

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 / Email: www.marketlavingtonparishcouncil.gov.uk

Minutes of the **Management & Finance (M&F) Committee Meeting**
Of the Parish Council
Held on Tuesday 14th December 2021
At 7.15pm in the Old School, Market Lavington

Councillors Present: Cllr Fraser (Chairman), Cllr Osborn, and Cllr Steele.

In attendance: Carol Hackett (Parish Clerk).

	AGENDA ITEM
21/22-181	Apologies for Absence Cllr Davis had sent apologies due to personal commitments, which were accepted. Absent Cllr Andrew.
21/22-182	Declarations of Interest and Dispensations to Participate There were none.
21/22-183	Minutes of Council Committee meeting The minutes of the Management & Finance committee meeting held on the 1st June 2021 having been previously circulated to Councillors, were approved as a correct record (proposed Cllr Fraser, seconded Cllr Osborn).
21/22-184	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned and resumed at 7.19pm.
21/22-185	2022/23 Parish Council budget a) Draft Budget - The Clerk referred to the draft budget circulated to Councillors with the agenda papers, noting that the OS and HRAF Committees had previously met and agreed their draft budgets, with the remaining budget having been compiled using estimated figures, based on the actual spend for 2020/21, and the spend-to-date for 2021/22, adjusted as considered necessary. It was noted that the 'tax base' figure provided by Wiltshire Council, and used to help calculate the precept requirement, had decreased slightly for 2022/23. Reference was also made to the existing balances of the Parish Council's Earmarked and Restricted Reserves. Councillors reviewed all the figures in detail, and following further discussion, it was proposed by Cllr Fraser, seconded by Cllr Osborn, and resolved to seek approval from Full Council for the following recommendations – <ul style="list-style-type: none">• To approve the proposed draft budget for 2022/23 – Total payments £70,605 Total receipts £70,605 (copy to be provided to all Councillors)• To approve the precept requirement for 2022/23 of £66,523. £66,523 divided by 764.72 (tax base) = £86.99 band 'D' charge (an increase of £1.71 / 2% from 2021/22)• To approve an increase in the OS Cleaner's hourly rate from £9.17 to £9.90 with effect hours worked from 1/4/22 (8% / 73p per hour increase) b) Priorities and aspirations for the Parish Council for the next few years – It was suggested that it was important to start setting some money aside each year for resurfacing of the Market Place and Broadwell carparks, which was something that would need to be done in the not too distant future. The Chairman briefed members following the walk around Canada Woods with a local Woodland Management Specialist. Having recognised that any work in the woods had previously been on a reactive basis, it was considered important to have a long-term plan in place, to ensure the future successful management, and regeneration of the woods. Advice received, had included a quite significant initial thinning-out / coppicing, across the whole area, to allow the larger tree specimens to continue to flourish and remove any weaker trees etc. This could then be followed by a similar exercise in 3-5 years' time, although it might be more economical for a forestry contractor to

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 / Email: www.marketlavingtonparishcouncil.gov.uk

	<p>complete the felling and removal in one go. Whilst the initial cost of the work could be quite significant (£5,000 to £10,000) it was noted that sale of timber extracted from the woods, would go some way to cover the cost of the work. Initial enquiries with forestry contractors would be made in the New Year to get some more accurate costings. It will also be necessary for the Parish Council to obtain a 'felling' licence for the work. Councillors also considered the recommendations of the HRAF committee which included projects in the village, many of which had been identified by parishioners. Feedback had now been received from Freith residents regarding the request for bus shelters, with the general consensus that this was not a good idea. It was therefore agreed that this proposal would not be progressed further – ACTIONS – Clerk to advise local resident accordingly. Following a full discussion, it was proposed by Cllr Fraser, seconded by Cllr Steele, and resolved to seek approval from Full Council to focus on and investigate further the following projects and priorities:</p> <ul style="list-style-type: none"> ➤ Improvements to Broadwell Play Area ➤ Canada Woods Project – to include 5/10 year management plan for the woods, and possibly incorporate 'Remember COVID-19' projects within this, on the grass area adjacent to Beechwood, and within Canada Woods ➤ Possible joint allotment project with Easterton Parish Council ➤ Possible outdoor gym equipment and skateboard ramps ➤ Set aside money for future re-surfacing of carparks <p>It was recognised that there would need to be further engagement with the local community to gauge the level of support for a number of the above projects. Amounts to be allocated to each project will be agreed in April/May 2022, when consideration can be given to the year-end revenue, and reserve balances, alongside the 'projects' allocation in the 2022/23 budget.</p>
21/22-186	<p>Parish Council Standing Orders The Clerk referred to the annotated version of the document, which had been circulated to members with the agenda papers, talking through each of the proposed revisions and updates. The Chairman highlighted an additional typographical error, which was duly amended. It was proposed by Cllr Fraser, seconded by Cllr Osborn, and resolved to recommend to Full Council that the proposed amendments be approved (revised copy to be provided to all Councillors).</p>
21/22-187	<p>Governance, Finance & Management Risk Register Half yearly review - It was proposed by Cllr Steele, seconded by Cllr Fraser, and resolved to recommend to Full Council that the Risk Register be approved un-amended (copy of document to be provided to all Councillors).</p>
21/22-188	<p>Other M&F Committee business The Clerk referred to the draft 'Side Letter' received from Wiltshire Council which would accompany the lease for use of the Dr John Reid Meeting Room by the Library, and the suggested amendment received from the Parish Council Solicitor. It was agreed to forward details of the amendment to Wiltshire Council for their comment – ACTIONS – Clerk to liaise with Wiltshire Council.</p>
21/22-189	<p>Date of next Meeting To be arranged as needed.</p>
21/22-190	<p>Closure of meeting There being no further business the meeting was closed at 7.44pm.</p>