

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 15th October 2019 At 7.15pm in the Old School, Church Street, Market Lavington

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

In attendance: Wiltshire Cllr Gamble (left at 8.05pm) and Carol Hackett (Parish Clerk).

	AGENDA ITEM
19/20-152	<p>Apologies for Absence Cllr Earley, Cllr Steele, Cllr White and Cllr Stevens had sent apologies due to personal commitments, which were accepted.</p>
19/20-153	<p>Declarations of Interest and Dispensations to Participate. There were none.</p>
19/20-154	<p>Adjournment for Public Discussion (maximum of 5 minutes) The meeting was adjourned and resumed at 7.18pm.</p>
19/20-155	<p>Police Report Officers from the Neighbourhood Policing Team had been unable to attend the meeting. An email report had not yet been provided for this month, but would be circulated to Councillors when received.</p>
19/20-156	<p>Wiltshire Councillor Report Wiltshire Cllr Gamble updated members on the status of two planning applications which the Parish Council had recently objected to, and then referred to the Wiltshire Council Site Allocation Plan consultation on further main modifications, noting that there were no immediate references to Market Lavington in the consultation documents. He noted that the problems at Blackdog crossroads had been highlighted again, and suggested that a joint strategy, instigated by the three most effected parishes (West Lavington, Worton, and Market Lavington) should perhaps be considered. This could include asking Wiltshire Council Highways to look at potential designs/schemes, obtaining accurate costings etc. and consideration of how any such scheme could be funded. He noted that housing sites identified in the Neighbourhood Plans, would if developed, generate additional traffic at Blackdog crossroads. With this in mind, it was suggested that any developments coming forward, could include a condition for a 106 agreement for Highways Improvements – ACTIONS – Clerk to liaise with other two parishes confirming the support of the Parish Council for this joint approach. Cllr Gamble reported that he had received a very favourable response from local parishes to his proposal for a weight limit on the B3098 – ACTIONS – Clerk to submit a formal request to CATG for this matter to be considered further. Reference was then made to recent correspondence regarding the poor condition of the road surface on Bouverie Drive, and Cllr Gamble reported that Wiltshire Council Highways Department had assured him that this would not be a difficult job, and would be dealt with in due course. He then answered questions posed by Councillors.</p>
19/20-157	<p>Minutes of Council meeting Meeting of the Parish Council on 17th September 2019. The minutes of the meeting, having been previously circulated to Councillors, were approved and signed as a correct record following correction of one minor typo – minute number 143ai should have referred to Church Street, not Church Road (proposed Cllr Myhill, seconded Cllr Padfield).</p>
19/20-158	<p>Chairman's / Councillor specific Report</p> <ol style="list-style-type: none"> a) The Chairman referred to the email he had circulated to Councillors, which had provided a brief overview of the information presented at the recent 'Wiltshire Local Plan' Consultation Event that he had attended. b) Cllr Myhill reported that the recent 'Chairing Skills for Town & Parish Councils' training event he had attended had been very engaging, useful and informative, and encouraged members to attend, should the opportunity arise again.

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19/20-159	<p>Market Lavington Neighbourhood Plan</p> <p>The Clerk reported that the 6 week Regulation 16 public consultation being carried out by Wiltshire Council would be ending on the 5th November. Wiltshire Council had started the process for appointment of the independent Examiner, and following receipt of details of four available examiners from the independent referral service NPIERS, had made the recommendation to the Steering Group / Parish Council for appointment of Ann Skippers. The Clerk reported that details of the four examiners had been circulated to all the Steering Group members for their consideration, with responses received back in support of the recommendation made by Wiltshire Council. Following a brief discussion Councillors agreed to support the recommendation of both the Steering Group and Wiltshire Council – ACTIONS – Clerk to advise Wiltshire Council accordingly. Cllr Davis made a proposal for the Parish Council to consider doing something formally to thank the Chairman of the Steering Group – ACTIONS – Matter to be discussed further outside of the meeting.</p>
19/20-160	<p>Community Hall Trust Report</p> <p>Cllr Padfield reported that a new high level street lamp had been installed on the corner leading down to the lower level car park, and work was scheduled to commence in January on the hall floor. Young people were often using outside the front entrance of the Community Hall as a place to congregate, and it was questioned whether there might be a better location – ACTIONS – Matter to be discussed further at next Joint Liaison Committee meeting.</p>
19/20-161	<p>Christmas 2019</p> <p>Community Minded Person and Young Minded person of the year awards to be presented at the Beer & Carol's event organised by Trinity Church in the Green Dragon on Tuesday 10th of December. Lights to be turned on in the Market Place on Wednesday 4th of December. Real tree to be erected on the Village Green – ACTIONS – Clerk to organise placement of nomination box in St. Arbucks, and check if need to purchase more lights. Cllrs Davis and Osborn to organise turning on of lights in Market Place. Cllrs Osborn and Gordon to organise sourcing and setting up of real Christmas tree.</p>
19/20-162	<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 waiting for SSE to confirm a Wednesday in November for the siting board meeting, after which it was hoped things would progress fairly quickly. ii. Any other matters –. There were none. b) New matters reported for action – <i>Parish Steward</i> – various road signs which had been turned round – ACTIONS – Cllr Davis to submit report. c) Pavement assessment to identify areas in most need of drop-kerbs – Cllr Davis reported that this was yet to be carried out. d) Consider request for litter bin next to seat overlooking Village Green – Following a brief discussion during which the Clerk provided details of quotes obtained, it was proposed by Cllr Turner-Scott, seconded by Cllr Padfield and resolved to purchase a new litter bin – ACTIONS – Clerk to arrange purchase. e) Resurfacing works Grove Road 15-17 October – The Clerk noted that the work start date had been delayed by a day, due to a previous job over-run. Use of Parsonage Lane had now been removed as part of the diversion route. f) Blackdog Crossroads – Discuss contents of letter recently sent to Wiltshire Council by local resident – Matter already discussed under minute number 19/20-156. g) State of road surface at Bouverie Drive – Review contents of letter recently sent to Wiltshire Council by local resident - Matter already discussed under minute number 19/20-156.
19/20-163	<p>Market Lavington Vintage Meet 2019 & 2020</p> <ul style="list-style-type: none"> a) 2019 event – Village Project Grant Application allocation of profits from event - Cllr Myhill referred to the documents circulated to members before the meeting. Following a full discussion it was proposed by Cllr Osborn, seconded by Cllr Myhill and resolved to accept and approve the following actions and recommendations of the Grant Panel - Approve 7 grants, and seek further information from applicants regarding the remaining 2 applications received, which will then be discussed further at a future meeting. It was

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	<p>agreed that if there were any funds left over after the grant allocation process had been completed; they would be carried-forward for allocation as part of next year's allocation process.</p> <p>b) 2020 event – Cllr Myhill reported that 32 entries had already registered for next year's event, these are made up of regular exhibitors and 6 traders/crafters, which relates to £280 worth of bookings. Seven out of twelve tables in the craft tent have been booked so far. Registration with the NTET (National Traction Engine Trust) was underway, and the design for posters was near completion.</p>
19/20-164	<p>Correspondence Received</p> <p>i. Wiltshire Council Wiltshire Housing Site Allocations Plan, Consultation on Further Main Modifications, ending 25/10/19 – In light of the discussion detailed in minute number 20/19-156 it was agreed that a response from the Parish Council was not necessary. <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> There were none.</p>
19/20-165	<p>Planning applications and decisions</p> <p>a) The following planning applications received which had been considered at a Planning Committee meeting were noted: There were none.</p> <p>b) Receipt of the following planning application received which had not been considered at a Planning Committee meeting was noted:</p> <p>i. 19/08585/TCA St Mary of the Assumption Church, Church Street, Market Lavington. SN10 4DU. Work to trees in a Conservation Area – No Objection.</p> <p>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>).</p> <p>d) The following recent planning application decisions made by Wiltshire Council were noted:</p> <p>i. 19/07726/TCA 53 High Street, Market Lavington. SN10 4AG. Work to trees in a Conservation Area – No Objection.</p> <p>ii. 19/07583/FUL 31 the Spring, Market Lavington. SN10 4EB. Proposed new leisure room – Refuse.</p>
19/20-166	<p>Finance</p> <p>a) Councillors received and approved the financial reports - income and expenditure details for September 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 October 2019 as per schedule – proposed Cllr Myhill, seconded Cllr Turner-Scott.</p> <p>c) To note the External Auditors Report – The Clerk reported that the Auditors had signed off the Annual Return for the year ending 31/3/19 with no matters raised. A copy of the Return and Notice of Conclusion of Audit had been placed on the notice board, and on the village website as per the audit requirement.</p>
19/20-167	<p>General Parish Matters</p> <p>Cllr Osborn noted that it had been too windy and wet for him to go around the village with the weed killer, but he hoped to do so shortly. He would also deal with cutting back the ivy surrounding the Old School oil tank. Cllr Gordon referred again to the condition of the retaining wall on the left hand side, between the Old School and the Churchyard, and suggested that a further correspondence needed to be sent to the Church – ACTIONS – Clerk to contact Church accordingly.</p>
19/20-168	<p>Adjournment for Public Discussion (maximum of 5 minutes)</p> <p>The meeting was adjourned and resumed at 9.19pm.</p>
19/20-169	<p>Dates of next Meetings</p>

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	Old School (OS) Committee meeting – Tuesday 22 nd October 2019 at 7.15pm. Parish Council meeting – Tuesday 19th November 2019 at 7.15pm. Highways, Recreation, Amenity & Footpaths (HRAF) Committee meeting – Tuesday 26th November 2019 at 7.15pm.
19/20-170	Closure of meeting There being no further business the meeting was closed at 9.20pm.

Appendix

Balance at Lloyds Bank 30.9.19	71,686.42	Current, and instant access Account
Less outstanding cheques – total	00.00	
	71,686.42	

Balance b/fwd.	48,112.52
Add receipts	28,435.82
Less payments	4,861.92
Balance c/fwd.	71,686.42

Receipts received in September			
Details	Cost Centre	Amount (Inc. any VAT)	Ref
Lloyds Bank - Interest	110	1.82	
Inv. 19/21 Hire of Old School	140	30.00	
Inv. 19/23 Hire of Old School	140	75.00	
Inv. 19/02 Hire of Old School	140	144.00	
Wiltshire Council – 2 nd half year precept	120	28,185.00	
	TOTAL	28,435.82	

Payments made in September			
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	77.00	DD
Southern Electric – Electric E/F Pavilion	370	55.42	DD
1&1Internet Ltd – OS website hosting	350	1.19	DD
XLN Telecom – Broadband provision Old School	350	38.38	DD
Amazon – 5m HDMI cable for OS projector	200	7.99	Card
ESEDIRECT – Grit bin for Stirling Road	360	191.29	Card
PWLB – Loan repayment	390	2,073.41	DD
To correct error and transfer amount to Chairman's Charity A/C ^	200	-100.66	transfer
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	4,861.92	

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^ Amount originally debited from Parish Council current account (N/C 350), however payment related to Vintage Meet website domain name renewal, not the Old School website. £100.66 therefore transferred from Chairman's Charity account to Parish Council current account

Payments to be paid in October			
Details	Cost Centre	Amount	Ref
Cleaner OSH wages	330	107.50	BP1
Handyman contractor - £200 + bags £9.95 + petrol £8.20	320	238.15	BP2
Clerk wages	310	799.37	BP3
PKF Littlejohn – External audit fee	300	960.00	BP4
WALC – 2X Chairman's training	300	156.00	BP5
Snape – Retention amount from Old School restoration project	250/200	11,792.76	BP6
Cannings Estates – Retention amount from Old School restoration project	200	1,006.46	BP7
West Lavington Youth Club – Friday night staffing £660 + 3 rd qtr. S137 grant donation	395/380	1,410.00	BP8
M Goddard – 7 of 7 instalments for Footpath/amenity land contract £465 + repairs to kissing gate £288	360	753.00	BP9
SUB-TOTAL OF ON-LINE PAYMENTS		17,223.24	
Earl Haig Fund – Remembrance Day wreath S137 grant donation	380	70.00	3023
Link Good Neighbour Scheme - S137 grant donation	380	90.00	3024
Wiltshire Search & Rescue - S137 grant donation	380	90.00	3025
SUB-TOTAL OF CHEQUE PAYMENTS		250.00	