

# 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 27th June 2023**  
**At 7.15pm in the Old School**

**Councillors Present:** Cllr Steele (Chairman), Cllr Stevens, Cllr Fraser, and Cllr Taylor,

**In attendance:** Ten members of the public (five arrived at 7.20pm. One left at 8.25pm and another at 8.29pm), and Carol Hackett (Parish Clerk).

	<b>AGENDA ITEM</b>
23/24-47	<b>Election of Chairman</b> There being no other nominations, it was proposed by Cllr Fraser, seconded by Cllr Stevens, and resolved to re-elect Cllr Steele as committee chairman for the municipal year 2023/2024.
23/24-48	<b>Apologies for Absence</b> Cllr Vine, Cllr Davis, Cllr Osborn, and Cllr Boaden and had sent apologies due to work commitments, which were accepted.
23/24-49	<b>Declarations of Interest and Dispensations to Participate</b> There were none.
23/24-50	<b>Minutes of Council Committee meeting</b> The minutes of the HRAF committee meeting held on the 28 <sup>th</sup> February 2023, having been previously circulated to members, were approved, and signed as a correct record (proposed Cllr Stevens, seconded Cllr Taylor).
23/24-51	<b>Adjournment for Public Participation (maximum of 5 minutes)</b> The meeting was adjourned at 7.16pm and resumed at 7.40pm.
23/24-52	<b>Update on actions agreed at last or previous meetings</b> <ul style="list-style-type: none"><li>a) Pavilion Fire Risk assessment – To receive copy of completed assessment – In absence of Cllr Davis, matter deferred to main July Parish Council meeting.</li><li>b) Footpath signs / way markers – Progress with ordering signs – Cllr Davis had advised via a message that one re-quote had been received. It was noted that at the HRAF committee meeting held on the 28<sup>th</sup> of February (minute no. 22/23-223) that approval of the quote from Kennet Signs of £353.80 + VAT plus artwork charge had been obtained, agreement given to obtain a re-quote as it was provided some time ago, and for the signs to be ordered – <b>ACTIONS</b> – Clerk to follow up with Cllr Davis, and update to be provided at July Parish Council meeting.</li><li>c) MLAV7 (Spin Hill phone box to Dauntsey Drive) and MLAV15 (from Drove Lane passed Cemetery) and use of scalpings to improve the surface – The Clerk reported that despite numerous emails to Wiltshire Council Rights of Way department, a response had not yet been received. It was therefore assumed that Wiltshire Council had no objections to scalpings being used. Cllr Taylor noted that she was due to meet with the person who could supply the scalpings on Thursday, to discuss the logistics of delivery and process for laying the scalpings. Further update to be provided at July Parish Council meeting.</li><li>d) New benches for Broadwell / Market Place – Following a brief discussion, Cllr Fraser agreed to liaise with Cllr Osborn and a local contractor, to get both the Broadwell benches installed as soon as possible.</li><li>e) Raised beds in the Market Place – Cllr Fraser and the Clerk had met with representatives from the WI and Gardening Club, with Cllr Fraser offering to help.</li><li>f) New school ‘flashing’ warning sign at Easterton end of village – The Clerk noted that there was separate funding available from Wiltshire Council to make such improvements, but that it required the school to have an up-to-date travel plan. It was believed that the school had now updated their existing plan, and the project could</li></ul>

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	<p>therefore be considered by Wiltshire Council during their annual review at the end of the year – <b>ACTIONS</b> – Clerk to check progress with Wiltshire Council.</p> <p>g) To receive any other updates – Cllr Fraser reported that the piece of fencing at the entrance of Broadwell Play Area was proving difficult to remove. Some additional tools were being obtained, and then the piece would require a new section welding on before installing back on the other side. Metal tie-wraps wrapped in tape had been inserted into the gap at the rear of the Broadwell Play Area as a temporary measure, and appeared to be working at the moment. Cllr Fraser then referred to the recent incident of weed spraying from a site on Spin Hill, and provided an update on progress with responses from the Agencies contacted.</p>
23/24-53	<p><b>General HRAF Matters</b></p> <p>a) Footpaths – Following an open discussion regarding the general state of village footpaths, the following observations and comments were made:</p> <ol style="list-style-type: none"> <li>1. MLAV16 (Drove Lane to Oak Lane) – water being vented from adjacent field has badly damaged the footpath surface – <b>ACTIONS</b> – Clerk to make enquiries with Wiltshire Council Highways, and local landowner regarding legality of venting water in this manner. Local resident to try and obtain information regarding ownership of footpath etc. and pass to Clerk.</li> <li>2. Stiles at various locations and overhanging vegetation were reported – <b>ACTIONS</b> – Clerk to meet with local resident to walk footpaths, identify issues, and then contact landowners, or organise repairs as necessary.</li> </ol> <p>b) Supporting wire for Christmas lights in Market Place – It was agreed that the wire should be removed – <b>ACTIONS</b> – Volunteers to be sought at July Parish Council meeting to remove.</p> <p>c) Tree management works in Canada Woods scheduled for end of August / beginning September – Cllr Fraser noted that she would be meeting with the contractor to discuss the tree works, and it was agreed that advice would be taken from them regarding arrangements for sealing off entry points, appropriate signage etc. There then followed an open discussion about the planned tree works, with information provided regarding the extensive planning for the project etc.</p> <p>d) Sports facilities working group – Cllr Stevens reported that the project had temporarily stalled due to rejection of a recent grant application, but it was hoped that further funding applications could be submitted in the next month or so.</p> <p>e) Elisha Field – Cllr Stevens reported that it had been suggested that part of the problem with the drainage at the bottom of the field was due to the surface being compacted, and the effectiveness of the land drain therefore becoming compromised. One proposal was to ‘spike’ the field to help alleviate the problem – <b>ACTIONS</b> – Cllr Stevens to ask her contact to liaise with Parish Clerk to discuss the proposal in more detail.</p> <p>f) Weedkilling – The Clerk referred to the document circulated with the agenda papers which detailed the areas in the village which had already been sprayed. Questions were asked regarding the safety of the product used – <b>ACTIONS</b> – Clerk to discuss with Cllr Osborn.</p>
23/24-54	<p><b>HRAF Risk Assessments</b></p> <p>The Clerk referred to the four Risk Assessment documents circulated with the agenda papers – Elisha Field Pavilion / Speed Indicator Device / Play Areas / litter picking. A number of comments were discussed, but no amendments to any of the documents were considered necessary – It was proposed by Cllr Taylor, seconded by Cllr Stevens, and resolved to approve the documents unamended.</p>
23/24-55	<p><b>Other HRAF Committee business</b></p> <p>Cllr Fraser noted that as part of the Canada Woods management/regeneration project, she was currently looking at the section of footpath MLAV2 just up from the ‘Bubbling Kettle’ which was falling away and needed shoring up, with a view to contacting contractors. The Clerk referred to an email received from a resident of Drove Lane reporting some dead trees on the road-side bank adjacent to Elisha Field, a tree which was fouling the electricity cable, and trees inside the Field which were overhanging the neighbouring property office roof – <b>ACTIONS</b> – Cllr Fraser to</p>

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	investigate, and report back to Clerk for action as necessary. Reference was then made to use of the Elisha Field Play Area during the Vintage Meet Event following an incident at last year's event. Following further discussion it was agreed that signage should be put up indicating that access to the Play Area would not be permitted without entry into the event.
23/24-56	<b>Date of next Meeting</b> To be agreed as necessary.
23/24-57	<b>Closure of meeting</b> There being no further business the meeting was closed at 8.40pm.

## Additional notes / information obtained after the meeting

During the 'Adjournment for public discussion' questions were raised regarding the WPS Regional Survey box which had appeared on the 'no entry' post on Parsonage Lane – Enquiries with WPS have established that this is part of the Department of Transport National Road Traffic Census, which is ongoing around the country. Approx. 14,000 surveys are carried out each year. Data is taken over a one-day period, counting the types, and number of vehicles. The results from the surveys are publicly available on the Department of Transport website (the data from Parsonage Lane will likely be on the website by the end of the year).

During the 'Adjournment for public discussion' questions were raised regarding a new access which appears to have been created from a field which borders Northbrook meadows, and whether this new access requires Planning Permission. Further information provided to Clerk after meeting and enquiry/complaint form submitted to Wiltshire Council Enforcement team. 29/6/23 - Response received from Wiltshire Council Enforcement team advising that *the provision of a field gate wouldn't require planning permission. I understand your concerns as to what the potential use of land maybe and should there be a subsequent unauthorised use of land then by all means come back to us and we will investigate.*

During the 'Adjournment for public discussion' a request was made for additional speed limit signs at the bottom of the hill (near to the roundabout at the end of Grove Road / bottom of Parsonage Lane – Spin Hill) to remind drivers exiting the village of the 30mph speed limit. At the meeting it was noted that the same request had been made to Wiltshire Council on a previous occasion, but had been rejected. Details of request made in July 2021 located after the meeting, and forwarded to Wiltshire Council Highways engineer for comment and clarification. 29/6/23 - Response received from Wiltshire Council Traffic Engineering Manager advising that *there has been no change in national policy for signing that would enable additional repeater signs. 30mph repeater signs remain prohibited in restrictions brought about by a system of Street Lighting. With regard to the comments by the Police, the provision of any signs reminding motorists would jeopardise the ability of the Police to prosecute.* Extracts from relevant policies and regulations provided.

Minute number 23/24-53f Parish Council weed spraying response from Cllr Osborn – Spraying is carried out early in the morning, as there is less wind and to avoid people walking on still wet leaves before walking onto lawns. Extract from data sheet of product used - *People, pets and wildlife need not be kept out of treated areas. It is best not to walk in areas where the spray is still wet as transfer to other vegetation may lead to unwanted damage to other foliage. Once the spray is dry this cannot occur.*