

# 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](mailto:clerk@marketlavingtonparishcouncil.gov.uk)

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## Minutes of the **Highways, Recreation, Amenity and Footpaths (HRAF) Committee** **Meeting** of the Parish Council **held on Tuesday 28<sup>th</sup> September 2021** **At 7.15pm in the Old School**

**Councillors Present:** Cllr Steele, Cllr Vine, Cllr Stevens, Cllr Fraser, Cllr Davis, and Cllr Andrew.

**In attendance:** Five members of the public, and Carol Hackett (Parish Clerk).

	<b>AGENDA ITEM</b>
21/22-105	<b>Election of Chairman</b> There being no other nominations Cllr Steele agreed to continue in the role of HRAF Committee Chairman for the remainder of the municipal year 2021/2022 – Proposed Cllr Stevens seconded Cllr Andrew and unanimously approved.
21/22-106	<b>Apologies for Absence</b> Cllr Osborn had sent apologies due to personal commitments, which were accepted.
21/22-107	<b>Declarations of Interest and Dispensations to Participate</b> Cllr Fraser declared a personal interest in item 21/22-112c living close to the property in question. She took no part in the voting for this matter.
21/22-108	<b>Minutes of Council Committee meeting</b> The minutes of the HRAF committee meeting held on the 6 <sup>th</sup> October 2020, having been previously circulated to members, were approved, and signed as a correct record (proposed Cllr Steele, seconded Cllr Stevens – Cllr Vine, Cllr Andrew, and Cllr Fraser abstained from voting).
21/22-109	<b>Adjournment for Public Participation (maximum of 5 minutes)</b> The meeting was adjourned at 7.17pm and resumed at 7.23pm.
21/22-110	<b>Update on actions agreed at last meeting</b> <ol style="list-style-type: none"><li>Pavilion Fire Risk assessment – Cllr Davis reported that he had completed the assessment, and would forward a copy to the Committee Chairman and Clerk.</li><li>Footpath MLAV24 behind Stirling Road and The Clays (Wiltshire Council provision of plainings) – The Clerk reported that Wiltshire Council's plainings budget had been halved for this year, with much of the budget already assigned to other projects. A further update would be provided by Wiltshire Council in due course.</li><li>Road signage for Townsend – Following the meeting an updated response had been received from Wiltshire Council - <i>CATG at the meeting in December 2020 had decided that street name plates were not a priority for its funds, but the Parish Council could fund directly if they wished. Wiltshire Area Highways Engineer to provide the Parish Council with costs</i> – <b>ACTIONS</b> – Clerk to follow-up.</li><li>Railings alongside stream at the end of The Muddle – Cllr Davis reported that he had completed the specification, and it just needed to be proof-read before general circulation – <b>ACTIONS</b> – Cllr Davis to send documentation to Cllr Vine for proof reading and then onto Clerk for circulation.</li></ol>
21/22-111	<b>Risk assessments</b> <ol style="list-style-type: none"><li>Risk Assessments annual review – Elisha Field Pavilion, Play Areas, and Speed Indicator Device – It was proposed by Cllr Vine, seconded by Cllr Steele, and resolved to adopt all 3 documents unamended.</li><li>Wicksteed safety Inspection Elisha Field and Broadwell – The Clerk referred to the reports which had been circulated with the agenda papers, and had classified both Play Areas as 'Low Risk'. Following a review of the recommendations made for both Play Areas it was agreed to follow-up on the following matters (all at the Elisha Field):<ol style="list-style-type: none"><li>Basket Swing – Investigate possibility of installing a secondary safety device</li></ol></li></ol>

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	<ul style="list-style-type: none"> <li>ii. Ramp framework – Remove remaining redundant timber parts and re-seed area</li> <li>iii. Multi-play unit – Check all fixings to ensure secure</li> <li>iv. Swing bays – Top-up the bark chippings</li> <li>v. Rubber matting under equipment – Monitor for further deterioration</li> </ul>
21/22-112	<p><b>Highways, woods, and footpath matters</b></p> <ul style="list-style-type: none"> <li>a) Speeding vehicles along the Clays – Cllr Stevens referred to the personal letter that she was going to deliver to all residents of The Clays, and provided an update on her enquiries made, regarding the suggestion for installation of bollards part-way along the bridleway. There then followed a full discussion, during which members of the public also contributed – <b>ACTIONS</b> – Cllr Stevens to investigate cost of bollards, Clerk to follow up enquiries with Conservation Officer and Rights of Way team at Wiltshire Council regarding vehicular access.</li> <li>b) Outstanding drop-kerb at end of footpath MLAV50 (leading from Community Hall down to Church Street) – The Clerk noted that five contractors had been invited to tender for the work, and she provided details of the two quotes received. It was proposed by Cllr Steele, seconded by Cllr Davis, and resolved to approve the quote from Andrew Jewitt for £575 + VAT (subject to clarification from Wiltshire Council regarding a couple of matters) – <b>ACTIONS</b> – Clerk to discuss with Wiltshire Council and advise contractor accordingly.</li> <li>c) Consider request from local resident to allow them to cut back two trees in Canada Woods that are adjacent to their property – As there was no evidence of disease within the trees in question, it was proposed by Cllr Steele, seconded by Cllr Stevens, and resolved not to approve the request for cutting back the trees (Cllr Fraser abstained from voting) – <b>ACTIONS</b> – Clerk to advise resident accordingly.</li> <li>d) Consider request from local resident for a proper all weather bus shelter on both sides of the road at Freith – <b>ACTIONS</b> – Clerk to forward request to passenger transport at Wiltshire Council.</li> <li>e) Consider positioning, and purchase of dog waste bin at bottom of Drove Lane – It was proposed by Cllr Stevens, seconded by Cllr Steele, and resolved to purchase a dog waste bin (same as recently purchased for the Clays) to be attached to the metal pole at the bottom of Drove Lane – <b>ACTIONS</b> – Clerk to purchase bin.</li> <li>f) Consider proposal for requesting roundels painted on the road at the speed limit terminal points on Parsonage Lane / Spin Hill – It was agreed to rotate the Speed Indicator Device, and review any Police enforcement action, before considering any further proposals.</li> <li>g) Consider request from local resident for village gateways for Freith – It was agreed to put this request to Full Council for discussion when considering next year's budget – <b>ACTIONS</b> – Clerk to advise local resident accordingly.</li> <li>h) Village gateways Easterton end – Members made some initial suggestions for possible wording for additional signage for gateways – <b>ACTIONS</b> – Cllr Davis to collate and finalise wording, for clerk to then obtain price from Wiltshire Council.</li> <li>i) Village footpaths / Handyman contract – There followed a full discussion regarding the service levels for the footpath contract, during which members of the public present also contributed. Further enquiries and inspections would be carried out before the matter is discussed further during budget planning for next year.</li> </ul>
21/22-113	<p><b>Elisha Field &amp; Pavilion matters</b></p> <ul style="list-style-type: none"> <li>a) Strakers audit valuation – The Clerk referred to the report, a copy of which had been circulated with the agenda papers. It was proposed by Cllr Steele, seconded by Cllr Stevens, and resolved to accept the audit valuation of £90,000 for the Elisha Filed Pavilion, as detailed in the report – <b>ACTIONS</b> – Clerk to update the Parish Council Asset Register accordingly.</li> <li>b) Recent vandalism to Pavilion side cupboard door – The Clerk provided details of the recent vandalism at the Pavilion and the remedial repairs carried out.</li> <li>c) Consider request from local resident for the purchase and installation of exercise equipment – It was agreed to get some quotes for equipment and then determine level of</li> </ul>

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	<p>community support for the proposal, before considering further – <b>ACTIONS</b> – Clerk to obtain initial quotes.</p> <p>d) Consider request from local resident for signage to ‘request consideration to neighbours’ – It was proposed by Cllr Fraser, seconded by Cllr Andrew, and resolved to purchase suitable signage for erection in the Elisha Field carpark – <b>ACTIONS</b> – Clerk to arrange purchase.</p>
21/22-114	<p><b>General HRAF matters</b></p> <p>a) Phone boxes (Spin Hill &amp; corner Parsonage Lane) –</p> <p>i. Review success of using phone box as a flower planter over the summer, and agree what should be done over the winter months, and next year – It was recognised that the flower planters had been very successful, and thanks were given to all the volunteers who had helped in any way, and also to Superior Plants for their support. A number of suggestions were made for decorations, and planting over the winter months, which would be followed up by the volunteers.</p> <p>ii. Review position regarding painting of phone boxes – The Clerk reported that the contractor previously appointed to carry out the work next year had now cancelled the job, so alternative arrangements would need to be made. Various suggestions were made, including contacting the Wiltshire Probation Service, under their ‘Community Payback Scheme’ – <b>ACTIONS</b> – Clerk to make enquiries with the Probation Service.</p> <p>b) Village benches / notice boards – The Clerk referred to the photos of benches and noticeboards circulated with the agenda papers, and members reviewed their condition. It was agreed that the Handyman Contractor would be asked to rub down and re-varnish the information board, and consideration would be given during planning for ‘Remembering COVID-19 Projects’ for possible replacement of some of the benches – <b>ACTIONS</b> – Clerk to instruct Handyman Contractor.</p> <p>c) Consider request from Local resident to carry out metal detecting on Parish Council owned land – Councillors noted the membership of the resident to the National Council for Metal Detecting, as per the requirement of the Parish Council’s Metal Detecting Policy, and approved permission for metal detecting to be undertaken in Canada Woods, subject to certain conditions – <b>ACTIONS</b> – Clerk to advise local resident accordingly.</p>
21/22-115	<p><b>Other HRAF Committee business</b></p> <p>Cllr Vine provided additional information regarding the designation of the wall on the Clays, for the Clerk to follow-up with the Conservation Officer.</p>
21/22-116	<p><b>Date of next Meeting</b></p> <p>Tuesday 23<sup>rd</sup> November at 7.15pm.</p>
21/22-117	<p><b>Closure of meeting</b></p> <p>There being no further business the meeting was closed at 8.51pm.</p>