

# MARKET LAVINGTON PARISH COUNCIL

Clerk: Mrs Carol Hackett, 23 Orchard Close, West Ashton. Wiltshire. BA14 6AU.

Tel: 01225 760372 or Email: [marketlavpc@gmail.com](mailto:marketlavpc@gmail.com)

## Minutes of the **Meeting** of the Parish Council held on **Tuesday 20th February 2018** **At 7.15pm in the Old School, Market Lavington**

**Councillors Present:** Cllr Osborn (Chairman), Cllr Myhill, Cllr Earley, Cllr Steele Cllr White, Cllr Davis, and Cllr Padfield.

**In attendance:** Wiltshire Cllr Richard Gamble (left at 7.50pm), 4 members of the public (2 arrived at 7.35pm, two arrived at 7.55pm, and all left at 9.02pm), and Carol Hackett (Parish Clerk).

	<b>AGENDA ITEM</b>
17/18-326	<b>Apologies for Absence</b> Cllr Whitehorn had sent apologies due to work commitments, which were accepted.
17/18-327	<b>Declarations of Interest and Dispensations to Participate</b> There were none.
17/18-328	<b>Minutes of Council meetings</b> The minutes of the following meeting of the Parish Council, having been previously circulated to Councillors, were approved and signed as a correct record: a) Parish Council meeting 16th January 2018 (proposed Cllr Davis, seconded Cllr Padfield).
17/18-329	<b>Adjournment for Public Discussion (maximum of 5 minutes)</b> The meeting was adjourned and resumed at 7.17pm.
17/18-330	<b>Police Report</b> Officers from the Neighbourhood Policing Team had been unable to attend the meeting. A report had been provided on the 15 <sup>th</sup> of February which had been circulated to Councillors.
17/18-331	<b>Wiltshire Councillor Report</b> Wiltshire Cllr Gamble referred to some current road works taking place in the area, and new car parking charges which were due to come into force in Devizes. He noted that Wiltshire Council Officers had responded to the recent public petition regarding Blackdog Crossroads concluding that there were insufficient accidents reported at the site to make it a priority. He encouraged the Parish Council to request Wiltshire Council to carry out some metro counts in the village to highlight the speeding problem, and support the request for additional enforcement – <b>ACTIONS</b> – Clerk to action. He then referred to the new data protection regulations coming into force on the 25 <sup>th</sup> May. The Chairman noted the request received from West Lavington Parish Council for consideration of sharing the services of a 'Data Protection Officer' (it was not appropriate for the Clerk or a Councillor to be appointed to this role). Initial guidance had been received from WALC and it was hoped that further more specific guidance would be forthcoming from Wiltshire Council and WALC in the very near future. Cllr Gamble then answered questions posed by Councillors.
17/18-332	<b>Chairman's Report</b> The Chairman reported that he had fixed the outside light at the Old School, and hoped to move the bin over to the other side of the pavement in the coming week. He had photographed the suggested sites for positioning the Speed Indicator Devices and would be forwarding the required information to Wiltshire Council for their consideration.
17/18-333	<b>Market Lavington Neighbourhood Plan</b> a) Report from Chairman of the Steering Group – The Chairman was unable to attend the meeting; the Clerk therefore updated members in her absence. Notification had just been received that Historic England had withdrawn their concerns previously submitted, regarding the need for a 'Strategic Environmental Assessment'. It was hoped that formal notification would be

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	<p>received from Wiltshire Council very shortly, and arrangements could then be finalised for the Regulation 14 Consultation, which was the next stage of the process.</p> <p>b) There were no further updates or matters highlighted for the attention of the Parish Council.</p>
17/18-334	<p><b>Community Hall Trust Report</b></p> <p>a) Cllr White (Parish Council representative on the Trust Committee) noted that she had been unable to attend the recent Trust meeting.</p> <p>b) Enquiry regarding 'defibrillator fund' restricted reserve – The Clerk referred to the enquiry received from the Community Hall Trust, with reference to the defibrillator at the Community Hall, and detailed the current position with the defibrillators sited at the entrance to Woodlands Yard, and at the Doctors Surgery. Following further discussion it was recognised that additional enquiries needed to be made before consideration could be given to the future arrangements for all the defibrillators – <b>ACTIONS</b> – Cllr Davis to review minutes, and Clerk to contact South Western Ambulance Service.</p>
17/18-335	<p><b>Old School Restoration Project</b></p> <p>a) To receive and consider any updates – The Clerk noted that the Plain Action grant application had now been re-submitted and the outcome was awaited.</p>
17/18-336	<p><b>Highways / Maintenance issues in the village</b></p> <p>a) Update on matters previously reported –</p> <ol style="list-style-type: none"> <li>i. Lighting on paths leading to the Church and Community Hall – Cllr Davis reported that he had now been able to make contact with the correct department of SSE to discuss the suitability of the supply, and they would be supplying a quote in due course for the work. Wiltshire Council did not regard this as their responsibility or statutory duty, but had offered to allow their contractors to carry out the work and charge the Parish Council.</li> <li>ii. Steps at bottom of footpath from Northbrook leading up to Bouverie Drive – The Clerk reported that the original intention had been to apply for grant funding to carry out repairs to the steps; however advice had since been received from Wiltshire Council to report the problem on-line as a 'Community Issue'. This had been done and a response was awaited.</li> <li>iii. Potholes – Cllr Davis noted that he had reported all the potholes on the four main entrances to the village to Wiltshire Council using their on-line reporting system.</li> </ol> <p>b) New matters reported –</p> <ol style="list-style-type: none"> <li>i. Verge trimming on Lavington Hill – Complaints had been received regarding the messy and excessive hedge cutting that had been carried out on Lavington Hill – <b>ACTIONS</b> – Cllr Gamble and Cllr Davis to make enquiries to try and ascertain who had carried out the work, and Clerk to write letter to farmer.</li> <li>ii. Larger and more visible 'Bridleway Only' sign on the Clays – Complaint had been received regarding the number of vehicles using the Clays and requesting that consideration be given to a more visible 'bridleway only' signs – <b>ACTIONS</b> – Clerk to submit request to Wiltshire Council.</li> <li>iii. Litter at the Davis Field – Complaints had been received regarding the amount of litter around the field – It was understood that the football club were aware of the problem and were in the process of dealing with it.</li> <li>iv. Footpath MLAV10 – Complaints had been received about the amount of horse poo on the footpath. As the path cannot be accessed by horses, it could only be assumed that it had come from the paddocks on either side – <b>ACTIONS</b> – Clerk to write to landowner.</li> <li>v. Dog poo generally – A number of complaints had been received regarding the amount of dog poo around the village – <b>ACTIONS</b> –</li> </ol>

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	<p>Notice to be placed in magazine, on 'Community notice board' Facebook page, and spray paint to be obtained.</p> <p>c) Chapel Lane readopt this address – Cllr Davis referred to a request received from a local resident to re-adopt the name of the lane adjacent to the chip shop back to its former name 'Chapel Lane'. Following a brief discussion it was proposed by Cllr Osborn seconded by Cllr Davis and resolved that the resident could note the support of the Parish Council in any request for a change of name that they might submit to Wiltshire Council – <b>ACTIONS</b> – Cllr Davis to advise resident accordingly.</p> <p>d) Fish Shop Roof – Cllr Davis referred to concerns that had been reported to him regarding roof slates falling off the shop roof, which were landing both on the adjacent lane and in a neighbouring garden. It was understood that requests already made to the premises owner had been unreceptive – <b>ACTIONS</b> – Clerk to write to premises owner, sending a copy to Wiltshire Council Rights of Way Officer.</p>
17/18-337	<p><b>Market Lavington Vintage Meet – Saturday 14<sup>th</sup> / Sunday 15<sup>th</sup> July</b> Cllr White reported that there was a lot of background work being undertaken in preparation for the event – Caterers, music, children's entertainment, bar, first aid all booked. Discussions held with Wiltshire Council regarding licences, and event management etc. A Facebook page created, which was proving very effective, and numerous groups and exhibitors had been contacted. The first volunteer open session was very well attended and a further one was scheduled for the 7<sup>th</sup> of March. The focus now was on attracting 'traders' and possible event sponsors.</p>
17/18-338	<p><b>Correspondence Received</b></p> <p>i. Email from local resident regarding bank erosion to the rear of Canada Rise abutting Canada Woods – Consider request put forward by local residents – The Chairman invited the local resident to address the Council, who in turn briefed members on the issue, and the options currently being considered. He noted that further investigation would need to be undertaken before a final proposal could be put forward, and made the following request to the Parish Council – Would the Parish Council consider granting access from Canada Woods to the rear gardens of the properties? And would the Parish Council be amenable to the residents carrying out works on Parish Council land to support the banks of the two properties? Following a full discussion, Councillors were overall in favour of some work being undertaken, and requested that the residents keep the Parish Council informed at every stage.</p> <p>ii. Email from local resident raising concerns about level of dog fouling at Elisha Field – Consider appropriate action – Discussed under item 17/18-336 bv.</p> <p><i>Any other correspondence received before the meeting, but after the agenda has gone to print will be included in an appendix and discussed/noted at the meeting</i> There were none.</p>
17/18-339	<p><b>Planning applications and decisions</b></p> <p>a) Receipt of the following planning applications received which had been considered at a Planning Committee meeting were noted:</p> <p>i. 18/01196/FUL Land to the rear of 11 White Street, Market Lavington. Demolition of existing garages and erection of two houses with garages plus the provision of a passing space adjoining The Clays (amendment to 17/07414/FUL) – <b>OBJECTION.</b></p> <p>ii. 18/00758/FUL 3 South Cliffe Road, Market Lavington. Demolish existing conservatory and build single storey rear extension – <b>NO OBJECTION.</b></p> <p>b) Receipt of the following planning applications received which had not been considered at a Planning Committee meeting were noted:</p> <p>i. 18/00188/TCA 34 High Street, Market Lavington. (T1) Holly tree – crown reduction of 30% (T2) – Yew tree – fell – No Objection</p> <p>ii. 18/00453/TPO 5 Shires Close, Market Lavington. Various tree</p>

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	<p>works – No Objection</p> <ul style="list-style-type: none"> <li>iii. 18/00302/TCA Adjacent to 5 The Bricklayers, Gyes Old Yard, White Street, Market Lavington. Copper Beech – light prune of branches – No Objection</li> <li>iv. 18/00831/TCA White House, 29 White Street, Market Lavington. Remove four leylandii trees – No Objection</li> <li>v. 18/00514/VAR 1 Stobberts Place, Market Lavington. Variation of condition 2 of planning permission 16/00857/FUL to allow for alteration to the single parking bay north of plot 2, pedestrian footpath to front of plots 2 and 3 and new public parking area to the southwest of plot 3 – No Objection</li> </ul> <p>c) There were no applications received and considered by the Planning Committee after the issue of the agenda (<i>where the response time falls outside of the meeting schedule and an extension cannot be obtained</i>).</p> <p>d) The following recent planning application decisions made by Wiltshire Council were noted:</p> <ul style="list-style-type: none"> <li>i. 17/10803/ADV 15 High Street, Market Lavington. 1 X externally illuminated fascia, 1 X externally illuminated projector sign and 2 non-illuminated wall mounted panels – Approve with conditions</li> <li>ii. 17/11426/FUL Ochil View, Stirling Road, Market Lavington. Erection of a single storey conservatory at the rear of the property – Approve with conditions</li> <li>iii. 18/00188/TCA 34 High Street, Market Lavington. (T1) – holly tree – crown reduction of 30% (T2) – Yew tree – fell – No objection</li> </ul>
17/18-340	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>a) Councillors received and approved the financial reports - income and expenditure details for January 2018, bank reconciliation (see appendix at end of minutes) and budget position for financial year-to-date.</li> <li>b) It was resolved to approve the payment of 'cheques / on-line Payments' for February 2018 as per schedule (see appendix at end of minutes) – proposed Cllr Myhill seconded Cllr White.</li> <li>c) Councillors considered the one request received for Grant Funding in the 4th quarter of 2017/18 (as per Local Government Act 1972 Section 137 – a local authority may incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants – benefit obtained must be commensurate with the expenditure incurred). It was proposed by Cllr Osborn seconded by Cllr Earley and resolved to approve the following payment: Mums &amp; Chums £50.</li> </ul>
17/18-341	<p><b>General Parish Matters</b></p> <p>Cllr Myhill reported that the previous Post Office contact responsible for re-locating had recently changed jobs. Information would be passed to the new member of staff in due course and a meeting arranged. He then referred to an offer received from the Sgt Major of the Lavington Army Cadets Force to 'adopt' the Elisha Field Pavilion as part of their 'cadets in the community' programme. Initially to paint the kitchen floor and give the building a good clean in readiness for the Vintage Meet weekend, and then to undertake a regular programme of general maintenance of the building, with the Parish Council supplying any necessary materials. In return they had asked that they might be permitted to use the Pavilion on occasions. Councillors welcomed the generous offer - <b>ACTIONS</b> – Cllr Myhill to liaise with the Sgt Major. Cllr Steele reported an incident of graffiti on the play equipment at Elisha Field – <b>ACTIONS</b> – Chairman to investigate. Cllr Myhill also referred to some graffiti at the rear of the Old School.</p>
17/18-342	<p><b>Adjournment for Public Discussion (maximum of 5 minutes)</b></p> <p>The meeting was adjourned and resumed at 9.34pm</p>

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17/18-343	<b>Dates of next Meeting</b> Parish Council meeting – Tuesday 20th March 2018
17/18-344	<b>Closure of meeting</b> There being no further business the meeting was closed at 9.35pm

## Appendix.

Balance at Lloyds Bank 31.1.18	30,646.99	Current, and instant access Accounts
Less outstanding cheques – total	125.00	
	<b>30,521.99</b>	

Balance b/fwd	34,329.76
Add receipts	1,367.19
Less cheques & D/D's draw	5,174.96
Balance c/fwd	<b>30,521.99</b>

Balance Santander Account – Business Reward Saver (Parish Reserves) 31.03.17 = £3,274.88

Receipts since last meeting		
Details	Cost Centre	Amount
Lloyds Bank - Interest	110	1.19
J Nicholls – Hire OSH	140	70.00
K Thorn Fitness – Hire OSH	140	60.00
S Somerville on behalf of St Barnabas PCC – Hire E/F	130	18.00
L Chillery-Watson – Hire OSH	140	6.00
JAM Club – Hire OSH	140	36.00
S Osborn – Hire OSH	140	27.00
Tuesday Club – Hire OSH	140	384.00
A Gibney – Hire OSH	140	40.00
Guides – Hire OSH	140	258.00
Claire Lilley Fitness – Hire OSH	140	117.00
Lavington Juniors – 2 <sup>nd</sup> 50% install hire E/F	130	350.00

Cheques / Bill Payments & D/D's drawn since last meeting				
Details	Cost Centre	Amount	Ref	VAT
Water2Business - Water OSH	350	18.00	DD	
Water2Business - Water E/F Pavilion	370	7.50	DD	
Southern Electric – Electric OSH	350	36.00	DD	
Southern Electric – Electric E/F Pavilion	370	20.61	DD	
C Hackett – Clerk wages + expenses *	310/375	682.45	BP	
H Sainsbury – Cleaner OSH wages	330	81.40	BP	
R Hale - Handyman contractor	320	220.00	BP	
West Lavington Youth Club – 4 <sup>th</sup> qtr S137 grant donation	380	750.00	BP	
West Lavington Youth Club – Friday night staffing sessions 8/9/17 to 15/12/17	395	840.00	BP	
Wessex Archaeology – Heritage Report Neighbourhood Plan	250/200	2394.00	BP	399.00
WW1 Commemoration Group – S137 grant donation	380	125.00	2963	

\* Clerk wages £628.69 + reimburse cost of 8 books of 2<sup>nd</sup> class stamps £53.76 = TOTAL £682.45

£5,500 transferred from Lloyds Bank savings account into the current account 16/1/18 to cover above payments made.

February payments to be paid by Cheque / on-line Bill Payment				
Details	Cost Centre	Amount	Ref	VAT
C Hackett – Clerk wages + expenses ^	310/various	717.60	BP	5.87
H Sainsbury – Cleaner OSH wages	330	101.75	BP	
R Hale - Handyman contractor ^^	320/360	304.57	BP	??
Protect Fire Equipment – Fire Equip checks OSH and E/F	350/370	300.72	BP	50.13
AlphaPrint.Me – Vintage Meet flyers for magazine	375	66.00	BP	

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D King PlanningStreet – Neighbourhood Plan Consultant fee	200/400	1350.00	BP	
CS Electrical – repair to timeclock on Community Hall car park light	360	60.00	BP	10.00
Wicksteed Leisure – Play area safety inspections	360	216.00	BP	36.00

^ Clerk wages £628.69 + reimburse cost of 8 books of 2<sup>nd</sup> class stamps £53.76 + reimburse cost of 2 X printer cartridges £18.40 + reimburse cost of 2 ring binders £2.50 + reimburse cost of 4 X printer paper £10 + reimburse cost of cleaning materials OSH £4.25 = TOTAL £717.60

^^ Handyman hours worked £275 + reimburse cost of black bags £9.95 + reimburse cost of fuel £7.58 + reimburse cost of oil £4.75 + reimburse cost of plastic straps £7.29 = TOTAL £304.57

£3,000 transferred from Lloyds Bank savings account into the current account 19/2/18 to cover above payments to be made.