

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 **Highways, Recreation, Amenity and Footpaths (HRAF) Committee** **Meeting** of the Parish Council **held on Tuesday 22nd March 2022** **At 7.15pm in the Old School**

Councillors Present: Cllr Steele (Chairman), Cllr Stevens (left at 8.20pm), Cllr Vine, Cllr Fraser, and Cllr Andrew. Non-Committee Councillors: Cllr Taylor and Cllr Earley.

In attendance: Five members of the public (one left at 8.20pm) and Carol Hackett (Parish Clerk).

| | AGENDA ITEM |
|-----------|--|
| 21/22-267 | Apologies for Absence Cllr Davis and Cllr Osborn had sent apologies due to personal commitments, which were accepted. After the meeting, Cllr Boaden sent apologies due to work commitments. |
| 21/22-268 | Declarations of Interest and Dispensations to Participate There were none. |
| 21/22-269 | Minutes of Council Committee meeting The minutes of the HRAF committee meeting held on the 23rd November 2021, having been previously circulated to members, were approved, and signed as a correct record (proposed Cllr Fraser, seconded Cllr Stevens). |
| 21/22-270 | Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned at 7.16pm and resumed at 7.18pm. |
| 21/22-271 | Broadwell Play Area Copies of all the quotes and proposals received from play equipment companies had been displayed prior to the start of the meeting, and Councillors and members of the public took further time to view and discuss all the plans. This discussion included the suggestion for the access to the Play Area to be moved to the opposite site of the site, onto the adjoining footpath, which it was agreed would be investigated further. In order for Councillors and interested members of the public present to be able to study the plans in detail, and also offer the opportunity for the members of the 'Friends of Broadwell' group to see the plans (members had been invited to the HRAF meeting, but had been unable to attend), it was agreed that all the information would be circulated, comments invited, and a final decision made at the main Parish Council meeting in April – ACTIONS – Clerk to facilitate. |
| 21/22-272 | Update on actions agreed at last or previous meetings a) Pavilion Fire Risk assessment – Item deferred in the absence of Cllr Davis. b) Road signage for Townsend – The Clerk reported that three companies had been approached to provide quotes for purchase of the 3 signs, with just one response received to date. The expenditure had already been approved, so the order would be placed with the cheapest supplier. Wiltshire Council would install the signs when received. |
| 21/22-273 | Canada Woods / Community Park incorporating the Covid 19 project Cllr Fraser reported that she had been appointed as Chairman for the Working Group, and agreement had been reached to move the project forward. With a Chairman in place, it would now be possible to appoint other members onto the committee. She noted that she had purchased a domain name, and hoped to create a website for Canada Woods, and also planned to use some display boards to advertise the ideas and suggestions put forward by the local community and invite comments. Display boards would be put up in the Old School, with members of the public being able to access them during Library opening times etc. Priorities for the group included, footpath improvement, in particular bank erosion by the 'Bubbling Kettle' and the footpath further up. |

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

| | |
|-----------|--|
| 21/22-274 | <p>General HRAF matters</p> <p>a) Footpaths / Rights of Way – Councillors and members of the public present reviewed the information provided by the volunteers regarding various footpaths. It was agreed that landowners would be contacted regarding some of the issues raised – ACTIONS – Clerk to contact landowners.</p> <p>b) Top Community Hall Carpark (concerns raised at Parish Council meeting December 2021) – It was agreed to discuss the matter at the Joint Liaison Committee (JLC) scheduled for a couple of weeks’ time before any further action considered.</p> <p>c) Parish Council insurance renewal documents – Members reviewed the items included within the policy which came under the remit of the HRAF committee, with the Clerk noting that the AutoSpeedWatch device recently purchased had now been included on the renewal schedule under Part C (all risks). It was questioned that only one employee was quoted on the policy, and no reference was made to the Play Areas – Evidence provided after the meeting that both these items were included on the policy, no further action therefore necessary.</p> |
| 21/22-275 | <p>Year-end balances 2021/22</p> <p>The Clerk referred to the document detailing the anticipated year-end balances relating to the HRAF budget, which had been circulated to members, and included some draft proposals for carrying forward the unspent provisions into ‘Earmarked Reserve’ for specific projects (as per financial regulations para. 4.3). Following a brief discussion, it was proposed by Cllr Steele, seconded by Cllr Fraser, and resolved to recommend to the Management & Finance Committee that the £7,070 year-end underspend for the committee be carried forward into ‘Earmarked Reserve’ for the following projects:</p> <ul style="list-style-type: none">• Tree Works (EMR 324) £ 500• HRAF Projects (EMR 330) £1,500• Canada Woods Project (EMR 337) <u>£5,000</u> <p>TOTAL £7,000</p> |
| 21/22-276 | <p>Other HRAF Committee business</p> <p>There was none.</p> |
| 21/22-277 | <p>Date of next Meeting</p> <p>To be agreed.</p> |
| 21/22-278 | <p>Closure of meeting</p> <p>There being no further business the meeting was closed at 8.32pm.</p> |