

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 February 2022** At **7.15pm in the Old School**

Councillors Present: Cllr Osborn (Chairman), Cllr Andrew, Cllr Turner-Scott, Cllr Boaden, Cllr Stevens, Cllr Earley, Cllr Fraser, and Cllr Steele.

In attendance: 4 members of the public (two left at 7.25pm), and Carol Hackett (Parish Clerk).

	AGENDA ITEM
21/22-234	Apologies for Absence Cllr Davis had sent apologies due to personal commitments, which were accepted. Cllr Vine had sent apologies due to work commitments, which were accepted.
21/22-235	Declarations of Interest and Dispensations to Participate a) Cllr Fraser declared an interest in item 21/22-244b, as one of the payments for approval was payable to someone closely known to her. b) There were none.
21/22-236	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned at 7.16pm and resumed at 7.24pm.
21/22-237	Minutes of Council meetings Meeting of the Parish Council held on the 18 th January 2022. The minutes of the meeting, having been previously circulated to Councillors, were approved, and signed as a correct record (proposed Cllr Fraser, seconded Cllr Stevens).
21/22-238	Monthly Reports a) Chairman's Report – The Chairman referred to meetings he had recently attended – Easterton Parish Council meeting, during which the joint allotment proposal had been discussed. With the limited number of plots likely to be available if the idea were to progress, it would seem that this would not be sufficient for both parishes. Easterton seemed to be experiencing similar issues as Market Lavington, with some landowners not fully recognising their responsibilities when footpaths crossed their land. Sea Scout meeting, during which proposals for a new Scout Hall were discussed. The Chairman referred to the Conveyance document for the Elisha Field, noting that the Parish Council had purchased the land in 1975 (not been gifted it, as previously understood), and noted that the 21yr provision detailed in the document, that the Parish Council shall not dispose of the land without first offering it back to the vendor, has now long since passed. The restriction not to erect any building except a Sports Pavilion and associated structures still however applied, and would need to be addressed if any other type of building were to be proposed. b) Wiltshire Councillor Report – Cllr Muns had given his apologies prior to the meeting, and provided a written email report which had been circulated to Councillors. c) Community Hall Trust Report - Cllr Earley reported that there had not been a Trust meeting since the last Parish Council meeting. d) Vintage Meet 2022 – Cllr Turner-Scott reported that plans for the event were progressing rapidly, with entertainment and main exhibits all booked. e) Platinum Jubilee weekend i. Update on arrangements for Community Picnic, Friday 3 rd of June – Suggestions for a 'fancy dress' competition, and 'battle of the bands' was made, along with an offer from Lavington Juniors FC to do a 'Football Shoot' – ACTIONS - Cllr Osborn and Cllr Davis to contact the Football Club, and start actively advertising the event. Cllr Steele to engage with Lavington School music department.

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

	<ul style="list-style-type: none">ii. Update on arrangements for 'Ted's Platinum Jubilee Walk' – The walk will take place on Sunday 5th of June, with any money raised being split between Wiltshire Air Ambulance and Alzheimer's UK.f) Remember COVID19 Project – Cllr Fraser circulated a document which summarised the ideas put forward by local residents, and the outcome of discussions at the recent volunteer meeting. A proposal for a willow arbour was put forward, which could be actioned within the next month – approval unanimously given – Proposed Cllr Fraser, seconded Cllr Earley – ACTIONS – Cllr Fraser to advise local volunteers accordingly. Clerk to ask Library if they would display poster seeking local residents' suggestions.g) Library in Dr John Reid Room – The Clerk reported that work to create the ramp between the two rooms across the door threshold had now been completed. A request had been received from the Library for a sign near the front door, to direct people to the rear of the building if they were unable to negotiate the steps, and needed a level access into the building. Councillors approved the request – ACTIONS – Clerk to obtain appropriate sign.
21/22-239	<p>Highways / Maintenance issues in the village</p> <ul style="list-style-type: none">a) Update on matters previously reported:<ul style="list-style-type: none">i. Vehicular access along the Clays / proposal for bollard – The Clerk reported that CATG in its current format were unable to accept requests for funding for projects relating to Rights of Way, of which the Clays was. It was understood however, that from April the scope of this committee was being extended to include ROW, along with a change of committee name. She referred to the quote received for filling the potholes along the Clays section of MLAV24, and laying of road planings along the section behind Stirling Road. Quotes had also been obtained for the installation of the proposed bollard. Following further discussion, it was agreed to request a quote for the laying of road planings along the whole length of the Clays. Costings for the whole project would then be presented at the March Parish Council meeting, and consideration given to a possible grant application to Wiltshire Council – ACTIONS – Clerk to obtain additional quote, and collate costs.ii. Auto Speed Watch Camera Device – The Clerk advised that Great Cheverell Parish Council had now decided to retain their Auto SpeedWatch device. Following further discussion, it was therefore proposed by Cllr Steele, seconded by Cllr Stevens, and resolved to purchase a device for use initially on Spin Hill (cost approx. £550) – ACTIONS – Clerk to purchase device.iii. Additional Bollards for High Street – The Clerk referred to an initial assessment carried out, in response to a request from a High Street resident for two bollards outside their property. It was acknowledged that one bollard could be appropriate to highlight the vehicular entrance, similar to the positioning of other bollards on the High Street, but this would be subject to approval by the Highways Engineer at Wiltshire Council. It was also recognised that a full review of traffic congestion issues along the High Street / Church Street was still needed – ACTIONS – Clerk to liaise with Wiltshire Council Highways Engineer to seek his advice and approval for installation of one new bollard on the High Street. March Parish Council meeting to include update on current situation with regards to previous request to Wiltshire Council for assessment of traffic congestion through the village.iv. Broadwell Play Area – The Clerk reported that following on from the January meeting, a grant application for £5,000 towards the cost of refurbishing the Play Area had been submitted to the Area Board, and would be considered on the 6th of March. It was agreed that a full review of all the designs and quotes received would be undertaken at the HRAF committee meeting on the 22nd March, to which members from the 'Friends of Broadwell' group, and other residents who had expressed an interest would be invited to attend – ACTIONS – Clerk to send invites. Chairman to attend Area Board Meeting and be on hand to answer any questions about the grant application.v. Muddle Railings – In the absence of Cllr Davis, this item was deferred until the next meeting.

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

	<p>vi. Proposal to move disabled parking spaces in Market Place – The Clerk reported that there had been no objections from the residents living adjacent to the existing disabled parking spaces for their possible re-positioning further down the carpark. An initial assessment had highlighted the worn surface of the carpark, with the raised metal studs, and the edge of the carpark being noticeably lower than the edging pavers. With this in mind it was agreed to obtain quotes which included the cost to completely resurface the carpark, removing the existing metal studs, and painting of the designated parking bays (with the disabled bays to be positioned at the outside edge of each of the middle rows). Consideration would also need to be given as to whether a new drop-kerb may be required at the bottom of the carpark next to the bench – ACTIONS – Clerk to obtain quotes.</p> <p>vii. Any other updates – There were none.</p> <p>b) New matters to report – Comments were made from a member of the public present regarding footpath MLAV3, part of which had been fenced off by the landowner – ACTIONS – Clerk to follow up with Wiltshire Council Rights of Way team.</p> <p>c) CATG meeting 1/2/22 – The Clerk referred to the meeting notes that had already been circulated, noting that there were currently no outstanding items relating to Market Lavington.</p> <p>d) Painting of Phone Kiosks – The Clerk reported that the paint had been purchased, and Risk Assessment and instructions for completion of the work produced. A team of volunteers had kindly come forward, and it was planned to carry out the work during the last two weeks of March / first two weeks of April. An application for two hoarding licences (one for each kiosk site) would be made to Wiltshire Council shortly, and arrangements made for hiring of barrier fencing.</p> <p>e) Muddle Stream – Date of Saturday 12th March agreed for volunteer clear-out of the Broadwell and surrounding area. Cllr Earley agreed to co-ordinate volunteers and prepare article for Magazine.</p>
21/22-240	<p>Old School CCTV</p> <p>a) CCTV Data Protection Impact Assessment – It was proposed by Cllr Boaden, seconded by Cllr Steele, and resolved to approve the updated DPIA document.</p> <p>b) Names of five appointed Parish Council representatives authorised to access CCTV data – were confirmed as Carol Hackett (Parish Clerk), Cllr Osborn (Parish Council Chairman), Cllr Davis (Parish Council Vice-Chairman), Cllr Andrew (Chairman of the OS Committee), and Cllr Stevens (Other named Councillor) – ACTIONS – Clerk to circulate copy of approved document, along with instructions for how to access CCTV recordings to appointed representatives named above. Clerk to change keysafe access code for CCTV cabinet key as per the DPIA, and advise Library and Parish Council appointed representatives accordingly.</p>
21/22-241	<p>Parish Council Safeguarding Policy</p> <p>It was proposed by Cllr Stevens, seconded by Cllr Turner-Scott, and resolved to approve the draft document unamended.</p>
21/22-242	<p>Correspondence Received</p> <p>a) Email from landowner of the Longfield – Details of proposal for modern shop at the eastern end of the Longfield (to be considered under item 21/22-243f).</p> <p>b) Aster – Notification of termination of historic licence agreement in respect of land off Stirling Road, where youth shelter was previously erected – 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>c) Email from owners of Post Office – Update regarding current situation – Circulated to Councillors.</p>
21/22-243	<p>Planning applications and decisions</p> <p>a) The following planning application received which has been considered at a Planning Committee meeting was noted:</p>

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

	<ul style="list-style-type: none"> i. PL/2022/00461 Parham Lane, Market Lavington. SN10 4QA. Temporary Rural Workers Dwelling (for a period of three years) - Objection – The Parish Council does not consider that the proposed dwelling, particularly in terms of its size etc., is consistent with that of a temporary Rural Workers Dwelling - Proposed Cllr Turner-Scott, seconded Cllr Earley (Cllr Stevens abstained from the vote). b) The following planning application received, which has not been considered at a Planning Committee meeting was noted: <ul style="list-style-type: none"> i. PL/2022/00078 LBC & PL/2021/11417 8 Church Street, Market Lavington. SN10 4DT. Demolition of existing single storey rear extension and separate garage to side. Replacement with part single, part two storey extension. Formation of internal access to proposed extension at first floor level – Welcomed application, observations made, including questioning whether a Construction Method Statement should be required 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. d) The following recent planning application decision made by Wiltshire Council was noted: <ul style="list-style-type: none"> i. 21/02361/LBC - Works to a Listed Building: White Knights, 34 High Street, Market Lavington, SN10 4AG. Replacement of double glazed uPVC bay window with double glazed wooden bay window on the rear wing - Withdrawn by Applicant. e) The following Appeal Decision for Planning Enforcement Appeal Ref. ENF/2021/00498 Inspectorate Ref: APP/Y3940/C/21/3284019 & 3284020 Land lying to the northwest of Bouverie Lodge, Spin Hill, Market Lavington. SN10 4NS was noted - The appeals are dismissed, and the enforcement notice is upheld. The Wiltshire Council Enforcement Officer has written to the appellant informing them that they now have 9 months from the Appeal Decision date to comply with the requirements of the Enforcement Notice i.e., by 10th November 2022. f) Proposal for larger Co-op – Councillors referred to the correspondence received from the landowner of the Longfield site, and noted the offer from Co-op, for someone to come and talk to the Parish Council about the proposal, and /or do a presentation at the Annual Parish Meeting. Questions were raised with regards to whether this proposal would conflict with the Market Lavington Neighbourhood Plan, and therefore consideration of the offer was deferred until the next meeting – ACTIONS – Clerk to liaise with Wiltshire Council regarding the Neighbourhood Plan.
21/22-244	<p>Finance</p> <ul style="list-style-type: none"> a) Councillors received and approved the financial reports - receipts and payments details for January 2022 (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 February 2022, 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 Stevens (see appendix at end of minutes). c) Councillors considered the one request received for Grant Funding in the 4th 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 Turner-Scott, seconded by Cllr Andrew, and resolved to approve the following payment: The Wiltshire Bobby Van Trust £125. d) Safe Handling and Application of Pesticides Course at Lackham College – It was proposed by Cllr Turner-Scott, seconded by Cllr Stevens, and resolved to approve the

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

	attendance of Cllr Davis on the one-day course, at a cost of £255 – ACTIONS – Clerk to liaise with Cllr Davis for course booking.
21/22-245	General Parish Matters The Clerk noted that she had been contacted by Lavington Juniors Football Club, who had been given an defibrillator, and had asked for permission for it to be placed in the kitchen of the Elisha Field Pavilion, which Councillors readily gave – ACTIONS – Clerk to advise Football Club accordingly.
21/22-246	Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned and resumed at 9.18pm.
21/22-247	Dates of next Meeting Parish Council meeting – Tuesday 15th March HRAF Committee meeting – Tuesday 22 nd March OS Committee meeting – Tuesday 29 th March
21/22-248	Closure of meeting There being no further business the meeting was closed at 9.19pm.

Appendix

Payments to be approved at February Parish Council Meeting				
Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
Cleaner OS wages	4000/120	17/2/22	114.63	BP1
Handyman contractor monthly hours & Exps *	4100/4430	17/2/22	261.93	BP2
Clerk wages & Exps **	various	17/2/22	843.93	BP3
TEEC – Parish Council website hosting fee 1/1/22 to 31/12/22	4180	17/2/22	216.00	BP4
Wiltshire Council – contribution to CATG for drop kerbs	4440/130 part EMR 330	17/2/22	1,348.65	BP5
St Marys PCC – Churchyard Maintenance Grant	4200	17/2/22	500.00	BP1
T H White – Replacement CCTV recorder Old School	4430	17/2/22	555.40	BP2
TOTAL			3,840.54	
Payments made in between meetings				
David Eastaff – Repairs to Old School front door lock and creating a ramp across Library room doorway	4430	4/2/22	353.00	BP1
Danny Mortimer – Replace 3 security lights on wall to right of main Old School entrance	4430	4/2/22	257.00	BP2

* Handyman Contractor hours worked £220.00 + black bags £19.90 + petrol and can £22.03 = TOTAL £261.93

** Clerk monthly salary £828.18 + computer paper X4 £12.35 + Surface wipes X4 (COVID) £3.40 = TOTAL £843.93

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

£10,000 transferred from Deposit Account to Current Account 14/2/22

Draft