

# 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 19th November 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**

	<b>AGENDA ITEM</b>
24/25-142	<b>Apologies for Absence</b> To receive apologies for absence and consider reasons for non-attendance
24/25-143	<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>
24/25-144	<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
24/25-145	<b>Minutes of Council meeting/s</b> <ul style="list-style-type: none"><li>a) Pre-Meeting of the Parish Council held on the 15<sup>th</sup> October 2024 - To confirm and sign as a correct record the minutes</li><li>b) Meeting of the Parish Council held on the 15<sup>th</sup> October 2024 - To confirm and sign as a correct record the minutes</li><li>c) Joint liaison Committee (JLC) Meeting held on the 16<sup>th</sup> October 2024 – To note the draft minutes, ask any questions and consider the following matters:<ul style="list-style-type: none"><li>i. Consider request from Community Hall Trust for contribution towards electricity costs for high level lights in top carpark</li><li>ii. Review quotes received to replace high level sodium lights with LED equivalents, and agree action</li></ul></li><li>d) Old School (OS) Committee meeting 22<sup>nd</sup> October 2024 – To note draft minutes, ask any questions, and consider the following matters:<ul style="list-style-type: none"><li>i. Flooring in two main rooms – to consider quotes received</li></ul></li><li>e) Highways Recreation Amenity and Footpaths (HRAF) Committee meeting 5<sup>th</sup> November 2024 – To note draft minutes, ask any questions, and consider any matters as necessary</li></ul>
24/25-146	<b>Wiltshire Councillor Report</b>
24/25-147	<b>Market Lavington Neighbourhood Plan Review</b> <ul style="list-style-type: none"><li>a) Steering Group Meeting 29/10/24 – To note draft minutes, ask any questions arising from the minutes, and receive any updates</li><li>b) Correspondence from Planning Consultant – Receive update regarding actions taken</li></ul>
24/25-148	<b>Parish Council Management and Governance</b> <ul style="list-style-type: none"><li>a) Community Engagement Parish Newsletter – Review draft 1<sup>st</sup> issue</li><li>b) Complaints Procedure Policy – Review revised draft document and consider for adoption</li><li>c) Parish Council website – Consider offer from site Developer for site audit and change to left-hand version</li></ul>

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	<ul style="list-style-type: none"> <li>d) Councillor Training <ul style="list-style-type: none"> <li>i. Cancelled Councillor / Code of Conduct training – Consider options and agree action</li> <li>ii. Ecology Training UK ‘Countryside Management’ Course £180 – Consider request from Cllr Fraser to attend</li> <li>iii. SLCC ‘Leadership in Challenging Situations’ Course £16 – Consider request from Cllr Stevens to attend</li> <li>iv. WALC ‘Chairmanship Skills – session 1’ Course £40 - Consider request from Cllr Roberts to attend</li> </ul> </li> <li>e) Parish Clerk notice of resignation – To note, and consider actions to be taken for advertising for new Clerk, to include consideration of Spine Column Point for hourly rate of pay, and number of hours required</li> <li>f) PATS tests for Old School and Elisha Field Pavilion - Discuss</li> </ul>
24/25-149	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>a) To receive and consider financial reports – receipts and payments details for October 2024 (including any card payments, direct debits, and payments made in-between meetings), bank reconciliation and budget position for the financial year-to-date</li> <li>b) To approve payment of ‘card / online Payments’ for November 2024</li> <li>c) Lloyds bank – Notification received that request for additional bank signatories has been approved – To note</li> <li>d) Canada Woods &amp; Community Park – Presentation from Cllr Poole</li> <li>e) NALC 2024-2025 National Salary Award for employees – Consider for approval recommended salary award for Clerk</li> <li>f) Quarterly check of Parish Council accounts by Chairman of Finance committee – Report from Chairman following review of accounts as at 30/9/24</li> <li>g) Open Spaces Society – Consider request from Rights of Way Working Group for membership (£45 annual membership fee)</li> </ul>
24/25-150	<p><b>Highways / Maintenance issues in the village</b></p> <ul style="list-style-type: none"> <li>a) Walking Pavement Parsonage Lane – Review information received from Parish Council Solicitor and Wiltshire Council Area Highways Engineer</li> <li>b) To receive any other updates</li> <li>c) New matters to report for Handyman contractor / Parish Steward (next visit 20<sup>th</sup> &amp; 21<sup>st</sup> November) / Footpath, Amenity Land contractor / Wiltshire Council</li> <li>d) LHFIG meeting 22/10/24 – Report from Cllr Davis</li> <li>e) Lights in Market Place to connect Christmas lights – Review proposal from Wiltshire Council</li> <li>f) Footpath Slippage Canada Woods: <ul style="list-style-type: none"> <li>i. Approve contractor to carry out bank repair work, and agree when work to be carried out</li> <li>ii. Approve contractor to reduce height of trees on far side of river (cost funded by Wessex Water grant already received)</li> </ul> </li> <li>g) Permanent signage for Northbrook warning drivers of walkers on the highway – Consider request from local resident</li> <li>h) Continued speeding on Spin Hill – Discuss and agree any actions</li> <li>i) Off-road motor bikes riding on footpaths – Discuss and agree any actions</li> </ul>
24/25-151	<p><b>Correspondence Received</b></p> <ul style="list-style-type: none"> <li>a) Wiltshire Council Elections – Confirmation that no requests had been received to hold an election for the Councillor vacancy, and the Parish Council can therefore proceed with co-option of a new Councillor following the resignation of Rosemary Burn – To Note</li> <li>b) Easterton Parish Council – Suggestion to share cost of purchasing a defibrillator for Kings Road / Easterton Sands area – Consider proposal</li> <li>c) West Lavington Youth Club – Thanks for continued support from the Parish Council – To note</li> <li>d) Wiltshire Council EV Charging Survey – Receive any comments and consider response to survey</li> </ul> <p><i>Any other correspondence received before the meeting, but after the agenda has</i></p>

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	<i>gone to print will be included in an appendix and discussed/noted at the meeting</i>
24/25-152	<b>Planning applications, decisions, and any other planning issues</b> <ul style="list-style-type: none"><li>a) To note receipt of planning applications received which have been considered at Planning Committee meeting 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/2024/09004 LBC &amp; PL/2024/08673 Ivy Lodge, 85 High Street. Demolition of structurally unstable chimney breast and log store to rear of house and construction of a balcony structure to protect a historic door (to be instated) - No Objection</li><li>ii. PL/2024/08667 LBC The Old School, Church Street. Proposed installation of opening hours sign on railings at the front of the building – No Objection</li><li>iii. PL/2024/07221 Weathertop, Parham Lane. Erection of a permanent rural workers dwelling and associated works – No Objection</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 decisions made by Wiltshire Council<ul style="list-style-type: none"><li>i. PL/2024/05747 &amp; PL/2024/05922 36-37 Rochelle Court. Installation of a Servi-Locker prescription collection machine to the existing pharmacy window - Approve with Conditions</li><li>ii. PL/2024/06588 54 High Street. Gable ended canopy porch on gallows brackets above front door to property (facing high street) - Approve with Conditions</li></ul></li><li>e) To note or receive any updates on matters referred to Wiltshire Council Planning Enforcement</li><li>f) To note recent planning appeal decisions</li></ul>
24/25-153	<b>Monthly Reports</b> <ul style="list-style-type: none"><li>a) <b>Friends of Canada Woods &amp; Community Park Community Group (Cllr Fraser)</b></li><li>b) <b>Youth Council (Cllr Taylor)</b></li><li>c) <b>Rights of Way Working Group (Cllr Taylor)</b></li><li>d) <b>Any other reports – Friendly Fridays – Update on Groups activities</b></li></ul>
24/25-154	<b>General Parish Matters</b> <p>Opportunity for individual Councillors / Clerk to bring any matter not on the agenda to the Council's attention – for information</p>
24/25-155	<b>Adjournment for Public Participation (maximum of 5 minutes)</b> <p>Opportunity for councillors to hear questions or comments sent in by the public on non-agenda matters, or for public participation</p>
24/25-156	<b>Date of next Meetings</b> <p>Finance Committee Meeting – Tuesday 10<sup>th</sup> December (in Community Hall Meeting Room) Parish Council Meeting – Tuesday 17<sup>th</sup> December 2024</p>
24/25-157	<b>Closure of meeting</b>