

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

VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

Meeting of the Parish Council to be held on

Tuesday 17th September 2024, at 7.15 pm in the Old School

Carol Hackett

Carol Hackett - Parish Clerk

Please note that this meeting will be recorded by the Parish Council for administration purposes; these recordings are retained for a maximum of 6 months and then deleted

	AGENDA ITEM
24/25-70	Declaration of acceptance of office To receive the Declaration of Acceptance of Office from newly co-opted Parish Council members Lucy Sparkes and Alan Bond, or if not then received, to decide when they shall be received
24/25-71	Apologies for Absence To receive apologies for absence and consider reasons for non-attendance
24/25-72	Declarations of Interest and Dispensations to Participate a) To receive declarations of interest in respect of matters contained in this agenda b) To receive any dispensation requests received
24/25-73	Adjournment for Public Participation (maximum of 5 minutes) Opportunity for councillors to hear questions or comments sent in by the public on agenda matters, or for public participation
24/25-74	Minutes of Council meeting/s Meeting of the Parish Council held on the 16 th July 2024 - To confirm and sign as a correct record the minutes
24/25-75	Wiltshire Councillor Report To include – update following discussion with Highways Officers regarding request to review existing speed limits on Spin Hill, Ledge Hill and Broadway, and pedestrian crossing outside Hayfield site
24/25-76	Parish Council Management and Governance a) Parish Council Facebook page i. Appoint additional Admin support person ii. Social Media Policy – Review draft document and consider for adoption b) To appoint Parish Council representative for Market Lavington Community Hall Trust c) Councillor training – Update d) To agree committee membership for new Councillors e) To appoint Chair of Staffing Committee f) Community Hall lease with Parish Council i. Review response from Solicitor regarding any reference to covering cost of services in the lease agreement, and consider request from Trust for contribution towards cost of electricity for top carpark lighting ii. Review reference in lease to 'Amenity Land', actions taken to date, and consider if any further action necessary g) To agree allocation of funds to specific projects (deferred from June meeting) h) To consider concerns raised by parishioner regarding governance of Parish Council

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

VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

	<ul style="list-style-type: none"> i) Community Engagement Parish Newsletter – Discuss j) Christmas 2024 arrangements – To include discussion regarding Community Minded Person & Young Person of the Year award, Carol Singing, Lights switch on, and Christmas tree in the Market Place k) Complaints Procedure Policy – Review draft document and consider for adoption
24/25-77	<p>Land at Elisha Field, Drove Lane – Lease between Market Lavington Parish Council and The Trustees of 1st Lavington Sea Scout Group</p> <p>To review documentation received from Solicitor and consider for approval and signature</p>
24/25-78	<p>Finance</p> <ul style="list-style-type: none"> a) To receive and consider financial reports – receipts and payments details for July and August 2024 (including any card payments, direct debits, and payments made in-between meetings), bank reconciliation and budget position for the financial year-to-date b) To approve payment of ‘card / online Payments’ for August and September 2024 c) Lloyds Bank account signatories – Update from Clerk, and finalise details of additional signatories d) To consider for approval any requests received for Grant Funding in the 2nd 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) e) Quarterly check of Parish Council accounts by Chairman of Finance committee – Report from Chairman following review of accounts as at 31/7/24 f) Consider purchase of litter bin for top Community Hall carpark g) External Audit for the year ending 31/3/24 – To note External Auditors Report
24/25-79	<p>Highways / Maintenance issues in the village</p> <ul style="list-style-type: none"> a) LHFIG Meeting 23/7/24 – To receive updates regarding Highway Improvement requests submitted by the Parish Council, and consider further any matters as necessary b) Cutting of hedge and tree on Parish Council land – Update from Clerk regarding actions taken c) Any other updates d) New matters to report for Handyman contractor / Parish Steward (next visit 18th & 19th September) / Footpath, Amenity Land contractor / Wiltshire Council e) Deliberate starting of fire in Canada Woods 5/8/24 – Update, and consider if further actions necessary f) Grounds maintenance of Parish Council assets and areas of responsibility – Consider options g) Toposcope – Consider options for future maintenance h) Wiltshire Council consultation on application to record public bridleway rights over part of Drove Lane – Review documentation and consider any comments
24/25-80	<p>Correspondence Received</p> <ul style="list-style-type: none"> a) Royal Mail – Explanation for why post box on corner of High Street and Parsonage Lane has been removed, and that will only be reinstated if there isn't a post box within half a mile of at least 98% of customers letter-box – Info circulated, to note b) British Army Motorsport Association – Notice of 4x4 Navigation event during the evening of 30/11/24 which will border or pass through parish – Info circulated, to note c) Motion Picture Licensing Company Ltd – Reminder if show films or television programmes on premises need a licence – Licence not required, company advised – to note d) Strategic Planning Wiltshire Council – Notification of consultation on the pre-

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

VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

	<p>submission draft Gypsies and Travellers Development Plan Document (comments by 4/10/24) – Information circulated to Councillors, consider if Parish Council should respond</p> <p>e) Kelston Farms – Contact regarding increase in walkers and horse riders not keeping to designated footpaths – Discuss <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>
24/25-81	<p>Planning applications, decisions, and any other planning issues</p> <p>a) To note receipt of planning applications received which have been considered at Planning Committee meeting 23/7/24</p> <p>i. PL/2023/10388 Land South of The Spring, Market Lavington. Outline planning permission (matters to be considered: Access only) for up to 14 dwellings (Use Class C3) and a food store (Use Class E(a)), together with open space, drainage, parking and associated access, infrastructure, landscaping and removal of bus shelter – Amended Plans / Additional information submitted by applicant.</p> <p>It was proposed by Cllr Boaden, seconded by Cllr Davis, and resolved to submit the following response (4 abstentions) - The Parish Council do not feel they have a mandate to go against the Neighbourhood Plan, and therefore retains its current position, and objects to the application.</p> <p>ii. PL/2023/10332 Land South of Potterne Park Farm, nr Potterne. Installation of a solar farm comprising ground mounted solar PV panels with a generating capacity of up to 49.9 MW, including mounting system, permanent on site grid connection hub, inverters, underground cabling, stock proof fence, CCTV, internal tracks and associated infrastructure, landscaping, biodiversity net gain and environmental enhancements for a temporary period of 50 years - Amended Plans / Additional information submitted by applicant.</p> <p>It was proposed by Cllr Boaden, seconded by Cllr Taylor, and resolved to submit the following response (1 abstention) – The Parish Council considers that there have been no significant changes, and there are still a number of important unanswered questions outstanding. It therefore retains its current position, and objects to the application on the same grounds.</p> <p>b) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting</p> <p>i. PL/2024/05922 & PL/2024/05747 36-37 Rochelle Court. Installation of a Serve-Locker prescription collection machine to the existing pharmacy window – No objections</p> <p>ii. PL/2024/05299 Windmill House, Kings Road. Change of use of the stable yard and paddock area to domestic curtilage, Retrospective planning for two hard standings, Removal of stable block, construction of two steel framed buildings – No objections</p> <p>iii. PL/2024/06678 White Knights, 34 High Street. Various tree works in a conservation area – No objections</p> <p>iv. PL/2024/03208 (amended plans / additional information) Land off Fiddington Hill. Erection of 4 dwellings with attached single garages – No comment</p> <p>v. PL/2024/04072 (amended plans / additional information) Lavington & Easterton Football Field. Erection of new Clubhouse to replace previous one damaged by wind beyond repair</p> <p>vi. P/2024/07101 Church Street. 7 X lime trees, remove low level suckers – No comment (Parish Council application)</p> <p>vii. PL/2024/07281 St Mary's Church, Church Street. Pollard Lime trees along path leading to Church and also in front of the Old School along High Street. – No Objections</p>

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

VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

	<ul style="list-style-type: none"> 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>) d) To note recent planning application decisions made by Wiltshire Council <ul style="list-style-type: none"> i. PL/2024/05299 Windmill House, Kings Road. Retrospective planning permission for the erection of 2no. areas of hardstanding, planning permission for the change of use of the stable yard and paddock areas to residential amenity / garden space, the demolition of the existing stable block and the erection of 2no. steel-framed buildings - Approve with Conditions ii. PL/2024/06678 Proposed Works to Trees in a Conservation Area White Knights, 34 High Street. Proposed works to tree T1 (Holly tree - approx. 6.5m high): Reduce height by 25% to 30% and shape crown accordingly. . Proposed works to tree T2 (Bay tree - approx. 6.5m high): Reduce height by 25% to 30% and shape crown accordingly - No Objection iii. PL/2023/07290 & PL/2023/07321 LBC Wolseley House, 79 High Street. Demolition of the existing flat roof garages; and rear flat roof kitchen extension. Construction of two-storey side extension; Removal and replacement of existing roofs over the dwelling; changes to external materials walls; roofs, and dormers; Construction of detached double bay garage, with timber feather edge boarding; Construction of Boundary Treatments; Extensive structural works, including the partial demolition and rebuilding of the front elevation, floor structure at the upper floors and replacement of the roof structure; changes to windows and doors (including refurbishment and repairs to existing windows), including installation of conservation rooflight; internal alterations - Approve with Conditions iv. PL/2024/07281 - Proposed Works to Trees in a Conservation Area. St Marys Church, Church Street. Pollard Lime Trees along path leading to Church and also in front of the Old School along High Street - No Objection e) To note or receive any updates on matters referred to Wiltshire Council Planning Enforcement <ul style="list-style-type: none"> i. The Barn site Spin Hill – Owner has complied with the Council’s request and flattened the remaining Moto X jumps, and removed the remaining spoil stored at the bottom of the field. No further action required f) Details of proposal from Wiltshire Council for the installation of a library opening-hours sign at the front of the Old School – consider proposal prior to submission of Planning Application by Wiltshire Council
24/25-82	<p>Market Lavington Neighbourhood Plan Review</p> <ul style="list-style-type: none"> a) To approve election of Chair for Steering Group as proposed at Steering Group meeting held 26/6/24 b) Steering Group meeting held 4/9/24 & Report from Steering Group Chair <ul style="list-style-type: none"> i. To review and consider for approval Terms of Reference for Steering Group ii. To note draft meeting minutes and report, ask any questions arising from the documents, receive any updates, and consider any matters as necessary
24/25-83	<p>Monthly Reports</p> <ul style="list-style-type: none"> a) Friends of Canada Woods & Community Park Community Group (Cllr Fraser) – To receive any updates, and consider any matters as necessary b) Youth Council (Cllr Taylor) To receive any updates, and consider any matters as necessary c) Additional Sports Facilities Working Group (Cllr Stevens) – <ul style="list-style-type: none"> i. Meeting held 2/9/24 - To note meeting minutes, and ask any questions

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

VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

	<p>arising from the minutes</p> <ul style="list-style-type: none">ii. Review quotes received for new gym style equipment at Elisha Field, and formally approve preferred supplieriii. Update on funding sources for new equipment, and approve Parish Council contributioniv. To review design and layout options for new equipment and agree positioning of equipmentv. To receive any other updates, and consider any other matters as necessary <p>d) Vintage Meet 20th & 21st July 2024 (Cllr Stevens and Cllr Turner-Scott) – Report from event, to receive any updates, and consider any matters as necessary</p> <p>e) Rights of Way Working Group (Cllr Taylor) – Meeting held 17/7/24 - To note meeting minutes, ask any questions arising from the minutes, receive any updates, and consider any matters as necessary</p> <p>f) Chairman's Charity Account – Update and finance report</p> <p>g) Any other reports</p>
24/25-84	<p>General Parish Matters Opportunity for individual Councillors / Clerk to bring any matter not on the agenda to the Council's attention – for information</p>
24/25-85	<p>Adjournment for Public Participation (maximum of 5 minutes) Opportunity for councillors to hear questions or comments sent in by the public on non-agenda matters, or for public participation</p>
24/25-86	<p>Date of next Meetings Parish Council Meeting – Tuesday 15th October 2024 Old School Committee Meeting – Tuesday 22nd October 2024</p>
24/25-87	<p>Closure of meeting</p>