

MARKET LAVINGTON PARISH COUNCIL

Parish Clerk & RFO: Tanya West Tel: 07770 679697 or Email: clerk@marketlavingtonparishcouncil.gov.uk
VAT Registration Number: 296 9715 35 / Website: www.marketlavingtonparishcouncil.gov.uk

Minutes of a Full Council Meeting held on Tuesday 18th March 2025 at 7.15pm in the Old School, Market Lavington

Present:

Councillors: Fred Davis (Vice-Chair); Suzanne Morrison; Duncan Poole; Jay Roberts; Chloe Stevens (Chair); Jane Taylor; Laura Turner-Scott.

Officers: Carol Hackett (outgoing Parish Clerk & RFO); Tanya West – (incoming Parish Clerk & RFO)

Wiltshire Ward Councillor: Dominic Muns

Public: Six members of the public.

Cllr Stevens opened the meeting and introduced the new Parish Clerk, Tanya West, and advised that this would be Carol Hackett's last meeting as part of the transition hand over.

24/25-237 - Apologies for Absence

Cllr Di Fraser had given apologies due to being away, which were accepted.
Cllrs Chris Boaden and Lucy Sparkes were both **absent** without apology.

24/25-238 - Declarations of Interest and Dispensations to Participate

No declarations of interest or dispensation requests were raised.

24/25-239 - Adjournment for Public Participation

The meeting was adjourned and resumed at 7.16pm. There was no public participation.

24/25-240 - Minutes of Council meeting/s

The minutes of the Full Council meeting held on 18th February 2025 had been circulated in advance of the meeting; it was **resolved** that they be accepted as a true and correct record of that meeting and were signed by the Chair accordingly.

24/25-241 - Wiltshire Councillor Report

Cllr Muns provided a verbal report as follows:

- The A360 between West Lavington and Tilshead will be closed from 29th April to 2nd May inclusive between 7pm and midnight to undertake resurfacing works.
- The resurfacing works to the B3098 is scheduled for this year, but will continue to be followed up by Cllr Muns as it was also on the list to be completed last year.
- The hedges around the junction between the A360 and Broadway have recently been cut back in readiness for the installation of new electric cables. Visibility at the junction is now much better and so Cllr Muns will campaign to get this actioned annually.
- One hundred air quality monitors are due to be installed around the county at 'high risk' areas (where people gather, not necessarily where there are high volumes of traffic). Please feedback any suggested locations for these to be installed to Cllr Muns.
- A resident of the High Street has been in discussions with Cllr Muns regarding their wall which has been damaged several times by passing vehicles. Suggestions for things that could be done to prevent this from happening in the future would be welcomed. Bollards were considered but thought not to be a sufficient solution.
- Planning Appeal for 29 Spin Hill – Cllr Muns will be responding that he is in support of the application and will also be requesting the Enforcement Team drop this particular case.
- Easterton Parish Council would like to install a defibrillator at Kings Road and are asking Market Lavington Parish Council if they would be prepared to share the cost of this.
- Easterton Parish Council have asked if Market Lavington will be lighting a beacon as part of the VE day anniversary commemorations. If so, can we please co-ordinate with them.
- Thank you to all involved in the Neighbourhood Plan, especially for taking the consultation to the Youth Council as it is excellent in being proactive to get young people involved.

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24/25-242 - VE Day 80th Anniversary Event

- a) Councillors received an update following the meeting on 4th March regarding preparations for a village event to commemorate the 80th Anniversary of VE day. Over 20 people attended the meeting from several different groups. The following was noted:
- The event to be held on Saturday 10th May 2025 at the Green (subject to Council permission)
 - There will be a variety of displays including artifacts from the museum and merchandise from the British Legion/Poppy Appeal.
 - Families will be encouraged to bring their own picnics.
 - The Old School will be booked for a location to offer refreshments and toilets.
 - Other ideas included:
 - Period (military) vehicles.
 - Optional period (1940s) dress.
 - Children's activities in the museum courtyard.
 - A licensed cash bar.
 - The running of a topical film/programme e.g. Dad's Army.
 - A community choir leading a number of pieces including the national song for the occasion (I vow to thee my country).
 - The church bells of St Marys and St Barnabas to be rung in unison with those of the nation (to take place on the actual VE Day Anniversary Date of 8th May).
 - It is hoped to light a beacon / brazier on the Green – dependent on successful location of a suitable brazier and Parish Council permission.
 - First aid and insurance cover to be obtained and necessary H&S/Risk Assessments.
- b) The Parish Council formally agreed that the Green could be used for this event. The Council's insurance broker had advised that so long as the necessary Risk Assessments and H&S documentation were provided to the Clerk that would be acceptable. The Clerk to advise the organisers accordingly.
- c) The Parish Council considered a formal request to subsidise or waive the hire cost of the Old School for the event. It was agreed to defer the matter to the Old School Hall Committee for determination. The Clerk to arrange accordingly.

24/25-243 - Market Lavington Neighbourhood Plan 2 (NP2)

- a) Steering Group Meeting 04/03/2025 – The draft minutes were noted, with no questions being asked. The Chair of the Steering Group provided an update on the initial Public Consultation drop-in event held on Saturday the 1st of March to which over 80 people attended. Since then, surveys have been delivered to all areas of the village. Some residents in attendance commented that they did not believe surveys had been delivered to Parsonage Lane or the Market Place – the Chair of the Steering Group replied that he would follow up on this. The closing date for the survey responses is 6th April and several more drop-ins are to be held at various locations in the parish before the end of the month.
- b) The revised draft Terms of Reference for the Steering Group had been circulated at their last meeting and no further amendments were raised. It was therefore **resolved** to adopt the Terms of Reference for the NP2 Steering Group.

24/25-244 - Parish Council Management and Governance

- a) **Lease for strip of land at Canada Woods between Parish Council and T D Sharp & Sons** – Further to discussions at the last meeting (minute 24/25-227 refers), it was confirmed that the memorandum to renew the lease for the strip of land had now been issued to T.D. Sharp & Sons, but the return of the signed paperwork was still pending.
- b) **Annual Parish Meeting** – It was noted that due to the forthcoming Local Election the Annual Meeting of the Parish Council in May needs to be brought forward by a week to 13th May 2025. The Annual Parish Meeting needs to be held in April or May; it was discussed whether to hold it before or after the elections. It was therefore agreed to hold it on **20th May**, which would have

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been the usual date of the Parish Council meeting. The Clerk to issue invitations to groups and stake holders as per previous years. The Scouts to be asked to provide a presentation on their proposals for the new pavilion at Elisha Field. The Youth Council, the Tuesday Club, the Footpath Group, and The Link were also suggested to be included to give a presentation.

- c) **Parish Council Asset Register** – An updated copy of the Asset Register had been circulated to councillors before the meeting. It was reviewed and **resolved** for it to be accepted as a true and correct record of the Parish Council's assets.
- d) **Parish Council Insurance** – A copy of the annual insurance renewal documents had been circulated to councillors before the meeting. They were reviewed and it was **resolved** to approve the Zurich insurance policy and schedule for Market Lavington Parish Council for 2025-26 [the second year of a three-year agreement] and to pay the associated invoice for £2,421.28 to the broker, Community First Trading Limited.
- e) **Chairman's Charity Account Quarterly Report** – It was reported that there had not been any activity on this bank account since the last quarterly report, except for a bank charge of £4.25. It was noted that Lloyds Bank are now making a monthly charge of £4.25 for this bank account. The Clerk was requested to investigate into alternative bank accounts to see if any are provided free of charge. Cllr Poole suggested Metrobank.
- f) **Vexatious Communications & Complaints Policy** – It was raised that the Parish Council should consider adopting such a policy. WALC had provided an example of a suitable policy from Long Ashton Parish Council. The Clerk to circulate this to members for comment with a view to it being adopted at the April Full Council meeting.
- g) **Social Media Policy** – As part of the transition between Clerks, the Parish Council Facebook page was discussed. It was noted that the Parish Council Facebook presence, is currently as a group, rather than a page (previous minute 20/21-25 refers to a page). The new Clerk reported she had created a page, but has yet not published/made it available for others to view. The Clerk advised she would like to be able to post notices and events (such as Parish Council meetings) directly to the Facebook page. This is contrary to the existing Social Media Policy and so a suggested amendment to the current policy was drafted for consideration (see below).

4. Using social media sites in the name of Market Lavington Parish Council

The Parish Council Facebook page will only be used for posting announcements and information, with no ability to comment. Such announcements and information will be posted by the Clerk and/or by the appointed administrator/s (as determined by MLPC). If considered necessary, by the Clerk or appointed administrators, content approval will be discussed with either the Chair or Vice Chair.

The Facebook page for Market Lavington Parish Council will have the following access levels (details of control levels are specified by Facebook and are allocated by the Parish Council):

Clerk - Full control (business tools and Facebook)

Only people with full control can switch into the Page to manage everything, including:

- **Settings:** Manage and edit all settings, such as Page info and the ability to delete the Page.
- **Access:** Give and/or remove people's access to the Page or linked Instagram account, including others with full control.

Two appointed persons - Partial access (business tools and Facebook)

People with partial access to a Page for business tools and Facebook can switch into the Page and manage it from Facebook, Meta Business Suite, Business Manager and Ads Manager. You can give people access to manage:

- **Content:** Create, manage or delete posts and any content on the Page. Protect your copyright content.
- **Community activity:** Review and respond to comments, remove unwanted comments and report activity.
- **Messages and calls:** Send and respond to messages and calls as the Page.
- **Ads:** Create, manage and delete ads for the Page.
- **Insights:** See how the Page, content and ads perform.
- **Leads:** Access and manage leads, including downloading leads, creating lead ads and more.

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Councillors were provided with an explanation on the differences between a Facebook page and a Facebook group for information. It was also noted that administrators can be appointed for both pages and groups.

It was **resolved** to agree to the proposed amendments to the Social Media Policy and for the Clerk to work with the two designated councillors (CS & LTS) to manage the Parish Council's Facebook presence and to make recommendations for any further changes to the policy that may arise in due course.

- h) **New Clerk** – Councillors were provided with a verbal update on the two week transition period between the two Clerks. Meetings are being arranged between the new Clerk and the Chairs of each of the Committees and Working Groups. This is to help bring the Clerk up to speed and to discuss any plans for the future. Any relevant matters will be brought to future Council meetings for consideration. It was **resolved** that the new Clerk/RFO, Tanya West, is given approval to become the administrator and manage the Parish Council's bank accounts.

In accordance with Standing Order 1.a. and 10.a.vi. agenda item 24/25-246.p. was brought forward for discussion, due to the matter being an article in the Community Engagement Newsletter.

24/25-246 - Highways and other maintenance issues

- p) **Flood Prevention Group** – Cllr Stevens advised of plans to establish a dedicated flood awareness/prevention group, and had put together an article in the newsletter to request for volunteers from the community to be involved. It was felt the flooding situation in the parish was unlikely to improve, particularly demonstrated by the weather patterns over the last few years, and so a working group of volunteers would be helpful to identify issues and work with Wiltshire Council, the Environment Agency and other organisations to resolve them. It was asked if there was an intention to reach out to neighbouring parishes to create a joint approach. Cllr Stevens confirmed that she was already liaising with Easterton and West Lavington Parish Councils on the matter. Also, that herself and the Clerk were due to attend an online meeting with the Wiltshire Operational Flood Working Group on Thursday. Councillors confirmed they were happy with the format of the newsletter article, including the asking of interested villagers to come forward to help, also for Cllr Stevens and the Clerk to work together to take this project forward.
- i) **Parish Council Community Engagement Newsletter** – A draft of the second edition had been tabled at the meeting for councillor review and comment. Councillors were generally happy with the content and a revised draft would be circulated in due course. Cllr Stevens advised she would ask the volunteers that deliver the Parish Magazine to see if they would assist with the distribution of this edition of the newsletter.

24/25-245 - Finance

- a) In accordance with Financial Regulations 4.8, councillors received and approved the financial reports on the receipts and payments up to and including February 2025 against allocated budgets. The reports had been circulated in advance of the meeting and no questions were raised.
- b) In accordance with Financial Regulations 6.11 a report on the payments for March 2025 had been circulated in advance of the meeting (see appendix 24/25-245.b). This report was reviewed, and it was **resolved** to approve the schedule of bank payments, totalling £5,404.08 due to be made on 20th March 2025 and to ratify those bank and card payments made since the last meeting.
- c) Councillors received an update regarding the pollarding of the willow tree on the footpath leading from the bus stop on Grove Road down to Ladywood. Two additional prices had been obtained for this work and were discussed at the meeting. It was **resolved** to appoint ARB Tree & Garden Solutions to undertake the willow tree pollarding works for an estimated cost of £875. The Clerk to place an order and liaise with the contractors accordingly.

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24/25-246 - Highways and other maintenance issues

- a) **Tree / hedge matters reported** – There were none this month.
- b) **Footpath MLAV16 (Drove Lane to Oak Lane)** – Cllr Taylor updated that she had written to the Rights of Way Officer at Wiltshire Council to establish who owns the land along this footpath. She had been informed that it had been bequeathed to the Parish Council about 50 years ago, however, it was also reported that the neighbouring properties own each side to the middle of the pathway. Whatever the outcome, the required works to the fence, the steps, and the surface, to prevent water runoff will be costly. Furthermore no hedge cutting works will be undertaken until September after the bird nesting season has passed. Once ownership has been established the matter will be brought back to a future meeting for discussion.
- c) **Footpath MLAV12 (Canada Rise to Spin Hill)** – Cllr Davis provided a verbal update on the condition of the fencing along this footpath. It was noted there are approximately twelve posts that are loose and require replacing, so the works would likely have to be undertaken by a contractor. Cllr Taylor added that the landowner of the adjacent field had told her that they were planning on installing a replacement fence to prevent people from deviating from the footpath into the field. The fence on the opposite side of the footpath was also discussed; the repair works for which would be less involved, as there is already some wire fencing in this area, which could be reattached to any new posts installed. It was agreed to grant Cllr Davis permission to liaise with the landowner of the field, on behalf of the Parish Council, in order to establish whether the replacement fencing works are likely to take place and to report back to a future meeting.
- d) **Northbrook gully near to triangle of amenity land** – Cllr Stevens confirmed that she would liaise with the residents and any councillors who would be willing to assist with undertaking works to clear the gully. Cllr Davis volunteered to help. A mutually convenient date to be determined.
- e) **Permissive path on MLAV2 and fencing off the landslip** – The Clerk reported that these works were undertaken by Wiltshire Council on 14th March and would be installing the associated signage this week.
- f) **Memorial bench** – It was reported that the family had confirmed they were happy with Elisha Field as the location for a memorial bench. A precise location was discussed, and it was agreed for it to be somewhere along the south-eastern boundary (not next to the play area but perhaps the far eastern corner). For longevity and to keep maintenance at a minimum, it was suggested the bench be made of recycled plastic, and for security purposes, it should be fixed to a concrete base or footing. The Clerk to liaise with the family accordingly.
- g) **Other updates** – Cllr Stevens reported that a resident had contacted her regarding **footpath MLAV13** being unpassable with a buggy due to it having a non-accessible stile. This is a route that could otherwise be used to walk to the primary school from Spin Hill. Cllr Taylor advised she would liaise with the landowner about removing the stile or making it a sliding stile (the preferred option).
- h) **New matters to report for Handyman contractor / Parish Steward (date of next visits 19th and 20th March, 17th and 22nd April) / Footpath, Amenity Land contractor / Wiltshire Council** - Cllr Morrison requested that something be done about the surface water continually running along Parsonage Lane. It was originally thought this to be from a mains water leak, but following checks by Wessex Water it had confirmed not to be chlorinated and so most likely from a spring. However, the amount of water has recently increased and is starting to erode the tarmac from the edge of the road. There is a drain and gully, but it is full of mud and unable to access the drain even if cleared as there is now a tarmac hump preventing it. The Clerk to contact Wiltshire Highways about the matter and to copy to Cllr Muns so he can help follow up.

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- i) **Verti-drain of Elisha Field** – The Contractor had advised that as the Vintage Meet would not be taking place in 2025, the field would be less compacted, and so it would be sufficient to undertake the verti-draining only once this year. It was agreed for this to take place in October and for the condition of the field surface to be monitored.
- j) **Defibrillator in Pavilion** – It was noted that the Football Club propose to erect a cabinet on the outside of the Pavilion at Elisha Field to house a defibrillator device that can be accessed at all times.
- k) **Section of riverbank near to end of footpath at bottom of Northbrook MLAV2** – Councillors reviewed the photographs of the supports of the footpath railings which appear to be slipping away. Cllr Roberts highlighted that the concrete base of one of the posts has become exposed and could cause a potential hazard if not dealt with. He added that the pathway may be the responsibility of the adjacent property. The Clerk to undertake a Land Registry search and the matter will be brought back to the next meeting.
- l) **Broadwell** – A resident had contacted Cllr Fraser regarding the build-up of silt/gravel, blocking the water flow under the footbridge in this area. The resident suggested a small group of volunteers to help clear it (himself included) and perhaps the planting of some marginal plants further upstream to help prevent reoccurrence. It was suggested this could be actioned on the same day as the Youth Council 'Big Spring Clean' on 29th March 2025 at 2pm. The Clerk to liaise with the resident accordingly.
- m) **Tree and Hedge Policy** – A draft policy document had been circulated to councillors as pre-reading to the meeting. As Cllr Di Fraser had put together this document and it was considered appropriate to defer the matter to the April meeting so she could provide further input if there were any questions. Any feedback from councillors to be submitted to the Clerk prior to the next meeting so they can be included into an updated draft.
- n) **Biodiversity Policy** – Policies from other parish councils had been obtained for review and the SLCC had a template policy that could be used as a basis; however, an action plan is required as part of this document. The Clerk to draft an action plan (with feedback from councillors) for consideration at the April meeting.
- o) **Footpath MLAV50 (Church Street up to Community Hall)** – It was noted that residents continue to raise concerns about the condition of footpath surface. It was further noted that following clarification from the solicitor, the Parish Council does not appear to be the owner of the footpath, as it was not included as part of the Old School land transfer. It was therefore suggested the matter be referred to the Public Rights of Way Department at Wiltshire Council in order for them to confirm on the ownership and to contact the relevant persons instructing them to make the necessary repairs to the surface. Cllr Muns agreed to follow up accordingly.
- p) **Flood Prevention Group** – See agenda item 24/25-244.

24/25-247 - Correspondence Received

- a) From a local resident – Concerns regarding **traffic pollution and air quality on The Spring** – Correspondence circulated and responded to by Cllr Muns – Noted.
- b) From a local resident – Concerns regarding **regular parking on the pavement** – Email sent to vehicle owner and the matter is now resolved – Noted.
- c) From Wiltshire Council – **New Planning Newsletter** – Circulated by email to all councillors. Document requested feedback on the revised planning application validation checklists. Comments were raised that the Planning Portal website is not compatible with a smart phone and the process appears to be unnecessarily complex, particularly for smaller applications, which would be better detailed in layman's terms. **Clerk to feedback comments accordingly.**

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- d) From Wiltshire Council – **Local Nature Recovery Consultation** – Councillors had been offered the opportunity to attend a briefing session on this consultation; Cllr Stevens and the Clerk had attended one on 11th March and Cllr Fraser is due to attend one on 26th March. The Clerk reported that the consultation offers the public a chance to review and provide feedback on the draft strategy, which will map out priority habitats, key species, and practical measures to expand, restore and connect important natural resources across the region. It will link to biodiversity net gain requirements for planning applications and guide nature recovery initiatives across the county. The strategy will not prevent development but will help regulate the impact of it on the environment. The consultation is in three parts (habitat mapping, species mapping, and the written strategy) and the comment submission deadline is 16th April. **Councillors were asked to submit any feedback to the Clerk so they can be collated for formal approval at the Full Council meeting on 15th April.**
- e) From Lavington & District Swimming Club – Request for MLPC to support their grant application for £500 to the Area Board for a laptop to use for the day to day running of the club. The club is not applying to MLPC for a grant due to the amount being more than is possible to award under budget allocations. **It was agreed that the Parish Council would support their application to the Area Board and that Cllr Davis would advise them accordingly.**

24/25-248 - Planning applications, decisions, and any other planning issues

- a) The following planning applications were considered at the meeting:
- PL/2025/01679 – 23 White Street** – Two storey rear extension. Single storey rear extension. There were not any public comments listed on the Wiltshire Council website in relation to this application. It was queried whether the site was within the designated conservation area; it was confirmed that it was, however, as the proposed development was at the rear of the property it was considered any impact on the street scene would be minimal and the length of the garden at the rear would mean any visual impact from the public right of way behind the property would be minimal. Therefore, **no objections** were raised.
- b) The following planning applications were noted. They had not been considered at a Planning Committee meeting, but feedback gathered from councillors via email and submitted to Wiltshire Council accordingly:
- PL/2025/01547 – 15 Rochelle Court** – Householder planning permission; PV panels installation on roof. **No objections** were raised.
 - PL/2025/01698 – Knapp Farm Barn, White Street** – Householder planning permission; installation of a new greenhouse and base to replace existing smaller freestanding greenhouse. **No objections** were raised.
 - PL/2025/01721 – Land off Fiddington Lane** – Variation of conditions 2 (approved plans) and 11 on PL/2024/03208 to allow for reduction in number of solar panels from 12 per dwelling to 8, changes to air source heat pump, slab levels reduced and reconstructed stone window heads and sills have been removed. The proposals detailed are an attempt to reduce the impact on the development on Fiddington Folly, 1 Fiddington Hill. **No objections** were raised.
 - PL/2025/01935 – Knapp Farm Barn, White Street** – Listed building consent; installation of a new greenhouse and base to replace existing smaller freestanding greenhouse. **No objections** were raised.
 - PL/2025/02487 – 29 High Street** – Notification of proposed works to trees in a conservation area; felling of plum tree. **No objections** were raised; however, it was suggested that the applicant offsets this felling by planting a more suitable tree in a more agreeable position.
- c) To receive and consider planning applications / appeal notifications received after the issue of the agenda (*where the response time falls outside of the meeting schedule and an extension cannot be obtained*).
There were none.
- d) The following planning application decisions made by Wiltshire Council were noted:

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- i. **PL/2024/11345 - Lavington School, The Spring** - Single storey extension and refurbishment of existing building in association with Sixth Form Centre - **Approve with Conditions**.
 - ii. **PL/2024/11506 - 27 High Street** - Replacement of existing windows; removal of door to LHS of property; Refurbishment and reinstatement of joinery (above heads of windows and doors) to high street elevation and replacement of lean-to roof - **Approve with Conditions**.
 - iii. **PL/2024/08673 & PL/2024/09004LBC - Ivy Lodge, 85 High Street** - Demolition of structurally unstable chimney breast and log store to rear of house and alterations to rear elevation and veranda - **Approve with Conditions**.
 - iv. **PL/2025/01935 - Knapp Farm Barn, White Street** - Installation of a new greenhouse and base to replace existing smaller freestanding greenhouse - **Withdrawn by Applicant**.
- e) Councillors received updates on matters referred to Wiltshire Council Planning Enforcement as follows:
- i. **The Barn, Spin Hill** – New agricultural buildings (hay and fodder storage barn). The Planning Enforcement Officer had advised that they had now visited the site and taken photographs of the barn. They also advised that due to the changes that have been made to what was approved, the owner has been invited to submit an application for the development as built. This is due to be submitted by the end of March, and if they fail to submit an application, further enforcement action will be taken.
The Clerk was requested to respond to the Enforcement Officer expressing the Parish Council's outrage at this process making a mockery of the planning system. The Clerk was asked to remind them that as a statutory consultee, the Parish Council is asked for an opinion; which is always submitted, although not necessarily endorsed by the final decision. On this occasion the Parish Council did not object but stated conditions, which were applied, and permission was granted. However, the development is then built contrary to the plans and rather than the applicant being made to revert the development to what was agreed, they are invited to make another application, thereby circumnavigating the entire planning process which is completely unacceptable.
- f) The following Notice of Enforcement Appeal was considered:
- i. **APP/3940/C/24/3358240 – 29 Spin Hill** – Without planning permission, the material change of use of the land from agriculture to ancillary residential use. This case was discussed, and it was agreed to submit a response to the Planning Inspectorate reiterating that the Parish Council did not have any objections to the original planning application especially as the containers are not visible from the road. Furthermore, to express that councillors consider this enforcement case to be unjust and unfair. The Parish Council is dissatisfied in Wiltshire Council's Enforcement Team who are inconsistent in their application of enforcement regulations which is demonstrated at a neighbouring property that has breached development conditions without repercussion.

24/25-249 - Monthly Reports

- a) **Youth Council (Cllr Taylor)** – A written report of the meeting held on 13th March 2025 had been circulated to councillors before the meeting (see appendix 24/25-249.a).
- b) **Rights of Way Working Group (Cllr Taylor)** – A written report detailing the works undertaken since the last report, had been circulated to councillors before the meeting (see appendix 24/25-249.b). Cllr Taylor advised that now it was bird nesting season their efforts would be concentrated on clearing low-level vegetation rather than hedges.
- c) **Community Hall Trust Report (Cllr Poole)** – A meeting had recently been held to which Cllr Poole attended but the minutes from which were yet to be published. There was nothing raised at that meeting which required any intervention or assistance from Market Lavington Parish Council. The minutes to be circulated once they have been received by Cllr Poole.
- d) **Any other reports** – There were none.

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24/25-250 - Items for next agenda

Cllr Roberts raised an issue regarding icy road surfaces on Northbrook where a spring is emitting water. It was advised this had previously been reported to Highways at Wiltshire Council however due to budget constraints it was not considered to be a priority and so residents will have to continue to apply grit to the road surface from the grit bin located in this area (previous minute 24/25-229.e refers).

Cllr Poole raised commented that discussing policies and more involved matters was not conducive for being undertaken at Full Council meetings. He suggested that a few councillors should get together with the Clerk to discuss such matters initially and then bring their findings and a draft document to a Council meeting for formal consideration. He advised of the process undertaken for the budget review, whereby he undertook initial review with the Clerk before it came to a meeting for comment. It was noted that consideration should be given to the reinstatement of the Governance & Management Committee as it was nearing the end of the agreed one year trial. Options to be considered and discussed prior to being adopted at the Annual Full Council Meeting in May.

24/25-251 - Adjournment for Public Participation

The meeting was adjourned and resumed at 8.45pm. There was no public participation.

24/25-252 - Date of Next Meetings

Parish Council Meetings – Tuesday 15th April 2025, Tuesday 13th May 2025 (brought forward to a week earlier than usual due to Local Election legislation).

24/25-253 - Closure of Meeting

There being no further business the meeting was closed at 8.46pm.

Signed..... Date.....

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Appendix 24/25-245.b – March 2025 Payments for Approval and Payments Made Since the Last Meeting for Ratification

March Payments for approval				
Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
OS Cleaner – monthly wages	4000/120	20/03/25	120.75	BP1
Handyman contractor monthly hours, and exps *	various	20/03/25	330.89	BP2
Clerk wages and exps **	Various	20/03/25	1,067.64	BP3
Diane Fraser – Friendly Friday refreshments	4090 to RR 329	20/03/25	13.18	BP4
Place Studio - Neighbourhood Planning consultant fees to end of March 2025.	4130 to RR 352	20/03/25	3,591.00	BP5
HMRC – 4 th Quarter NI contributions	4030/110	20/03/25	117.12	BP6
Gerald Milward-Oliver – Reimbursement of info board printing expenses for NP drop in sessions	4160 to RR 352	20/03/25	95.00	BP7
St John Ambulance – S137 grant donation	4210	20/03/25	68.50	BP8
TOTAL			5,404.08	
Payments made in between meetings				
Orchard Press Ltd – 2x banners for NP drop in sessions	4160 to RR 352	20/02/25	192.00	BP
Orchard Press Ltd – 1200x surveys for NP	4160 to RR 352	11/03/25	223.00	BP
Alplas Limited – 10x A5 Leaflet dispensers for NP	4160 to RR 352	19/02/25	28.98	Card
Solo Press – 500x flyers for NP	4160 to RR 352	19/02/25	34.28	Card
Amazon – 10x A5 refill pads for NP (12.99) Amazon – 10x A5 refill pads for NP (12.99) Amazon – 10x A1 pieces of foam board for NP (30.70) Amazon – 3x rolls of double sided tape for NP (4.49) Amazon – 50x black bios (12.29)	4160 to RR 352	20/02/25	73.46	Card
eBay – 10x cardboard struts for NP	4160 to RR 352	21/02/25	30.90	Card
Amazon – 24x Post it Notes for NP	4160 to RR 352	21/02/25	10.92	Card
Amazon – A4 laminating pouches	4160	26/02/25	8.31	Card
Amazon – Cleaning materials	4450	02/03/25	4.98	Card
Amazon – 10x USB memory sticks	4160	04/03/25	20.89	Card

* Handyman hours worked £300 + Petrol allowance £9 + Black bin bags £21.89 = TOTAL £330.89

** Clerk wages £1,040.91+ Postage reimbursements 23/24 and 24/25 £21.78 + batteries for hive thermostat £4.95 = TOTAL £1,067.64

11/3/25 Transfer £15,000 from Deposit account to Current account

13/3/25 Transfer £10,000 from Deposit account to Current account

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Appendix 24/25-249.a – Youth Council Report by Cllr Jane Taylor

Youth Council Meeting, St Barnabas School 4.30 pm on Thursday 13th March 2025

Present: DK, IS, RK, OM, FB, JC, Cllrs. Chloe Stevens and Jane Taylor.
Also present: Four pupils of St Barnabas, Jack Mason and Jacky MacQueen representing Neighbourhood Plan Steering Group, Mrs Clough, Headteacher, Wilts Cllr Dominic Munns.

This meeting was held at St Barnabas for pupils interested in joining the Youth Council to meet existing councillors, and to discuss matters that could inform the Neighbourhood Plan.

Following introductions, the Youth Council finalised arrangements for the Spring Clean at 2pm on Saturday 29th March, meeting at Broadwell.

Action: Some councillors to meet Jane at The Old School to collect litter pickers etc (arrange via WhatsApp). Jane to send details to St Barnabas.

Jack then outlined what a Neighbourhood Plan is, and we split into three groups to discuss concerns about the village, what they'd like to see etc. These groups then came together again to share comments, of which there were very many thought out ones, and included:

- Skate park / BMX track site off White St
- Footpaths in better condition to get to both schools and centre of village with adequate lighting
- Water station at Elisha Field
- If bigger developments, need green spaces to play in
- Protect and support wildlife by creating spaces e.g. area opposite turning into Drove Lane)
- Speed awareness signs
- More bins
- Crossings at bottom of Drove Lane and new Co-op
- Affordable housing

Jack and Jacky thanked everyone for their contributions.

RK and OM presented the bird boxes that they'd made which are brilliant, and a date will be arranged to place them along a footpath.

IS presented new posters re dog fouling, litter and speeding with the idea to get them made up. It was also agreed that it would refresh awareness to move the existing ones around.

Jane thanked everyone for attending, with special thanks to St Barnabas for hosting the meeting.

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Appendix 24/25-249.b – Rights of Way Working Group Report by Cllr Jane Taylor

Rights of Way Working Group Update March 2025

We have had three working parties since the last report:

MLAV26 (White St to West Lavington) is now cleared all the way through to WL boundary.

MLAV27 (From MLAV26 up to the Ridgeway) cleared.

MLAV13* (by Easterton Cemetery) to clear a hedge that was obstructing the path and spread the existing scalplings into muddy patches.

MLAV24 (section behind Stirling Rd) which is also a Bridleway. Cut back evergreen hedge that is obstructing the path.

We're in the process of putting up the footpath number signs.

*Whist at this path, we saw that the wire fencing the landowner had erected at the Northbrook end had been cut through, to enable pushchairs to get through we understand. I'm going to speak with the landowner to discuss a solution. Both MLAV13 and the MLAV14 spurs to Drove Lane have kissing gates, meaning it's very difficult for people with pushchairs or mobility scooters to get to Drove Lane (plus Elisha Field and the school) and further beyond to the north and east, avoiding roads.

I'm still awaiting responses from Steve Leonard re various issues. Following a site meeting with the Easterton RoW lead, I have also written to him asking him to ascertain who owns what in relation to MLAV16, as hearing conflicting reports.

We hope to work with landowners re run off from fields onto RoW.

We have had two meetings with Jack Mason and Jacky MacQueen from the Neighbourhood Plan Steering Group. The purpose was to discuss the importance of RoW in connecting to schools, surgery, new Co-op, centre of the village and green spaces, and further afield in connecting surrounding villages to provide safe passages. Our current network is in a very poor condition, so how can they be brought up to a better standard and be more resilient. As a group, we're going to consider a range of issues that came out of these extremely useful meetings. Our thanks to Jacky and Jack for their time.