

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 Meeting of the Parish Council held on Tuesday 15th June 2021 At 7.15pm in the Old School

Councillors Present: Cllr Osborn (Chairman), Cllr Earley, Cllr Turner-Scott, Cllr Fraser, Cllr Steele (arrived at 7.17pm), Cllr Stevens, Cllr Davis, Cllr Andrew, and Cllr Vine.

In attendance: Wiltshire Cllr Muns (left meeting at 8.03pm), two members of the public (left at 7.25pm) and Carol Hackett (Parish Clerk).

	AGENDA ITEM
21/22-44	Apologies for Absence None – all members present.
21/22-45	Parish Councillor vacancies (Due to the confidential nature of this matter, members of the public were asked to leave the room during the discussion of this item) The Chairman referred to the two formal applications received, copies of which had been circulated with the agenda papers. It was proposed by Cllr Osborn, seconded by Cllr Stevens, and resolved to co-opt Mr Tim Andrew, and Mr David Vine as members of the Parish Council (members of the public returned to the meeting). The newly co-opted Councillors signed their 'Declaration of Acceptance of Office' forms in the presence of the Clerk and joined in with the remainder of the meeting – ACTIONS – Clerk to advise Electoral Services accordingly.
21/22-46	Declarations of Interest and Dispensations to Participate There were none.
21/22-47	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned at 7.19pm and resumed at 7.25pm.
21/22-48	Monthly Reports a) Chairman's Report i. Chairman's Charity Account quarterly report – The Chairman noted that with the cancellation of this year's event, no transactions had gone through the bank account since the 15 th of March 2021. ii. The Chairman reported that he had done some more weedkilling, and responded to a number of parishioners enquiries. He referred to recent meetings that he had attended with the Library Service, and then with the local volunteers, and briefed members on both discussions. A formal proposal was expected from Wiltshire Council shortly, for consideration by the Parish Council, regarding a possible use of the Old School as an alternative home for the library. Reference was then made to an on-line meeting organised by Wiltshire Cllr Muns regarding Blackdog crossroads, attended by himself and two other local Parish Councils. b) Wiltshire Councillor Report – Cllr Muns provided further information regarding the issues discussed during the on-line meeting, which included analysing available data, considering the main issues which effected the safety of Blackdog crossroads, and referring to the options explored in the feasibility study carried out by Atkins on behalf of Wiltshire Council. Consideration had then been given to discussing what improvements could be made to the junction, which would be both effective, and might be acceptable to Wiltshire Council, in terms of the realistic levels of funding available. In conclusion, attendees of the meeting came to an agreement on what improvements should be investigated further – reduction in speed limit from 50mph to 40mph, sightlines extended to improve visibility, and additional visible or audible warnings installed i.e., rumble strips, Speed Indicator Device. It was agreed that Parish Councils would each respond individually to Wiltshire Council. Cllr Muns then answered questions posed by Councillors. He referred to the most recent Boundary Commission review which had effected some neighbouring parishes, and noted that a new proposal was currently being

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	<p>consulted on which suggested that the 'Lavington's' division should be moved from 'Devizes' to the 'East Wiltshire' grouping, and encouraged the Parish Council to respond to this. He noted that a few planning applications in the area had been submitted that were slightly un-nerving, having been previously refused in the past, and noted that there were currently long delays with processing of Planning Applications within Wiltshire Council.</p>
21/22-49	<p>Minutes of Council meetings</p> <p>a) Annual meeting of the Parish Council held on 18th May 2021. The minutes of the meeting, having been previously circulated to Councillors, were approved, and signed as a correct record (proposed Cllr Fraser, seconded Cllr Earley – Cllr Andrew and Cllr Vine abstained from voting as they were not present at the meeting).</p> <p>b) Meeting of the Management & Finance Committee held on 1st June 2021. The draft minutes were noted, no questions asked, and the following matters and recommendations considered further -</p> <p>i. Year-end balances 2020/21 – It was proposed by Cllr Fraser, seconded by Cllr Earley, and resolved to approve the carrying forward of the following unspent budget provisions as at 31/3/21 into 'Earmarked Reserve' totalling £1,957 (£175 Training / £800 Defibrillator fund / £982 oil Old School) – Cllr Andrew and Cllr Vine abstained from the voting on this item.</p> <p>ii. Parish Council bank account signatories – It was proposed by Cllr Osborn, seconded by Cllr Stevens, and resolved to approve adding Cllr Fraser to the approved list of signatories.</p> <p>iii. Internal Audit Report 2020/21 (recommendation to review valuation of Old School and Elisha Field Pavilion on Asset Register) – The Clerk referred to the documents which had been circulated with the agenda papers detailing the existing covenants and restrictions for the Old School, and Elisha Field, and provided details of the quote obtained for a professional valuation for both buildings as agreed at the M&F committee. Following further discussion, it was proposed by Cllr Fraser, seconded by Cllr Turner-Scott, and resolved to accept the quote of £450 + VAT from Strakers – Cllr Davis and Cllr Andrew abstained from the voting on this item – ACTIONS – Clerk to make the necessary arrangements.</p> <p>iv. Enrolment of Parish Council in qualifying pension scheme – The Chairman noted that the final recommendations from the Financial Advisor had only just been received and circulated to Councillors. Review of the information was therefore deferred until the July Parish Council meeting.</p> <p>v. Parish Council Financial Regulations general review – It was proposed by Cllr Fraser, seconded by Cllr Osborn, and resolved to approve adoption of the document as revised at the M&F committee – Cllr Andrew and Cllr Vine abstained from the voting on this item.</p>
21/22-50	<p>Highways / Maintenance issues in the village</p> <p>a) Update on matters previously reported.</p> <p>i. Cllr Davis noted that the Parish Steward was back on his normal Parish duties this month.</p> <p>b) New matters to report – Pot-holes on Spin Hill and near to the Doctors Surgery were reported. Requests for footpath/pavement clearance - Drove Lane pavement / footpath on right-hand side, and bottom of steps leading from entrance to Canada Woods from Francis Road / Footpath from corner on the Clays up to the Plain.</p> <p>c) CATG meeting 25th May – Request for dropped kerbs - Cllr Davis confirmed that CATG had agreed to part-fund dropped kerbs at five locations in the village, with 50% of the estimated cost of £4,000 (capped at £2,000) to be paid by the Parish Council. Highways Officer to carry out a review of each location. Request for reduction in speed limit Ledge Hill / Broadway (issue 6736) – Cllr Davis reported that a Wiltshire Council Highways Engineer would now carry out a survey, to see if it supported the Parish Council's findings for a speed limit reduction.</p>

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21/22-51	<p>Covid-19 related matters There were none.</p>
21/22-52	<p>Correspondence Received None. <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>
21/22-53	<p>Planning applications and decisions</p> <p>a) The following planning applications received which have been considered at a Planning Committee meeting were noted:</p> <ul style="list-style-type: none"> i. PL/2021/03416 5 Francis Road, Market Lavington. SN10 4DH. Alternations and extension of existing garage to provide a 2 storey side extension, comprising ground floor garage and store, first floor bedroom/office. Demolition of existing conservatory to make way for a single storey rear extension – No Objections ii. PL/2021/03243 Fiddington Farm, Easterton Sands, Easterton. SN10 4PY. Variation of condition 3 of 16/10667/FUL – No Objections iii. PL/2021/03963 47 Stirling Road, Market Lavington. SN10 4DD. Proposed Conservatory to front of property – No Objections <p>b) 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. PL/2021/05316 15 Parsonage Lane, Market Lavington. SN10 4AA. Works to trees in a conservation area – No Objections <p>c) To receive and consider planning 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>) There were none.</p> <p>d) The following recent planning application decisions made by Wiltshire Council were noted:</p> <ul style="list-style-type: none"> i. 21/01882/FUL Land to The Rear of Nos 11 And 13, White Street, Market Lavington, SN10 4DP. Demolition of existing garages and erection new house and car port with the widening of the Clays at the corner of the site - Approve with Conditions ii. PL/2021/03266 - Lawful Development Certificate for a Proposed Use. Former pig rearing building, Stobberts Agricultural Buildings, Stobberts Road, Market Lavington, Devizes, Wilts, SN10 4AZ Proposal: Certificate of lawfulness for the proposed use of former pig rearing building and the land within its curtilage for class B8 (storage and distribution) - Issued iii. PL/2021/04176 - Proposed Works to Trees in a Conservation Area BROADWELL LEIGH, 25 WHITE STREET, MARKET LAVINGTON, DEVIZES, SN10 4DP. Fell 12 Leylandii Trees - No Objection
21/22-54	<p>Finance</p> <p>a) Councillors received and approved the financial reports - receipts and payments details for May 2021 (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 June 2021, as per the schedule provided, which included copies of accompanying invoices and paperwork (including any payments made in-between meetings) – Proposed Cllr Fraser, seconded Cllr Turner-Scott (see appendix at end of minutes).</p> <p>c) Councillors considered the two requests received for Grant Funding in the 1st quarter of 2021/22 (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 Stevens,</p>

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	<p>seconded by Cllr Steele, and resolved to approve the following payments: Wiltshire Search and Rescue £62.50 and Worton & Cheverell Football Club £62.50.</p> <p>d) Quarterly check of Parish Council accounts by Chairman of Management & Finance committee – Cllr Fraser confirmed that she had carried out the quarterly check of the accounts as at 31/3/21, and all appeared to be in order.</p>
21/22-55	<p>Parish Council Accounts year ending 31st March 2021</p> <p>a) It was resolved to approve and sign section 1 of the Annual Governance and Accountability Return (Annual Governance Statement 2020/21) – proposed Cllr Steele, seconded Cllr Fraser (Cllr Andrew and Cllr Vine abstained from the voting on this item).</p> <p>b) It was resolved to approve and sign section 2 of the Annual Governance and Accountability Return (Accounting Statements 2020/21) – proposed Cllr Steele, seconded Cllr Fraser (Cllr Andrew and Cllr Vine abstained from the voting on this item).</p>
21/22-56	<p>General Parish Matters</p> <p>Cllr Earley put forward the suggestion of a seat on the grass area adjacent to Broadwell, as a possible idea for one of the COVID-19 projects. Following further discussion, it was agreed to invite the volunteers who had come forward to help with the project, to the next Parish Council meeting. Cllr Stevens, Cllr Fraser, and Cllr Earley put their names forward as volunteers – ACTIONS – Clerk to make necessary arrangements. Cllr Earley also asked if the Parish Council might like to consider involving the young people of the Village in a ‘Youth Council’, to operate alongside the Parish Council. Members were encouraged by this proposal, and agreed to investigate the idea further – ACTIONS – Cllr Andrew to make enquiries and forward information to Clerk. Cllr Davis referred to the conversation about a skateboard ramp during the first ‘adjournment for Public Discussion’ at the start of the meeting, suggesting that an S137 grant could be one possible source of funding for the project, and Cllr Andrew agreed to find a contact for the Devizes skateboard park. Cllr Stevens referred to comments she had received following the removal of the litter bin from the High Street, and asked if a ‘dog waste bin’ could be installed along the Clays – ACTIONS – Cllr Stevens to make enquiries with landowner adjacent to the Clays regarding siting of the bin, and Clerk to obtain quotes for consideration at next meeting. The Clerk reported that the 2nd NAL socket for use with the Speed Indicator Device had now been installed on Spin Hill. The Chairman reported that the wood to replace the retaining wall of the upper Community Hall carpark had now been delivered to the contractor, and it was hoped that work would start soon.</p>
21/22-57	<p>Adjournment for Public Participation (maximum of 5 minutes)</p> <p>The meeting was adjourned and resumed at 9.07pm.</p>
21/22-58	<p>Dates of next Meeting/s</p> <p>Following a request from the Clerk, it was proposed by Cllr Davis, seconded by Cllr Stevens, and resolved to change the date of the July Parish Council meeting to Monday 19th of July.</p>
21/22-59	<p>Closure of meeting</p> <p>There being no further business the meeting was closed at 9.09pm.</p>

Appendix

Payments to be approved at June Parish Council Meeting				
Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
Cleaner OS wages	4000	17/6/21	114.63	BP1
Clerk wages & expenses ^	various	17/6/21	986.18	BP2
Handyman contractor	4100	17/6/21	220.00	BP3

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M Goddard & Sons – 3 of 7 payments footpath / amenity land contract	4620	17/6/21	542.23	BP4
HMRC – 1 st qtr PAYE & NI contributions	4030	17/6/21	52.26	BP5
Rialtas – Accounting package annual support and maintenance licence	4190	17/6/21	148.80	BP6
TOTAL			2,064.10	
Payments made in between meetings				
Amazon – 2 kettles for Old School (not as expected so returned 13/6/21 full refund due)	4440/120	1/6/21	50.00	Card
Microsoft – Microsoft 365 annual subscription	4190	2/6/21	59.99	Card
Amazon – 10 memory sticks	4160	9/6/21	25.99	Card

^ Clerk monthly wages £828.18 + reimburse cost of green bin £50 + Clerk 6 month 'working from home allowance' £108 (6 months @ £18pm) = TOTAL £986.18