

MARKET LAVINGTON PARISH COUNCIL

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

Tel: 01225 760372 or Email: marketlavpc@gmail.com

VAT Registration Number: 296 9715 35

Minutes of the Meeting of the Parish Council held on Tuesday 17th September 2019 At 7.15pm in the Old School, Church Street, Market Lavington

Councillors Present: Cllr Osborn (Chairman), Cllr Myhill, Cllr Steele, Cllr Gordon, Cllr Stevens, Cllr Turner-Scott, Cllr White, Cllr Davis and Cllr Padfield.

In attendance: Two members of the public (one left at 7.24pm and the other at 8.38pm), Wiltshire Cllr Gamble (arrived at 7.26pm and left at 7.58pm) and Carol Hackett (Parish Clerk).

	AGENDA ITEM
19/20-133	Apologies for Absence Cllr Earley had sent apologies due to personal commitments, which were accepted. .
19/20-134	Declarations of Interest and Dispensations to Participate. a) Cllr Myhill declared a pecuniary interest in item 19/20-147b as one of the payments due for approval was payable to him (reimbursement of expenses). He took no part in the voting for this item. b) There were none.
19/20-135	Adjournment for Public Discussion (maximum of 5 minutes) The meeting was adjourned at 7.16pm and resumed at 7.23pm.
19/20-136	Police Report Officers from the Neighbourhood Policing Team had been unable to attend the meeting. An email report had been provided on the 10 th of September which had been circulated to Councillors.
19/20-137	Minutes of Council meetings a) Meeting of the Parish Council on 20th August 2019. The minutes of the meeting, having been previously circulated to Councillors, were approved and signed as a correct record (proposed Cllr Turner-Scott, seconded Cllr Davis).
19/20-138	Chairman's Report The Chairman reported that he had made repairs to the wooden stepping stones at Broadwell Play Area, and carried out an audit to identify which roads in the village will need weed spraying. He then referred to the two spreadsheets circulated by the Clerk prior to the meeting, which detailed the up-to-date financial position for the 2019 and 2020 Vintage Meet events. He then passed over to Cllr Myhill, who provided a brief overview on preparations for the 2020 event, and explained the process for allocating the profits from the 2019 event through 'Village Projects Grant Applications'.
19/20-140	Wiltshire Councillor Report Wiltshire Cllr Gamble provided details of a number of imminent road closures, which could have an effect on the B3098, and may cause some disruption. He then noted his proposal for consideration of weight limit options along the B3098, and asked if members would support this proposal – which they unanimously did. There was a possibility that some funding could be sourced by the Devizes Development Partnership for CCTV in other places, and the Market Place and area outside the Green Dragon pub had been put forward as a suggestion – members gave their support for this suggestion. Cllr Gamble noted that talks were continuing regarding the possibility of a new railway station 'Devizes Parkway Station', and he then encouraged members to attend the consultation events being organised by Wiltshire Council to start the process of reviewing the Local Plan (previously called the Core Strategy). He then answered questions posed by members.
19/20-141	Market Lavington Neighbourhood Plan The Clerk reported that the Plan documents had been updated, where necessary, following the SEA Regulation 14 public consultation carried out by the Steering Group, and had been submitted to Wiltshire Council. Wiltshire Council had validated the submission documents, and would now be carrying out the 6 week Regulation 16 public consultation from 23 rd September to

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	<p>5th November. Cllr Myhill referred to the findings of the Inspector following the Examination in Public of Wiltshire Council's 'Wiltshire Housing Site Allocations Plan', noting that the Inspector had supported the decision to remove the previously allocated development sites in Market Lavington from the plan, leaving the progressing Neighbourhood Plan to make allocations.</p>
19/20-141	<p>Community Hall Trust Report Cllr Padfield reported that sufficient funds were now available for work to commence on the hall floor. One high level street lamp had been installed on the corner leading down to the lower level car park, to replace the previously vandalised low level lamp. The Community hall was now averaging 100 bookings each calendar month.</p>
19/20-142	<p>Christmas 2019 Following a full discussion, it was agreed to continue with the same format for the Community Minded Person and Young Minded person of the year awards as in previous years – ACTIONS - Cllr Osborn to place notice advertising the awards in the October edition of the magazine, and liaise with St Arbucks and Trinity Church. The suggestion was also made to investigate the possibility of a real Christmas tree either on the Village Green or in the Market Place, with possible sponsorship requests being sought through the magazine – ACTIONS – Cllrs Osborn and Gordon to make further enquiries.</p>
19/20-143	<p>Highways / Maintenance issues in the village</p> <ul style="list-style-type: none"> a) Update on matters previously reported – <ul style="list-style-type: none"> i. Lighting on path leading to Community Hall – Cllr Davis reported that he was still waiting for a date for a site visit, to agree the final position of the new light. The Clerk noted that the CATG funding towards the project had now been received from Wiltshire Council, and enquiries made to Land Registry had confirmed that the section of path between the metal barrier and Church Street was 'unregistered'. ii. Any other matters – The Clerk reported that the 'Highways Improvement Request Form' submitted to Wiltshire Council by the Parish Council, requesting a full assessment of the traffic congestion problems through the centre of the village, was due to be considered at the next CATG meeting on the 5th of November. Cllr Davis was due to attend the meeting on behalf of the Parish Council. b) New matters reported for action – <i>Handyman contractor</i> – Damaged wooded edging from around the swing bay at Elisha Field Play area - remove entirely, then Clerk to order more bark chippings / <i>Footpath, Amenity Land contractor</i> - Footpaths 1a and 24 very overgrown c) Boundary fence adjacent to Elisha Field play area and neighbouring property – The Chairman detailed the work that he had carried out to remove the brambles and saplings from the fence, and members reviewed some photographs recently taken. The fence adjacent to the play area appeared to be in good condition, with no obvious damage. It was therefore agreed that no further action was required at this time. Clerk to walk around the rest of the field to review the condition of the rest of the fence. d) Pavement assessment to identify areas in most need of drop-kerbs – Cllr Davis reported that this was still work in progress.
19/20-144	<p>Market Lavington Vintage Meet 2019 & 2020</p> <ul style="list-style-type: none"> a) Request to retain amount from event profits for purchase of equipment for future events – Following a brief discussion it was proposed by Cllr Osborn, seconded by Cllr White and resolved to permit £500 to be retained from the 2019 event profits for the purchase of basic equipment, including tables and chairs. £700 would also be donated to Wiltshire Air Ambulance from the profits, before consideration of any Village Project Grant applications received. b) Request for transfer of permitted informal loan of £1,000 from Parish Council to Chairman's Charity Account - It was recognised that money would need to be spent on the 2020 event, before sufficient income would be received to cover it. It was therefore proposed by Cllr Osborn, seconded by Cllr Myhill and resolved to transfer the £1,000 informal loan to the 'Chairman's Charity Account' as soon as required (as permitted in the Terms of Reference for the committee) – ACTIONS – Clerk to make transfer when

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	<p>necessary.</p> <p>Cllr Myhill noted that the Vintage Meet was now being recognised on the 'circuit' of events. A representative from the National Traction Engine Trust (NTET) would be attending the next committee meeting to give a presentation and explain the benefits of registering with them.</p>
19/20-145	<p>Correspondence Received</p> <ol style="list-style-type: none"> i. Email from local resident enquiring about possibility of parking permit scheme for the Market Place car park – Although members sympathised with the difficulties faced for local residents who did not have any off-street parking, it was recognised that the Market Place car park was a public car park available for use by all, and any kind of parking permit scheme could disadvantage other village residents, and also adversely affect the retail businesses in the village. It was therefore unanimously agreed not to consider this suggestion further at this time – ACTIONS – Clerk to advise local resident accordingly. <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> <ol style="list-style-type: none"> ii. Email from Wiltshire Council – Details of Community Governance Review (expressions of interest sought from parishes by October 2019) – It was unanimously agreed that no changes to the governance arrangements for Market Lavington were considered necessary, therefore no further action required. iii. Email from WW1 Commemorative Group – Details of how Group's finances will be closed-down and disposed of – Noted iv. Email from Wiltshire Council – Details of Flood Warden Seminar, Wednesday 9th October, Warminster Civic Centre, 10am to 4pm – Clerk agreed to attend.
19/20-146	<p>Planning applications and decisions</p> <ol style="list-style-type: none"> a) The following planning applications received which had been considered at a Planning Committee meeting were noted: <ol style="list-style-type: none"> i. 19/08155/FUL Glyndene, 8 Fiddington Hill, Market Lavington. Construction of one detached house with associated siteworks with access from The Paddock – OBJECTION. ii. 19/08171/PNCOU Former pig breeding and rearing building, Stobberts agricultural buildings, south of Stobberts Road, Market Lavington. Notification for prior approval under Class Q for a proposed change of use of agricultural building to a dwelling house (Class C3) and for associated operational development – OBJECTION. iii. 19/08261/FUL 31 Spin Hill, Market Lavington. SN10 4NS. Construct a single storey timber stable block on a concrete base, and a manure clamp on an existing concrete pad. Change of use to mixed agricultural and equestrian – NO OBJECTION. b) Receipt of the following planning applications received which had not been considered at a Planning Committee meeting were noted: <ol style="list-style-type: none"> i. 19/07726/TCA 53 High Street, Market Lavington. Eucalyptus (E) - Fell – No objection ii. 19/07872/FUL Land at The Drummer Boy, Church Street, Market Lavington. Alterations to windows on primary elevation to Church Street (retrospective) – No objection c) There were no applications 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) The following recent planning application decisions made by Wiltshire Council were noted: <ol style="list-style-type: none"> i. 19/05910/FUL 6 Northbrook Close, Market Lavington. Erect new attached dwelling adjacent to no 6 Northbrook Close – Approve with conditions ii. 19/06204/FUL Freith Bungalow, Lavington Road, Freith. Proposed three bay timber framed car port – Approve with conditions
19/20-147	<p>Finance</p> <ol style="list-style-type: none"> a) Councillors received and approved the financial reports - income and expenditure details

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	<p>for August 2019 (including any card payments made), bank reconciliation and budget position for financial year-to-date (see appendix at end of minutes)</p> <p>b) It was resolved to approve the payment of 'cheques / on-line Payments' for September 2019 as per schedule – proposed Cllr Stevens, seconded Cllr Padfield (Cllr Myhill abstained from the vote).</p> <p>c) Consider additional quote received for Height restriction barrier for Community Hall car park following advice received from Conservation Officer – The Clerk referred to the new drawing provided from the local contractor, which was a less industrial design and more aesthetically pleasing, which could be provided for the same cost as the original design. Following a brief discussion it was agreed to wait a few months, to see if the situation changed with use of the car park.</p> <p>d) Consider quotes for new grit bin for Stirling Road – The Clerk provided details of prices for different sized grit bins, from three different suppliers – It was proposed by Cllr Davis seconded by Cllr Myhill and resolved to purchase the 400lt bin from ESE Direct, at a cost of £167.80 + VAT – ACTIONS – Clerk to arrange purchase.</p> <p>e) Quarterly check of Parish Council accounts by Chairman of Management & Finance committee – Cllr Padfield confirmed that he had carried out the quarterly check of the accounts as at 31/7/19, and all appeared to be in order.</p> <p>f) Councillors considered the four requests received for Grant Funding in the 2nd quarter of 2019/20 (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). It was proposed by Cllr Davis seconded by Cllr Steele and resolved to approve the following three payments: Remembrance Day Wreath (Earl Haig Fund) £70, Wiltshire Search and Rescue £90 and Easterton, Market Lavington & Urchfont Link Good Neighbour Scheme £90.</p>
19/20-148	<p>General Parish Matters There were none.</p>
19/20-149	<p>Adjournment for Public Discussion (maximum of 5 minutes) The meeting was adjourned and resumed at 8.53pm</p>
19/20-150	<p>Dates of next Meeting Parish Council meeting – Tuesday 15th October 2019</p>
19/20-151	<p>Closure of meeting There being no further business the meeting was closed at 8.55pm</p>

Appendix

Balance at Lloyds Bank 31.8.19	48,112.52	Current, and instant access Account
Less outstanding cheques – total	00.00	
	48,112.52	

Balance b/fwd	50,551.06
Add receipts	1,757.82
Less payments	4,196.36
Balance c/fwd	48,112.52

Receipts received in August			
Details	Cost Centre	Amount (Inc. any VAT)	Ref
Lloyds Bank - Interest	110	1.82	
Inv. 19/14 Hire of Old School	140	72.00	
Inv. 19/18 Hire of Old School	140	120.00	
Inv. 19/20 Hire of Old School	140	56.00	

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Inv. 19/10 Hire of Elisha Field / Pavilion	130	8.00	
Wiltshire Council – CATG grant donation for footpath lighting	102	1500.00	
	TOTAL	1,757.82	

Payments made in August			
Details	Cost Centre	Amount (Inc. any VAT)	Ref
Water2Business - Water OSH	350	21.00	DD
Water2Business - Water E/F Pavilion	370	13.50	DD
Southern Electric – Electric OSH	350	68.00	DD
1&1Internet Ltd – OS website hosting	350	1.19	DD
XLN Telecom – Broadband provision Old School	350	29.94	DD
Amazon – 2 X Printer ink cartridge	300	16.39	Card
TH White – credit note against invoice paid in July	200	-163.17	BACS
Cleaner OSH wages	330	107.50	BP1
Handyman contractor *	320	307.08	BP2
Clerk wages **	310/300/200	834.25	BP3
M Goddard – 5 of 7 instalments for Footpath/amenity land contract	360	464.90	BP4
ldverde – half annual cost for cutting Elisha Field Grass	370	518.40	BP5
AlphaPrint.Me – Copying for Neighbourhood Plan SEA Consultation	400	57.50	BP6
I M – Reimburse expenses ***	200/300	62.24	BP7
D King – Neighbourhood Plan Consultant Support	400	1,750.00	BP8
P K W – Reimburse cost of materials to repair flagpole and paint Pavilion	200	107.64	3022
	TOTAL	4,196.36	

Handyman contractor 5 weeks @ 5 hrs @ £11 per hour £275.00 + Reimburse cost of black bags £15.92 + Reimburse cost of petrol for strimmer £16.16 = TOTAL £307.08

** Clerk wages @ 17 hrs pw £799.37 + Reimburse cost of 2X printer paper £5.90 + Reimburse cost of key safe for CCTV cabinet key £24.98 + Reimburse cost of Land Registry enquiry £4.00 = TOTAL £834.25

*** Reimburse cost of shelf for CCTV cabinet £22.20 + Reimburse cost of security stickers for CCTV cabinet £5.93 + Reimburse cost of HDMI cable for CCTV monitor £3.29 + Reimburse cost of 2.5 reams of computer paper £9.90 + Reimburse cost of 3 X ink cartridges £20.92 = £62.24

Payments to be paid in September			
Details	Cost Centre	Amount	Ref
Cleaner OSH wages	330	86.00	BP1
Handyman contractor	320	220.00	BP2
Clerk wages	310	799.37	BP3
IM – Reimburse cost of Old School website domain name renewal	350	100.66	BP4
M Goddard – 6 of 7 instalments for Footpath/amenity land contract	360	464.90	BP5
Jim Forrester – Old School boiler service	350	75.00	BP6
HMRC – 2 nd qtr NI Contributions	310	70.68	BP7
CPRE – Annual subscription	400	36.00	BP8
Glasdon – 2 bollards for High Street	360	630.79	BP
	TOTAL	2,483.40	