

MARKET LAVINGTON PARISH COUNCIL

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

Tel: 01225 760372 or Email: clerk@marketlavingtonparishcouncil.gov.uk

VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

**Minutes of the remote Meeting of the Parish Council
held on Tuesday 20th October 2020
At 7.15pm by Zoom Teleconferencing facility**

Councillors Present: Cllr Osborn (Chairman), Cllr Myhill, Cllr Gordon, Cllr Davis, Cllr Padfield, Cllr White, Cllr Earley, Cllr Steele (joined meeting at 7.23pm), and Cllr Stevens.

In attendance: Carol Hackett (Parish Clerk).

AGENDA ITEM	
20/21-110	Apologies for Absence Cllr Turner-Scott had sent apologies due to personal commitments, which were accepted.
20/21-111	Declarations of Interest and Dispensations to Participate There were none.
20/21-112	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned and resumed at 7.16pm.
20/21-113	Monthly Reports a) Chairman's Report – The Chairman had no matters to report, other than noting he had carried out some weedkiller spraying in the village. b) Wiltshire Councillor Report – Wiltshire Cllr Gamble had given his apologies prior to the meeting and provided an emailed report which had been forwarded to members. c) Community Hall Trust Report – Cllr Padfield briefed members on the Trusts financial position at the end of the last financial year and noted that they were currently investigating CCTV systems due to incidents of vandalism. It was suggested that the magazine Editor might include a notice in the next edition, to encourage residents to phone the Police using the 101 number if they witnessed any acts of vandalism in the village. Notice to also be placed on the Parish Council website and social media. The Chairman noted that Parish Council representatives on the Joint Liaison Committee (JLC) had received copies of the Trust's year-end financial statements, and following a review, will be going back to the Trustees with some comments, along with updates regarding some Parish Council actions outstanding from the last JLC meeting. Questions were asked as to whether a Youth Club in the village might provide young people with something to do. It was noted that the West Lavington Youth Club, which had in the past run a Friday night session in the Old School, was not currently operating due to COVID-19.
20/21-114	Council meetings a) Remote meeting of the Parish Council held on 15th September 2020. The minutes of the meeting, having been previously circulated to Councillors, were approved as a correct record (proposed Cllr Padfield, seconded Cllr Myhill) – Cllr Earley abstained from the vote as she had not been present at the meeting. Minutes to be signed as soon as practically possible. b) The draft minutes from the Highways, Recreation, Amenity and Footpaths Committee Meeting (HRAF) held on the 6th October 2020, were noted and no questions asked. The following matters were considered further: i. Wooden retaining wall in top Community Hall carpark – Members considered the options and quotes received, as detailed in the report circulated with the agenda papers. It was proposed by Cllr White, seconded by Cllr Padfield, and resolved for Andrew Thynne to be the approved contractor – treated tongue and groove timber boards similar to what is there now, but with concrete slotted posts. It was recognised that the quote received had been prepared some time ago, and it was therefore agreed that the contractor should be given the opportunity to review the quote in view of the delay – ACTIONS – Clerk to

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	<ul style="list-style-type: none"> ii. advise contractors of decision made. Lighting on path leading to Community Hall (MLAV50) – Members considered the recommendations and quotes received, as detailed in the report circulated prior to the meeting. It was proposed by Cllr Steele, seconded by Cllr Stevens, and resolved to accept the quote from Ringway for £465.91 for one 5m LED lighting column, with the additional option of part-night operation (approx. extra £15), and extra cost of an earth rod if not supplied by SSE – ACTIONS - Clerk to advise contractors of decision made, and also update SSE regarding the light installation date when known. iii. Real Christmas Tree – Following a full discussion, it was proposed by Cllr Steele, seconded by Cllr Earley, and resolved by a majority decision to change the proposed location of the Christmas tree from the Village Green to the Market Place, where it would be seen by more people, and there would no longer be the necessity for it to be surrounded with Heras fencing (Cllrs Davis and Padfield both abstained from voting) – ACTIONS – Clerk to advise approved contractor of revised location. Cllr Gordon to discuss positioning with neighbouring residents.
20/21-115	<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. Broadwell carpark water leak – The Clerk reported that Cllr Gordon and herself had met with Wiltshire Council's Area Highways Engineer on-site on the 7th October. Two attempts in August to flush the drains had failed, due to parked cars getting in the way. The drain flushing equipment had been booked to attend again on Tuesday 27th October, and the Highways Engineer will be on-site to oversee the work. It is hoped that this will then determine where the blockage / damaged drain is located – either on the Highway (Wiltshire Council responsibility), or in the carpark (Parish Council responsibility). ii. Loose paver on steps up to Community Hall from roundabout – The Chairman reported that the paver needed to be re-set in place. It was proposed by Cllr Earley, seconded by Cllr White, and resolved to ask Andrew Thynne to carry out the repair at the same time he replaced the wooden retaining wall – ACTIONS – Clerk to contact contractor. iii. Vehicle in Community Hall carpark – It was noted that the new vehicle appeared to have now been removed from the carpark. There was further discussion regarding another vehicle in the carpark, and Cllr Stevens agreed to follow this up with the owner. iv. Any other matters – There were none. b) New matters to report (Parish Steward visits: 10 & 11 November, 8 & 9 December) – Parish Steward: Easterton sign had been turned round on the Shires Roundabout, and foliage still needed cutting back from around the 20mph signs / 'Walking pavement' Parsonage Lane: Wiltshire Council Highways on schedule to do, in meantime ask Parish Steward and Handyman to clear back the worse effected sections. c) CATG meeting 14/10/20 – Cllr Davis noted that he had been unable to attend the meeting, but had submitted a written report to the committee regarding the outstanding village issues, which included supporting evidence for the requested speed limit reduction on ledge Hill. Cllr Myhill noted that he had attended the meeting as an observer, and in the absence of Cllr Davis, had been able to provide updates on the other matters – Village Gateways: Following the Parish Council's approval for Wiltshire Council's design, and location for the 2 gateways, CATG had agreed to progress with the project. It was anticipated that the gateways would be installed by Christmas. Nal socket and post for SID: Project approved subject to contribution of 25% from Parish Council (total cost between £800 to £1,000). It was proposed by Cllr Myhill, seconded by Cllr Davis, and resolved to approve the contribution towards the cost. With regards to the location of the Nal socket, Wiltshire Council had recommended that it be located on an area of Highways land, on the left hand side of the path leading to footpath MLAV10 (almost opposite the telephone box). Cllr Myhill noted that this location would enable the device to be rotated, and used in both directions, and there would only be a

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	<p>need for one solar panel, thus reducing the cost of the device. Based on this information, Councillors unanimously supported Wiltshire Council's proposed position – ACTIONS – Clerk to update CATG on both matters.</p> <p>d) Blackdog Crossroads – Wiltshire Councillor Gamble would be writing a joint letter emphasising the need for action to improve visibility at the crossroads, for which he would be seeking the support of neighbouring Parish Councils. Cllr Osborn agreed to liaise with Cllr Gamble regarding this matter.</p> <p>e) Allotments / Community Orchard – The Clerk reported that she had so far heard back from two of the three landowners contacted regarding possible use of their land as allotments, both of which had not wanted to pursue the proposal further.</p> <p>f) Litter bins in Play Areas – The Clerk referred to a recent occurrence with the litter bin in the Hamilton Drive play area, which had been overflowing with dog poo bags. Following a full discussion, it was recognised that although it was great that people were responsibly disposing of their dog mess, it was not appropriate for bins within a Children's play area to be used for this purpose. It was therefore agreed to re-position the Hamilton Drive litter bin to a position outside of the Play Area. Due to the poor condition of the litter bin at the Broadwell Play area, it was proposed by Cllr Steele, seconded by Cllr Davis, and resolved to purchase a new litter bin, to be installed outside of the play area, and remove the old one – ACTIONS – Clerk to order new litter bin for Broadwell, and liaise with Handyman for re-location of Hamilton Drive bin and installation of the new one.</p>
20/21-116	<p>Covid-19 / Coronavirus pandemic related matters</p> <p>a) Old School cleaner – The Clerk reported that claims had been made through the Government Job Retention Scheme for the cleaner since the 30th of March. This scheme was finishing on the 31st of October and being replaced with the 'Job Support Scheme', of which the Clerk provided a brief overview. Following a full discussion, it was proposed by Cllr Steele, seconded by Cllr White, and resolved to ask the cleaner to return to work with effect from the 1st of November 2020 – ACTIONS – Clerk to liaise with cleaner to arrange return to work.</p> <p>b) Old School re-opening – Following a full discussion it was proposed by Cllr Osborn, seconded by Cllr Padfield, and resolved to officially re-open the Old School for bookings after the Cleaner had carried out her first clean of the building – ACTIONS – Clerk to ensure all the necessary up-to-date guidance is implemented, and make contact with regular user groups, and new enquirers.</p>
20/21-117	<p>Correspondence Received</p> <p>a) Email from Local Resident regarding litter bin in Hamilton Drive Play Area (discussed under item 20/21-115f).</p> <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 during the meeting</i></p> <p>There was none.</p>
20/21-118	<p>Planning applications and decisions</p> <p>a) The following planning applications received, which have not been considered at a Planning Committee meeting were noted:</p> <ul style="list-style-type: none"> i. 20/06779/FUL Broadwell Cottage, 23 White Street, Market Lavington. Two and single storey extension to side and rear of property, internal alterations and pitched roofs to dormer window – Concerns raised regarding parking ii. 20/07823/FUL 30 The Spring, Market Lavington. Removal of existing conservatories to rear, new single storey rear extension to dwelling – No objections iii. 20/07818/TCA 6 Parsonage Lane, Market Lavington. Work to trees in a conservation area, remove a single Ash tree – No objections iv. 20/05912/FUL 11 White Street, Market Lavington. Proposed new brick wall to North West boundary – No objections v. 20/07262/FUL & 20/07827/LBC The Rest, 42 Northbrook, Market Lavington. Demolish existing single storey rear extension and replace with similar single

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	<p>storey rear extension – No objections</p> <p>vi. 20/07500/TCA Knapp Farm Barn, White Street, Market Lavington. Willow – fell – No objections</p> <p>b) The following recent planning application decisions made by Wiltshire Council were noted:</p> <ul style="list-style-type: none"> i. 20/07500/TCA Knapp Farm Barn, White Street, Market Lavington. Willow – Fell - No Objection ii. 20/07488/TCA 6 New Street, Market Lavington. T1 - Goat Willow tree - 30% crown reduction - No Objection iii. 20/04426/FUL 31 High Street, Market Lavington. Porch canopy to front elevation of house - Approve with Conditions
20/21-119	<p>Finance</p> <p>a) Councillors received and approved the financial reports - receipts and payments details for September 2020 (including card payments, and payments made in-between meetings), bank reconciliation and budget position for the financial year-to-date.</p> <p>b) It was resolved to approve the payment of 'on-line Payments' for October 2020, as per the schedule provided, which included copies of accompanying invoices and paperwork (including any payments made in-between meetings) – proposed Cllr Davis, seconded Cllr Padfield (see appendix at end of minutes). Documentation to be initialled by two authorising Councillors as soon as practically possible after the meeting.</p>
20/21-120	<p>General Parish Matters</p> <p>Cllr Davis noted that there would be no indoor Remembrance Day service this year due to COVID-19, but the outdoor ceremony would be going ahead. Cllr Padfield noted that the 20mph road paint markings were wearing thin, as well as the 'keep clear' box by the butchers – Cllr Davis to report to Wiltshire Council Highways. Cllr Myhill noted that the Police had been unable to identify the young people captured on the CCTV, who were responsible for the recent vandalism at the rear of the Old School, the case had therefore been closed. A suggestion made by the Police was to consider the installation of a 'Mosquito' (a pulsating sonic device which was only audible to people under the age of 25 years) – ACTIONS – Clerk to make enquiries with Wiltshire Council and then include as an agenda item for the next Old School committee meeting for further discussion.</p>
20/21-121	<p>Adjournment for Public Participation (maximum of 5 minutes)</p> <p>The meeting was adjourned and resumed at 8.55pm.</p>
20/21-122	<p>Date of next Meeting</p> <p>Tuesday 17th November 2020 at 7.15pm</p>
20/21-123	<p>Closure of meeting</p> <p>There being no further business the meeting was closed at 8.56pm.</p>

Appendix

Payments to be approved at October Parish Council Meeting				
Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
Cleaner OS wages	4000	22/10/20	89.00	BP1
Handyman contractor ^	4100	22/10/20	303.75	BP2
Clerk wages including backpay	4000	22/10/20	924.82	BP3
Jim Forrester – Annual OS boiler service	4430	22/10/20	75.00	BP4
Mark Goddard & Sons – 7 of 7 instalments footpath/Amenity land contract	4620	22/10/20	536.58	BP5

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West Lavington Youth Club – 3 rd qtr grant	4200	22/10/20	350.00	BP6
TOTAL			2,279.15	
Earl Haig Fund – donation for Remembrance Day Wreath	4210	20/10/20	75.00	3028

Payments made in between meetings

Land Registry searches £6 X3 – allotment land enquiries	4990	11/9/20	6.00 3 payments	Card
Oakley Services Ltd – new defibrillator pads	4480	17/9/20	57.54	Card
Zoom – Recurring monthly payment	4190	23/9/20	11.99	Card

^ Handyman Contractor 5 hrs pw X 5 weeks @ £11 ph = £275 + two extra hours worked £22 + Reimburse cost of petrol £6.75 = TOTAL £303.75

£28,000 transferred from Current account to Deposit account 19/10/20