

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 16th November 2021 At 7.15pm in the Old School

Councillors Present: Cllr Osborn (Chairman), Cllr Davis, Cllr Stevens, Cllr Andrew, Cllr Vine, Cllr Turner-Scott, Cllr Fraser, Cllr Boaden (arrived at 7.16pm), and Cllr Steele (arrived at 7.27pm).

In attendance: Wiltshire Cllr Muns (left meeting at 8.12pm), 3 members of the public and Carol Hackett (Parish Clerk).

	AGENDA ITEM
21/22-146	Apologies for Absence Cllr Earley had sent apologies due to personal commitments, which were accepted.
21/22-147	Declarations of Interest and Dispensations to Participate There were none.
21/22-148	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned at 7.16pm and resumed at 7.23pm.
21/22-149	Minutes of Council meeting Meeting of the Parish Council held on 19th October 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 Boaden).
21/22-150	Monthly Reports <ul style="list-style-type: none">a) Chairman's Report – The Chairman confirmed that the Community Minded Person of the Year award would be presented at the Beer & Carols event in the Green Dragon on Monday the 13th of December, which started at 7.30pm. It was agreed that the Chairman and Clerk would open the nomination box together, and prepare a summary of the nominees put forward, to be circulated to all Councillors. A date of Saturday 4th December was agreed to put on the Christmas lights in the Market Place.b) Wiltshire Councillor Report – Cllr Muns provided an update on his discussion with Wiltshire Council Rights of Way department, and his request for the Council to consider providing a letter for use by the Parish Council. He then referred to the library relocation to the Old School, and some recent confusion regarding a footpath in West Lavington. He noted that the next Area Board meeting would be held online on the 6th of December at 6pm.c) Remember COVID-19 Project Report – Cllr Fraser reported that the working party Chairman was currently compiling a list of local groups and organisations to contact to gather support and ideas for possible projects. One idea recently put forward was for a larger project within Canada Woods, which could incorporate a number of elements.d) Vintage Meet 2022 Report – Cllr Turner-Scott reported that the draft Management Plan had been prepared for the event, and bookings for exhibitors and traders were picking-up.e) Community Hall Trust Report – In the absence of Cllr Earley no report provided.f) Platinum Jubilee Weekend – 'Community Picnic' Friday 3rd June 2022 – Cllr Osborn noted that he had circulated some promotional material.
21/22-151	Highways / Maintenance issues in the village <ul style="list-style-type: none">a) Update on matters previously reported –<ul style="list-style-type: none">i. Vehicular access along the Clays – Discussed during item 21/22-150b.ii. Proposal for bollards on the Clays – Cllr Stevens reported that she had received general support for the proposal in response to the private letter she had circulated to residents of the Clays – ACTIONS – Cllr Muns to seek clarification from Wiltshire Council regarding minimum widths for bridleways, and Clerk to

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	<p>obtain quotes for purchase of drop-down bollards, for consideration at the December meeting.</p> <p>iii. Request from St Barnabas School for possible removal of kissing gate at end of footpath adjacent to the school MLAV14 – The Clerk reported that Wiltshire Council had confirmed that they had no objection to the removal of the kissing gate – ACTIONS - Parish Council to advise school accordingly, and make contact with the neighbouring stable owner.</p> <p>b) New matters to report (next Parish Steward Visit 30th November) – Garden waste and fencing dumped at Broadwell – ACTIONS - Cllrs Davis, Osborn, and Vine to investigate and arrange removal. Build-up of leaves on Drove Lane – ACTIONS – Job for Parish Steward.</p> <p>c) Traffic Survey (metro count) on the High Street – The Clerk referred to the results which had been circulated to Councillors prior to the meeting, which confirmed that it was a suitable location for Community Speed Watch intervention – ACTIONS – Clerk to contact the Police CSW team to progress.</p> <p>d) Provision of allotments – The Chairman referred to an enquiry received from Easterton Parish Council to gauge interest for a possible joint approach towards the provision of allotments for both parishes, for which Councillors confirmed their interest – ACTIONS – Clerk to advise Easterton PC accordingly.</p> <p>e) Speed Indicator Device – Councillors reviewed the recent weeks statistics and expressed their frustration at the continued high speeds of some vehicles, and lack of enforcement support. Following a full discussion, it was agreed to investigate the cost and use of a device which records the number plates and speeds of individual vehicles – ACTIONS – Clerk to obtain costs for consideration at December meeting, and make contact with a local village who have used this type of device.</p> <p>f) Vehicles mounting the pavement through centre of village – The Chairman referred to a recent reported incident which resulted in part of a low wall being knocked down. Following further discussion, it was agreed to investigate the possible installation of additional bollard/s along the High Street – ACTIONS – Clerk to seek guidance from Wiltshire Council regarding their bollard siting policy, to enable Councillors to identify any suitable sites for Wiltshire Council’s consideration.</p>
21/22-152	<p>Hiring of Skateboard / BMX ramps</p> <p>a) One-day Pro-Show Showcase event, and use of hired ramps for further month – Cllr Stevens updated members on the quotes for the one-day event, and months hire. Following a full discussion, it was proposed by Cllr Osborn, seconded by Cllr Vine, and resolved to progress with just the one-day event in June 2022, at a cost of £2,400. Feedback and success from this event would then be used to help determine the level of support for a more permanent facility – ACTIONS – Cllr Stevens and Clerk to make necessary arrangements.</p> <p>b) Submission of grant funding applications – Following information received from Wiltshire Council, it was agreed to submit a grant application to the Area Board for a ‘Youth Grant’ to help fund the one-day event. Cllr Stevens noted that funding may also be available from the ‘Lions’ organisation – ACTIONS – Cllr Stevens and Clerk to follow up.</p>
21/22-153	<p>Relocation of Library to Old School Dr John Reid Room</p> <p>a) The Clerk provided the following updates – Shelving already installed, with furniture and books to be brought over later this week, and cabling to be completed. Initially the library will open on a Wednesday from 2pm to 5pm, and on a Friday from 10am to 5pm. It is hoped that the formal opening will take place on Monday the 29th of November. Matters to consider further – Councillors agreed that the library could decide on the position of any notice boards etc. within the room, and for the provision of a doorbell on the back door – ACTIONS – Clerk to purchase bell and arrange installation.</p> <p>b) Draft Lease agreement with Wiltshire Council – Councillors referred to the draft lease which had been circulated prior to the meeting, along with the response received from the Parish Council’s Solicitor, and made a number of comments – ACTIONS – Clerk to liaise with Parish Council’s Solicitor regarding comments made, and then discuss with Wiltshire Council.</p>

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	<p>c) Wiltshire Council Risk Assessment document – The Chairman referred to the document which had been circulated prior to the meeting. Councillors accepted the document, with no follow-up comments being made.</p>
21/22-154	<p>Correspondence Received</p> <p>a) Local resident – email of thanks for approval to plant memorial tree – Noted.</p> <p>b) Local resident – report of incident at Elisha Field – Noted. Considered a private matter, which should be referred to the Police if considered necessary.</p> <p>c) Citizens Advice – letter of thanks for S137 grant donation – Noted.</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 at the meeting</i></p> <p>There were none.</p>
21/22-155	<p>Planning applications and decisions</p> <p>a) The following planning applications received which have been considered at a Planning Committee meeting were noted: There were none.</p> <p>b) The following planning applications received, which have not been considered at a Planning Committee meeting were noted:</p> <ol style="list-style-type: none"> i. PL/2021/09401 39 Church Street, Market Lavington. SN10 4DU. Erection of a single storey extension and internal alterations – No Objections ii. PL/2021/06621 57 High Street, Market Lavington. SN10 4AG. Proposed loft conversion incorporating rear flat roof dormer and insertion of a window in the side elevation at second floor level (revised plans) – No Objections iii. PL/2021/09537 21 White Street, Market Lavington. SN10 4DP. Alterations to the house and an extension at the rear – Concerns and questions raised <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 decision made by Wiltshire Council was noted:</p> <ol style="list-style-type: none"> i. PL/2021/06328 33 Church Street, Market Lavington. SN10 4DU. The addition of Solar panels to the secondary lower lean-to roof line - Approve with Conditions
21/22-156	<p>Finance</p> <p>a) Councillors received and approved the financial reports - receipts and payments details for October 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 November 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 Davis (see appendix at end of minutes).</p> <p>c) New footpath number signs - Cllr Davis provided details of the quote obtained for new footpath number signs of between £1 to £2 each, which Councillors accepted.</p>
21/22-157	<p>General Parish Matters</p> <p>The Chairman reminded members of two matters that had been outstanding for some time – Railings beside the Muddle, and the goal posts on the football pitch at Canada Woods. The Clerk noted that both these matters would be included on the agenda for the HRAF committee meeting next week. The Clerk noted that the hard drive on the Old School CCTV recorder had broken, and consideration would be given at the OS Committee meeting next week whether to repair or replace the device.</p>
21/22-158	<p>Adjournment for Public Participation (maximum of 5 minutes)</p> <p>The meeting was adjourned and resumed at 9.12pm.</p>

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21/22-159	Dates of next Meeting/s HRAF Committee meeting – Tuesday 23rd November 2021 7.15pm. Old School Committee meeting – Tuesday 23rd November 2021 8.15pm. Parish Council meeting – Tuesday 21 st December 2021.
21/22-160	Closure of meeting There being no further business the meeting was closed at 9.13pm.

Appendix

November Payments to be approved at Parish Council Meeting				
Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
Cleaner OS wages	4000	18/11/21	91.70	BP1
Handyman contractor monthly hours	4100	18/11/21	220.00	BP2
Clerk wages & reimburse expenses *	various	18/11/21	856.62	BP3
CP Fire Consultants – bi-annual full fire risk assessment	4480	18/11/21	238.80	BP4
Idverde – 2 of 2 payments for Elisha Field grass cutting contract	4610	18/11/21	546.22	BP5
WALC -Cllr T Andrews Councillor Fundamentals training	4080 (EMR 334)	18/11/21	36.00	BP6
TOTAL			1,989.34	
Oakley training – new defibrillator pads for Device by butchers	4240 (EMR 326)	18/11/21	75.42	BP
Payments made in between meetings				
MKV Property maintenance – Repairs to toilet and sink in EF Pavilion	4430	11/11/21	232.65	BP1
DC Mortimer Electrical – Repairs to OS exterior security light	4430	11/11/21	66.00	BP2
Amazon – 50 key fob tags for labelling keys	4160	19/10/21	4.99	Card
G & D Davies – Key safe for use by Library at OS	4440	22/10/21	22.00	Card
HM Land Registry – Register & title plan enquiry	4160	20/11/21	6.00	Card

** Clerk monthly salary £828.18 + Reimburse cost of jubilee clips for mounting litter bin £7.20 + Reimburse cost of 3 X DV6 batteries for OS fire alarms £9.24 + Reimburse cost of 3 X SIM enquiries HM Land Registry £12 = TOTAL £856.62