

MARKET LAVINGTON PARISH COUNCIL

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

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VAT Registration Number: 296 9715 35

Minutes of the **Highways, Recreation, Amenity and Footpaths (HRAF) Committee Meeting** Of the Parish Council

Held on Tuesday 3rd March 2020

At 7.15pm in the Old School, Market Lavington

Councillors Present: Cllr Steele (Chairman), Cllr Davis, Cllr Gordon, Cllr Osborn and Cllr Stevens.

In attendance: Carol Hackett (Parish Clerk).

	AGENDA ITEM
19/20-301	Apologies for Absence Cllr White had sent apologies due to personal commitments, which were accepted.
19/20-302	Declarations of Interest and Dispensations to Participate There were none.
19/20-303	Minutes of Council Committee meeting The minutes of the HRAF committee meeting held on the 26 th November 2019, having been previously circulated to members, were approved and signed as a correct record (proposed Cllr Davis seconded Cllr Gordon).
19/20-304	Adjournment for Public Discussion (maximum of 5 minutes) The meeting was adjourned and resumed at 7.24pm.
19/20-305	Update on actions agreed at last meeting <ul style="list-style-type: none">a) Pro-forma template for completion by Handyman Contractor – The Clerk confirmed that she had prepared a template that the Handyman had started using last month.b) Light bollard in top Community Hall Car-park – Cllr Osborn reported that he had repaired the bollard, and it was now upright and working.c) Repairs to wooden retaining wall in top Community Hall car-park – The Clerk reported that one quote had been received. Attempts to encourage other contractors to quote for the work had so far failed. Councillors suggested a number of other contractors who could be contacted – ACTIONS – Clerk to forward specification to Cllrs Osborn and Stevens for forwarding to contractors, and Clerk to contact further contractor directly.d) Pavilion Fire Risk assessment – Cllr Davis reported that this had yet to be completed.
19/20-306	Lighting on path leading to Community Hall The Clerk referred to the summary document that had been circulated to members prior to the meeting. Notification had now been received from SSE, that due to policy changes, it was no longer possible to consider the option of attaching a light to an existing wooden electricity pole (option 2). There then followed further discussion regarding the remaining two options, which also included the new suggestion of solar-powered lights, and the comment that wooden poles were being used to attach lights onto, in other areas of the country. It was agreed that both these matters would be followed up and considered at the March Parish Council meeting, and the 'light spillage' calculations prepared by Wiltshire Council forwarded to the occupants of Church Cottage, as agreed. In the event that both the above follow-up enquiries resulted in a negative outcome, it was proposed by Cllr Steele, seconded by Cllr Stevens, and resolved to recommend to Full Council that Option 1 be pursued (Standard 5M unit nr to gate of Church Cottage) – ACTIONS – Cllr Gordon to make enquiries regarding use of wooden poles, Cllr Osborn to make enquiries about solar-powered lights, Clerk to forward calculations to occupants of Church Cottage.
19/20-307	Parish Council Insurance Renewal The Clerk referred to the renewal documents which had already been circulated prior to the meeting. Members reviewed the items included within the policy which came under the remit of the HRAF committee. It was agreed that the grit bins, litter bins and

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	<p>bollards purchased during the year, should be regarded as consumables, and therefore should not be included on the insurance schedule. No further action therefore necessary.</p>
19/20-308	<p>Highways, woods and footpath matters</p> <p>a) Diseased trees Canada Woods – Cllr Gordon referred to enquiries he had made with two contractors, who had both suggested that there were only 16-18 trees that appeared to be showing signs of the disease at the current time. They would both work on the basis of selling any wood that was cut down, and this would therefore be reflected in any quote provided. The Clerk then referred to the initial quote that had been received to fell a larger number of trees, without selling the wood. Following further discussion, it was proposed by Cllr Davis, seconded by Cllr Osborn, and resolved to proceed with the option of appointing a contractor who would fell the worst effected trees, and sell the wood, with an budget of up to £500 to be allocated to this work – ACTIONS – Cllr Gordon to follow-up with one additional contractor on this basis.</p> <p>b) Litter bin in front of Old School – The Clerk referred to the request received for a larger bin, which was unanimously rejected by members – ACTIONS – Clerk to advise enquirer accordingly.</p>
19/20-309	<p>'Friends of Broadwell' Volunteer Group</p> <p>a) Re-instatement of Village water Pump – The Clerk referred to the request received from the Group, asking the Parish Council if it would consider allocating £500 to purchase a Victorian cast iron village pump, of a similar type to the original pump. The restoration and installation of the pump would incur further cost, which the Group would need to fund-raise for in due course. The ultimate aim was to have a village pump in full working order. Following a full discussion, it was proposed by Cllr Davis, seconded by Cllr Steele and resolved to approve allocation of £500 from the HRAF budget for this purpose – ACTIONS – Clerk to notify Group accordingly and allocate funding.</p> <p>b) Grant funding applications – The Clerk noted that the Group were planning to continue with submitting grant applications to replace the equipment in the play area up to the value of £60,000.</p>
19/20-310	<p>Village Emergency Plan</p> <p>The Clerk referred to the draft document which had been circulated prior to the meeting. Members reviewed the document in detail, providing some additional information, and suggesting a number of revisions – ACTIONS – Clerk to update document, ready for further consideration at the March Parish Council meeting.</p>
19/20-311	<p>Other HRAF Committee business</p> <p>Cllr Osborn referred to the 'Open Space' survey currently being undertaken by Wiltshire Council, and identified a number of areas that were currently not annotated on the map provided – ACTIONS – Clerk to update map with areas identified, ready for further consideration at the March Parish Council meeting. It was suggested that it would be appropriate to appoint a deputy to cover for Cllr Davis, should he be unable to attend a CATG meeting. Cllr Osborn agreed to take on this role – ACTIONS – Cllr Davis to contact Cllr Osborn in the first instance if unable to attend a meeting. The Clerk referred to correspondence she had received from the WI, enquiring about the possibility of improving the look of the phone box on Spin Hill. It was understood that the phone box may have been 'adopted' by some local residents during a previous removal consultation by BT – ACTIONS – Clerk to make further enquiries and advise the WI accordingly.</p>
19/20-312	<p>Date of next Meeting</p> <p>To be arranged.</p>
19/20-313	<p>Closure of meeting</p> <p>There being no further business the meeting was closed at 8.32pm.</p>

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