge Hill both ends	
10	# Spin Hill to MLAV1A	
11	# 1A to Kings Rd	
12	Canada Rise to Spin Hill. Both ends needed	
13	#Spin Hill end done & cemetery to 15. Needed between cemetery & Northbrook, and Northbrook to MLAV19	
14	# Northbrook to Drove Lane	
15	# Drove Lane end. Needed plus post from Northbrook	
16	# Drove Lane to Easterton	
17	# Drove Lane to Easterton across MLAV18	
18	# Parallel to Drove Lane	
19	Not done as goes nowhere above Spin Hill	
20	# By Old School	
20A	# Grove Rd to Canada Woods	
21	# Corner of Grove Rd to between No's 22 & 24 The Spring	
21A	# St Mary's Rd to Roman Way	
21B	Needed Saxon Close opposite steps to MLAV21A to No.6 Saxon Close	
22	Needed from MLAV23 to WLAV18 (x5)	
23	Needed from No's 41 & 43 Church St to MLAV26	
24	# The Clays along to Fiddington Clay and Fiddington Hill towards Easterton, Needed from Easterton, White St end of Clays, top from White St	
24A	# from Clays. Needed on Green Dragon	
25	Needed from White St to MLAV24 both ends	
26	Bridleway. Needed from White St & WL	
27	Needed from MLAV26 to Ridgeway both ends	
28	Needed along The Ridgeway EAST23 & WLAV35	
29	Needed from Ridgeway, top of White St to TILS9.	
29A		
30	Can't find – around WL / Tilshead boundary	
31	# Superior Plants end. Needed Ridgeway end	

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RoW number	Comment	Completed / comments
32	# White St to Muddle. Needed Church St end	
33	Between EAST27 & ORCH21	
34	Can't find – from MLAV29 to New Copse Farm	
35	From TILS9 towards danger area heading NE & W	
36		
37	Needed chip shop alley	
38	# Parham Lane to Easterton	
39	Needed MLAV24 to Stobberts Rd and Fiddington Clay	
40	Needed from The Muddle to MLAV26	
41	Needed Stirling Rd to Easterton Rd	
42	Needed between 2 sections of POTT2	
43	Along left hand side Northbrook, across MLAV13 back onto Northbrook	
44	Between A360 to WORT33	
50	# top of community hall car park	
51	Connects MLAV20 and MLAV50	
52	Needed Ridgeway to WLAV50 x2	
53	Needed from WLAV51/ TILS6 across MLAV29a to TILS9	
54	Between MLAV33 & TILS28/31	
55	# From 17 to EAST32	
56	Needed Kings Rd to Drove Lane	

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Appendix 25/26-145.b – Payments for Approval and Ratification

November Payments for Approval				
Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
OS Cleaner – monthly wages	4000/120	20/11/25	£125.00	BP1
Handyman contractor monthly hours*	various	20/11/25	£344.97	BP2
Clerk TW wages and exps	Various	20/11/25	TBC	BP3
Mark Goddard & Sons Landscaping – Verti-draining of EF October 2025.	4710/140	20/11/25	£900.00	BP4
TEEC Ltd – MLPC website hosting & services 2026.	4180/110	20/11/25	£216.00	BP5
Enix Ltd./HostPresto! – MLNP2 website hosting 2025/26.	4180/110 RR355	13/11/25	£84.00	BP6
Arb Tree & Garden Solutions (Adam Reed) – Pollarding of willow on MLAV20A) - Oct 25.	4640/130	20/11/25	£875.00	BP7
J. Taylor – Expenses – Soil for telephone kiosk planters (from Superior Plants).	4430/130	20/11/25	£16.00	BP8
Earl Haig Fund – Remembrance Wreath 2025	4210/110	20/11/25	£75.00	Chq
TOTAL			£2,635.97	

Payments made in between meetings

Water2Business – EF Water & Sewerage Services	4420/140	01/10/25	£20.50	DD
Water2Business – OS Water & Sewerage Services	4420/120	01/10/25	£31.50	DD
HMRC – PAYE & NI	4030/110	01/10/25	£1,465.67	Card
Land Registry – Plan/Register search for PROW	4130/130	03/10/25	£7.00	Card
Public Works Loans Repayment	4220/110	06/10/25	£4,409.17	DD
Daisy – Broadband at OS – Oct 2025	4170/120	10/10/25	£23.34	DD
ICO – Data Protection Fee for 25/26	4140/110	10/10/25	£47.00	DD
Gompels Healthcare – Cleaning Products for OS	4450/120 & 4480/120	10/10/25	£69.65	Card
Land Registry – Plan/Register search for PROW	4130/130	15/10/25	£7.00	Card
British Gas – EF Electricity	4410/140	16/10/25	£66.31	DD
Lloyds Bank – Bank Account Service Charge	4110/110	20/10/25	£4.25	Auto
Handyman contractor monthly hours	Various	23/10/25	£429.72	FPO
Mark Goddard & Sons Landscaping – Grounds maintenance for October 2025	Various	23/10/25	£987.60	FPO
Wiltshire Council – May 2025 Election fees.	4270/110	23/10/25	£410.00	FPO
Wicksteed – Annual play equipment inspections - Mar 25.	4600/130	23/10/25	£360.00	FPO
OS Cleaner – monthly wages	4000/120	23/10/25	£156.25	FPO
NALC – Training Course - Art of Communication: Navigating Tough Decisions – IM.	4080/110	23/10/25	£42.00	FPO
T. Watson – Emergency repair to steps to community hall from upper car park.	4430/130	23/10/25	£205.00	FPO
A Local Printer Ltd – Printing of Autumn 25 Community Engagement Newsletter.	4165/110	23/10/25	£226.00	Card
IONOS CLOUD LTD.	4180/120	29/10/25	£26.52	DD
Lebara Mobile Ltd. – Mobile phone contract Nov25	4170/110	30/10/25	£4.95	Card
TOTAL			£8,999.43	

*Handyman hours worked £330.00 + Petrol allowance £9.00 + Bin bags £5.97 = TOTAL £344.97

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Appendix 25/26-145.c – Ear Marked Reserves (EMR)

Nominal Code	Description	Opening Balance	Net Transfers	Closing Balance	Comments
323	EMR - EF Pavilion	£ 105.66		£ 105.66	
324	EMR - Tree Works	£ -	£ 1,500.00	£ 1,500.00	18/12/2024 - Minute 24/25-177 - Draft budget for 2025/26 – Cllr Fraser questioned the revised figure in the budget being put aside for possible additional tree works in Canada Woods as part of the Management Plan 5-year review (reduced from £3,000 to £1,500). The Clerk noted that the HRAF projects budget could be diverted to tree works if necessary, and that currently only £106 of the £3,000 tree budget for 2024/25 had been spent. It was therefore anticipated that there could be an unspent amount at the financial year end which could then be carried forward into the Tree Works Earmarked Reserve for that purpose – Councillors indicated their support for ringfencing funds in this way. Cllr Poole noted again the option of possible grant funding for tree work, and other projects. It was resolved to approve the budget for 2025/26.
328	RR - Toposcope	£ 210.00		£ 210.00	
329	RR - SSE Covid 19	£ 101.44	-£ 97.35	£ 4.09	Includes all FF payments up to & including 18/09/25. It needs to be determined how this will continue to be funded - grant, spending powers need to be considered.
330	EMR - HRAF Projects	£ 4,205.18		£ 4,205.18	Includes £500 allocated for replacement of information board at bottom of Ladywood (Minute 23/24-262 refers).
335	EMR - Defibrillator Funds	£ 528.73		£ 528.73	This needs to be approved to enable spending from as agreed at HRAF Committee meeting.
342	EMR - OS Boiler Fund	£ -	£ 500.00	£ 500.00	
343	EMR - Resurface Broadwell Fund	£ 3,000.00	£ 1,500.00	£ 4,500.00	
344	EMR - Youth Council	£ 241.05		£ 241.05	
345	EMR - CW & CP Community Group	£ 50.00		£ 50.00	
348	RR - J Fletcher - Will Legacy	£ 26,211.83	-£ 8,373.06	£ 17,838.77	Includes payments for Village Caretakers/Handyman etc. up to and including 31/10/25
352	RR - Locality NP Grant	£ 4,194.02	-£ 4,193.02	£ 1.00	This remaining £1 should be transferred to 355 - This needs to be approved by Full Council to transfer these funds.

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Nominal Code	Description	Opening Balance	Net Transfers	Closing Balance	Comments
353	RR - WW Grant MLAV2 Slippage [original grant received was £2k]	£ 720.00		£ 720.00	<p>19/11/2024 - Minute 24/25-150 - Footpath Slippage Canada Woods. It was resolved to approve the quote from Ecolibrium for £13,350 (as at 24/4/24) as the contractor to carry out bank repair work. The work will be carried out in the Spring when the necessary EA permits etc.</p> <p>18/02/2025 - Minute 24/25-228 - Agreed to pay £1,280 from this RR toward the cost of felling of 4x ash trees infected with ash die back (total cost £1,400net).</p>
355	RR - MLNP2 Budget from MLPC	£ 1,140.00	-£ 633.50	£ 506.50	<p>13/05/2025 - Minute 25/26-007 - Agreed to allocate 2x days support from Place Studio at a total cost of £1,140 (2x days at £570/day).</p> <p>Includes payment for Place Studio for 1x day (£570); domain renewal (£6.50); website hosting (£70).</p>
356	RR - MLAV2 Slippage -CIL Funds	£ -	£ 12,630.00	£ 12,630.00	<p>16/09/2025 - Minute 25/26-082.f - Agreed to transfer £12,630 from CIL income to fund MLAV2 bank slippage works in Canada Woods.</p> <p>Remaining balance to be funded from EMR353.</p>

£ 40,707.91 £ 2,833.07 £ 43,540.98