

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 16th December 2025 at 7.15pm in the Old School, Market Lavington

Present:

Councillors: Fred Davis; Di Fraser; Peter Joly; 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 (including initially the one councillor co-option candidate).

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.

25/26-161 Parish Councillor Vacancies

a) The Clerk clarified the process to be undertaken for the co-option voting. It was noted there are still six vacant seats on the Parish Council. All candidates are required to obtain an absolute majority of votes in their favour in order to be co-opted.

7.17pm - In accordance with Standing Order 3d and in view of the confidential nature of the business to be transacted, it was **resolved** that the press and public be temporarily excluded from the meeting and were instructed to withdraw.

All members of the public left the meeting.

b) Councillors reviewed the completed application form from one candidate. It was **resolved** to co-opt Peter Joly as a Councillor of Market Lavington Parish Council.

7.19pm – With the confidential session of the meeting concluded, it was **resolved** that the meeting was reverted back to open session.

All members of the public rejoined the meeting.

c) Cllr Joly signed his Declaration of Acceptance of Office and was welcomed to join the Council.

25/26-162 Attendance and Apologies for Absence

With all members of the Parish Council in attendance, there were no apologies for absence.

25/26-163 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.

25/26-164 Adjournment for Public Participation (maximum of 5 minutes)

The meeting was adjourned at 7.20pm and resumed at 7.24pm.

The Chair invited members of the public to raise matters relevant to items on the agenda.

Members of the public raised concerns regarding responsibility for the maintenance and safety of certain highways and footpaths within the parish, with specific reference to Drove Lane and Parsonage Lane where footways have been significantly reduced in width due to embankment erosion and poor drainage. Some pedestrian pathways, have sections of the footway has narrowed to approximately half a metre, despite originally being over one metre wide.

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It was noted that the issues are most acute at the bottom of the hills, where mud accumulation and lack of drainage were reported. The safety implications for school children, disabled residents (including wheelchair users), and other pedestrians were emphasised, alongside the impact of vehicle speeds on this stretch of road.

The Council was asked to clarify where responsibility lies between volunteer action and the Highway Authority, particularly in relation to higher-grade works such as embankment stabilisation and engineering solutions. It was acknowledged that there is no single definitive rule and that responsibility may vary depending on the specific stretch of highway.

The Chair advised that the matter has been raised with the relevant Wiltshire Council Highways officer, including submission of photographic evidence and details highlighting pedestrian use, school routes, and accessibility concerns. A response is awaited, and further information will be reported back to the Council once received.

Cllr Muns added that while volunteer efforts are valued, works involving embankment removal, retaining structures, or significant engineering interventions fall within the remit of the Highway Authority and are subject to wider prioritisation across the Wiltshire road network.

The Chair thanked those present for their comments and closed the public participation session.

25/26-165 Minutes of Council Meetings

The minutes of the Full Council meeting held on 13th 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.

The minutes of the Full Council meeting held on 18th November 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.

25/26-166 Monthly Reports

a) **Wiltshire Councillor Report** – Cllr Dominic Muns provided a verbal update on the following:

- **Black Dog Junction Improvement Scheme** – The project is progressing ahead of schedule. Final drainage, gullies and kerbing works are being completed, with tarmac resurfacing scheduled between 9th to 20th February. Installation of lighting and associated electrical works is expected during the same period. Intelligent traffic signals will be installed, which will adapt to traffic volumes following an initial data-gathering period. The total project cost was reported as approximately £929,000. Completion is anticipated by late February or early March.
- **Resurfacing B3098 from West Lavington Crossroads to Lavington School** – Cllr Muns reported that resurfacing of this stretch of road has been a long-standing request. Wiltshire Council previously indicated this would be completed within six months (by approximately February). It is hoped the works may be co-ordinated with the Black Dog scheme, subject to prioritisation.
- **Unauthorised Bollard Installation on the Highway outside Church Cottage** – Concerns were raised regarding the installation of a bollard without following the appropriate consultation or application process. The matter has been raised at Cabinet level. It was reported that the bollard will be removed, and clarification is still being sought regarding how it was authorised.
- **Traffic Calming – Parsonage Lane** – Discussion took place regarding potential traffic-calming measures. Concerns were noted about the impact of speed humps on nearby properties and unstable banks. Other traffic-calming options remain under consideration through the LHFIF process.
- **Planning Matters** – Cllr Muns invited the Parish Council to contact him should support be required regarding the recently resubmitted planning application at Spin Hill.

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- b) **Youth Council** – A written report had been provided by the Group Leader (see appendix 25/26-164.b). An additional verbal update was provided:
- The Youth Council held a cake sale which raised £342.37.
 - The Youth Council requested approval to purchase an accessible circular picnic table (with cut-away seating for wheelchair and pushchair access) at a cost of £297.99 (including VAT and delivery).
 - The proposed location is an area of green space near Fiddington Clay, close to a well-used walking route to St Barnabas School.
- It was noted that the land for the proposed installation is owned by Aster and so permission must be obtained prior to installation. The Clerk to action.
- It was **resolved** to approve the Youth Council's purchase of a picnic table, subject to confirmation of necessary permissions from the land owner.
- c) **Rights of Way Working Group** – A written report had been provided by the Group Leader (see appendix 25/26-164.c). The Group requested approval to purchase a **battery-powered hedge trimmer** for maintenance of parish footpaths. Currently the volunteers are having to use their own equipment. The members had investigated into options and considered online reviews. The one selected included a charger and two batteries. It was **resolved** to approve the purchase of a Terratek battery-powered hedge trimmer at a cost of £52.49+VAT and to add it to the Parish Council's asset and insurance register.
- d) **Community Hall Trust Report** – Cllr Poole advised there were no new matters to report beyond the minutes already circulated of the Community Hall Trust AGM held on 13th October 2025.
- e) **Friends of Canada Woods & Community Park Community Group** – Cllr Fraser provided a verbal report on the following:
- i. **Regeneration of original MLAV2 footpath and habitat hedging works** – 105-hedging whips have been planted as part of the agreed regeneration works. Additional whips have been secured and are due for planting in March 2026.
 - ii. **Village 'Blossom Day' event – Saturday 25th April 2026** – Initial planning has commenced, with a meeting held on 12th December. The event details have been submitted to the Council's insurers and confirmation from them, regarding policy cover, is awaited.
 - iii. **Use of Felled Timber** – Discussion took place regarding the cutting up and distribution of felled timber within Canada Woods. CW&CP Community Group requested permission from the Parish Council to cut up timber from trees that are due to be felled in January, for distribution to residents as firewood, for a donation in order to raise funds for the Group. Queries were raised regarding the Parish Council being able to sell timber or request donations; it was thought this had been previously investigated and was not possible due to legal and administrative constraints.
It was suggested that a clearly advertised "help-yourself" community collection day, without charge or donation, could be explored further. However, concerns were raised regarding fairness of access and site safety.
No decision was made at this meeting. The Community Group was asked to consider the options further and bring a clear proposal back to a future meeting.
- f) **Any other reports** – There were none.

25/26-167

HRAF Committee Meeting

The draft minutes from the Highways, Recreation, Amenity and Footpaths (HRAF) Committee meeting held on 6th November 2025 had been written up, however, changes requested by the Committee Chair were still to be actioned prior to publication. This would be actioned shortly and so the item was deferred to the January Full Council meeting.

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25/26-168 Staffing Sub-Committee Meeting

The draft minutes from the Staffing Sub-Committee meeting held on 27th November 2025 had been circulated to councillors. Cllr Turner-Scott, as the Committee Chair, had provided a written report which was also circulated. It was noted that the Committee had determined that the Clerk has fully demonstrated her potential and capabilities in supporting the work of the Council to realise both current and future ambitions and had successfully met the conditions of her probationary period, and so her appointment was confirmed.

25/26-169 Market Lavington Neighbourhood Plan 2

a) **Steering Group Meetings** – The draft minutes of the Steering Group meeting held on 11th November 2025 had been published and circulated. No questions were raised.

It was reported that:

- A planned Steering Group meeting in early December did not take place due to the unavailability of members.
- Notice of cancellation was placed on the website at short notice; Members acknowledged that improved notice arrangements should be used in future, including physical notices on the venue door where possible.
- Steering Group work has continued outside of formal meetings.

The Steering Group will reconvene with a meeting scheduled for **6th January 2026** to progress the next stages of the Plan.

b) **Site Assessment Consultation** – The Council received an update on the Site Assessment Consultation. It was noted that:

- The **consultation is due to close on 20th December 2025**.
- Over 180 responses have been received through a combination of online and written submissions.
- All sites included in the assessment have received at least one comment.
- Any additional responses received prior to the closing date will be incorporated and reviewed.
- The Steering Group has commenced collating, analysing, and aligning consultation feedback with emerging plan objectives in January 2026.

It was further reported that:

- In the New Year, contact will be made with site owners, promoters, and developers who responded to the Council's correspondence.
- These parties will be invited to discuss site availability, deliverability, and potential community benefits.
- Any such discussions will be undertaken transparently, with outcomes reported back and opportunities for public engagement provided.

c) **MLNP2 Payments and Budget Position** – There were not any further costs related to MLNP2 since the last meeting, however, further expenditure is anticipated as the project progresses.

d) **Correspondence with Local Planning Authority** – The Council agreed in principle that the Steering Group may write to the Local Planning Authority to request clarity on housing requirement figures to inform the preparation of MLNP2, subject to the final wording being agreed by the Steering Group Chair. An initial draft letter was read out at the meeting, and no objections were raised to correspondence of this nature being issued.

25/26-170 Governance & Management Advisory Group

Councillors received updates and considered recommendations as follows:

a) **Training** – The Clerk reported that the previously proposed Civility and Respect training provider is no longer available. Alternative training options circulated as pre-reading were considered.

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It was proposed that Members attend **online Civility & Respect training on 8 January (6.00–8.00pm)**, as provided via WALC, aligning with the Council's commitment under the Civility and Respect Pledge. Councillors were requested to diarise this date.

Members were asked to notify the Clerk of interest in any additional training opportunities circulated.

It was further noted that:

- Cllr Fraser had completed training relating to **grey squirrel damage surveys**, coordinated nationally.
- Cllr Fraser had attended the first session of a **Biodiversity Net Gain (BNG)** workshop delivered by Wiltshire Wildlife Trust, with a second session scheduled for January.

- b) **Christmas 2025 arrangements** – The Council reviewed feedback on the Christmas 2025 events and preparations. It was agreed that the arrangements were successful, and no changes were required for 2026.

A suggestion was noted for future consideration to allocate funding in the next financial year to **enhance marketplace lighting**, while retaining and extending existing installations.

It was agreed that Christmas lights would be taken down on the first weekend in January, weather permitting, Cllr Davis to arrange. The Clerk will be notified once the lights are switched off to enable necessary notifications with the electricity supplier.

- c) **Joint Liaison Committee** – The Clerk advised that a date for the next Joint Liaison Committee meeting has not yet been confirmed but is expected to take place on a **Thursday in January**. Updates on the lease documentation and quotations for amenity land maintenance will be brought to a future meeting once available.
- d) **AGAR Assertion 10** – The Clerk provided an update on the introduction of **Assertion 10** on the AGAR form, relating to cyber security and information governance. The **NALC Model IT Policy** has been circulated to Members for review. It was noted that adoption of an IT policy is required to avoid an adverse AGAR response.

It was agreed that:

- Members will review the policy in advance.
- The policy will be presented for **formal adoption at the January Full Council meeting**.
- Consideration will be given to how the policy applies to shared working arrangements, including the Neighbourhood Plan.

- e) **Community Governance Review (CGR)** – An update was received on the forthcoming Community Governance Review. Discussion focused on whether to propose a reduction in the number of Parish Councillors. It was noted that:

- The Parish has historically maintained a full complement of councillors.
- A reduction could limit capacity and flexibility, particularly in light of future development.
- Retaining current numbers supports effective governance and workload distribution.

It was **agreed** that the Parish Council's response to the Review should **support retaining the current number of councillors**. The Clerk to draft a response reflecting this position for circulation to Members for further comment prior to submitting to Wiltshire Council by the deadline of 31st December 2025.

- f) **Council Meeting Dates for 2026** – The Clerk outlined proposed meeting dates up to and including April 2026, including:

- Staffing Committee meetings (one to take place prior to a Neighbourhood Plan Steering Group meeting on 6th January 2026, another provisionally scheduled for 3rd March, but which may not be required and will be reviewed following discussions at the January meeting).
- Finance Committee meetings (13th January 2026 and 14th April 2026).
- Full Council meetings (20th January; 17th February; 17th March; 21st April 2026).
- HRAF Committee meeting proposed for 5th February 2026).

Members confirmed they were content with the proposed schedule as outlined.

- g) **Community Engagement Newsletter** – The Council considered content for the Spring 2026 Community Engagement Newsletter, scheduled for distribution in **February 2026**. It was noted that:

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- Feedback from recent community consultation events will inform articles.
 - Contributions were invited from relevant working groups, including highways, Rights of Way, and Friends of Canada Woods & Community Park.
 - A draft newsletter will be reviewed at the January Full Council meeting.
- Members and groups to submit proposed content directly to the newsletter Editor.

25/26-171

Finance

- a) A report on the **receipts and payments details for November 2025** (including any card payments, direct debits, and payments made in-between meetings), had been circulated as pre-reading. No questions were raised.
- b) In accordance with Financial Regulations 6.11 a report on the **payments for December 2025** had been circulated in advance of the meeting (see appendix 25/26-171.b). This report was reviewed, and it was **resolved** to approve the schedule of bank payments, totalling £1,070.89 due to be made on 18th December 2025 and to ratify those bank and card payments made since the last meeting.
- Key payments noted included:
- Bulk purchase of refuse bags, which should hopefully last for a while and be more cost effective than reimbursing the Handyman Contractor for adhoc purchases of them.
 - Environment Agency permit fees for bank slippage works at Canada Woods.
- c) **Ear Marked Reserves (EMR)** – The Clerk reported ongoing work regarding the Ear Marked Reserves (EMR). Following a meeting with Cllr Fraser there were some historic minutes relating to HRAF projects that needed to have EMR figures checked. An updated report would be circulated once these works were completed.
- d) **Community Grant Applications** – There were no new or revised applications received since the last meeting, so this item was deferred to the January 2026 Full Council meeting.
- e) **Budget and Precept 2026/27 – Progress Update** – The Clerk reported that she was due to meet with Cllr Poole on Friday to review the figures prepared to date. This will likely generate further queries which can then be investigated prior to the Finance Committee meeting in January.

25/26-172

Parish Council Land

The Council received updates, discussed matters, and made decisions as follows:

- a) **Felling of two Ash Trees backing onto properties on Francis Road** – It was reported that letters notifying affected residents of the forthcoming works will be delivered during the following week. The felling will proceed in accordance with the decision made at the previous meeting.
- b) **Access gates and footpaths from properties onto Parish Council land** – Delivery of the maps and letters to residents is planned to take place the forthcoming Monday.
- c) **Information Board (Canada Woods/Community Park)** – There were no further updates on this item.
- d) **Permissive path on MLAV2, fencing of landslip, and associated works (including Environment Agency permits)** – It was reported that:
- Required Environment Agency permits have now been granted.
 - Due to seasonal restrictions, works could not commence immediately and are now scheduled to take place in the **spring**.
 - Preparatory work is required in advance, including retrieval of existing documentation from previous contractors and works to avoid duplication.
 - The Environment Agency requires **one week's notice** prior to commencement of works.
 - The Clerk and Cllr Fraser are liaising with the contractors and will confirm a start date once preparations are complete.
- e) **Recording of trees on Parish Council land and consideration of independent tree surveys** – There were no further updates on this item; the Clerk is continuing working on this.
- f) **Clearing of waste on amenity land adjacent to the Community Hall** – It was reported that:
- Clearance works have been delayed due to contractor illness.

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- Works are now expected to take place in late December or early January.
- Additional green waste arising from pruning works from other locations will be included within the clearance arrangements (Clerk to liaise with Cllr Fraser accordingly).

25/26-173 Current and Future Projects

The Council received updates, discussed current and proposed projects, and considered associated actions as follows:

- a) **Review of Current and Future Projects** – The Clerk advised that the existing list of potential future projects was being updated to include items identified from historic minutes. Councillor leads have been allocated to individual projects.
- It was noted that:
- The project list will be reviewed, prioritised, and grouped by anticipated timescales.
 - The list will be considered by the Finance Committee as part of future budget planning with recommendations being brought to the next Full Council meeting.
- An update was also received that discussions have taken place with Wiltshire Wildlife Trust regarding a potential **wetland project at Canada Woods**, with updated costings awaited.
- b) **New Suggestions for Future Projects** – The Council considered a proposal for a **Remembrance Day community knitting project**, involving the creation of knitted poppies. It was reported that:
- A volunteer has indicated willingness to coordinate the knitting element.
 - The project would require Parish Council leadership, village-wide publicity, and a named project lead. Cllr Morrison volunteered to take the lead with this.
- Further discussions to take place offline to develop the proposal. A report will be brought back to a future meeting.
- The proposal for a **village map** was deferred, as the resident who submitted the suggestion was unable to attend the meeting.
- c) **Highway improvements** – Cllr Poole reported on the **Motion (Transport and Infrastructure Consultants)** report on highway and traffic management improvements in the parish.
- Key points noted:
- The report focuses primarily on improving **pedestrian safety**, particularly at each end of the village, rather than increasing traffic throughput.
 - Extensive footway widening throughout the village was considered unlikely to be deliverable due to cost.
 - More focused proposals are being explored, including improvements to areas with particularly narrow footways and high pedestrian use, especially affecting school children, parents with pushchairs, and disabled users.
- It was reported that:
- Further discussions will take place with Wiltshire Council Highways to explore deliverable options, including design, cost, legislative requirements, and traffic management implications.
 - Potential options include formalised raised footways with edge restraints to improve safety and prevent embankment migration.
- No preferred options were agreed at this stage. Cllr Poole to undertake investigation work with Wiltshire Council, with refined options to be brought back to Council in January, prior to any community consultation.
- d) **Proposed Development Sites** – The Council revisited the previously presented report on open market housing knowledge and considered options relating to the **Mount Pleasant site** as part of the emerging Neighbourhood Plan. Cllr Poole provided further detail and background on this potential project.
- It was noted that:
- The site is considered a **medium- to long-term opportunity**.
 - Potential uses include addressing village parking pressures and providing community infrastructure.
 - The site owner has agreed to provide access to allow further investigation.

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- Ideas under consideration include multi-generational community use, learning, training, leisure, and associated parking provision.

The Council acknowledged that infrastructure capacity, including parking and community facilities, were key issues raised during the recent Neighbourhood Plan consultations.

Cllr Poole to continue with investigations and further information and analysis to be brought back to the January Full Council meeting for consideration.

- e) The Council noted that some current and proposed projects may be suitable for **external or part-funding**, including through **LHFIG** and other funding sources. Further consideration will take place once project priorities are confirmed.
- f) The **project process document** was not available at the meeting and so would be circulated by the Clerk in due course.

25/26-174

Highways and any other maintenance matters

The Council received updates, discussed matters, and made decisions as follows:

- a) **Footpath MLAV10 (Spin Hill to Drove Lane)** – It was reported that the Public Rights of Way Officer has been unavailable. A meeting will be arranged once a date is confirmed, following which an update will be brought back to Council regarding options to prevent motorbike access while maintaining equality access.
- b) **Memorial bench at Elisha Field** – It was noted that the Clerk has contacted the family to seek an update. No further progress to report at this time.
- c) **Parish Steward – Update and New Tasks** – It was reported that due to exceptionally high volume of pothole repairs required across the county, Wiltshire Council has agreed to temporarily suspend parish steward visits until the New Year, or until the situation becomes more manageable. A programme of scheduled visits during 2026 had been circulated to councillors however, it was agreed to defer discussion on future Parish Steward arrangements until the New Year, due to current pressures on the service. The gulley cleaning would therefore be undertaken, where possible, in conjunction with Community Clean Up Days (see below).
- d) **Community Clean Up Day** – The Council reviewed the drain and gulley clearance session held at Parsonage Lane on **29 November 2025**, noting its success and the identification of several blocked drains. It was **resolved** to hold a further Community Clean Up Day at **Drove Lane on 10th January 2026**.
- e) **Handyman and Groundwork Contractors – Update and New Tasks** – It was noted that two piles of leaves have been left on Parsonage Lane following the Clean-Up Day. The Handyman contractor to remove and dispose of them accordingly.
- f) **Works by SSEN – Willow Tree at Northbrook** – Cllr Fraser had checked the works undertaken by SSEN to the large willow tree and hedgerow on the unregistered amenity land at Northbrook and reported they had been carried out as agreed. A tree consultant has been contacted to undertake a further visual check of the tree's condition to determine whether additional works are required. SSEN were only obliged to remove the boughs and branches that posed a risk to the overhead cables.
- g) **Safety Concerns – Brick Wall at Parsonage Lane** – The Council received an update that:
- The property owners insurers will not cover remedial works.
 - Highways officers have inspected the wall and are monitoring it but are unwilling to install temporary barriers around the site as it would involve having to close the road.
 - The resident is exploring alternative funding options.
- The Council noted the situation and acknowledged the limits of Parish Council responsibility.
- h) **New Bollard on B3098 (Outside Church Cottage)** – It was noted that the newly installed bollard is scheduled for removal by Wiltshire Council, as after monitoring, it was not considered to have the required effect. They are considering what other less intrusive measures could be taken to protect the resident's property.
- i) **Drainage Works & Flooding Issues at New Street/The Muddle** – It was reported that Wiltshire Council drainage works have been completed. No further action was required at this time, and the situation would continue to be monitored.

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- j) **Northbrook spring** – The Council discussed recurring water run-off and icy conditions caused by a natural spring. It was agreed that:
- A proposal for submission to LHFIC should be prepared for April 2026.
 - Options to be considered include a surface drainage channel or alternative drainage solution, subject to feasibility and cost.
 - A draft proposal will be prepared by the Clerk, with Member support, and brought back to Council for consideration prior to submission.
- k) **Damaged Bollard – Outside the Green Dragon** – It was noted that reinstatement had been scheduled for the end of November; however, councillors were unable to confirm completion. Cllr Stevens to check and report back to the Clerk.
- l) **Unauthorised Tree works behind Beechwood** – The Council noted that unauthorised tree cutting has taken place, resulting in a change to the local tree structure. It was agreed that:
- The remaining trees will be monitored for safety.
 - No retrospective enforcement action will be pursued at this stage.
 - General guidance on tree responsibilities will be included in a future Council communication.
- m) **Highway improvement works at Blackdog Crossroads (A360)** – An update was provided under the Ward Councillor report (minute 25/26-166.a refers).
- n) **Any other updates** – No additional updates were reported.

25/26-175 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) Minutes of the Town & Parish Clerks and Wiltshire Council Meeting held on 20th November 2025 – Circulated to members for information. No questions were raised.
- b) Minutes of the Devizes Area Board meeting held on 1st December 2025 – Circulated to members for information. No questions were raised.
- c) Details of future Devizes Area Board meeting dates – Clerk to circulate to members.
- d) Fire & Rescue Service Response Times – Cllr Davis reported he had been in touch with a contact at Wiltshire HQ in relation to a delayed response to a car fire on Church Street. To date, no response had been received. Cllr Davis to continue to follow up.
- e) Local resident – concerns regarding inconsiderate parking on St Mary's Road – The Clerk will be distributing letters to all residents of St Mary's Road reminding them not to park on the pavement etc. in a similar line to what was sent by the previous Clerk.
- f) Minutes of the Devizes Air Quality and Sustainable Transport Group meeting held on 25th November 2025 – Circulated to members for information. No questions were raised.
- g) Wiltshire Council Survey – Local Highway Footway Improvement Group (LHFIC) – Members considered the survey circulated by the Clerk. It was noted that responses are requested by 19th December 2025 and that members with experience of LHFIC meetings will provide input to the Clerk to enable submission of a consolidated Parish Council response before the deadline.

Updates on the following previously raised matters were as follows:

- h) **Debris from Beech Trees on Lavington Hill** – Following decisions at the last meeting the Clerk was still in the process of obtaining quotations for the necessary works. The matter will proceed once quotations have been obtained and considered by the event organiser.
- i) **Hamilton Drive Play Area** – The resident had tried contacting Aster directly with their queries regarding the play equipment and surfacing at Hamilton Drive, however, they had not been successful in obtaining a response so had written to the Clerk requesting support. It was suggested that the resident may seek assistance from the local Wiltshire Councillor to support correspondence. The Clerk to advise accordingly.

25/26-176 Planning applications, decisions, and any other planning issues

- a) The following planning applications were considered at the meeting:
- i. Reference: **PL/2025/09563** (Full planning permission)

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Address: **Land at Spin Hill**, Market Lavington, Devizes, SN10 4NS

Proposal: Use of land for the stationing of caravans for residential purposes and the erection of a dayroom ancillary to that use

Applicant: John Price and Emily Turner via Green Planning Services (Agent on behalf of applicant).

The application was considered by the Council, and it was noted that many of the concerns raised by the Council for a very similar application [PL/2023/08288] at the same site had still not been addressed in this new application.

Members noted that the proposal conflicted with multiple adopted planning policies, including Core Policies relating to countryside protection and sustainable development.

It was therefore **resolved to object** to planning application PL/2025/09563 on the grounds that it conflicts with adopted planning policies and is unsustainable in principle, also due to the same issues listed under the previously application PL/2023/08288 which have not been addressed.

Furthermore, it was agreed to ask Cllr Muns to call in the application to be considered by Wiltshire Council Planning Committee.

- b) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting but via email:
- i. 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:
- i. None.
- d) The following planning application decisions made by Wiltshire Council were noted:
- i. 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.
Decision: **Approve with conditions.**
- 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. **Enforcement – Unauthorised Access onto A360 (near Black Dog Crossroads)** – It was reported that Wiltshire Council has confirmed a planning application has been submitted in relation to the access. The Parish Council had previously commented on the application. Further details will be circulated to Members once received and checked if the application covers all the works undertaken.
 - iii. **Enforcement – Tree reduction at the Muddle** – An update is awaited from Wiltshire Council.
 - iv. **Enforcement – Tree felling at The Ham** – An update is awaited from Wiltshire Council.
 - v. **Wiltshire Local Plan 2020-2038 Review examination** – Following the examination hearings in mid-November, the remaining hearing sessions in the draft programme for the examination of the Wiltshire Local Plan have been postponed, to allow further work to be completed.

MARKET LAVINGTON PARISH COUNCIL

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25/26-177

Items for Next Agenda

A full review of finances, consideration of recommendations from the Finance Committee and the setting of the precept, were acknowledged as the main agenda item for the January Full Council meeting.

No additional items were raised for inclusion on the next agenda.

25/26-178

Adjournment for Public Participation (maximum of 5 minutes)

The meeting was adjourned at 8.52pm and resumed at 8.53pm.

A member of the public asked if there were any significant differences between the new planning application submitted for the site at Spin Hill, in relation to the previous application submitted in 2023. It was replied that there was not.

25/26-179

Date and Time of Next Meeting

The next meeting of the Full Council is scheduled to be held on Tuesday 20th January 2026 at 7.15pm at the Old School.

There being no further business the meeting was closed at 8.54pm.

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

DRAFT

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Appendix 25/26-166.b

Report title	Monthly Reports Youth Council (Written report from Group Leader).
Report author	Jane Taylor
Purpose of report	For Update and decision (if required)
Statutory authority	

Market Lavington Youth Council Report 12/25

The Youth Council held a cake sale Saturday 13th December 2025 outside the Co-op. They raised the amazing amount of £342.37.

The purpose of the fund raiser was to enable the purchase of a bench where young people can meet up. Due to the success, they would actually like to purchase a picnic table which is more conducive to social interactions, and the style enables wheelchair access. The cost of this is £297.99 inc VAT and delivery.

Their chosen location is along Fiddington Clay by the swing rope or opposite. This is very close to MLAV24 which is a very popular RoW for many walkers, including those walking to/from St Barnabas and Easterton.

The Youth Council asks MLPC to kindly give their approval for this purchase.

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Appendix 25/26-166.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 include consideration of the request to purchase a batter powered hedge trimmer for Group use. 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 Report 12/25

Works – We have cleared MLAV1B from the end of Parham Lane and put up markers through to the Potterne boundary.

We will be resuming RoW clearance from w/c 5th January.

Tanya has applied to The Woodland Trust on our behalf for 420 hedging saplings, and we'll identify gaps in existing hedging and where would benefit from new planting over the next two months.

We ask the Parish Council to consider a request to purchase a battery powered hedge trimmer for the RoW Working Group use. This would greatly assist our work in getting the RoW back to a better condition and then ongoing maintenance. The total cost is £52.49+VAT which includes 2 batteries and a charger (and delivery) from [Amazon](#) (see below). We understand that it would be the property of MLPC and insured by them, and obviously they would be able to use it also.

Garden › Mowers & Outdoor Power Tools › Outdoor Power Tools › Hedge Trimmers



Click to see full view



Terratek Cordless Hedge Trimmer 20V 1HR Fast Charge 51cm (510mm) Cutting Length, Hedge Trimmer Cordless Hedge Cutter with 2x Batteries and Charger Included

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1x Battery

£47.49

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Thursday

2x Batteries

£62.99

~~£79.99~~

FREE Delivery

Thursday

Brand Terratek

Power source Battery Powered

Colour Grey & Orange

Product dimensions 96.5L x 17.5W x 18H centimetres

Item weight 2.5 Kilograms

MARKET LAVINGTON PARISH COUNCIL

Parish Clerk & RFO: Tanya West Tel: 07770 679697 or Email: clerk@marketlavingtonparishcouncil.gov.uk

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Appendix 25/26-171.b – Payments for Approval and Ratification

December Payments for Approval				
Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
OS Cleaner – monthly wages	4000/120	18/12/25	£143.75	BP1
Handyman contractor monthly hours*	various	18/12/25	£339.00	BP2
Clerk TW wages and exps	Various	18/12/25	TBC	BP3
A Withey Industrial Packaging – 1000x black refuse sacks.	4430/130	18/12/25	£142.14	BP4
Ecolibrium Environmental Contracting Ltd. – Env Agency permit application fee for works to river bank slippage at Canada Woods.	4430/130 RR353	18/12/25	£446.00	BP5
TOTAL			£1,070.89	
Payments made in between meetings				
Water2Business – EF Water & Sewerage Services	4420/140	03/11/25	£20.50	DD
Water2Business – OS Water & Sewerage Services	4420/120	03/11/25	£31.50	DD
Daisy – Broadband at OS – Nov 2025	4170/120	10/11/25	£41.69	DD
Enix Ltd./HostPresto! – MLNP2 website hosting 2025/26.	4180/110 RR355	13/11/25	£84.00	FPO
British Gas – EF Electricity	4410/140	17/11/25	£69.30	DD
Lloyds Bank – Bank Account Service Charge	4110/110	18/11/25	£4.64	Auto
J. Taylor – Expenses – Soil for telephone kiosk planters (from Superior Plants).	4430/130	20/11/25	£16.00	FPO
OS Cleaner – monthly wages	4000/120	20/11/25	£125.00	FPO
Handyman contractor monthly hours*	various	20/11/25	£344.97	FPO
Mark Goddard & Sons Landscaping – Verti-draining of EF October 2025.	4710/140	20/11/25	£900.00	FPO
Arb Tree & Garden Solutions (Adam Reed) – Pollarding of willow on MLAV20A) - Oct 25.	4640/130	20/11/25	£875.00	FPO
IONOS CLOUD LTD.	4180/120	28/11/25	£7.20	DD
Certas Energy UK Ltd. – Heating oil - OS – Nov 25.	4400/120	28/11/25	£767.34	FPO
Defibstore Ltd. – 2x sets of pads for defibrillators	4430/130 RR335	28/11/25	£123.60	Card
TOTAL			£3,410.74	

*Handyman hours worked £330.00 + Petrol allowance £9.00 = TOTAL £339.00