

# 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

## Meeting of the Council to be held on

**Tuesday 17<sup>th</sup> December 2019, at 7.15 pm in the Old School,  
Church Street, Market Lavington**

Carol Hackett

Carol Hackett - Parish Clerk

	AGENDA ITEM
19/20-231	<b>Apologies for Absence</b> To receive apologies for absence and consider reasons for non-attendance
19/20-232	<b>Declarations of Interest and Dispensations to Participate</b> a) To receive declarations of interest in respect of matters contained in this agenda b) To receive any dispensation requests received
19/20-233	<b>Adjournment for Public Discussion (maximum of 5 minutes)</b> Opportunity for members of the public to speak on matters contained in this agenda
19/20-234	<b>Police Report</b> To receive a report from Devizes Rural Neighbourhood Policing Team
19/20-235	<b>Wiltshire Councillor Report</b> To receive a report from Wiltshire Cllr Richard Gamble
19/20-236	<b>Council meetings</b> a) Meeting of the Parish Council held on the 19th November 2019 ( <i>copy of minutes attached</i> ) - To confirm and sign as a correct record the minutes b) Meeting of the Highways, Recreation, Amenity & Footpaths Committee held on 26th November 2019 ( <i>copy of minutes attached</i> ) - To note the draft minutes, ask any questions arising from the minutes, and consider further any matters as necessary c) Meeting of the Management & Finance committee held on the 3 <sup>rd</sup> December 2019 ( <i>copy of minutes attached</i> ) - To note the draft minutes, ask any questions arising from the minutes, and consider further the following matters and recommendations 1. Specific Parish Council website / individual Parish Councillor Emails: ➤ To approve use of the website template provided by TEEC Ltd, and enter into a contract with them to provide the migration service, approx. £300, and annual support package, approx. £10 per month (migration service will transfer existing updated Parish Council information from the Village website to the new website, and upload any additional information as required. Enquiries will also be made regarding the possibility of migration of information from the existing Old School website). ( <i>copy of report considered at M&amp;F committee meeting attached</i> ) ➤ To approve application for use of the 'gov.uk' domain name ➤ To approve use of the domain name <a href="http://www.marketlavington.gov.uk">www.marketlavington.gov.uk</a> and individual Councillor emails i.e. <a href="mailto:colin.osborn@marketlavington.gov.uk">colin.osborn@marketlavington.gov.uk</a>

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	<p>2. Accounting package for Parish Council Accounts:          ➤ To approve purchase of the Rialtas Alpha accounting package for use at the start of the next financial year 1/4/20 (purchase of accounting package, initial set up at premises and training £520 plus mileage. Ongoing annual support and maintenance Single User Licence £124 per annum).</p> <p>3. 2020/21 Parish Council budget:          ➤ To approve the proposed draft budget for 2020/21 as amended at the M&amp;F committee meeting – Total payments £67,888 Total receipts £67,886.50 (<i>copy of draft budget attached</i>)          ➤ To approve the precept requirement for 2020/21 of £64,030 £64,030 divided by 765.86 (tax base) = £83.61 band 'D' charge (an increase of £10.27 / 14% from 2019/20)          ➤ To approve an increase in the OSH Cleaner's hourly rate from £8.60 to £8.90 (3% / 30p per hour increase)</p>
19/20-237	<p><b>Chairman's Report</b>          To receive a report from Parish Council Chairman to include quarterly 'Chairman's Charity Account' report, and consider for approval arrangements for auditing the accounts</p>
19/20-238	<p><b>Market Lavington Neighbourhood Plan</b>          To receive a report from Steering Group representative</p>
19/20-239	<p><b>Community Hall Trust Report</b>          To receive a report from Cllr Padfield (Parish Council representative on the Trust Committee)</p>
19/20-240	<p><b>Updates from recent events</b>          a) First Aid Training session Saturday 23<sup>rd</sup> November – Report from Clerk          b) Community Minded Person, and Young Person of the year awards – Report from Cllr Davis</p>
19/20-241	<p><b>Highways / Maintenance issues in the village</b>          a) Update from Cllr Davis and Clerk on matters previously reported to include:              i. Lighting on path leading to Community Hall              ii. Any other matters          b) Consider any new matters to report – for Handyman contractor / Parish Steward (next visits 21 and 22 January) / Footpath, Amenity Land contractor / Wiltshire Council          c) Pavement assessment to identify areas in most need of drop-kerbs – Update from Cllr Davis          d) New sign for Elisha Field – Agree wording for sign</p>
19/20-242	<p><b>Market Lavington Vintage Meet</b>          2020 event - Report from Organising Committee representative</p>
19/20-243	<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>
19/20-244	<p><b>Planning applications and decisions</b>          a) To note receipt of planning applications received which have been considered at a Planning Committee meeting              i. 19/08155/FUL – Amended plans – Glyndene, 8 Fiddington Hill, Market Lavington. SN10 4BU. Construction of one detached house with associated siteworks with access from The Paddock – Objection</p>

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	<ul style="list-style-type: none"> <li>ii. 19/10474/FUL 52 The Spring, Market Lavington. SN10 4EB. Second floor extension over existing loft conversion. Front porch extension. Balcony to rear bedroom. Dropped kerb to front of property – No Objections</li> <li>b) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting             <ul style="list-style-type: none"> <li>i. 19/10191/FUL Sandfield House, Drove Lane, Market Lavington. SN10 4NT. Change of use and alterations to existing building to provide a dwelling – No objections</li> </ul> </li> <li>c) To receive and consider planning 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) To note recent planning application decisions made by Wiltshire Council             <ul style="list-style-type: none"> <li>i. 19/09632/TPO 5 Shires Close, Market Lavington. SN10 4FB. Willow tree – pollard to previous cuts at 5m – Approve with conditions</li> <li>ii. 19/09710/FUL 29 White Street, Market Lavington. SN10 4DP. Single storey rear extension, insertion of windows to side elevation, insertion of new first floor French doors and Juliet balconies to rear elevation – Approve with conditions</li> <li>iii. 19/09865/FUL Homestead Farm, Drove Lane, Market Lavington. SN10 4NT. The installation of 3 arrays of 16 photovoltaic (PV) panels for electrical supply to holiday lets Homestead Stables – Approve with conditions</li> </ul> </li> </ul>
19/20-245	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>a) To receive, consider and approve financial reports - receipts and payments details for November 2019 (including any card payments made), bank reconciliation and budget position for financial year-to-date (<i>copies attached</i>)</li> <li>b) To approve payment of 'cheques / on-line Payments' for December 2019 (<i>as per schedule to be provided before start of meeting</i>)</li> <li>c) To consider for approval any requests received for Grant Funding in the 3<sup>rd</sup> quarter of 2019/20 (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)</li> <li>d) Quarterly check of Parish Council accounts by Chairman of Management &amp; Finance committee – Report from Chairman following review of accounts as at 31/10/19</li> <li>e) Broadwell –             <ul style="list-style-type: none"> <li>i. Stream area: Request from 'Friends of Broadwell' to reinstate stepping stones in stream – Note response from Wiltshire Council Conservation Officer, consider approval of expenditure, and discuss responsibility for on-going maintenance</li> <li>ii. Play Area: Review initial quote received from 'Friends of Broadwell', consider enquiry regarding fundraising campaign, and consider possible financial implications of application for 'Pocket Parks Government Grant' by 'Friends of Broadwell' / Parish Council</li> </ul> </li> </ul>
19/20-246	<p><b>General Parish Matters</b></p> <p>Opportunity for individual Councillors / Clerk to bring any matter not on the agenda to the Council's attention – for information</p>
19/20-247	<p><b>Adjournment for Public Discussion (maximum of 5 minutes)</b></p> <p>Opportunity for members of the public to speak on any matter</p>
19/20-248	<p><b>Date of next Meetings</b></p> <p>Parish Council meeting – Tuesday 21<sup>st</sup> January 2020 at 7.15pm</p>

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19/20-249	<b>Closure of meeting</b>
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