

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 June 2026 at 7.15pm at the Old School, Market Lavington

Present:

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

Officers: Tanya West – Parish Clerk & RFO

Wiltshire Ward Councillor: Dominic Muns

Public: Four members of the public were in attendance, including a representative of 1st Lavington Sea Scouts (in relation to minute 26/27-049.d).

This meeting was recorded by the Parish Clerk for administrative purposes only, in accordance with Standing Orders and the Openness of Local Government Bodies Regulations 2014; this recording will be deleted once these minutes are approved. Councillors were reminded of the Council's commitment to the NALC Civility & Respect Pledge.

26/27-040-FC1606 Attendance and Apologies for Absence

No apologies for absence had been received. Cllr Suzanne Morrison was absent without apology. The Chair reported that a letter of resignation from the Council had been received from Cllr Alex Rose, tendered for personal reasons. The Chair confirmed that he would be welcome to return to the Council in the future if he so wished.

26/27-041-FC1606 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.

26/27-042-FC1606 Adjournment for Public Participation (maximum of 5 minutes)

7.16pm – The meeting was adjourned for public participation.

A member of the public gave an update on the forthcoming “People's Emergency Briefing” event, to be held at the Community Hall on 26th June 2026, covering climate change and biodiversity loss. All councillors, and neighbouring parish councils, had been invited; tickets were free of charge. It was noted that Cllr Muns and the local MP were expected to attend.

No further members of the public wished to speak on agenda items at this point.

7.20pm – The meeting reconvened.

26/27-043-FC1606 Minutes of Council Meetings

The draft minutes of the Full Council meetings held on 17th March 2026, and 19th May 2026 had not been circulated to councillors in advance of the meeting. It was therefore suggested that consideration and approval of both sets of minutes be deferred to the Extraordinary Meeting of the Full Council to be held on 25th June 2026.

26/27-044-FC1606 Monthly Reports

- a) **Wiltshire Councillor Report** – Cllr Dominic Muns reported that Wiltshire Council voted to officially withdraw its emerging Local Plan from independent examination at a Full Council meeting on 19th May 2026, following guidance from the Planning Inspector, who had raised concerns with several elements. Cllr Muns advised that this was likely to result in higher housing numbers being required across Wiltshire, consistent with earlier government guidance. He also updated the Council on anticipated changes to the National Planning Policy Framework (NPPF), including changes to the planning application “call-in” process: applications for around 10 dwellings or fewer would no longer be capable of being called in to committee, and applications

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for larger schemes could generally only be called in with the agreement of the relevant Wiltshire Council Planning Officer. He noted this was likely to reduce local and committee influence over planning decisions. Cllr Muns confirmed he would update the Council further once national guidance and Wiltshire's revised constitution were finalised, and recommended that the Council continue to progress its Neighbourhood Plan work, which continued to carry weight in decision-making in the meantime. Councillors asked questions on the implications for local representation and planning committee membership, which Cllr Muns answered.

- b) **Youth Council** – There was no written report this month, however, the Group Leader advised that a Youth Council meeting had been scheduled for 9th July 2026.
- **Combined Youth Council:** An update was given on progress towards a combined Youth Council with West Lavington Parish Council (WLPC). The revised document *Terms of Reference for the Youth Council for the Lavingtons* (incorporating Easterton and West Lavington) were adopted by MLPC in readiness for their sign off by the other councils.
 - **Picnic bench:** The Clerk updated the Council that the landowner (Wiltshire Council) had agreed to issue a licence for the picnic bench, which was expected to be received by the end of June 2026. The Council **resolved** that the picnic bench should be ordered ahead of the licence being finalised, so that it could be installed (at South Cliffe Road) before the start of the school summer holidays. The Clerk to action.
- c) **Rights of Way Working Group** – There was no written report this month. The Group Leader explained there were no updates and responses were still awaited from Wiltshire Council.
- d) **Community Hall Management Trust** – Cllr Poole would be attending the next Trustee meeting on 13th July 2026. No points were raised for items to be taken to this meeting. Any items raised in the meantime to be sent to Cllr Poole directly.
- e) **Friends of Canada Woods & Community Park Community Group** – The Group Chair's written report was received and summarised below:
- **Meeting:** No formal Group meeting had been held this month.
 - **Proposed Tug of War Event, 31st August 2026:** The Council **resolved** to grant permission for the Community Group to resurrect the Tug of War event, to be held at either Community Park or Elisha Field (venue to be confirmed), subject to the organiser making appropriate insurance/disclaimer arrangements.
 - **Wessex Water Environment Fund** The Community Group had submitted an application to this Fund for repairs of the underground pipe on MLAV2 that directs spring water under the pathway into the river. It was reported the application is being considered by WW grant committee week commencing 8th June. Since the application has been submitted the pipe has now collapsed so making funding for these works more crucial. Further updates will be provided as and when received.
 - **Trees on MLAV2:** The Council **resolved** to grant permission for the Community Group to order further tree whips (provided free of charge to community groups by the Woodland Trust) for planting along MLAV2 in Canada Woods to assist with bank stabilisation and continuation of the planting on the river bank repair.
- f) **Any other reports** – There were none.

26/27-045-FC1606

Market Lavington Neighbourhood Plan 2 (MLNP2)

- a) **Steering Group Meeting, 7th April 2026** – The draft minutes from this meeting had been circulated to councillors. No questions were raised.
- b) **Extraordinary Meeting** – The Steering Group Leader reported that findings on the potential development sites, together with an accompanying environmental plan, would be presented to the Council and the community at the Extraordinary Meeting on 25th June 2026, as the first stage of

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wider community consultation; further engagement events would follow. It was agreed that Cllr Muns would be asked to liaise with Wiltshire Council's Neighbourhood Plan Officer so that the officer understood the Council's approach to MLNP2 site assessment, ahead of the Council formally being able to resume statutory Neighbourhood Plan work.

- c) **Local Plan Transition Period – Terms of Reference addendum** – The Clerk confirmed that the Steering Group's existing Terms of Reference (as a working group of the Parish Council) continued to apply during the transition period, save that statutory Neighbourhood Plan work could not progress until Wiltshire Council's position was clarified.
- d) **MLNP2 payments and budget, including LandApp subscription** – No further MLNP2-related payments had been made since the last meeting. The update on the LandApp software subscription was deferred pending confirmation of the exact sections of the software required. Cllr Poole was due to meet with members of the Steering Group the following Monday to clarify. The Clerk to action once this is confirmed.

26/27-046-FC1606 Finance

- a) **Receipts and Payments and Budget Monitoring Report for April and May 2026** – The updated report in the new format was not yet finalised by the Clerk, owing to the ongoing year-end close-down process. This item was deferred to the next meeting.
- b) **Payments for June 2026** – A report on the card/online payments for June 2026 had been circulated in advance of the meeting. It was **resolved** to approve the schedule of bank payments, totalling £1,936.81 due to be made on 18th June 2026.
- c) **Committed Expenditure and Ear Marked Reserves (EMR)** – The updated report was not yet finalised by the Clerk, owing to the ongoing year-end close-down process. This item was deferred to a future meeting.
- d) **Community Infrastructure Levy (CIL)** – The updated CIL report was not available for presentation at the meeting and so was deferred to the July meeting.
- e) **Internal and External Audit Ratification of final figures** – The Clerk explained that, following the Council's approval of the annual accounts at the previous meeting, a coding error had been identified during year-end close-down (a VAT allocation entered against the wrong cost centre, and an earmarked reserve transfer that had not been correctly recorded), resulting in a net correction of £2.41 (the Chairman's expenses figure being corrected from £183.77 to £181.36). The Clerk confirmed this did not affect the explanation of variances or the overall reserves position.

It was **resolved** to ratify the final, corrected external audit figures for submission as detailed below and in line with the above explanation.

Box 1 – Balances Brought Forward	£92,682	No change
Box 2 – Precept	£80,132	No change
Box 3 – Total Other Receipts	£35,601	Increase of £200
Box 4 – Staff Costs	£27,505	No change
Box 5 – Loan Repayments	£12,965	No change
Box 6 – All Other Payments	£43,152	Increase of £198
Box 7 – Balances Carried Forward	£124,793	Increase of £2
Box 8 – Total Value of Cash and Short Term Investments	£124,793	No change
Box 9 – Fixed Assets	£395,131	No change
Box 10 – Total Borrowings	£134,607	No change

- f) **Budget for the year ending 31 March 2027 – amendments and carry-forwards** – The Clerk explained the following amendments were required: removal of £7,000 from the CIL/S106 income budget as it had already been received and recorded in the 2025/26 financial year; carry-forward of £1,500 of unspent Community Grants (part of which has been allocated, including to the Tuesday Club); and carry-forward of £5,367 for outstanding works at the Old School. It was **resolved** to approve the amendment to the CIL income budget for the year ending 31st March 2027, also to approve and the carry-forward of the unspent Community Grants and Old School Maintenance budgets from the year ending 31 March 2026.

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26/27-047-FC1606

Staffing Committee Meeting

- a) The draft minutes of the Staffing Committee meeting held on 2nd June 2026 had been sent to the Committee Chair for review prior to their publication. The Committee Chair had agreed them earlier in the day and so they would be published on the website and shared with other councillors as soon as possible.
- b) Members considered recommendations made by the Committee and made associated decisions, as follows:
 - i. It was **resolved** to adopt the amended Staffing Committee Terms of Reference.
 - ii. It was **resolved** to adopt the Training and Development Policy.
 - iii. It was **resolved** to adopt the Menopause Policy.
 - iv. It was **resolved** to adopt the Staff Appraisal and Personal Development Framework Policy.

26/27-048-FC1606

Governance & Management Advisory Group

- a) **Standing Committees** – The Council considered further information provided to councillors since the last meeting, including: Cllr Quigley standing down from the Neighbourhood Plan Steering Group and joining the Flood Working Group and the Rights of Way Working Group; an application from Cllr Quigley to be appointed Tree Warden; and the need to remove Cllr Rose from committee memberships following his resignation. Cllr Morrison requested further information before confirming her position on the HRAF Committee. The Council **resolved** to formally appoint the additional representatives to Standing Committees and Advisory/Working Groups as set out above, including Cllr Quigley's appointment as a Tree Warden.
- b) **Council Meetings** – A revised calendar of meetings for the council year was received. It was **resolved** that the Finance Committee meeting, previously scheduled for 14th July 2026, was moved to 28th July 2026, to avoid a room-booking conflict and a clash with the HRAF Committee meeting (7th July 2026) and Full Council (21st July 2026).
- c) **Training** – The Clerk confirmed that a record of councillor and staff training, together with supporting materials, was now maintained on the Council's Teams site for all councillors to access.
- d) **Outside Bodies** – Updates on Flood Wardens and Tree Wardens were noted (see minute 26/27-048(a) above regarding the Tree Warden appointment – the Clerk to submit the completed and approved application to Wiltshire Council). Cllr Fraser agreed to continue sharing Tree Warden correspondence with the Clerk for circulation to councillors.
- e) **Collaborative Meeting with Neighbouring Parishes** – The Chair reported on a positive inaugural meeting with the Chairs of West Lavington and Easterton Parish Councils, at which shared concerns – including traffic and flooding – were discussed [a copy of the notes from this meeting had been circulated to councillors accordingly]. It was noted that Easterton Parish Council's flood working group was keen to work with Market Lavington's Flood Wardens. It was agreed that any matters councillors wished to raise at future meetings should be passed to the Chair. It was suggested that it might be worth asking the Chairs of the Cheverells if they also wish to join the Group.

26/27-049-FC1606

Parish Council Land

- a) **MLAV2 at Canada Woods Landslip and associated rectification works** – The project was noted as complete and any additional emergency expenditure was ratified (breakdown below):

Payment Amount	Description	Relating Invoice	Relating Quotation
£ 446 No VAT	EA Permit	Invoice 0128	Email from contractor 29/04/2024 at 8.30am
£2,500 +VAT	Materials (stakes, coil matt, plug plants, whips, fencing & welfare)	Invoice 0150	Revised QU-0144
£4,750 +VAT	Mobile Plant	Invoice 0154	Revised QU-0144

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£1,450 +VAT	Flint shingle	Invoice 0154	Revised QU-0144
£5,500 +VAT	Labour	Invoice 0154	Revised QU-0144
£6,000 +VAT	Additional labour (3x men for 8x additional days)	Invoice 0154	Emergency Expenditure

The Clerk reported that all costs had been settled with the contractor except a disputed £446 relating to Environmental Agency (EA) permit costs, which the contractor had asked the Council to pay as a gesture of goodwill, citing additional costs he had absorbed elsewhere on the project. Councillors noted that earlier correspondence from the contractor had confirmed the EA permits were included within his original quote, and that the contractor had not responded to the Clerk's most recent request for clarification. **Agreed Action** – The Council agreed not to make payment of the £446 at this stage, and that the Clerk would seek further evidence and clarification from the contractor before the matter is reconsidered at a future meeting.

- b) **Land behind Canada Rise** – The Clerk reported that a Land Registry document was being obtained to establish the correct boundary of this land, following a request regarding maintenance and potential access. This item was deferred pending that information.
- c) **Land behind Ladywood** – Cllr Fraser reported on residents' requests for brambles and rubbish (arising from earlier tree works) to be cleared, and for the grounds maintenance contractor (Goddards) to trim an additional strip of approximately one metre from the footpath at each visit, while retaining the biodiversity value of the wider area.

Agreed Action: The Clerk and Cllr Fraser to liaise with Goddards regarding extending the trimmed margin by approximately one metre and to feed back to the contractor on maintenance of the boundary to prevent this encroachment happening again in the future.

- d) **Elisha Field Pavilion** – 8.20pm – The meeting was adjourned to allow for the representative of 1st Lavington Sea Scouts to address the Council on the Scouts' proposals for a new building on the site of the existing pavilion.

An update was given on the site meeting held on 10th June 2026, which was attended by representatives of the Scouts, the Parish Council, and Worton & Cheverell Football Club. The Football Club confirmed it had no objection to the amended proposal, which does not extend into land it uses for football.

The Scout Group's representative gave a presentation on the design (vertical timber cladding, anthracite-coloured roof, windows and doors, and roof-mounted solar panels), layout (main hall, catering kitchen, changing and toilet facilities, and storage), and estimated costs, explaining that the reduced scale of the scheme (compared with an earlier architect's design costed at some £640,000–£700,000) reflected funds raised to date (approximately £280,000). Ecological, archaeological and tree surveys were in hand to support a planning application anticipated to be submitted by the end of June 2026.

Councillors raised concerns regarding the proposed use of ISO shipping containers for storage in this sensitive location (considering they are now suggested to be at the front, rather than to the rear, of the main building), and asked what support had been given to the Scout Group to secure grant funding towards a larger building; the Scout Group's representative explained the funding challenges faced in reaching the higher cost of an alternative design. It was also noted that the Council's earlier undertaking that neither user group would suffer a net loss of storage should be kept under review, given the reduced integral storage in the current proposal.

No formal decision was required at this stage. The Chair thanked the Scout Group representative for attending and advised the Clerk would be in touch within the next few days regarding some points requiring clarification on the lease document, prior to the Scouts meeting with a Planning Consultant on the coming Friday.

8.36pm – The meeting reconvened.

26/27-050-FC1606

Current and Future Projects

- a) **Project process documentation.** The updates to the documents as previously discussed was still to be completed. The Clerk to action and circulate accordingly.
- b) **Current list of possible future projects.** Updates were received as follows:

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- i. Highway improvements/traffic management: Cllr Poole reported ongoing efforts to secure a meeting with Wiltshire Council's Highways Officer regarding improvements to Church Street and High Street. Cllr Stevens reported that a provisional road safety meeting with the village school had been arranged for 29th June 2026.
 - ii. New defibrillator at Kings Road: The Clerk confirmed this joint-funded project with residents and Easterton Parish Council remained in progress; no further update was available.
 - iii. Other Projects – Community Engagement newsletter Responses: Following responses to the recent Community Engagement Newsletter, a request had been received to add maintenance of railings at Northbrook to the projects list. **Agreed Action**: The Clerk agreed to investigate land ownership and add the item to the list.
- c) **External funding**. Recently circulated grant and funding opportunities (including the *Rural Funding Digest*) were noted; no further action was required at this time.

26/27-051-FC1606

Highways and Any Other Maintenance Matters

- a) **Parish Steward** – Visibility issues were raised at the Church Street roundabout and around the Community Hall, where vegetation is encroaching onto the road; to be referred for the Parish Steward.
- b) **Handyman and Groundwork Contractors** – Councillors noted that fallen and felled branches between Broadwell and The Muddle needed to be cleared. The Clerk to follow up with the Handyman Contractor.
- c) **Northbrook** – Cllr Davis advised that efforts to arrange a working party to reposition the Speed Indicator Devices (SIDs) this week, which, if achieved, would allow Northbrook clearance works to proceed in July.
- d) **Parsonage Lane – Fly Tipping and Bank Slippage** – The Clerk reported ongoing correspondence with Aster regarding the letter previously sent about fly-tipping, and confirmed that photographs of the deteriorating virtual pavement had been sent to Wiltshire's Highways Officer (Andy Cadwallader) requesting the matter be prioritised. Cllr Muns agreed to assist in following this up. It was noted that as vegetation grows over the summer, photographic evidence of fly-tipping becomes harder to obtain, and that alternative approaches would be considered.
- e) **Speed Indicator Devices** – See minute 26/27-051(c) above regarding repositioning of the Church Street SIDs.
- f) **LHFIG meeting 11th June 2026** – Cllr Stevens had attended this meeting and had provided to councillors a written report on relevant items, this was noted. The Chair confirmed that the Local Highways and Footways Improvement Group had been supportive of measures to improve pedestrian safety on Church Street, and that proposed speed bumps for Parsonage Lane had been removed from the LHIG priority list owing to unstable banks in that location, in favour of pursuing repair of the existing virtual pavement as a highways maintenance matter. The full meeting notes (as provided by Wiltshire Council) had also been circulated to councillors for information.
- g) **Other updates** – Cllr Muns updated the Council on a proposed action plan to escalate two long-standing highways maintenance matters (in Little Cheverell and Great Cheverell) through structured correspondence with Wiltshire Council officers, members and, if necessary, the press, and offered to share this approach for possible future use regarding Parsonage Lane if progress continued to stall. This was noted; although no decision was taken at present.

26/27-052-FC1606

Correspondence Received

The following items of correspondence, circulated to councillors in advance of the meeting, were noted:

- a) Minutes of the Town & Parish Clerks and Wiltshire Council Meeting held on 20th May 2026.
- b) WALC newsletter May 2026.
- c) Devizes Air Quality and Sustainable Transport meeting notes held on 4th June 2026.
- d) Wiltshire Policy Road Safety update for Devizes Area Board held on 22nd June 2026.
- e) Community First Ask the Network Bulletin June 2026.

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- f) Invitation to attend WALC Road Safety Information Seminar on Friday 17th July 2026 at County Hall, Trowbridge. Cllr Quigley confirmed she would attend along with the Clerk; they would report back at the July Full Council meeting.

Updates on the following previously raised matters were as follows:

- g) Market Place – The Council noted that the fallen tree previously reported had now been cleared and no further wall-damage issues were reported.

26/27-053-FC1606 Planning applications, decisions, and any other planning issues

- a) No planning applications has been received requiring consideration at the meeting.
- b) No other planning applications had been received outside of the Full Council / Planning Committee consideration process.
- c) Notification of the following Planning Appeal [decision and application] had been received after the issue of the agenda. They were noted and considered as follows:
- Planning Inspectorate Appeal Decision** – The appeal APP/Y3940/W/25/3376878 is **allowed** and planning permission **granted subject to conditions** for the installation of a solar farm at **land south of Potterne Park Farm, SN10 5QT** (Ref. **PL/2023/10332** (Full)).
 - Planning Appeal [Reference 6009768]** against the refusal decision for planning application: Planning Application Reference: **PL/2026/02029** (Permission in Principle).
Address: **Land to the North of Drove Lane**, Market Lavington, Devizes, SN10 4NT
Proposal: Permission in Principle for the development of up to 9 No. residential dwellings.
Applicant: Stonebury Land Ltd.
Members considered the appeal documents which included copies of the Appellant Statement of Case and Wiltshire Council's Statement of Case. The Chair had drafted a response to the Appeal which had been circulated to councillors prior to the meeting for consideration. It was **resolved** to maintain the Council's previous **objection** to the application and to submit the drafted response as follows:
Market Lavington Parish Council objects strongly to appeal 6009768 [planning application PL/2026/02029]. This is a Permission in Principle application and therefore lacks the detailed information required to properly assess the full planning impact of the proposal, including design, access, drainage, ecology, infrastructure, and settlement consequences. The site is also in an unsuitable position because it would encourage the coalescence of Market Lavington and Easterton, undermining the distinct identity and separation of the two settlements.
This is contrary to strong Wiltshire planning policy principles which seek to protect settlement character, landscape quality, and the proper planning of development. For these reasons, and those already submitted by the Parish Council to the Planning Authority at Wiltshire Council [copy attached] we ask that the appeal be dismissed.
- d) The following planning decisions made by Wiltshire Council were noted:
- Reference: **PL/2026/02406** (Notification of proposed works to trees in a conservation area)
Address: **15 Parsonage Lane**, Market Lavington, Devizes, SN10 4AA
Proposal: Conifer – fell; Pine – fell; 2x hedge – reduce by 5ft in height.
Applicant: Mrs Grime.
Decision: **No Objection.**
- e) Other planning matters including enforcement:
- Wiltshire Council Eastern Area Planning Committee meetings: nothing to report.
 - Enforcement Appeal APP/3940/C/24/3358240, 29 Spin Hill: no update.

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- iii. Enforcement – unauthorised access onto the A360 south of Black Dog crossroads: the Clerk reported that Wiltshire Council had advised the development was in line with plan submitted, which has been disputed; further photographic evidence is being prepared for submission.
- iv. NPPF – Central Government changes to the National Planning Policy Framework. This item had been addressed within Cllr Muns' report at minute 26/27-044.a.
- v. Wiltshire Local Plan. This item had been addressed within Cllr Muns' report at minute 26/27-044.a.
- vi. Wiltshire Council Briefing Note no. 26-07 on the Five Year Housing Land Supply and Updated Gypsies and Travellers' Accommodation Assessment. The report had been circulated to councillors for information, noted.
- vii. Consultation on the draft review of the West Lavington Neighbourhood Development Plan 2026–2036. Members considered whether to submit a formal Parish Council response to the consultation. It was noted that the consultation documents were extensive and that councillors had not yet undertaken a detailed review.
Following discussion, it was **resolved** that individual councillors would submit their own comments on this consultation, responses being due by Sunday 12th July 2026; no single, formal Parish Council response would be submitted.

26/27-054-FC1606

Items for Next Agenda

No specific items were identified beyond the outcome of the presentation to be given at the Extraordinary Meeting on 25th June 2026.

26/27-055-FC1606

Adjournment for Public Participation (maximum of 5 minutes)

8.54pm – The meeting was adjourned for public participation on non-agenda matters. The following points were raised:

- The Scout Leader raised, on behalf of the Beaver Scouts, a request to bury a time capsule at Elisha Field to mark the 40th anniversary of the Beavers. It was noted this matter had been discussed at the previous meeting with an agreement in principle subject to the final location being agreed. Following further discussion, the Council **resolved** to agree the proposed location for the time capsule as approximately 3 metres from the boundary fence, opposite the car park gate at the top of the field – subject to it being buried at an appropriate depth.
- A member of the public raised concerns regarding the planned closure of the Lloyds Bank branch in Devizes in October 2026. Noted; no action available to the Council.
- Councillors welcomed recent pollinator/biodiversity planting and signage at the Black Dog roundabout, and noted the work of the village gardening club in supporting wildlife and wildflower corridors locally.
- The Chair confirmed that the microphone equipment issues experienced during the meeting would be addressed ahead of the Extraordinary Meeting on 25th June 2026.

8.59pm – The meeting reconvened.

26/27-056-FC1606

Date and Time of Next Meeting

An Extraordinary meeting of the Full Council is to be held on Thursday 25th June 2026 at 7.15pm at the Old School. This meeting will focus on the Neighbourhood Plan.

The next regular meeting of the Full Council is scheduled to be held on Tuesday 21st July 2026 at 7.15pm at the Old School.

There being no further business the meeting was closed at 9.02pm.

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