

# 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

## **Zoom Teleconferencing Meeting of the Council to be held on Tuesday 21st April 2020, at 7.15 pm**

**If you would like to view the meeting, and/or submit a written question or comment, contact the Parish Clerk before 5pm on the day of the meeting**

*Carol Hackett*

Carol Hackett - Parish Clerk

**Due to the current pandemic, the meeting agenda will concentrate on essential business only.**

	<b>AGENDA ITEM</b>
19/20-333	<b>Apologies for Absence</b> To receive apologies for absence and consider reasons for non-participation
19/20-334	<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
19/20-335	<b>Adjournment for Public Discussion (maximum of 5 minutes)</b> Opportunity for councillors to hear statements sent in by the public on agenda matters
19/20-336	<b>Monthly Reports – To note updates provided, ask any questions, and consider any matters as necessary</b>  a) <b>Market Lavington Neighbourhood Plan</b> – Wiltshire Council issued Decision Statement and schedule of Modifications on 31 <sup>st</sup> of March. The modifications require an additional 'evidence base report' to be created, separate from the main Neighbourhood Plan document, as well as some other general amendments to the plan. This is over and above what work the Planning Consultant had expected to be required, and he has therefore submitted a quote of £250 for the extra work and support required – consider for approval b) <b>Market Lavington Vintage Meet Event 2020</b> – Event cancelled in light of Government restrictions. Traders and crafters offered their deposits back, which have been returned if requested.
19/20-337	<b>Council meetings</b> a) Meeting of the Parish Council held on the 18th February 2020 ( <i>copy of minutes attached</i> ) - To confirm as a correct record the minutes
19/20-338	<b>Highways / Maintenance issues in the village</b> a) Update on matters previously reported – Trip hazard on pavement between butchers and Green Dragon – repaired by Wiltshire Council / Parish Steward filling potholes around the village during April visit  b) New matters to report – Councillors to advise Clerk or Cllr Davis as and when issues arise – To note  c) CATG meeting – Clerk to present feedback received from other local Parish Councils with Village Gateways for Councillors to review. Consider for approval assessment and draft proposal prepared by Wiltshire Council ( <i>copy of proposal attached</i> )
19/20-339	<b>Important Correspondence Received</b> a) Letter of complaint from local resident - To be investigated by Chairman and Vice-Chairman – To note b) Letter from local resident raising concerns regarding planning matter – Referred to Enforcement Officer Wiltshire Council – To note  <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 during the meeting</i>

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19/20-340	<p><b>Covid-19 / Coronavirus pandemic implications for Parish Council - To note updates provided, ask any questions, and consider any matters as necessary</b></p> <ul style="list-style-type: none"><li>a) <b>Parish Council meetings</b> – Government legislation permits the holding of remote Parish Council meetings, and removes the requirement to hold an Annual Meeting, although a council may do so if they so choose. No reference to Annual Parish Meeting, however with current Government legislation it is not permissible to hold such a meeting at the current time – Consider whether Annual meeting should be held in May, or deferred until later date</li><li>b) <b>Employees</b> – Old School cleaner, unable to work in current role – Consider guidance received from NALC regarding the government Job Retention Scheme, and agree actions (<i>summary report attached</i>)</li><li>c) <b>Parish Council Assets</b> – As per Government restrictions, play areas at Elisha Field, Broadwell and off Hamilton Drive have been padlocked shut and signs erected noting closures. Old School and Elisha Field Pavilion both closed until further notice, and regular users advised. The Elisha Field remains open with signage in place reminding users to abide by social distancing rules, and to keep dogs under control – to be kept under review. Grass and footpath / amenity land maintenance – Contractors have confirmed that they are operating as normal until instructed otherwise. It may however be necessary to close the footpaths when they are being cut to ensure that social distancing can be adhered to. Contractor is unable to cut inside Elisha Field Play Area as it is padlocked shut - Consider approval for adjusting Annual hiring fee for Worton &amp; Cheverell Football Club.</li><li>d) <b>Market Lavington Covid-19 Support Group</b> – The Parish Council is supporting the organiser of the Group with administration, advertising, and registering volunteers etc. A grant application for £472 has been submitted to SSEN for items to support the Group's volunteers (outcome due by end of May). In event that application is not successful, consider if Parish Council would allocate funds for this purpose</li><li>e) <b>Elections and referendums</b> - Government legislation confirms postponement of elections and referendums until 6 May 2021. Situation will be kept under review, and if safe to do so further legislation will be laid permitting sooner. This will affect the Neighbourhood Plan referendum, which would have been planned for sooner. However, where a Decision Statement has been issued, as is the case with the Market Lavington Plan, that plan can be given significant weight in decision-making, so far as the plan is material to the application</li><li>f) <b>Audit dates</b> – Publication date for final, audited, accounts for councils will move from 30 September to 30 November 2020. The requirement for the public inspection must now commence on or before the first working day of September 2020, meaning that draft accounts must be approved by 31 August 2020 at the latest</li></ul>
19/20-341	<p><b>Parish Council Financial Regulations</b></p> <p>To consider for approval the proposed amendments to Financial Regulations to clarify banking arrangements and authorisation of payments, in-part due to Covid-19 (<i>annotated financial Regulations attached – paras 4.5, 5.2, 5.5a, 5.5c, 5.6, 6.4, 6.5, 6.6 and 6.9</i>)</p>
19/20-342	<p><b>Planning applications and decisions</b></p> <ul style="list-style-type: none"><li>a) To note receipt of planning applications received which have not been considered at a Planning Committee meeting<ul style="list-style-type: none"><li>i. 20/01560/TCA 7 New Street, Market Lavington. SN10 4DX. Pine tree – fell – No objections</li><li>ii. 20/02918/TCA – 23 White Street, Market Lavington. SN10 4DP. Dead Robina tree to be removed to ground level – No Objections, however would have liked to see a plan to replace the tree</li><li>iii. 20/01630/LBC Manor House, Wick Lane, Littleton Panell. SN10 4EP Rebuild a section of a garden wall - No Objections</li><li>iv. 20/02233/TCA 29 White Street, Market Lavington. SN10 4DP. Remove</li></ul></li></ul>

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	<p>cherry tree – No Objections</p> <p>b) To note recent planning application decisions made by Wiltshire Council</p> <p>i. 19/11558/FUL 16 Park Road, Market Lavington. SN10 4ED. Erection of single storey conservatory at the rear side of the property – Approve with conditions</p> <p>ii. 19/12095/FUL 25 Canada Rise, Market Lavington. SN10 4AD. Two storey side extension and single storey rear extension – Approve with conditions</p> <p>iii. 20/00398/FUL Freith Bungalow, Lavington Road, Freith. SN10 5RF. Part retrospective construction of three bay timber framed garage; including the insertion of roller shutter doors to each bay; a new personnel door; and engineering operations to build the garage over sloping ground – Approve with conditions</p> <p>iv. 20/00427/TCA 26 White Street, Market Lavington. SN10 4DP. Beech tree reduce by 40% and shape crown. Japanese Elm reduce by 30% and shape crown – No objection</p> <p>v. 20/00866/TCA 9 New Street, Market Lavington. SN10 4DX. Fell row of Leylandii – No Objection</p> <p>vi. 20/01560/TCA 7 New Street, Market Lavington. SN10 4DX. Pine tree – fell – No Objection</p>
19/20-343	<p><b>Finance</b></p> <p>a) To receive, consider and approve financial reports - receipts and payments details for February and March 2020 (including any card payments made), bank reconciliation and budget position for financial year-to-date (<i>copies attached</i>)</p> <p>b) To approve payment of 'cheques / on-line Payments' for April 2020 (including any payments made in-between meetings) (<i>schedule of payments and copies of accompanying invoices to be provided before meeting</i>)</p>
19/20-344	<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>
19/20-345	<p><b>Adjournment for Public Discussion (maximum of 5 minutes)</b></p> <p>Opportunity for councillors to hear statements from members of the public on non-agenda items</p>
19/20-346	<p><b>Date of next Meeting</b></p> <p>Parish Council meeting – Tuesday 19th May 2020 at 7.15pm</p>
19/20-347	<p><b>Closure of meeting</b></p>