

MARKET LAVINGTON PARISH COUNCIL

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

Tel: 01225 760372 or Email: marketlavpc@gmail.com

VAT Registration Number: 296 9715 35

Minutes of the Meeting of the Parish Council held on Tuesday 20th August 2019 At 7.45pm in the Old School, Church Street, Market Lavington

Councillors Present: Cllr Osborn (Chairman), Cllr Turner-Scott, Cllr White, Cllr Earley, Cllr Davis and Cllr Padfield.

In attendance: Carol Hackett (Parish Clerk).

| | AGENDA ITEM |
|-----------|---|
| 19/20-115 | Apologies for Absence Cllr Myhill, Cllr Steele, Cllr Gordon and Cllr Stevens had sent apologies due to personal commitments, which were accepted. |
| 19/20-116 | Declarations of Interest and Dispensations to Participate. a) Cllr Osborn declared an interest in agenda/minute number 19/20-120ai, as the application site was near to his home. He considered that the application would not affect the value of his property, and he had no views regarding the proposal. He did not vote during consideration of the planning application. Cllr Davis declared an interest in agenda/minute number 19/20-120ci, as the planning decision being noted related to his property. b) There were none. |
| 19/20-117 | Adjournment for Public Discussion (maximum of 5 minutes) The meeting was adjourned and resumed at 7.47pm. |
| 19/20-118 | Minutes of Council meetings a) Meeting of the Parish Council on 16th July 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 Padfield, seconded Cllr Davis). |
| 19/20-119 | Market Lavington Neighbourhood Plan a) Cllr Padfield provided a brief overview from the Steering Group meeting which had taken place immediately before the main Parish Council meeting. b) To consider approval of quotation from Planning Consultant for completion of project - It was proposed by Cllr Davis seconded by Cllr Padfield and resolved to approve the quote from the Planning Consultant of £1,750 - ACTIONS – Clerk to action as necessary. c) To consider approval for submission of Neighbourhood Plan to Wiltshire Council for Regulation 15 and 16 stages – It was proposed by Cllr Padfield seconded by Cllr Osborn and resolved to approve submission of the Neighbourhood Plan to Wiltshire Council for Regulation 15 and 16 stages – ACTIONS – Clerk to action as necessary. |
| 19/20-120 | Planning applications and decisions a) The Parish Council considered the planning application received as listed below: i. 19/07583/FUL 31 The Spring, Market Lavington. SN10 4EB. Proposed new leisure room - No Objection, but seeking clarification that there will still be sufficient parking available on the site – Proposed Cllr Turner-Scott seconded Cllr White (Cllr Osborn abstained from the voting). b) 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>). c) The following recent planning application decisions made by Wiltshire Council were noted: i. 18/05856/FUL 5 Stobberts Road, Market Lavington. SN10 4AZ. Demolish and replace existing garage with a new garage / workshop building – Approve with conditions. ii. 19/05501/FUL 30 The Spring, Market Lavington. SN10 4EA. Removal of existing conservatories to rear, new single storey rear extension to dwelling – Approve with conditions. |

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| 19/20-121 | <p>Finance</p> <p>a) Councillors received and approved the financial reports - income and expenditure details for July 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 August 2019 as per the schedule (see appendix at end of minutes) – proposed Cllr Davis, seconded Cllr Osborn.</p> |
| 19/20-122 | <p>General Parish Matters</p> <p>Cllr White provided an overview of the financial position from the recent Vintage Meet event, which had made a profit of £3,402.57 (£75 of advertising still outstanding). The process for allocating grants to local projects was being advertised, with applications being invited for submission by the 30th of September. Requests were made on behalf of the Vintage Meet organising committee for £500 to be retained from the event profits to purchase equipment to be used for future events i.e. tables and chairs, and also for the £1,000 loan to be made available from the Parish Council in order to pay deposits etc. for welfare facilities for next year's event – ACTIONS – Clerk to include both requests as agenda items for next Parish Council meeting. Reference was made to the missing footpath sign opposite 'The Hollow' on Lavington Hill, which had somehow found its way to the end of the Muddle and was now damaged beyond repair – ACTIONS - Cllr Davis to submit request to Wiltshire Council for a replacement sign. Cllr Earley noted that there was still a problem with vegetation encroaching over onto the footpath along the Muddle – ACTIONS – Clerk to write to all properties whose boundary abuts the footpath. Cllr Turner-Scott noted that the potholes on the section of road from Lavington School down towards West Lavington were getting worse – ACTIONS – Cllr Davis to report matter to Wiltshire Council.</p> |
| 19/20-123 | <p>Adjournment for Public Discussion (maximum of 5 minutes)</p> <p>The meeting was adjourned and resumed at 8.30pm</p> |
| 19/20-124 | <p>Dates of next Meeting</p> <p>Parish Council meeting – Tuesday 17th September 2019</p> |
| 19/20-125 | <p>Closure of meeting</p> <p>There being no further business the meeting was closed at 8.38pm</p> |

Appendix

| | | |
|----------------------------------|------------------|-------------------------------------|
| Balance at Lloyds Bank 31.7.19 | 50,551.06 | Current, and instant access Account |
| Less outstanding cheques – total | 00.00 | |
| | 50,551.06 | |

| | |
|---------------|------------------|
| Balance b/fwd | 51,044.70 |
| Add receipts | 2,856.85 |
| Less payments | 3,350.49 |
| Balance c/fwd | 50,551.06 |

| Receipts received in July | | | |
|---------------------------------------|-------------|-----------------------|-----|
| Details | Cost Centre | Amount (Inc. any VAT) | Ref |
| Lloyds Bank - Interest | 110 | 1.70 | |
| Inv. 19/15 Hire of Old School | 140 | 208.00 | |
| Inv. 19/11 Hire of Old School | 140 | 27.00 | |
| Inv. 19/13 Hire of Old School | 140 | 288.00 | |
| Inv. 19/12 Hire of Old School | 140 | 188.00 | |
| Inv. 19/16 Hire of Old School | 140 | 168.00 | |
| SSE – Wayleave payment | 150 | 11.47 | |
| HMRC – 1 st qtr VAT refund | 105 | 533.50 | |

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|---|--------------|-----------------|--|
| Wiltshire Council – CIL payment re application 15/05086/FUL | 102 | 1431.18 | |
| | TOTAL | 2,856.85 | |

| Payments made in July | | | |
|---|--------------------|------------------------------|------------|
| 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 |
| XLN Telecom – Broadband provision Old School | 350 | 34.74 | DD |
| Southern Electric – Electric EF Pavilion | 370 | 54.72 | DD |
| Amazon – Self-adhesive printer labels | 300 | 5.95 | Card |
| Amazon – Tamper resistant security tags for CCTV cabinet | 200 | 14.48 | Card |
| 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 nd qtr S137 grant donation | 380 | 750.00 | BP6 |
| T H White – CCTV Old School (payment made 23/7/19 when work completed, as approved at July Parish Council meeting – amount less than anticipated as didn't include 3 year maintenance charge included in quote) | 200/250 | 3,189.69 | N/A |
| Refund Cash float for Vintage Meet | 378 | -1,500.00 | 500388 |
| Refund Temporary loan to Chairman's Charity Account | 378 | -1,000.00 | Transfer |
| | TOTAL | 3,350.49 | |

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

| Payments to be paid in August | | | |
|---|--------------------|-----------------|------------|
| Details | Cost Centre | Amount | Ref |
| Cleaner OSH wages | 330 | 107.50 | BP1 |
| Handyman contractor * | 320 | 307.08 | BP2 |
| Clerk wages ** | 310/300/200 | 834.25 | BP3 |
| M Goddard – 5 of 7 instalments for Footpath/amenity land contract | 360 | 464.90 | BP4 |
| Idverde – half annual cost for cutting Elisha Field Grass | 370 | 518.40 | BP5 |
| AlphaPrint.Me – Copying for Neighbourhood Plan SEA Consultation | 400 | 57.50 | BP6 |
| I M – Reimburse expenses *** | 200/300 | 62.24 | BP7 |
| D King – Neighbourhood Plan Consultant Support | 400 | 1,750.00 | BP8 |
| P K W – Reimburse cost of materials to repair flagpole and paint Pavilion | 370 | 107.64 | 3022 |
| | TOTAL | 4,209.51 | |

* Handyman contractor 5 weeks @ 5 hrs @ £11 per hour £275.00 + Reimburse cost of black bags £15.92 + Reimburse cost of petrol for strimmer £16.16 = TOTAL £307.08

** Clerk wages @ 17 hrs pw £799.37 + Reimburse cost of 2X printer paper £5.90 + Reimburse cost of key safe for CCTV cabinet key £24.98 + Reimburse cost of Land Registry enquiry £4.00 = TOTAL £834.25

*** Reimburse cost of shelf for CCTV cabinet £22.20 + Reimburse cost of security stickers for CCTV cabinet £5.93 + Reimburse cost of HDMI cable for CCTV monitor £3.29 + Reimburse cost of 2.5 reams of computer paper £9.90 + Reimburse cost of 3 X ink cartridges £20.92 = £62.24