

# 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)

VAT Registration Number: 296 9715 35

## Minutes of the Meeting of the Parish Council held on Tuesday 16th July 2019 At 7.15pm in the Old School, Church Street, Market Lavington

**Councillors Present:** Cllr Osborn (Chairman), Cllr Myhill, Cllr Steele (arrived at 7.38pm), Cllr Gordon, Cllr Stevens, Cllr Turner-Scott, Cllr White, Cllr Earley, Cllr Davis and Cllr Padfield.

**In attendance:** Wiltshire Cllr Gamble (left at 7.50pm) and Carol Hackett (Parish Clerk).

	<b>AGENDA ITEM</b>
19/20-97	<b>Apologies for Absence</b> None – all Councillors present.
19/20-98	<b>Declarations of Interest and Dispensations to Participate.</b> There were none.
19/20-99	<b>Adjournment for Public Discussion (maximum of 5 minutes)</b> The meeting was adjourned and resumed at 7.16pm.
19/20-100	<b>Police Report</b> Officers from the Neighbourhood Policing Team had been unable to attend the meeting. An email report had been provided on the 10 <sup>th</sup> of July which had been circulated to Councillors.
19/20-101	<b>Wiltshire Councillor Report</b> Wiltshire Cllr Gamble complimented the village on the success of the Vintage Meet event. He referred to the recent Area Board meeting at which it was reported that Grove Road was scheduled for re-surfacing. A county-wide evaluation of road quality had been undertaken by Wiltshire Council, and he would report back any further information, after he had viewed the document. He then answered questions posed by Councillors.
19/20-102	<b>Minutes of Council meetings</b> <ol style="list-style-type: none"><li>Meeting of the Parish Council on 18th June 2019. The minutes of the meeting of the Parish Council, having been previously circulated to Councillors, were approved and signed as a correct record (proposed Cllr Gordon, seconded Cllr Davis).</li><li>The draft minutes from the Old School committee meeting held on 25<sup>th</sup> June 2019 were noted and no questions asked.</li><li>The draft minutes from the Highways, Recreation, Amenity and Footpaths committee meeting held on 9<sup>th</sup> July were noted, and no questions were asked. The following matter was considered further:<ul style="list-style-type: none"><li>Proposal for traffic management through narrow section of Church Street and at other narrow point, between Stobberts Road and the Fiddington Clay roundabout – Cllr Davis briefed members on the proposal discussed at the HRAF meeting, which had been re-considered following a recent incident between a tractor and large vehicle, which had resulted in a section of the wall of Church Cottage being badly damaged. The proposal was for a formal narrowing of the road, with a priority right of way system in place, to only allow vehicles through in one direction at a time. Following further discussion it was agreed to contact Wiltshire Council to seek their advice regarding the suitability of the proposal, and whether or not it could be funded through the 'substantive highway scheme' – <b>ACTIONS</b> – Clerk to contact Wiltshire Council.</li></ul></li></ol>
19/20-103	<b>Chairman's Report</b> The Chairman reported that he had carried out the grit bin audit, and started preparing the letter for the Parham Lane residents.
19/20-104	<b>Market Lavington Neighbourhood Plan</b> The Clerk reported that the 6 week statutory SEA Reg 14. Public consultation had ended on Friday the 5 <sup>th</sup> of July, and the responses submitted were currently with the Planning Consultant being analysed. Reference was made to one particular submission received, which following advice, due to its content, had been referred to the appropriate authorities.

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19/20-105	<p><b>Community Hall Trust Report</b> Cllr Padfield noted that the Trust had not met since the last Parish Council meeting.</p>
19/20-106	<p><b>Highways / Maintenance issues in the village</b></p> <ul style="list-style-type: none"> <li>a) Update on matters previously reported –             <ul style="list-style-type: none"> <li>i. Lighting on path leading to Community Hall – Cllr Davis reported that he had advised SSE that funding was now available for the project, and was looking to arrange a date for a site visit to agree the final position of the new light. He had submitted the request to Wiltshire Council for gulley emptying.</li> </ul> </li> <li>b) New matters reported – Litter at top of Northbrook – <b>ACTIONS</b> – Clerk to contact Football Club asking if they would consider installing a bin.</li> </ul>
19/20-107	<p><b>Market Lavington Vintage Meet – Saturday 13<sup>th</sup> &amp; Sunday 14<sup>th</sup> July 2019</b> Cllr Myhill reported that the event had gone extremely well, with approximately 1,600 people attending. Early indications were that the profit would be similar to last year, and it was noted that a number of items of equipment had been purchased for use at the event, which can also be used in future years. A number of traders, exhibitors and volunteers had already indicated that they would like to return for next year's event, and feedback received so far had been positive and constructive. The date for next year's event had been set for 11<sup>th</sup> and 12<sup>th</sup> of July 2020.</p>
19/20-108	<p><b>Correspondence Received</b> None received. <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></p>
19/20-109	<p><b>Planning applications and decisions</b></p> <ul style="list-style-type: none"> <li>a) The following planning application received which had been considered at a Planning Committee meeting was noted:             <ul style="list-style-type: none"> <li>i. 19/05910/FUL 6 Northbrook Close, Market Lavington, SN10 4AR. Erect new attached dwelling adjacent to no 6 Northbrook Close – No Objection, but with two comments about the Planning Statement submitted with the application.</li> </ul> </li> <li>b) Receipt of the following planning applications received which had not been considered at a Planning Committee meeting were noted:             <ul style="list-style-type: none"> <li>i. 19/04627/FUL 1 Fiddington Clay, Market Lavington. SN10 4BS. Two storey side extension, internal re-modelling and associated external works – No objection</li> <li>ii. 19/05501/FUL 30 the Spring, Market Lavington. SN10 4EA. Removal of existing conservatories to rear, new single storey rear extension to dwelling – No objection</li> <li>iii. 19/06204/FUL Freith Bungalow, Lavington Road, Freith. SN10 5RF. Proposed three bay timber framed car port – No objection</li> </ul> </li> <li>c) There were no applications received after the issue of the agenda (<i>where the response time falls outside of the meeting schedule and an extension cannot be obtained</i>).</li> <li>d) The following recent planning application decisions made by Wiltshire Council were noted:             <ul style="list-style-type: none"> <li>i. 19/03661/FUL 17 Spin Hill, Market Lavington. SN10 4NW. Single storey extensions and associated works – Approve with conditions</li> <li>ii. 19/02754/LBC The Old School, Church Street, Market Lavington. SN10 4DT. Installation of 5 CCTV cameras around the exterior of the building, with mounting back boxes, and 3 external wall-mounted CCTV system warning signs. Installation of a hand rail on the left-hand side of the bottom section of steep steps, at the front right-hand side of the building – Approve with conditions</li> <li>iii. 19/03312/FUL 4-7 Rochelle Court, Market Lavington. SN10 4AT. Replacement windows – Approve with conditions</li> <li>iv. 19/04627/FUL 1 Fiddington Clay, Market Lavington. SN10 4BS. Two storey side extension, internal re-modelling and associated external works – Approve with conditions</li> </ul> </li> </ul>

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19/20-110	<p><b>Finance</b></p> <p>a) Councillors received and approved the financial reports - income and expenditure details for June 2019 (including any card payments made), bank reconciliation and budget position for financial year-to-date (see appendix at end of minutes)</p> <p>b) It was resolved to approve the payment of 'cheques / on-line Payments' for July 2019 as per schedule, which included approval for the Clerk to pay the invoice for £3,459.71 for the CCTV installation in-between meetings if necessary (see appendix at end of minutes) – proposed Cllr Davis, seconded Cllr White.</p> <p>c) Height restriction barrier for top Community Hall car park – The Clerk referred to the advice received from Wiltshire Council's Conservation Officer, which confirmed that the installation of a barrier was likely to fall within the Permitted Development rights of the Parish Council, and would therefore not require planning permission. She did however, ask the Council to carefully consider the potential adverse visual impact that such a barrier could have on key views of the Church etc. and that if a decision was made to go ahead with the proposal, that a less industrial design was considered, perhaps in timber. Following a brief discussion it was agreed to investigate the options for an alternative design, which would be considered at the September Parish Council meeting – <b>ACTIONS</b> – Clerk to investigate.</p> <p>d) Quarterly check of Parish Council accounts by Chairman of Management &amp; Finance committee – Cllr Padfield confirmed that he had carried out the quarterly check of the accounts as at 31/3/19, and all appeared to be in order.</p>
19/20-111	<p><b>General Parish Matters</b></p> <p>The poor state of the pavements around the village was noted, and in particular, how unfriendly they were, in parts, for use with wheelchairs, buggies etc. i.e. along The Spring. Following a brief discussion it was agreed to carry out an assessment, to identify the areas in most critical need of drop-kerbs.</p>
19/20-112	<p><b>Adjournment for Public Discussion (maximum of 5 minutes)</b></p> <p>The meeting was adjourned and resumed at 8.30pm</p>
19/20-113	<p><b>Dates of next Meeting</b></p> <p>Parish Council meeting – Tuesday 17th September 2019 (no meeting in August)</p>
19/20-114	<p><b>Closure of meeting</b></p> <p>There being no further business the meeting was closed at 8.31pm</p>

## Appendix

Balance at Lloyds Bank 30.6.19	52,544.70	Current, and instant access Account
Less outstanding cheques – total	1,500.00	
	<b>51,044.70</b>	

Balance b/fwd	54,417.47
Add receipts	1,500.54
Less payments	4,873.31
Balance c/fwd	<b>51,044.70</b>

Receipts received in June			
Details	Cost Centre	Amount (Inc. any VAT)	Ref
Lloyds Bank - Interest	110	1.54	
Receipt received in error in May– related to Vintage Meet and already paid last year – refunded by BACS (BP2)	150	-9.00	
Inv. 18/65 & 19/07 Hire of Old School	140	120.00	
Inv. 19/07 Hire of Old School	140	24.00	
Inv. 19/08 Hire of Old School	140	24.00	

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Inv. 19/09 Hire of Old School	140	32.00	
Wiltshire Council Area Board Grant towards OS CCTV	102	1358.00	
BACS Vintage Meet receipt for 'Sponsor a bin' received in error - transferred to 'Chairman's Charity Account'	138	-50.00	
	<b>TOTAL</b>	<b>1,500.54</b>	

Payments made in June			
Details	Cost Centre	Amount (Inc. any VAT)	Ref
Water2Business - Water OSH	350	21.00	DD
Water2Business - Water E/F Pavilion	370	13.50	DD
Southern Electric – Electric OSH	350	68.00	DD
1&1Internet Ltd – OS website hosting	350	1.19	DD
Auditing Solutions – Internal audit fee y/e 31/3/19	300	192.00	BP1
Chairman 6 months expenses claim	300	58.44	BP3
Clerk wages ^	310	907.37	BP4
DC Mortimer Electrical Services – Repairs E/F Pavilion	370	165.60	BP5
Cleaner OSH wages	330	86.00	BP6
HMRC – NI Contributions 1 <sup>st</sup> qtr	310	47.12	BP7
M Goddard – 3 of 7 instalments for Footpath/amenity land contract	360	464.90	BP8
Handyman contractor	320	220.00	BP9
Cash float for Vintage Meet	378	1,500.00	3021
Temporary loan to Chairman's Charity Account	378	1,000.00	Transfer
XLN Telecom – Broadband provision OS (includes set-up charges)	350	128.19	DD
	<b>TOTAL</b>	<b>4,873.31</b>	

^ Clerk wages 17hr pw £799.37 + 6 months Clerk Allowance (£18 X 6 months) £108.00 = TOTAL £907.37

Payments to be paid in July			
Details	Cost Centre	Amount	Ref
Cleaner OSH wages	330	86.00	BP1
Handyman contractor *	320	229.95	BP2
Clerk wages	310	799.37	BP3
Fast Hygiene – Paper towels OS	350	117.00	BP4
M Goddard – 4 of 7 instalments for Footpath/amenity land contract	360	464.90	BP5
West Lavington Youth Club – 2 <sup>nd</sup> qtr SS137 grant donation	380	750.00	BP6
	<b>TOTAL</b>	<b>2,447.22</b>	
T H White – CCTV OS	200	3,459.71	
(payment to be made when work completed and invoice received)			

\* Handyman contractor 4 weeks @ 5 hrs @ £11 per hour £220.00 + Reimburse cost of black bags £9.95 = TOTAL £229.95