

MARKET LAVINGTON PARISH COUNCIL

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9th April 2025

To Councillors:9

Chris Boaden; Fred Davis (Vice-Chair); Di Fraser; Suzanne Morrison; Duncan Poole; Jay Roberts; Chloe Stevens (Chair); Jane Taylor; Laura Turner-Scott.

You are hereby summoned to attend a meeting of the **Full Council** of Market Lavington Parish Council to be held at the **Old School, Church Street**, Market Lavington on **Tuesday 15th April 2025 at 7.15pm** for the purpose of transacting the business detailed below.



Tanya West
Parish Clerk & RFO

AGENDA

Meeting of the Full Council

7.15pm

Please be aware that this Parish Council meeting may be recorded, in accordance with the Openness of Local Government Bodies Regulations 2014. We kindly ask that anybody intending to record the meeting please inform the Chair or Clerk beforehand in order that any necessary arrangements can be made.

Item for Discussion	
24/25-254	Attendance and Apologies for Absence To receive any apologies for absence and consider reasons for non-attendance. To receive update on councillor attendance to meetings and apologies process.
24/25-255	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. Members are reminded of their obligation to declare any interests they may have in any issues arising at the meeting which might conflict with the business of the council and how these interests impact on their involvement with discussions and voting.
24/25-256	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.
24/25-257	Minutes of Council meeting/s Meeting of the Full Council held on the 18th March 2025 - To approve and sign the minutes as a correct record of the meeting.
24/25-258	Legacy Fund and Acer Tree Planting To receive an update regarding the legacy fund from the late Janet Fletcher including the planting of two acer trees. To discuss and make decisions on the planting ceremony and any MLPC representation and associated commemorative signage.
24/25-259	Market Lavington Neighbourhood Plan 2 a) Steering Group Meeting 08/04/2025 – To note the draft minutes and ask any questions arising from them, receive any updates, and consider any matters as necessary.

- b) Chair of the Steering Group – In accordance with the Terms of Reference to ratify the succession of the Vice-Chair to Chair, following the standing down of the current Chair.

24/25-260 Local Council Elections

Update on the Parish Council elections due to take place on 1st May 2025 and make any associated decisions regarding the co-option process to fill any remaining seats.

24/25-261 Parish Council Management and Governance

- a) Lease for strip of land at Canada Woods between Parish Council and T D Sharp & Sons – Update
- b) Annual Parish Meeting – Update on progress and make any associated decisions
- c) Vexatious Communications & Complaints Policy – Review draft document and consider for approval.
- d) Tree and Hedge Policy – Review draft document and consider for approval.
- e) Biodiversity Policy – Review draft document and consider for approval.
- f) Staffing Committee – Review draft Terms of Reference document and consider for approval.
- g) Standing Orders & Financial Regulations – To receive updates on amendments in readiness for adoption at the Annual Meeting of the Full Council in May 2025.
- h) Civility & Respect Pledge – To receive update on this NALC project and to consider formally signing this pledge and adopting the associated linked policies.
- i) Meeting documents – To receive update on plans for utilising shared documents folder and potential changes to software.

24/25-262 Finance

- a) To receive and consider financial reports – receipts and payments details for March 2025 (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 April 2025 – *(schedule of payments and copies of accompanying invoices to be provided to councillors before the meeting)*
- c) Budgets – Consideration of accruals and requirement of increased budget for the 2025/26 financial year for some items.
- d) Banking arrangements – Update on the changes to the bank mandate.

24/25-263 Highways and other maintenance issues

- a) Tree / hedge matters reported – None this month
- b) Footpath MLAV16 (Drove Lane to Oak Lane) – Update on enquiries made and agree any further action as necessary
- c) Footpath MLAV2 (Canada Rise to Spin Hill) – Update from Cllr Davis regarding ownership and conversation with land owners regarding the fencing.
- d) Northbrook gulley near to triangle of amenity land – Update
- e) Permissive path on MLAV2 and fencing off the landslip – Update
- f) Memorial bench – Update
- g) New matters to report for Handyman contractor / Parish Steward (date of next visits 17th and 22nd April) / Footpath, Amenity Land contractor / Wiltshire Council
- h) Section of riverbank near to end of footpath at bottom of Northbrook MLAV2 - Update on enquiries made and agree any further action as necessary.
- i) Broadwell – Update on works undertaken to resolve the issue of build-up of silt/gravel.
- j) Footpath MLAV50 (Church Street up to Community Hall) – Update on enquiries made regarding land ownership and agree any further action necessary in the aim to improve the footpath surface.
- k) Pollarding of willow tree on footpath leading from bus stop on Grove Road down to Ladywood – Update.
- l) High Street issues with the pavement surface and weed growth – Update on query raised by a resident.
- m) Traffic Regulation Order for a proposed reduction in speed limit on the approaches to the Black Dog crossroads (A360 and C20) – To determine a formal response from the Parish Council.
- n) Wall on the opposite side of the road from the Doctors surgery (B3098) – Update on works being undertaken by Aster to replace 17m of the unstable wall with gabions.
- o) To receive any other updates

24/25-264 Correspondence Received

- a) From local resident – concerns regarding rubbish and dog mess on Parsonage Lane – Correspondence between Clerk, Cllr Muns and Wiltshire Council – To note.

- b) VE Day 80 – update on the village plans to commemorate the 80th Anniversary – To note.
- c) From Wiltshire Council – Local Nature Recovery Consultation – Review and approve proposed formal response from the Parish Council.

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

24/25-265 Planning applications, decisions, and any other planning issues

- a) To consider the following planning applications:
 - i. None.
- b) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting but via email:
 - i. PL/2025/01548 – 23 Rochelle Court – Householder planning permission; PV panels installation on roof. No objections were raised.
- c) To receive and consider planning applications / appeal notifications received after the issue of the agenda (*where the response time falls outside of the meeting schedule and an extension cannot be obtained*).
- d) To note recent planning application decisions made by Wiltshire Council:
 - i. PL/2024/09038 (Full) - Stobberts Agricultural Buildings, Stobberts Road - Demolition of existing barns and construction of new detached dwelling - Approve with Conditions.
 - ii. PL/2024/09039 (Full) - Stobberts Agricultural Buildings, Stobberts Road - Demolition of existing barns and construction of new detached dwelling - Approve with Conditions.
 - iii. PL/2025/01698 (Householder) - Knapp Farm Barn, White Street - Installation of a new greenhouse and base to replace existing smaller freestanding greenhouse - Approve with Conditions.
 - iv. PL/2025/02487 (Tree Works in CA)- 29 High Street – Fell T1 Plum Tree – No Objection.
- e) To note or receive any updates on Planning Enforcement matters:
 - i. The Barn, Spin Hill – New agricultural buildings (hay and fodder storage barn) – Update on response received from Wiltshire Council.
 - ii. Enforcement Appeal APP/3940/C/24/3358240 – 29 Spin Hill – Update.

24/25-266 Monthly Reports

- a) Youth Council (Cllr Taylor)
- b) Rights of Way Working Group (Cllr Taylor) – Meeting held on 14th April.
- c) Community Hall Trust Report (Cllr Poole)
- d) Friends of Canada Woods & Community Park Community Group (Cllr Fraser)
- e) Any other reports.

24/25-267 Items for next agenda

Opportunity for Councillors to identify any matter to be included on the agenda for the next Parish Council meeting.

24/25-268 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.

24/25-269 Date and Time of Next Meeting

The next meeting of the Full Council is the Annual Meeting and is scheduled to be held on Tuesday 13th May 2025 at 7.15pm at the Old School. This is a week earlier than usual due to the Local Elections.