

MARKET LAVINGTON PARISH COUNCIL

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

Minutes of a Full Council Meeting held on Tuesday 15th September 2026 at 7.15pm in 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: Five members of the public were in attendance.

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.

26/27-107-FC1509 Attendance and Apologies for Absence

Apologies for absence had been received from Cllr Suzanne Morrison [family commitments]. These were duly noted.

The Chair advised that Cllr Morrison had indicated her intention to temporarily step back from the Council due to current family commitments. The Chair reminded Members that, in accordance with Standing Order 3 (which reflects section 85 of the Local Government Act 1972), a councillor who fails to attend any meeting of the Council for a period of six consecutive months, without that absence having been approved by resolution of the Council, ceases to be a member of the Council. Members noted the position regarding Cllr Morrison's attendance record and agreed to keep this under review.

26/27-108-FC1509 Declarations of Interest and Dispensations to Participate

- a) Cllr Fraser declared an interest in item 26/27-116.b as she has a payment for approval for Council expenses, consequently, she took no part in the voting of this item.
- b) No dispensation requests had been received.

26/27-109-FC1509 Adjournment for Public Participation (maximum of 5 minutes)

7.23pm – The meeting was adjourned at for public participation. Members of the public present raised the following:

- A resident asked whether draft minutes could be displayed on the village notice board to improve public access to Council business. The Chair confirmed this was already an outstanding action and thanked the resident for raising it.
- A resident queried the increase in the site area referenced in the Wiltshire Local Plan scoping documents (from two to six hectares) and an associated proposed new highway junction. The Chair advised this would be addressed under Minute 26/27-112-FC1509 (Neighbourhood Plan).

7.25pm – The meeting reconvened.

26/27-110-FC1509 Minutes of Council Meetings

Meeting of the Full Council held on the 17th March 2026 – It was noted that the minutes of this meeting had been approved at the Full Council meeting of 19th May 2026.

Meeting of the Full Council held on the 19th May 2026 – The minutes were not approved, Members not having had sufficient time to review them; approval was deferred to the October 2026 meeting.

Meeting of the Full Council held on the 16th June 2026 – Members confirmed they had read the draft minutes; it was **resolved** that they be accepted as a true and correct record of that meeting and were signed by the Chair accordingly.

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Meeting of the Full Council held on the 21st July 2026 – Members confirmed they had read the draft minutes and subject to a correction under the Canada Woods report ("a duckling" amended to "eight ducklings") amending minute 26/27-081-FC2107 (e); it was **resolved** that they be accepted as a true and correct record of that meeting and were signed by the Chair accordingly.

26/27-111-FC1509

Monthly Reports

a) **Wiltshire Councillor Report** – Cllr Dominic Muns gave a verbal report covering the following matters:

- Consultations: Wiltshire Local Plan scoping document consultation (closing 30th September 2026), Cllr Muns encouraged both individual and Council responses, emphasising the importance of Wiltshire Council standing behind its own adopted policy when determining planning applications; the Freight Action Plan consultation (closing 23rd September 2026), concerning the routing of HGVs across the county.
- Spin Hill Gypsy and Traveller site planning application: No further information had been submitted by the applicant and the application remained on hold. Fresh site notices had been erected following a relocation of the original notices, which had caused some local concern. Cllr Muns had sought confirmation that the Council's original call-in of the application would continue to be honoured. He had also asked the Planning Officer to keep him informed of any progress to this application.
- Household Recycling Centres (HRCs): Members were encouraged to provide feedback on Wiltshire Council's Household Recycling Centre booking system trial, based on their experiences of the system (positive or negative).
- Traffic Counters Church Street: Cllr Muns agreed to follow up with Wiltshire Council regarding the traffic counters in Church Street, which Cllr Poole advised had been removed shortly after installation (likely due to vandalism) and had not yet been reinstated. The counters were required to obtain traffic data to inform further discussions regarding traffic management.
- Footbridge at Broadwell on MLAV32: The Clerk raised a matter for attention and potential support of Cllr Muns. A report regarding potential repairs to the footbridge on MLAV32 between Broadwell and The Muddle had been submitted via the MyWilts App. Wiltshire Council's Public Rights of Way Officer had requested further information, which the Clerk would supply and keep Cllr Muns in the loop as the matter progresses.
- Local Cycling and Walking Infrastructure Plan (LCWIP): Cllr Quigley enquired into support for the Parish Council's potential involvement in a LCWIP (see minute 26/27-120-FC1509(n)). Cllr Muns confirmed his support on this matter and advised that the parish's proximity to Devizes could assist in progressing this work. He also confirmed that Section 106 funding associated with developments in the wider Devizes area could potentially support sustainable transport projects benefiting surrounding communities.
- Anti-Social Behaviour: Members also discussed ongoing highways and antisocial behaviour concerns. Cllr Muns confirmed that he was willing to support the Parish Council in progressing these matters with Wiltshire Council and other relevant agencies, subject to the Parish Council leading on the required escalation and provision of supporting evidence.

b) **Youth Council** – The Group Leader's written report was received and summarised below:

- Picnic bench: The bench was installed on 3rd August. A negative reaction was received from one neighbour, but since there has been nothing but thanks and positive comments. A rubbish bin will be installed nearby, and a small commemorative plaque will be added to the table stating, "*Funded by the Youth Council to be enjoyed by everyone*".
Agreed Action: The Clerk to arrange delivery of these items before the end of the month.
- Combined Youth Council: The Group Leader had recently met with Cllr Angela Spencer from West Lavington Parish Council (WLPC) who will be the lead from West Lavington. WLPC are very keen to proceed with a combined YC for The Lavingtons. A visit is planned to attend Dauntsey Academy Primary School (DAPS) and the Youth Club to discuss how to involve

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young people in West Lavington, and Cllr Spencer is due to make contact with Dauntsey School.

In order to proceed, an update on the finalisation of the Terms of Reference document was requested. It was replied that the Clerk had provided a revised copy of this document and so matters should now be able to progress accordingly.

- c) **Rights of Way Working Group** – There was no written report this month, however, the Group Leader was in attendance at the meeting and provided a verbal update. No works had been undertaken since the last meeting owing to the dry hot weather limiting vegetative growth, however, since the drop in temperature and recent rain, this was expected to change.
- d) **Community Hall Trust** – Cllr Poole had attended the Trustee meeting held on 7th September 2026. He advised that nothing was raised that directly affected the Parish Council, but for information, the Trust is planning an event next year to mark 20 years of the Community Hall, and its finances are recovering following expenditure on the recent boiler replacement, which had been partly grant-funded.
- e) **Friends of Canada Woods & Community Park Community Group** – There was no written or verbal report this month as there was nothing to update since the last meeting.
- f) **Any other reports** – There were none.

26/27-112-FC1509

Market Lavington Neighbourhood Plan 2 (MLNP2)

- a) **Steering Group Update** – The Steering Group had not met formally over the summer. The Group's position remained that professional consultant support was required before further progress could be made and before regular public meetings could be reinstated.
- b) **Wiltshire Council Local Plan Consultation** – Cllr Macqueen reported he had attended one of the public drop-in sessions and that Wiltshire Council's biggest concern was apathy regarding the Plan and consultation so any assistance in raising the matter by the Parish Council would be welcomed. Members discussed the consultation, including the query raised earlier in the meeting regarding the increase in the quoted site area from two to six hectares and a suggested new highway junction. It was clarified that the quoted area represented the gross site area over which a developer had expressed interest, rather than the likely developed area, and that no detailed layout or final dwelling numbers had been agreed or endorsed by the Council. Also, with regards to a potential new highway junction; this is likely the developer acknowledging that one may be required as a result of any potential additional housing.
Agreed Action: Members agreed that individual councillors were encouraged to respond to the consultation in a personal capacity; the Parish Council would submit a formal response (see Minute 26/27-121-FC1509(e)(vi) below); and leaflets and notice board materials would be circulated to residents to encourage wider public participation in the consultation.
- c) **Professional Consultant Support** – Members noted that engagement with Place Studio had stalled, with little to no contact received over August despite efforts by the Clerk. It was therefore **resolved** that the Council cease efforts to engage Place Studio, and that the Clerk approach the alternative consultancy previously identified by the Steering Group (Master Land & Planning Limited) to establish its availability to support the Council in progressing MLNP2.
- d) **Terms of Reference Document** – Review of the Terms of Reference was deferred pending the outcome of (c) above.

26/27-113-FC1509

Governance & Management Advisory Group (GAMAG)

- a) **Minutes** – The minutes of the GAMAG meeting held on 30th June 2026, previously circulated, were considered; it was **resolved** that they be accepted as a true and correct record of that meeting.

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- b) **Policies and Recommendations of the Advisory Group** – Members received recommended amendments to Standing Orders, the Risk Register and other policies and strategic documents, and considered the recommendation to adopt an interim AI Policy pending publication of a model policy by NALC.
It was **resolved** that the recommended policy amendments (minute G&M-042-300626 refers) be adopted, and that the interim AI Policy (minute G&M-041-30062 refers) be adopted on an interim basis pending the NALC model policy.
- c) **Council Meetings** – Members agreed to reschedule the GAMAG meeting from the previously suggested date of 29th September 2026 to Thursday 1st October 2026 at 7.15pm, subject to venue availability, owing to conflicting commitments of several Members.
- d) **Training** – The Clerk reported she would be attending a play equipment inspection course in October 2026. The Chair and Cllr Quigley reported emergency response training booked. Cllr Macqueen expressed an interest in the NALC hosted neighbourhood planning course in December 2026. **Agreed Action:** The Clerk to ensure this NP course is booked.
- e) **Outside Bodies – Tree Wardens:** Cllr Fraser advised that she had ordered a free information/activity pack for National Tree Week (21st to 29th November 2026); the Council agreed to liaise with the library service to arrange activities for children, in Market Lavington. **Agreed Action:** The Clerk & Cllr Fraser to work together the ML Library for these activities.
Flood Wardens: North Wiltshire Operational Flood Working Group next online meeting is 17th September 2026 at 10am

26/27-114-FC1509

HRAF Committee Meeting

- a) **Minutes** – The draft minutes of the HRAF Committee meeting held on 7th July 2026, previously circulated, were considered; it was **resolved** that they be accepted as a true and correct record of that meeting.
- b) **Recommendations of the Committee** – Members received updates on actions and considered recommendations made by the Committee and made associated decisions as follows:
- Terms of Reference** – It was **resolved** to support the recommendation that the amended format and minor additions to the HRAF Committee Terms of Reference be approved and adopted.
 - HRAF Project List** – The revised HRAF Project List and project priority order had not yet been published to all councillors (the Clerk to action). However, members noted the need to keep the priority list flexible in view of further projects likely to come forward following discussion at the meeting (see minute 26/27-117-FC1509.b, for example).
 - Members noted that, in respect of other outstanding HRAF Committee actions (not already detailed elsewhere in these minutes), the Clerk and Cllr Fraser had met twice during August 2026 and issued a number of items of correspondence (including letters regarding rear/back gate access onto Parish Council land), and continued to work through a list of outstanding actions.

26/27-115-FC1509

Finance Committee Meeting

- a) **Minutes** – The draft minutes of the Finance Committee meeting held on 28th July 2026, previously circulated, were considered; it was **resolved** that they be accepted as a true and correct record of that meeting.
- b) **Recommendations of the Committee** – Members received updates on actions and considered recommendations made by the Committee and made associated decisions as follows:
- Terms of Reference** – It was **resolved** to support the recommendation that the revised Finance Committee Terms of Reference be approved and adopted.
 - Financial Regulations** – It was **resolved** to support the recommendation that the draft Financial Regulations, incorporating the amendments discussed, be approved and adopted, together with the associated changes to the bank mandate/payment authorisation process.

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- iii. **Investment Policy** – It was **resolved** to support the recommendation that the draft Investment Policy (based on the SLCC model, amended to note the transient nature of balances above £100,000) be approved and adopted.
- iv. **AI Software** – It was **resolved** to support the recommendation that an annual subscription to the AI software package (Claude), at a cost of £150, be approved, to be met from unearmarked general reserves.
- v. **Reserves** – It was **resolved** to support the recommendation that an earmarked reserve representing three months' operational running costs be established, to be reviewed on a quarterly basis, and that the Clerk incorporate this, together with the General Reserve balance, into the standard monthly Reserves report with effect from the October 2026 report.
- vi. **Internal Auditor** – It was **resolved** to support the recommendation that the current Internal Auditor (Auditing Solutions Limited) be reappointed for the financial year ending 31st March 2027. The Clerk to send the letter of appointment accordingly.
- vii. **Digital External Audit** – It was **resolved** to support the recommendation that the Council opt in to early adoption of the SAAA online external audit portal. The Clerk advised she had undertaken the registration for this but the associated online training sessions for moving towards the digital AGAR were all fully booked, but additional sessions would be added in due course.
- viii. **AV Equipment OS** – It was noted that the Clerk had arranged for a suitably qualified company to review the AV equipment at the Old School on Tuesday 22nd September 2026 with a view to providing a quotation for any improvements for consideration at a future meeting.
- ix. **Accounting Software** – Members received an update on options investigated for accounting software packages, following demonstrations from Scribe Accounts and Rialtas. It was **resolved** that the Council adopt Scribe Accounts (accounts and venue bookings modules), at an approximate ongoing cost of £80 per month (£55 for accounts, £25 for bookings), plus initial set-up costs.

26/27-116-FC1509

Finance

The Council considered financial matters and made associated decisions as follows:

- a) **Financial Reports for July & August 2026** – receipts and payments details for July & August 2026 were not available for circulation ahead of the meeting and will be provided in full, with the September 2026 report at the October Full Council meeting.
- b) **Payments for September 2026** – The Clerk verbally presented the payments for September 2026, explaining that not all detail had yet been uploaded to the accounting software. Payments discussed included: Conservation Contractors (tree works at Ladywood) £550+VAT; Enix Ltd/HostPresto (MLNP2 website renewal) £8+VAT; WALC (play inspector training course) £210+VAT; ICO (annual registration fee) £52; reimbursement to Cllr Fraser for Friendly Fridays refreshments £20.49; and the regular monthly groundsman and handyman contractors and cleaner costs. It was **resolved** to approve the schedule of bank payments as presented, with payments due to be made on 17th September 2026.
- c) **Committed Expenditure and Ear Marked Reserves (EMR)** – The report was not available for review this month; this will be brought forward to the October 2026 meeting.
- d) **Utility Contracts** – There was no update on the renewal of the electricity contracts for the Old School and Elisha Field, the matter was deferred to the October Full Council meeting.
- e) **Chairman's Charity Account** – There was no update regarding transferring these funds to a different bank account without administration fees, , the matter was deferred to the October Full Council meeting.
- f) **Community Grants** – It was **resolved** that a grant of £300 be awarded to the Plain Players Amateur Dramatics Group to assist with the establishment of the group and towards their first performance. Applications from the Tuesday Club and St Barnabas School were deferred to the October 2026 meeting pending further information.

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26/27-117-FC1509 Parish Council Land

Members received updates and made decisions on the following parish council land related matters:

- a) **MLAV2 at Canada Woods Landslip and associated rectification works** – The Clerk reported ongoing correspondence with the contractor regarding the Environment Agency permits; no further update was available. Carried forward to the October Full Council meeting.
- b) **Elisha Field Pavilion** – Quotations for a survey of the pavilion had been received, of approximately £1,500 and £380 respectively. Members noted a report from the Football Club regarding the poor condition of the pitches (ruts, divots and cracking, attributed to the dry summer and rabbit activity), which was preventing use by the youth teams. **Agreed Action:** That a site meeting with representatives of Worton & Cheverell Football Club be held on Monday 28th September 2026 at 6.00pm, ahead of any decision on commissioning a structural survey, to establish the scope of works required.
- c) **Ladywood Emergency Tree Works** – Members received an update on the emergency tree works undertaken at Ladywood to the Alder, Ash and Sorbus trees following a substantial split in a bough of the Ash tree, which required the works to be treated as an emergency. Due to the urgency of the matter, the necessary decisions had been progressed between meetings under delegated authority and were presented to Members for formal ratification in accordance with the Council's Standing Orders. The works were undertaken by Conservation Contractors on 18th August 2026 at a total cost of £550+VAT. The completion of the works was noted, and it was **resolved** to ratify the emergency expenditure of £550+VAT.
- d) **Ladywood Bramble Clearance** – Members discussed options for clearing brambles and reclaiming the grassed area, including use of a "Robo-Flail" machine (approximately £650+VAT per day including operator). No decision was taken; further quotations to be brought back to a future meeting.

Members considered three items of tree work identified as safety priorities, quotations were obtained and agreed as follows:

- e) **MLAV2 at Canada Woods Hawthorn** – Hawthorn tree growing at the edge of MLAV2 recommend the felling of this tree in an attempt to reduce damage to the footpath surface. It was **resolved** to instruct Conservation Contractors Limited to undertake these works for £100+VAT.
- f) **Grove Road entrance to Canada Woods Dead Elm** – Dead Elm in this area recommend the felling of this tree whilst leaving the stump and some brash as wildlife habitat. It was **resolved** to instruct Conservation Contractors Limited to undertake these works for £100+VAT.
- g) **Northbrook Willow** – Recommend to framework pollard this Willow to approximately 9/10m
- h) (in preference to the pruning as previously agreed as it will be more cost effective in the longer term). It was **resolved** to instruct Conservation Contractors Limited to undertake these works for £1,200+VAT.
- i) **Memorial Bench** – It was **resolved** that a memorial bench in memory of the late Alan Price be installed at the location proposed at the top of St Mary's Road and the church yard entrance, (notwithstanding two existing benches already sited in the vicinity). The Clerk to co-ordinate with the deceased's family and friends regarding the purchase and installation.
- j) **Broadwell** – Members noted the considerable voluntary effort undertaken by local residents at Broadwell and along the Muddle over the summer. Discussion also included review of a draft sign proposed to be installed at the area to deter residents from damming the ford (typo to be amended), and concerns regarding erosion of brickwork near the ford, on which advice would be sought from a suitably qualified professional with listed building experience. **Agreed Action:** That consideration of formalising a "Friends of Broadwell and the Muddle" Working Group be deferred to the next HRAF Committee meeting, and that the residents involved be invited to attend and present their feedback.

26/27-118-FC1509 Current and Future Projects

Members received updates and made decisions on the following project related matters:

- a) **Project process documentation** – The updates to the documents as previously discussed were still to be completed. The Clerk to action and circulate accordingly.

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b) Current list of possible future projects

- i. Highway improvements / traffic management: Cllr Poole reported that traffic counters installed in Church Street had been vandalised and removed; Cllr Muns agreed to investigate their reinstatement. Feedback from Wiltshire Council Highway Engineers on the Motion transport report remained outstanding as it is dependent on the results of the traffic counters.
 - ii. Lavington School Road Safety and Parking: No further response had been received from the school beyond confirmation that parents had been consulted on lift-sharing and safe parking. Residents' living near the school had received letters and resultant suggestions from them would be shared with the Headteacher and be incorporated into the LHFIG application (Minute 26/27-119-FC1509(d)). The Chair agreed to follow up with the Headteacher regarding signage at the school junction. Cllr Muns agreed to pursue discussions with Dauntsey School regarding the use of their Warrington Field, adjacent to the school, for potential overflow parking.
 - iii. Parking Provisions within the Village: Originating from discussions on complaints from residents about parking on double yellow lines, it was suggested to include an article on parking in the Community Engagement Newsletter. Subsequently, the Editor had offered to undertake a holistic review of parking provision and any parking related issues within the village. He had provided a proposal of how to undertake this along with suggested survey documents, which had been circulated to members prior to the meeting for feedback. It was noted this consultation could link into the MLNP2 and future development, alongside any other short/mid-term improvements. Members considered that a full village-wide parking consultation may be premature ahead of firm proposals for additional provision, but that the issue should continue to be raised and factored into future work. It was agreed that additional questions on cycling infrastructure and cycle parking be incorporated into the Motion transport survey when issued.
 - iv. Councillor Surgeries and Drop In Sessions: Cllr Quigley reported no progress on the proposed surgery sessions and requested to meet with the Clerk in order to advance this plan. **Agreed Action**: Meeting to be arranged between Cllr Quigley and the Clerk.
 - v. Integrated Community Engagement Events: Cllr Quigley formally withdrew the "Social Saturday" proposal following feedback received, noting it may be revisited in future.
 - vi. New defibrillator at Kings Road: The Clerk reported having contacted Cllr Boyt regarding this project, jointly funded with residents and Easterton Parish Council; a response was awaited.
 - vii. Other projects: Cllr Joly reported on the proposed village map project; the volunteer designer had been unable to progress the work owing to family circumstances but hoped to resume in October 2026, with a concrete proposal expected in the new year.
- c) Members were reminded to investigate other potential external funding opportunities relevant to Council projects and activities.

26/27-119-FC1509

Highways and any other maintenance matters

Members received updates and made decisions on the following highways related matters:

- a) **Parish Steward** – Works requested for the September 2026 visit include leaf clearance on Grove Road, attention to an overhanging willow, and works on Canada Rise (verge clearance and moss removal using a "mosquito" sweeper), following a meeting between Members and Wiltshire Highways. Hedge and verge overgrowth on Church Street was raised as a possible highway safety/visibility issue, to be referred to the Parish Steward in the first instance. Members noted that clearance of vegetation obscuring village name-signs and speed limit signage should be undertaken by trained operatives, not councillors or residents, in line with Wiltshire Council guidance on safety.
- b) **Handyman and Groundwork Contractors** – The handyman is to complete outstanding vegetation clearance works at the Grove Road/St Mary's Close junction, and has partially completed play area works arising from the HRAF meeting, with the remainder outstanding.
- c) **Northbrook** – Cllr Davis reported that access to high-pressure equipment had been obtained to complement the existing root-cutting equipment and he would undertake clearance within the next

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30 days, assisted by two resident volunteers. Once clear the culvert will be monitored to established how long it remains clear, to determine if drain collapse is an issue.

- d) **Parsonage Lane** – Following a site meeting with the Wiltshire Council Highways Officer, they had confirmed the following (although the works were still outstanding):
- *“Footway Subsidence - the movement of the footway adjacent to the Parsonage Lane embankment was picked as part of the meeting. The area team will monitor this are to determine how much movement there is over time. A works order has been raised to jet the drainage along this section to ensure that it is working correctly. The matter of the subsidence has also been raised with the council's development control team so that they are aware of any potential damage should the road be used as access to a new development.*
 - *Parsonage Lane, Sweeping – a works order has been raised for the road to be swept. Once the tree work has been completed to ensure the trees are clear back from the carriageway edge the road will require further sweeping.”*

Information regarding **fly-tipping** had been passed to the Police on behalf of residents. No response had yet been received from Aster Group in respect of the Clerk's letter.

Agreed Actions:

- i) the area would continue to be monitored, with the Highways Officer chased if the outstanding works did not progress;
- ii) if no substantive response was received from Aster Group, the Clerk would investigate the Council's options and escalate the matter through Aster's formal complaints procedure, prior to referral to the Ombudsman if necessary; and
- iii) the draft **LHFIG application for a virtual pavement** would be circulated to Members for comment before being submitted with the other LHFIG bids for consideration ahead of the November 2026 meeting.
- e) **White Street** – Further correspondence had been received from residents regarding parking concerns on White Street. The request to remark double yellow lines remains with Wiltshire Council's highways process as does the enforcement of illegal parking in the same area.
- f) **Canada Rise** – The update from the meeting (regarding potholes and highway matters) with residents and the Highway Officer on 30th July 2026, previously circulated, was noted; no further discussion was required.
- g) **LHFIG meetings** – Members noted that the next meeting is scheduled for 5th November 2026 (postponed from 22nd October 2026); Council applications are to be finalised at the October 2026 meeting.
- h) **EV Charging** – The Clerk reported that the Council's community car park remains the preferred site under Wiltshire Council's Local Electric Vehicle Infrastructure (LEVI) proposals, with the Market Place as second choice; further discussion to follow regarding interaction with the LHFIG bid. The report provided by Wiltshire Council had been circulated to councillors for information.
- i) **Flood Prevention and Highways Maintenance Working Group** – Notes from a meeting held on 26th August 2026 had been circulated to councillors for information. The Working Group will continue with a programme of Community Clean Up Days covering Drove Lane, Parsonage Lane, Spin Hill and White Street, beginning in White Street on 17th October 2026, using the Council's template resident letter.
- j) **Other updates** – The Clerk confirmed that notification of **local temporary highway closures / traffic regulation orders (including on Stirling Road)** had been circulated to Councillors and would be published on the Parish Council Facebook page accordingly.
- Members also noted a report of a large **commercial vehicle regularly parked near the bus stop on Grove Road** was causing a visibility hazard. **Agreed Action:** That the Clerk report the matter to the police as a road safety and obstruction concern.

26/27-120-FC1509

Correspondence Received

Items (a) to (n) listed on the agenda, having been circulated to Members in advance, were noted; no further action was required beyond that recorded against the relevant items below.

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- a) Minutes of the Town & Parish Clerks and Wiltshire Council Meetings held on 23rd July 2026 and 27th August 2026.
- b) WALC Newsletter July 2026 issue.
- c) WALC Newsletter August 2026 issue.
- d) PCC 'Keeping Councillors Informed' newsletter Issue #21.
- e) Age UK Wiltshire News and Views Issue #13.
- f) Wiltshire Council Briefing Note no. 26-13 – Update on the Wiltshire Community Air Network (WCAN) project to improve understanding of PM2.5 air pollution across Wiltshire.
- g) Wiltshire Council Briefing Note no. 26-14 – Update on changes to the provision of Waste Services delivery arrangements in Wiltshire.
- h) Wiltshire Council Briefing Note no. 26-15 – Update on the Community Governance Review Process as commenced on 12th August 2026. Market Lavington and neighbouring parishes are not included.
- i) Wiltshire Council Briefing Note no. 26-16 – **WC Consultation for a new Freight Action Plan**, which sets out how freight and heavy goods vehicles (HGVs) should be routed across the county. Members discussed the consultation and the risk of freight traffic being displaced from the A350 corridor onto the A360 and other local roads as a consequence of the proposed strategic freight route. It was **resolved** that the Clerk be authorised to prepare and submit a response, in consultation with Members, supporting the prioritisation of HGV routing onto higher-classification (single- and double-digit) roads in preference to three- and four-digit roads, reflecting the parish's geography, ahead of the consultation closing date of 23rd September 2026.
- j) Wiltshire Council Briefing Note no. 26-17 – WC update on changes to winter resilience support and update on community emergency preparedness.
- k) **Collaborative Meeting with Neighbouring Parishes** – Members noted the forthcoming meeting with neighbouring parish Chairs on 29th September 2026; no items were raised for that agenda at this time.
- l) Email from **Wessex Internet** regarding their proposals for full fibre broadband in Market Lavington and Easterton parish. The proposals were noted; representatives from Wessex Internet are likely to attend the October 2026 meeting.
- m) **Emergency Contact Hub Engagement Sessions** – Members noted the Wiltshire & Swindon Prepared engagement sessions. The Chair and Clerk confirmed attendance at the session on 21st September 2026 at 12 noon and Cllr Quigley confirmed her attendance at the session on 29th September 2026 at 5.30pm.

Updates on the following previously raised matters were as follows:

- n) **WALC Road Safety Information Seminar on Friday 17th July 2026** – Cllr Quigley reported on the seminar, including Wiltshire Council's intention to produce a countywide Local Cycling and Walking Infrastructure Plan (LCWIP), and that Wiltshire Council's Cabinet Member for Highways, Cllr Martin Smith, had indicated support for parishes requesting inclusion, noting the parish's proximity to Devizes would be a favourable factor. This was discussed, and it was **resolved** that the Clerk write to Cllr Smith requesting that Market Lavington be included within the LCWIP programme (cc'd to Cllr Muns and Cllr Quigley).

26/27-121-FC1509

Planning Applications, Decisions, and Other Planning Matters

- a) The following planning applications were considered at the meeting:
 - i. Reference: **PL/2026/05189** - Householder planning permission
Address: **Hazeldene, Ledge Hill**, Market Lavington, Devizes, SN10 4NW
Proposal: Front and rear extensions with the addition of a new roof refurbishment.
Applicant: Mrs Jane Derby.
It was **resolved** to **support** this application.
 - ii. Reference: **PL/2026/05347** - Notification of proposed works to trees in a conservation area
Address: **St Mary's Church, Church Street**, Market Lavington, SN10 4DT
Proposal: Rowan tree - 2 metre lateral reduction and 2 metre horizontal reduction

MARKET LAVINGTON PARISH COUNCIL

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Applicant: Mr Ben Bannister.

It was **resolved** to **support** this application.

- b) It was **resolved** to note and ratify the decisions for the following planning applications that were considered outside of meetings but via email (in accordance with Standing Orders):
- Reference: **PL/2026/04829** - Notification of proposed works to trees in a conservation area
Address: **Kyrle House, 59 High Street**, Market Lavington, SN10 4AG
Proposal: T1 Cedar - Reduction of overextended limbs to reduce by 2-3 metres back into canopy shape. T2 Acer - 1 - 1.5m formative prune. T3 Cherry - 1 - 1.5m reduction to a more manageable height. T4 Douglas Fir - Deadwood crown. T5 Cherry - Lower over extended canopy to bring back into natural tree shape.
Applicant: Mr Brody Broom
ML Parish Council Response: **No objection.**
- c) The following planning applications were received after the issue of the agenda (*the response time falling outside of the meeting schedule and an extension could not be obtained*) and were therefore considered at the meeting:
- Reference: **PL/2026/05790** - Prior notification: extension of agricultural track
Address: **Hurst Farm, Cheverell Road**, Worton, Devizes, SN10 5UN
Proposal: Extension of agricultural track.
Applicant: Mr J. Marshall.
It was **resolved** to **support** this application.
 - Reference: **PL/2026/05686** – Consent under Tree Preservation Orders
Address: **1 Canada Rise**, Market Lavington, Devizes, SN10 4AD
Proposal: T1 Copper Beech, reduce entire crown by 1m-2m.
Applicant: Conservation Contractors is the Agent acting on behalf of Bannister.
It was **resolved** to **support** this application, on the basis of the tree's proximity to the dwelling.
- d) The following planning decisions made by Wiltshire Council were noted:
- Reference **PL/2026/02846** (Householder planning permission)
Address: **2 Saxon Close**, Market Lavington, Devizes, SN10 4EF
Proposal: Proposed Landscaping Alterations/Works
Applicant: Mr Fraser Dicks
Decision: **Approve with Conditions.**
 - Reference: **PL/2026/03498** (Listed building consent (Alt/Ext))
Address: **16 High Street**, Market Lavington, Devizes, SN10 4AG
Proposal: Replacement of two existing entrance doors and frames.
Applicant: Dr Tim Price.
Decision: **Approve with Conditions.**
 - Reference: **PL/2026/04020** (Notification of proposed works to trees in a conservation area)
Address: **35 White Street**, Market Lavington, Devizes, SN10 4DP
Proposal: Lawsons Cypress – Remove to ground level.
Applicant: Mr Alex Yates.
Decision: **No Objection.**
 - Reference: **PL/2026/04792** - Prior notification: Building
Address: **Land at Freith , Devizes**, Wilts
Proposal: Agricultural storage building of standard agricultural construction.
Applicant: Mr J Marshall
Decision: **Prior Approval Not Required.**
- e) Other planning matters were considered as follows:
- Wiltshire Council **Eastern Area Planning Committee** meetings: nothing to report.

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- ii. **Appeal ref. 6009768** (land north of Drove Lane, SN10 4NT): the Planning Inspector's site visit remains pending; it was understood this had been scheduled for 28th September 2026.
- iii. **Enforcement Appeal** APP/3940/C/24/3358240, 29 Spin Hill: no update.
- iv. **Enforcement** – unauthorised access onto the A360 south of Black Dog crossroads: no update.
- v. **NPPF** – Central Government changes to the National Planning Policy Framework: no update.
- vi. **Wiltshire Local Plan Scoping Document**: It was **resolved** that the Clerk be authorised to prepare a formal Parish Council response to the Wiltshire Local Plan Scoping Document consultation, incorporating comments received from individual Members by Monday 28th September 2026, for submission ahead of the closing date of 30th September 2026.

26/27-122-FC1509 Items for next agenda

Councillors did not identify any matters to be included on the agenda for the next meeting.

26/27-123-FC1509 Adjournment for Public Participation (maximum of 5 minutes)

9.14pm – The meeting was adjourned for public participation.

A member of the public queried the process for the Council's response to the Wiltshire Local Plan scoping consultation; the Chair confirmed that both individual councillor responses and a formal Parish Council response would be submitted.

The Clerk confirmed receipt of a resident's earlier enquiry regarding a public right of way (MLAV10), and that this was being progressed with the Wiltshire Council Public Rights of Way Officer. The Clerk advised she would provide an update to the resident on Friday morning.

9.16pm – The meeting reconvened.

26/27-124-FC1509 Date and Time of Next Meeting

The next meeting of the Full Council will be held on Tuesday 20th October 2026 at 7.15pm at the Old School.

There being no further business the meeting was closed at 9.16pm.

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