

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 17th November 2020 At 7.15pm by Zoom Teleconferencing facility

Councillors Present: Cllr Osborn (Chairman), Cllr Myhill, Cllr Gordon, Cllr Davis, Cllr Padfield (left meeting at 7.25pm and re-joined at 7.30pm), Cllr White (joined meeting at 7.20pm), Cllr Earley, Cllr Steele, Cllr Turner-Scott, and Cllr Stevens.

In attendance: Wiltshire Councillor Richard Gamble (left meeting at 7.28pm) and Carol Hackett (Parish Clerk).

	AGENDA ITEM
20/21-136	Apologies for Absence None – all Councillors present.
20/21-137	Declarations of Interest and Dispensations to Participate There were none.
20/21-138	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned and resumed at 7.17pm.
20/21-139	Monthly Reports <ul style="list-style-type: none">a) Chairman's Report – The Chairman noted that he had responded to enquires about potholes at the top of Northbrook, reviewed the state of a number of footpaths, and monitored several on-going matters.b) Wiltshire Councillor Report – Cllr Gamble confirmed that the CATG meeting had approved the Parish Council's requests for funding towards Village Gateways, and the NAL socket and post, for erecting the Speed Indicator Device, with the works scheduled for completion before Christmas. With regards to the request for a new footpath at the top of Spin Hill / Ledge Hill, he noted that there was no easy solution to this matter. He suggested that any future housing development might be able to contribute to the cost of any proposed scheme i.e. a permissive path, if agreement could be reached with the landowner. Work to clear the footpath from Potterne to Devizes was scheduled for next week and would take up to four days to complete. The safety of Blackdog Crossroads was now a priority at County level, and he asked that as one of the most effected parishes, the Parish Council submit a letter to Wiltshire Council in support of significant improvements to the junction. He then referred to the recent Area Board meeting, and the various presentations received. He then answered questions posed by Councillorsc) Community Hall Trust Report – Cllr Padfield noted that the Trust had not met since the last Parish Council meeting and confirmed that the Hall was currently closed due to the national lock-down. Cllr Osborn reported that the Parish Council representatives on the Joint Liaison Committee (JLC) had received a response from the Trust to the comments raised regarding the year-end financial statements.
20/21-140	Council meetings <ul style="list-style-type: none">a) Remote meeting of the Parish Council held on 20th October 2020. The minutes of the meeting, having been previously circulated to Councillors, were approved as a correct record (proposed Cllr Padfield, seconded Cllr Myhill) – Minutes to be signed as soon as practically possible.b) The draft minutes from the Old School Committee Meeting (OS) held on the 10th November 2020, were noted and no questions asked. The following matter was considered further:<ul style="list-style-type: none">i. Old School Cleaner – With the re-instatement of the Government Job Retention Scheme due to the second national lock-down, it was proposed by Cllr Gordon, seconded by Cllr Myhill, and resolved to approve the committee recommendation to place the Cleaner back on Furlough, on full pay, until the

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	end of February 2021 – ACTIONS – Clerk to make appropriate arrangements.
20/21-141	<p>Highways / Maintenance issues in the village</p> <p>a) Update on matters previously reported</p> <p>i. Broadwell car park water leak – Cllr Gordon reported that the outcome of the recent investigations by Wiltshire Council had concluded that there was a blockage or collapsed pipe somewhere between the hole in the carpark and the Broadwell. Questions were then raised as to whose responsibility it would be to cover the cost of investigating and making the necessary repairs. Comments regarding 'riparian ownership' expressed by Wiltshire Council were questioned, and it was agreed to go back to them to clarify the situation – ACTIONS – Clerk to liaise with Highways Engineer.</p> <p>ii. Wooden retaining wall in top Community Hall carpark – Following on from the last meeting, Andrew Thynne had been advised of acceptance of his quote, and given the opportunity of reviewing the final figure in recognition that the quote was out-of-date. Figure to be reviewed and Clerk advised, with a view to the work being carried out in early 2021.</p> <p>iii. Lighting on path leading to Community Hall (MLAV50) – The Clerk reported that the lamp post was due to be installed sometime this week, with SSE scheduled to carry out the electrical work in early December. The contractor would then need to return to carry out the final connections, in order to complete the activation.</p> <p>iv. Drop kerb survey – Cllr Davis and the Clerk summarised the new drop-kerbs that had been identified so far, with a final list expected within the next week. It was proposed by Cllr Myhill, seconded by Cllr Stevens, and resolved to submit the final list to Wiltshire Council's CATG committee, with a request for support with funding and installation – ACTIONS – Clerk to submit request in due course.</p> <p>v. Any other matters – Cllr Osborn noted that the low-level bollard at the end of the top Community Hall carpark had been knocked over again. Following a full discussion, it was agreed to investigate the cost and design of a replacement high-level light – ACTIONS – Cllr Osborn to liaise with the Community Hall Trust and prepare a report for consideration at the Parish Council meeting in December. In the meantime, he would strap the light back up in position.</p> <p>b) New matters to report (Parish Steward visits: 8 & 9 December) – Cllr Padfield referred to the problems with parking at the end of White Street, close to Broadwell. Vehicles often parked on either side of the road, creating a chicane effect, narrowing the gap considerably, which in turn was causing problems for some vehicles being able to get through – ACTIONS – Cllr Davis to submit a request to Wiltshire Council for consideration of double yellow lines along one side of the road. Cllr Davis reported that the Parish Steward had completed a number of the outstanding jobs during his last visit, and various jobs were suggested for his next visit. Cllr Davis noted that the litter bin outside 80 High Street had disappeared and would need replacing – ACTIONS – Clerk to purchase new bin.</p> <p>c) Road name signage for Townsend and The Muddle – The Clerk referred to the three locations identified as requiring signs, in order to cover all the properties in Townsend (previous signage disappeared) – ACTIONS – Clerk to liaise with Wiltshire Council to determine if they will cover the entire cost of the new signs, or failing that, submit an application to Wiltshire Council's CATG committee, with a request for support with funding and installation. Councillors re-visited the request from a local resident, for a replacement sign at the entrance to The Muddle / New Street, to be positioned higher up from the ground, and to include the addition of a 'no-through road' marking. Following a full discussion, Councillors concluded that the reasons for submitting the request did not justify the requirement, or the expense of funding a replacement sign – ACTIONS – Clerk to advise the local resident accordingly.</p> <p>d) Speed Indicator Device (SID) – Cllr Osborn noted that two Councillors had now</p>

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	<p>completed the online 'Speed Indicator Device Safety Awareness Training' provided by Wiltshire Council, meaning they were able to install, and move the device.</p> <ul style="list-style-type: none"> i. Revised quote – Cllr Myhill referred to the revised lower quote, which now only included the cost of one solar panel. It was proposed by Cllr Myhill, seconded by Cllr Turner-Scott, and resolved to approve the quote of £1,889 + VAT and authorise the Clerk to make an immediate payment to the supplier if required. Approval was also given for the Clerk to arrange insurance cover for the device – ACTIONS – Clerk to action accordingly. ii. Risk assessment for moving, rotating, or working on SID – It was proposed by Cllr White, seconded by Cllr Turner-Scott, and resolved to approve the risk assessment document. e) Annual Canada Woods tree review – The Clerk reported that Cllr Davis had joined her to carry out the annual review of the trees in Canada Woods, during which a number of trees had been identified as needing attention. Reference was made to the trees which had previously been identified as possibly suffering with Phytophthora Infestation. A number of tree surgeons had assessed the alder trees, with differing advice being received. Following a full discussion, it was agreed to continue monitoring the condition of the alder trees, until such time that additional intervention was considered necessary. Cllr Davis noted that the Ivy growth on trees within the woods was increasing again, and recommended that a volunteer session be programmed for next year to carry out work to halt the growth – ACTIONS – Clerk to obtain quotes to carry out identified tree works, and diarise date for volunteer session next year. Cllr Osborn to monitor condition of alder trees.
20/21-142	<p>Covid-19 / Coronavirus pandemic related matters</p> <p>The Clerk noted that the Football Club had confirmed that they would not be using the facilities at the Elisha Field during the second lock-down. Wessex Water had advised that they were not currently offering the option to register closed premises, in order to stop payment of the standing charges, as they had done during the first lock-down. Cllr Myhill noted that the Village COVID-19 Support Group was still active, however very few requests for help were currently being received.</p>
20/21-143	<p>Indoor war memorial wall tablets</p> <p>Cllr Davis referred to four masonry plaques that had been gifted to the Museum. With no internal space available for them in the Museum or the Church, he suggested that the Parish Council might offer a home for two of the memorial plaques, on long-term loan, in the Old School. Councillors unanimously approved this proposal (proposed by Cllr Davis, seconded by Cllr Myhill). In view of the weight and significance of the plaques, it was agreed that a professional contractor would be employed to erect them – ACTIONS – Cllrs Gordon and Davis to liaise with the Museum, and arrange for transporting of plaques to the Old School.</p>
20/21-144	<p>Correspondence Received</p> <ul style="list-style-type: none"> a) From ONS – Details of the 2021 Census in England & Wales – Noted. <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>
20/21-145	<p>Planning applications and decisions</p> <ul style="list-style-type: none"> a) The following planning application received, which had not been considered at a Planning Committee meeting was noted: <ul style="list-style-type: none"> i. 20/07940/TCA Springfield, 92 High Street, Market Lavington. T1 sycamore – crown reduce by 30% - No objections b) The following recent planning application decisions made by Wiltshire Council were noted: <ul style="list-style-type: none"> i. 20/06593/FUL Wickersley Parham Lane Market Lavington SN10 4QA. Proposed garage - Approve with Conditions

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	<ul style="list-style-type: none"> ii. 20/05912/FUL 1 White Street Market Lavington Devizes Wiltshire SN10 4DP. Proposed new brick wall to North West boundary - Approve with Conditions iii. 20/07818/TCA 6 Parsonage lane Market Lavington Devizes Wiltshire SN104AA. To remove a single Ash tree in the front garden unfortunately planted too close to the house, now evidence of root damage is visible and also high voltage power lines are passing through branches becoming concerning when windy - No Objection iv. 20/07940/TCA Springfield 92 High Street Market Lavington SN10 4AQ. T1 Sycamore - Crown reduce by 30 % - No Objection
20/21-146	<p>Finance</p> <ul style="list-style-type: none"> a) Councillors received and approved the financial reports - receipts and payments details for October 2020 (including card payments, and payments made in-between meetings), bank reconciliation and budget position for the financial year-to-date. b) It was resolved to approve the payment of 'on-line Payments' for November 2020, as per the schedule provided, which included copies of accompanying invoices and paperwork (including any payments made in-between meetings) – proposed Cllr Padfield, seconded Cllr White (see appendix at end of minutes). Documentation to be initialled by two authorising Councillors as soon as practically possible after the meeting. c) Pension Scheme for employees – The Clerk noted that following the recent National Clerk's pay award for 2020/21, her wages had reached the point whereby the Parish Council now had a duty to provide a workplace pension. In view of the conflict of interest for the Clerk in any discussions regarding this matter, it was agreed that the members of the Management & Finance Committee would meet informally (without the presence of the Clerk), immediately before the scheduled Meeting on the 8th of December. A report would then be formally received during the scheduled meeting.
20/21-147	<p>General Parish Matters</p> <p>Cllr White noted that she was currently in discussion with the supplier of the Christmas tree regarding its delivery and position – ACTIONS - Cllr Osborn agreed to place a marker to identify the exact location. Cllr Earley referred to the re-surfacing of the pavement along Church Street which was scheduled to take place in the coming months, and noted that this would be the ideal time to ensure the down-pipes from the Drummer Boy development were re-routed back under the pavement as previously agreed – ACTIONS – Clerk to liaise with Wiltshire Council to ensure this is done.</p>
20/21-148	<p>Adjournment for Public Participation (maximum of 5 minutes)</p> <p>The meeting was adjourned and resumed at 8.45pm.</p>
20/21-149	<p>Date of next Meeting</p> <p>Tuesday 15th December 2020 at 7.15pm</p>
20/21-150	<p>Closure of meeting</p> <p>There being no further business the meeting was closed at 8.46pm.</p>

Appendix

Payments to be approved at November Parish Council Meeting				
Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
Cleaner OS wages	4000	19/11/20	89.00	BP1
Handyman contractor ^	4100	19/11/20	302.80	BP2
Clerk wages and reimburse expenses ^^	4000/4990	19/11/20	831.58	BP3
S J Brooks (Devizes Glass) – repairs to vandalised OS windows	4430	19/11/20	138.00	BP4

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Idverde – half annual cost of grass cutting Elisha Field	4610	19/11/20	531.36	BP5
Compound Security Systems – Mosquito anti-loitering device	4440	19/11/20	670.80	BP6
TOTAL			2,563.54	
Payments made in between meetings				
ESE Direct – new grit bin	4440	8/10/20	145.86	Card
Zoom – Recurring monthly payment	4190	23/10/20	11.99	Card
Melba Products Ltd – New litter bin	4440	28/10/20	191.62	BP

^ Handyman Contractor 5 hrs pw X 4 weeks @ £11 ph = £220 + two extra hours worked £22 + Reimburse cost of petrol £5.83 + Reimburse cost of new chainsaw blade £23.03 + Reimburse cost of bin bags £11.94 + Reimburse cost of money paid to mini-digger operator to dig out space for grit bin on Northbrook = TOTAL £302.80

^^ Clerk wages £827.58 + Reimburse cost of Land Registry SIM search £4 = TOTAL £831.58