

# MARKET LAVINGTON PARISH COUNCIL

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

Tel: 01225 760372 or Email: [clerk@marketlavingtonparishcouncil.gov.uk](mailto:clerk@marketlavingtonparishcouncil.gov.uk)

VAT Registration Number: 296 9715 35 / Website: [www.marketlavingtonparishcouncil.gov.uk](http://www.marketlavingtonparishcouncil.gov.uk)

## Meeting of the Parish Council to be held on

**Tuesday 25th June 2024, at 7.15 pm in the Old School**

*Carol Hackett*

**Carol Hackett - Parish Clerk**

	<b>AGENDA ITEM</b>
24/25-22	<b>Apologies for Absence</b> To receive apologies for absence and consider reasons for non-attendance
24/25-23	<b>Declarations of Interest and Dispensations to Participate</b> <ul style="list-style-type: none"><li>a) To receive declarations of interest in respect of matters contained in this agenda</li><li>b) To receive any dispensation requests received</li></ul>
24/25-24	<b>Parish Councillor vacancies</b> To consider any applications received for the existing Parish Councillor vacancies (members of the public will be asked to leave the room during the discussion of this item)
24/25-25	<b>Adjournment for Public Participation (maximum of 5 minutes)</b> Opportunity for councillors to hear questions or comments sent in by the public on agenda matters, or for public participation
24/25-26	<b>Minutes of Council meetings</b> Annual Meeting of the Parish Council held on the 21st May 2024 - To confirm and sign as a correct record the minutes
24/25-27	<b>Parish Council Management and Governance</b> <ul style="list-style-type: none"><li>a) Recordings at meetings – Consider if Parish Council should record meetings for administrative purposes, and agree how best to publicise</li><li>b) Parish Council Facebook page – Update and appoint Admin support person/s as required</li><li>c) To appoint Parish Council representative for Market Lavington Community Hall Trust</li><li>d) Parish Council Standing Orders – Full review</li><li>e) Code of Conduct – Consider if Parish Council should adopt the Local Government Association (LGA) Model Councillor Code of Conduct</li><li>f) Councillor training – Consider options available</li><li>g) To appoint membership of each Parish Council committee</li><li>h) To elect Chairman of 'Finance' Committee for the coming year</li><li>i) Allocation of amounts to specific projects deferred from May Meeting – Consider deferring until more information available regarding project costs</li><li>j) Emergency Contact Hub Scheme – Confirmation and documentation received from Wiltshire and Swindon Prepared that the Old School is now a designated building as part of the scheme – To note</li></ul>
24/25-28	<b>Monthly Reports</b> <ul style="list-style-type: none"><li>a) <b>Wiltshire Councillor Report</b></li><li>b) <b>Friends of Canada Woods &amp; Community Park Community Group (Cllr Fraser)</b> – To consider for approval request from Community Group to apply for grant funding for various projects</li><li>c) <b>Youth Council (Cllr Taylor)</b> - Meeting held on 6/6/24 (minutes attached) - To note meeting minutes, ask any questions arising from the minutes, receive any updates, and consider any matters as necessary</li></ul>

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	<p><b>d) Additional Sports Facilities Working Group (Cllr Stevens) –</b></p> <ul style="list-style-type: none"> <li>i. Meeting held on 27/5/24 - To note meeting minutes, ask any questions arising from the minutes, receive any updates, and consider any matters as necessary</li> <li>ii. 2<sup>nd</sup> hand outdoor static gym equipment – Update, and agree process for considering any future equipment which may come up for sale</li> </ul> <p><b>e) Vintage Meet 20<sup>th</sup> &amp; 21st July 2024 (Cllr Stevens and Cllr Turner-Scott) –</b></p> <ul style="list-style-type: none"> <li>i. To receive any updates, and consider any matters as necessary</li> <li>ii. Quarterly report from Chairman’s Charity Account</li> </ul> <p><b>f) Footpaths Working Group (Cllr Taylor) – Meeting held on 11/6/24 (minutes to follow) – To note meeting minutes, ask any questions arising from the minutes, receive any updates, and consider any matters as necessary</b></p> <p><b>g) Any other reports</b></p>
24/25-29	<p><b>Highways / Maintenance issues in the village</b></p> <ul style="list-style-type: none"> <li>a) MLAV2 Footpath / riverbank slippage in Canada Woods - Update regarding dialogue with Wiltshire Council Rights of Way Officer, and agree any further actions</li> <li>b) Retaining wall on opposite side of road at bottom of Drove Lane / trees overhanging woodland adjacent to B3098 – Update following meeting with representative from Aster</li> <li>c) Any other updates</li> <li>d) New matters to report for Handyman contractor / Parish Steward (next visit 19<sup>th</sup> &amp; 20<sup>th</sup> June) / Footpath, Amenity Land contractor / Wiltshire Council</li> </ul>
24/25-30	<p><b>Correspondence Received</b></p> <ul style="list-style-type: none"> <li>a) From Cllr Vine – Notice of resignation from the Parish Council – To note</li> <li>b) From Easterton, Market Lavington &amp; Urchfont Link Scheme – letter detailing difficulty with recruiting new volunteers, and asking for any support the Parish Council can provide within the community – To consider</li> <li>c) From Local resident raising concerns regarding the Community Orchard – Initial response sent to resident under advice from Chairman and Cllr Fraser. Consider if further action required</li> </ul> <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></p>
24/25-31	<p><b>Planning applications, decisions, and any other planning issues</b></p> <ul style="list-style-type: none"> <li>a) To note receipt of planning application received which has been considered at a Planning Committee meeting There were none.</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. PL/2024/04072 Lavington &amp; Eaterton Football Field. Erection of new Clubhouse to replace previous one damaged by wind beyond repair – No Objections.</li> <li>ii. PL/2024/03461 Market Lavington Care Home, 39 High Street. Internal alterations to the existing care home comprising the conversion of 12 close care units to provide 9 units of ancillary staff accommodation – No Objections.</li> <li>iii. PL/2023/07321 79 High Street. Proposed internal alterations, extensions, double bay garage, modifications and refurbishment – No Objections</li> </ul> </li> <li>c) To receive and consider planning applications / appeal notifications 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 decision made by Wiltshire Council <ul style="list-style-type: none"> <li>i. PL/2023/10264 Windhill House, Kings Road. Construction of new</li> </ul> </li> </ul>

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	<p>single storey steel barn for domestic storage and parking in stable yard to rear of property - Withdrawn by Applicant</p> <p>e) To review any matters referred to Planning Enforcement</p> <p>f) Neighbourhood Plan Review Update</p>
24/25-32	<p><b>Land at Elisha Field, Drove Lane – Lease between Market Lavington Parish Council and The Trustees of 1<sup>st</sup> Lavington Sea Scout Group</b></p> <p>a) To review draft lease in relation to rights that are included for the Parish Council and other users</p> <p>b) To receive any other updates</p>
24/25-33	<p><b>Finance</b></p> <p>a) To receive and consider financial reports – receipts and payments details for May 2024 (including any card payments, direct debits, and payments made in-between meetings), bank reconciliation and budget position for the financial year-to-date</p> <p>b) To approve payment of 'card / online Payments' for June 2024</p> <p>c) Parish Council Lloyds Bank 6-month fixed rate deposit of £20,000 maturing 27/6/24 – Consider options for approval</p> <p>d) To consider for approval any requests received for Grant Funding in the 1<sup>st</sup> quarter of 2024/25 (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)</p>
24/25-34	<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>
24/25-35	<p><b>Adjournment for Public Participation (maximum of 5 minutes)</b></p> <p>Opportunity for councillors to hear questions or comments sent in by the public on non-agenda matters, or for public participation</p>
24/25-36	<p><b>Date of next Meetings</b></p> <p>Parish Council Meeting – Tuesday 16<sup>th</sup> July 2024</p>
24/25-37	<p><b>Closure of meeting</b></p>