

MARKET LAVINGTON PARISH COUNCIL

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15th October 2025

To Councillors:

Fred Davis (Vice-Chair); Di Fraser; Ian Macqueen; Suzanne Morrison; Duncan Poole; Chloe Stevens (Chair); 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 21st October 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 note that this Parish Council meeting may be recorded in accordance with the Openness of Local Government Bodies Regulations 2014. If you wish to record the meeting, please inform the Chair or Clerk in advance so that any necessary arrangements can be made. The Parish Clerk will also record the meeting for administrative purposes; this recording will be deleted once the draft minutes are approved in accordance with Standing Orders.

It is reminded that Market Lavington Parish Council has signed up to the NALC Civility & Respect Pledge under which the Council has agreed to treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles.

Item for Discussion	
25/26-104	Attendance and Apologies for Absence
a) To receive any apologies for absence and consider reasons for non-attendance. b) To receive update on councillor attendance to meetings and apologies process.	
25/26-105	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.	
25/26-106	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.	
25/26-107	Minutes of Council Meetings
Meeting of the Full Council held on the 13 th May 2025 - To approve and sign the minutes as a correct record of the meeting. Meeting of the Full Council held on the 16 th September 2025 - To approve and sign the minutes as a correct record of the meeting.	
25/26-108	Monthly Reports
a) Wiltshire Councillor Report (Cllr Dominic Muns). b) Youth Council (Written report from Group Leader).	

c) Rights of Way Working Group (Written report from Group Leader). To include update on works undertaken since the last meeting, plans for future works and any ongoing investigations. Also to consider support and funding from the Parish Council regarding hazel stakes for hedge infill works. d) Community Hall Trust Report (Cllr Poole). e) Friends of Canada Woods & Community Park Community Group (Cllr Fraser). To include update on works in respect of the regeneration of original MLAV2 footpath through Community Park, including habitat hedging and planting of new hedgerow - previously agreed by Full Council. Also to receive proposed Lottery and other grant applications and to consider support and any funding from the Parish Council f) Any other reports.
25/26-109 Old School Committee Meeting To receive the draft minutes from the Old School Committee meeting held on 13th October 2025. To consider the recommendations made by the Committee and make associated decisions.
25/26-110 Market Lavington Neighbourhood Plan 2 a) Steering Group Meeting 07/10/2025 – To note the draft minutes and ask any questions arising from them, receive any updates, and consider any matters as necessary. b) Site Assessment – To receive update on the report produced by Aecom, feedback submitted by the Steering Group, and final sign off by Locality. Also, of plans for the associated consultation.
25/26-111 Annual Parish Meeting To review the draft minutes from the Annual Parish Meeting held on Tuesday 20th May 2025 in readiness for their ratification at the 2026 meeting.
25/26-112 Governance & Management Advisory Group a) HRAF and Finance Committees - To consider proposed forthcoming meeting dates. b) Parish Council Engagement newsletter - To review draft of the autumn edition prior to print. c) Training – To receive update on any training booked or undertaken since the last meeting including group Civility & Respect training as provided by Council Culture. d) Christmas 2025 arrangements – To receive update on preparations for Community Minded Person & Young Person of the Year award, Carol Singing, Christmas lights in the Market Place and light switch on. e) Joint Liaison Committee – To receive update on review of lease document and consideration of quotations for the maintenance of amenity land. Also to consider dates and agenda items for next meeting. f) Freedom of Information – To receive update on requests received and decisions on associated policies and processes. g) Wiltshire Council Area Board model review - To consider formal response from the Parish Council to this consultation (deadline 31st October 2025). h) MLNP2 Steering Group Terms of Reference – To receive update on query from a resident regarding this document.
25/26-113 Finance a) To receive and consider financial reports – receipts and payments details for September 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 October 2025 – <i>(schedule of payments and copies of accompanying invoices to be provided to councillors before the meeting)</i>. To include ratification of emergency spend for car park steps. c) To receive an update on the receipts and payments against the budget for the second quarter of the 2025/26 financial year, in accordance with Standing Orders. d) Ear Marked Reserves (EMR) – To review the updated report of current EMR following decisions at the last meeting and make any further decisions associated decisions. e) Banking arrangements – Update on the changes to the bank mandate. f) Chairman’s Charity Account – Quarterly report (Jul to Sep 2025). To make a decision on the options regarding transferring these funds to a different bank account without administration fees. g) Community Grant Applications – To consider for approval any applications received in the second quarter of 2025/26 (including an application from West Lavington Youth Club and from residents of The Muddle regarding their community garden).
25/26-114 Yard Trail Event To receive update on preparations for the previously agreed yard trail event scheduled to be held on 25th October 2025. To make any associated decisions.
25/26-115 Parish Council Land To receive updates on, discuss, and make decisions on the following items:

- a) Update - To receive an update on the felling of two Ash trees backing onto properties on Francis Road as decided at the last meeting.
- b) Update - Access gates and footpaths from properties on to Parish Council land.
- c) Update - Information board for Canada Woods/Community Park.
- d) Update and Decision – The installation of additional dog/waste bins at sites within Canada Woods and Community Park.
- e) Update – Permissive path on MLAV2 and fencing off the landslip and associated works including permits from the Environment Agency.
- f) Update and Decision – Recent remedial works to alleviate the blockage and subsequent flooding of the natural spring water on MLAV2 and to consider proposals for a long-term solution.

25/26-116 Possible Future Projects

To review current list of possible future projects and to receive updates on preparation works undertaken to date. To include consideration of draft resolution for future project processes to enable councillors to make enquires and Clerk to include for future budgeting requirements and eventual determination by Council. To discuss, and make any associated decisions on the following items:

- a) **Highway improvements** – To receive report on suggested highway improvements/traffic management proposals in the parish as provided by Motion (Transport and Infrastructure Consultants). Also update on open market housing knowledge in relation to known proposed development at the Longfield site and to feed into the emerging Neighbourhood Plan.
- b) **Elisha Field play area improvements** to incorporate accessibility. To receive update for consideration of remedial rectification works to the entrance of the play area.

25/26-117 Highways and any other maintenance matters

- a) Footpath MLAV12 (Canada Rise to Spin Hill) – Update and review of quotations to repair and reinstate the fence also consideration of installation of dead hedgerow in this area.
- b) Footpath WLAV45 diversion to meet MLAV2 — To consider proposal and recommendations from the Rights of Way Group.
- c) Footpath MLAV10 (Spin Hill to Drove Lane) – Update on issues raised and that of alternative options for preventing access by motorbikes whilst maintaining equality access.
- d) Memorial bench at Elisha Field – Update and make associated decisions.
- e) Update on tasks undertaken by the Parish Steward since the last meeting and opportunity to raise any new matters for action (date of next visit 19th & 20th November).
- f) Update on tasks undertaken by the Handyman and Groundwork Contractors since the last meeting and opportunity to raise any new matters for action. To include consideration of purchasing of refuse sacks in bulk quantities.
- g) Update on works by SSEN to undertake pruning of the large willow tree on the unregistered amenity land at Northbrook.
- h) Proposed double yellow lines on Drove Road at junction with Francis Road – consideration of request from resident and possible LHFIF submission.
- i) New bollard installed on the B3098 highway outside Church Cottage – update and consideration of any further action.
- j) Works by Wiltshire Council to the drains at New Street/The Muddle in an attempt to alleviate flooding – update and consideration of any further action.
- k) Wiltshire Connect Bus Service response on request to extend this service to include Market Lavington – update and consideration of any action required.
- l) Drove Lane sink hole and associated signage and bollards – update on proposed rectification works and consideration of any further action required by MLPC.
- m) Highway access issues due to scaffolding erected outside the Co-op – update and consideration of any further action.
- n) Concerns regarding safety of a brick wall adjoining the road at Parsonage Lane – Update and consideration of any further action required.
- o) Clearing of leaves and debris from the pavement along Drove Lane – Update on works undertaken and consideration of any further action.
- p) Damaged bollard outside of the Green Dragon public house – Update on report via MyWilts and consideration of request to be submitted to LHFIF to get this reinstated.
- q) To review information from Wiltshire Council regarding new bus stop infrastructure funding and emerging process for requests, to include consideration of formal response from the Parish Council.
- r) To receive update on Wiltshire Council gully cleaning works, due to take place in October 2025 and the priority gullies identified and submitted for the parish.
- s) Update from Wiltshire Council regarding improvement works to Black Dog crossroads A360.
- t) To receive any other updates.

25/26-118 Correspondence Received

To note action taken by the Clerk and to consider if further action is required in relation to the following matters:

- a) Associated correspondence relating to collection of fly tipped nitrous oxide canisters at Northbrook.
- b) Local resident – queries regarding play equipment and surfaces at Hamilton Drive play area.
- c) Minutes of the Town & Parish Clerks and Wiltshire Council Meeting held on 18th September 2025.
- d) Local resident – hire of Elisha Field for event.
- e) Update on Scouts and proposed pavilion replacement at Elisha Field.
- f) EA Flood Warden Newsletter Autumn 2025 issue.
- g) Flood warden workshops – copies of presentation slides and relevant information.

To receive updates on the following previously raised matters:

- h) Local resident – debris from beech trees on Lavington Hill.
- i) From Worton & Cheverell Football Club – Update regarding defibrillators at the pavilion.
- j) Local resident – Issues with older teenagers using Broadwell Play Park.

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.

25/26-119 Planning applications, decisions, and any other planning issues

- a) To consider the following planning applications:

- i. Reference: **PL/2025/07518** (Householder planning permission)
Address: **36 Francis Road**, Market Lavington, Devizes, SN10 4DH
Proposal: Proposed two storey side extension and widened existing rear doors.
Applicant: George Amor.
- ii. Reference: **PL/2025/07812** (Notification of proposed works to trees in a conservation area)
Address: **5 Stobberts Road**, Market Lavington, Devizes, SN10 4AZ
Proposal: T1 Silver Birch - Removing to ground level due to poor form due to proximity to eucalyptus. T2 Eucalyptus - Remove to ground level as its becoming too large for the area and the proximity to building. T3 Red Norway Maple – Remove.
Applicant: Mrs Caroline Davis.

- b) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting but via email:

- i. None.

- 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. Reference: **PL/2025/04249** (Full)
Address: **The Barn, Spin Hill**, Market Lavington, Devizes, SN10 4NS
Proposal: Proposed dormer extension and retrospective change of use of barn from agricultural use to home work space, home gym and dog grooming business.
Applicant: Mr T & Mrs S Bridewell
Decision: **Approve with Conditions.**
To note the report provided by Cllr Chloe Stevens and the minutes of the Wiltshire Council Planning Committee meeting at which this application was determined.
- ii. Reference: **PL/2025/07096** (Notification of proposed works to trees in a conservation area)
Address: **Spring Villa**, 39 Church Street, Market Lavington, Devizes, SN10 4DU
Proposal: T1 T2 T3 Apples trees - Remove ivy and reduce and remove end weight by 2M to suitable pruning points. T4 Silver Birch tree - Reduce by 4 to 5m to suitable pruning points.
Applicant: Steve Johnson
Decision: **No Objection.**
- iii. Reference: **PL/2025/07437** (Notification of proposed works to trees in a conservation area)
Address: **White Knights, 34 High Street**, Market Lavington, Devizes, SN10 4AG
Proposal: Holly tree - fell.
Applicant: Mr & Mrs R Bird
Decision: **No Objection.**
- iv. Reference: **PL/2025/07675** (Notification of proposed works to trees in a conservation area)

Address: **5 Stobberts Road**, Market Lavington, Devizes, SN10 4AZ

Proposal: T1 Eucalyptus - Fell to ground level. T2 Norway Maple - Reduce crown by 2-3m. G1 Silver Birch - Crown raise to 2/2.5m over garden. Reduce limbs that overhang building to suitable growth points to give 2/3m clearance from building.

Applicant: Mrs Davis

Decision: **Withdrawn by Applicant.**

- e) To note or receive any updates on any other planning matters including enforcement:
- i. Enforcement Appeal APP/3940/C/24/3358240 – 29 Spin Hill – Update.
 - ii. Installation of new access gate on A360 by Black Dog.
 - iii. Wiltshire Local Plan Review examination taking place during November and December 2025.

25/26-120 Items for next agenda

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

25/26-121 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.

25/26-122 Date and Time of Next Meeting

The next meeting of the Full Council is scheduled to be held on Tuesday 18th November 2025 at 7.15pm at the Old School.