

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 20th January 2026 at 7.15pm
in the Old School, Market Lavington

Present:

Councillors: Fred Davis; Di Fraser; Peter Joly; Ian Macqueen; Suzanne Morrison; Duncan Poole; Chloe Stevens (Chair); Laura Turner-Scott.

Officers: Tanya West – Parish Clerk & RFO

Public: Six members of the public.

Cllr Stevens opened the meeting, provided health and safety information, reminded that the Council has signed up to the NALC Civility & Respect Pledge and what that entails and furthermore advised that the meeting would be recorded by the Parish Clerk, to aid with the writing of the minutes. The recording would be deleted after the approval of the written minutes.

25/26-205 Attendance and Apologies for Absence

With all members of the Parish Council in attendance, there were no apologies for absence.

25/26-206 Declarations of Interest and Dispensations to Participate

- a) Cllr Fraser declared an interest in item 25/26-215.b as one of the payments for approval is payable to her and 215.d as there is a Community Grant application submitted by the Canada Woods & Community Park Community Group, of which she is Chair. Consequently, she took no part in the voting for these items.
- b) No dispensation requests had been received.

25/26-207 Adjournment for Public Participation (maximum of 5 minutes)

Opportunity for councillors to hear questions or comments sent in by the public on agenda matters, or for public participation.

The meeting was adjourned at 7.16pm and resumed at 7.21pm.

The Chair reminded those present of the importance of public contributions and thanked attendees for their continued engagement and local knowledge. It was explained that, to ensure clarity of discussion and accurate minute taking, public participation would be confined to the two designated agenda items for this purpose (items 25/26-207 and 25/26-222). Members of the public were encouraged to make notes during the meeting and raise comments at the appropriate points.

The following matters were raised by members of the public:

- **Potterne Park Solar Farm Planning Appeal** – A resident referred to the recently announced appeal relating to the Potterne Park Farm solar development, noting that the Planning Inspectorate had proposed determination by written representations rather than an oral hearing. It was reported that several neighbouring parish councils had requested this be changed to a formal oral hearing and that the matter had been raised at Wiltshire Council Cabinet. The resident asked the Parish Council to consider making a representation to the Inspectorate requesting an oral hearing. It was replied that this matter was included elsewhere on the agenda.
- **Canada Woods landslip fencing** – A resident queried how proposed fencing of a landslip area at Canada Woods would be undertaken, expressing concern that driving stakes into unstable ground could exacerbate slippage. The resident requested clarification on the method to be used. It was noted that this would be addressed under the relevant agenda item.
- **The Barn, Spin Hill development (PL/2024/04016)** – A resident requested that the Parish Council ask Wiltshire Council's Enforcement Officer to visit the site, citing concerns that works may exceed the approved plans, including the extent of concrete slab foundations, and referencing a history of retrospective planning applications. It was noted that enforcement matters would be considered later in the meeting.

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The Chair thanked the speakers for their contributions and the meeting was reconvened.

25/26-208 Minutes of Council Meetings

The draft minutes of the Full Council meeting held on the 16th December 2025 had not been circulated and so their approval was deferred until the next meeting.

25/26-209 Monthly Reports

The Council received updates, discussed, and made decisions on the following monthly reports:

- a) **Wiltshire Councillor Report** – Cllr Dominic Muns was not in attendance. Any updates will be received at a future meeting.
- b) **Youth Council** – A written report had been provided by the Group Leader (see appendix 25/26-209.b). The Group Leader advised she was meeting members of the Youth Council at the weekend to work on their report to the St Barnabas School Council.
- c) **Rights of Way Working Group** – A written report had been provided by the Group Leader (see appendix 25/26-209.c). The Wiltshire Council Rights of Way Officer had confirmed they would be available to meet on 27th January 2026 at 2pm to address some of the issues raised in the report. The Clerk to liaise with the Group Leader accordingly.
Cllr Fraser responded to some points raised in the written report as follows:
 - i. MLAV2 footpath (from Bubbling Kettle to upslope) requires significant repair; an initial quote of £83,000 has been received. Additional options are being explored.
 - ii. Caution advised regarding the transfer of tippings across the village due to potential spread of Ash dieback disease.
- d) **Community Hall Trust** – Cllr Poole advised he had recently attended a CH Trust meeting, and there were no matters raised requiring Parish Council consideration.
- e) **Friends of Canada Woods & Community Park Community Group** – A written report had been provided by the Group Chair (see appendix 25/26-209.e). Updates and decisions included:
 - i. Consideration of seeking donations from residents in return for cutting up and distributing firewood from recently felled timber.
 - ii. **MLAV2 Footpath Regeneration** – Habitat hedging and new hedgerow planting scheduled between 24th February and 9th March 2026.
 - iii. **Village 'Blossom Day' Event (Saturday 25th April 2026)** – It was **resolved** to grant permission to use the Old School as a drop-off point for competition submissions and donations. The Community Group will obtain its own insurance for the event, so event start-up costs are now increased by £100.
 - iv. **Fly Tipping Incident** – A recent incident of plaster being dumped in Canada Woods had been resolved by Cllr Fraser with the responsible party; evidence had been retained for future reference if required.
 - v. **Donations for Firewood from Felled Timber** – It was **resolved** that CW&CP Community Group could manage the cutting up and distribution of the felled timber in exchange for donations. The donations are to be paid to the Parish Council and held in an earmarked reserve for later use on works at CW&CP.
- f) **Any other reports** – There were none.

25/26-210 HRAF Committee Meeting

The draft minutes from the Highways, Recreation, Amenity and Footpaths (HRAF) Committee meeting held on 6th November 2025 had been written up, however, changes requested by the Committee Chair were still to be actioned prior to publication. This would be actioned shortly and so the item was deferred to the February Full Council meeting.

25/26-211 Staffing Committee Meeting

The draft minutes from the Staffing Committee meeting held on 6th January 2026 had not been circulated and so their approval was deferred until the next meeting.

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25/26-212 Finance Committee Meeting

The Council received the draft minutes of the Finance Committee meeting held on 13th January 2026 and considered the recommendations made by the Committee.

a) Committee Terms of Reference

It was **resolved** that the Finance Committee Terms of Reference be amended to state that membership includes the Chair and Vice-Chair of the Council and all Chairs of all Standing Committees.

b) Internal and External Auditors

The Committee recommended that **Auditing Solutions Limited** be appointed to undertake the Internal Audit for the financial year ending 31st March 2026 at a cost of £245+VAT.

The Council **resolved** to agree to this appointment **subject to confirmation that GDPR requirements are satisfied**, given that it is understood the consultant Internal Auditor (appointed by Auditing Solutions Limited) is based in Jersey.

Other recommendations from the Finance Committee were considered under minute 25/26-215.e and f.

25/26-213 Market Lavington Neighbourhood Plan 2

- a) **Steering Group Meeting 06/01/2026** – The draft minutes of the Steering Group meeting were noted as still being in preparation. Members received a verbal update from the Steering Group. Work is ongoing to collate data from the recent Site Assessment Consultation and to define the Plan's vision and objectives. The Steering Group is also reviewing neighbourhood plans from adjacent authorities to inform best practice. A further meeting is scheduled for the following week, and updates will be provided as progress is made.
- b) **Site Assessment Consultation** – The Parish Council noted that consultation responses from site owners and any developer contacts are being collated. No final outcomes were available at this stage. The Steering Group continues to review and analyse feedback as part of the plan preparation.
- c) **MLNP2 Related Finances** – It was reported that some supplementary surveys and professional inputs may be required to support the plan, potentially incurring significant costs. The exact financial implications are not yet known, and budgets will need to be reviewed once further information is available. Provision has been made in the draft 2026/27 budget for professional input to ensure the plan is robust, but it is not yet known if the amount will be sufficient to cover all requirements. The matter will be brought back to a future meeting once information and costings are available.

25/26-214 Governance & Management Advisory Group

Councillors received updates and considered matters relating to governance and management as follows:

- a) **Training** – The following training was noted:
 - Cllr Stevens and the Clerk - NALC webinar: *Future Leaders: Attracting Young Talent to Parish and Town Councils* on 25/02/2026.
 - Cllr Poole – NALC webinar: *The Housing Puzzle: Putting Parish and Town Councils at the Heart of the Solution* on 25/03/2026.
 - Civility and Respect training is scheduled for March; councillors will be emailed details once they are published by WALC.
 - Cllr Joly to confirm to the Clerk attendance for WALC online training session on Councillor Fundamentals on 24/02/2026.
- b) **AGAR Assertion 10 – NALC Model IT Policy** – It was reported that discussion and consideration of the IT Policy is ongoing and will be deferred until further information is available as it will likely need to incorporate the requirements of the MLNP2 Steering Group. The Clerk and Cllr Poole to work together on this and report back to the February Full Council meeting.
- c) **Community Governance Review** – The Parish Council's response to the forthcoming Community Governance Review, as agreed at the previous meeting, was ratified. It was noted

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that the deadline for submissions had been extended to the end of the month. No additional proposals had been received, and councillors were reminded that there remains time to submit any further input before the deadline.

d) **Tree Policy** – A draft letter had been circulated as pre-reading with the intention to issue it to residents regarding trees on Parish Council-owned or maintained land, referencing the Council's Tree Policy. Discussion focused on the wording relating to residents notifying the Council before carrying out work on trees:

It was clarified that residents are not legally obliged to seek permission before cutting back any overhanging vegetation to their boundary. The letter would be amended to encourage residents to inform the Council where possible, to assist with monitoring and maintenance. Subject to appropriate amendment to reflect this clarification, it was **resolved** to agree to this letter being issued to those properties that adjoin Parish Council land. The Tree Policy to reflect this point and letter accordingly.

25/26-215 Finance

The Council considered financial matters and made associated decisions as follows:

a) A report on the **receipts and payments details for December 2025** (including any card payments, direct debits, and payments made in-between meetings), had been circulated as pre-reading. No questions were raised.

b) In accordance with Financial Regulations 6.11 a report on the **payments for January 2026** had been circulated in advance of the meeting (see appendix 25/26-215.b). This report was reviewed, and it was **resolved** to approve the schedule of bank payments, totalling £2,206.49 due to be made on 22nd January 2026 and to ratify those bank and card payments made since the last meeting.

c) **Ear Marked Reserves (EMR)** – A report on the EMR had been circulated to all councillors as part of the budget preparations. This report had not been updated since the Finance Committee meeting and the amendments relating to historic minutes [see minute 25/26-198.d] were still to be actioned by the Clerk. The Clerk to update the report to present at the February Full Council meeting.

d) The requirement of a **budget** to assist with works undertaken by the **Friends of Canada Woods & Community Park Community Group** was discussed. It would be used to cover items such as tree guards for the protection of hedging whips recently planted. It was **resolved** to allocate an operational budget of £300, to be in line with the budget allocated to the Rights of Way Working Group.

e) **Community Grant Applications** – The Council considered grant applications received since the last meeting:

1. **Tuesday Club** – It was **resolved** to award a grant of £125 to support weekly hot meals, activities, and companionship for local residents.
2. **Blossom Day Community Event** – A loan of £150 was approved to cover start-up costs, subject to final verification of financial arrangements [the Clerk and Chair of the Finance Committee to review and report back].
3. **Other applicants** – Responses were due from residents of The Muddle (community garden) and South Western Ambulance Charity (Community First Responders). Further consideration to be given when detailed proposals are received.

f) **Operational Budget and EMR Allocations – 2026/27** – Cllr Poole provided a verbal summary of the report he produced as part of the budget preparations (see appendix 25/26-215.f.i). The Council considered recommendations from the Finance Committee. Key points included:

- Tax base for Market Lavington assessed at 772.53 Band D equivalents.
- Legacy fund balance of approximately £16,000, with £6,000 proposed for use in the coming year.
- Provision for 10% increase in staffing hours included.
- Project expenditure of £15,000 included in next year's budget.

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- Anticipated expenditure likely to exceed income by approximately £8,256 before precept adjustments.

It was unanimously **resolved** to accept the operational budget for the 2026/27 financial year based on projected operational receipts of £91,523 [calculated with the 2025/26 precept figure of £80,132] and projected operational payments of £81,830 (see appendix 25/26-215.f.ii).

It was unanimously **resolved** to accept a total of £23,949 be added to Reserves (see appendix 25/26-215.f.iii).

g) **Annual Parish Council Precept – 2026/27** – It was unanimously **resolved** to set the **Precept at £87,288 for the 2026/27 financial year**. An increase on the previous year of 8.4% which accounts to a monetary increase of £8.76 per year [73p per month] based on a band D dwelling.

25/26-216 Parish Council Land

The Council received updates, discussed, and made decisions on matters relating to Parish Council land as follows:

a) **Felling of Ash Trees – Francis Road**

The felling of two Ash trees backing onto properties on Francis Road was completed on 3rd January 2026.

b) **Access Gates and Footpaths from properties onto Parish Council land**

Delivery of the maps and letters to residents is still to be actioned.

c) **Information Board – Canada Woods/Community Park**

The information board remains in storage, and no further action has been undertaken.

d) **Permissive Path on MLAV2 / Landslip Fencing and Rectification Works**

- Fencing of the landslip, and associated permissive path route, is in situ and has been for some time.
- Permits from the Environment Agency have been obtained, and works are due to commence in the Spring.
- Details regarding requirements for leaving materials on Wiltshire Council land, adjacent to Grove Road, have been passed onto the contractor. Confirmation from Wiltshire Council and scheduling from the contractor are awaited.

e) **Recording of Trees / Independent Surveys**

Work on recording trees on Parish Council land and obtaining quotations for independent tree surveys is ongoing.

f) **Clearing of Waste – Community Hall Amenity Land**

Waste comprising mainly of garden cuttings and branches remains on site following the passing of the former resident and land caretaker. Arrangements will be made to remove the waste using available resources, including a chipper offered by Cllr Davis, who will co-ordinate the works with the Clerk.

g) **Trees on Land Between The Muddle and Broadwell**

Investigation revealed the hedgerow in question lies outside Parish Council ownership.

The Clerk investigated and found from old planning applications that although the hedge looks like it is on The Muddle, it was actually part of the Milsom Court development site and so ownership is very likely retained by those properties. The resident who raised the matter is now addressing this with their solicitor. No further action by the Council is required.

h) **Tree Guards and Canes – Community Park**

Purchase of tree guards and canes to protect new whips in the Community Park was confirmed and approved, as budget provision is now available (minute 25/26-215.d refers).

25/26-217 Current and Future Projects

The Council received updates, discussed, and made decisions on current and potential future projects as follows:

a) **Review of Current Projects**

- **Remembrance Day Community Knitting Project:** Suzanne reported that preparations are ongoing. The project will involve community participation in creating crocheted and knitted

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poppies to be displayed around St Mary's Church. The Church will conduct its own risk assessment within its grounds for hosting the display. Schools, community groups, and residents will be invited to participate once final approvals on paperwork are received from the Royal British Legion and the Clerk. Efforts will be made to connect with relatives of those named on the war memorial and the local museum for historical context.

- **Highway Improvements / Traffic Management:** Cllr Poole provided an update on proposals received from Motion (Transport and Infrastructure Consultants). The initial full-village proposals were considered too costly. Two focused plans addressing pedestrian safety at each end of the village have been requested, with expected delivery early next week, after which they will be submitted to Wiltshire Council for review and cost assessment.

b) New Suggestions for Future Projects – Village Map

- A resident in attendance at the meeting, presented a proposal for creating one or two large village maps to be displayed in central locations (e.g., Market Place and Village Green).
- The maps would highlight footpaths, historical buildings, nature trails, and points of interest around the village. Smaller handouts could also be produced for visitors.
- Funding for the project could include contributions from local businesses in lieu of advertising space on the maps.
- The Council agreed to support the development of a Working Group to progress the village map project, with the resident co-ordinating community input. Groups and residents will be invited to join the Working Group to contribute ideas and information. The Clerk to circulate details.

c) **External Funding Opportunities**

- The Council noted that opportunities for external funding are being explored. The Clerk will continue to circulate details of potential grant sources to councillors as and when they are received. Cllr Poole and the Clerk will update the project list with possible funding options for consideration at a future meeting.
- Additional project proposals arising from the Neighbourhood Plan will be added to the ongoing list for consideration.

All updates were noted, and actions will continue as outlined. The Council expressed appreciation to those individuals for their work in progressing these community-focused initiatives.

25/26-218 Highways and any other maintenance matters

The Council received updates, discussed, and made decisions on highways and maintenance matters as follows:

- a) **Footpath MLAV10 (Spin Hill to Drove Lane)** – Issues regarding motorbike access and maintaining equality access were ongoing. The Council will discuss and review possible solutions during the site visit scheduled for 27th January 2026.
- b) **Memorial bench at Elisha Field and Elsewhere** – No further progress to report at this time.
- c) **Parish Steward – Scheduled Visits During 2026** – Parish Steward visits are not taking place during January due to pothole repairs. Any items requiring attention will need to be deferred for the February visit.
- d) **Community Clean Up Day** – Due to the weather, the drain and gulley clearance session at Drove Lane had been rescheduled to take place on 24th January 2026 9.30am to 12 noon. A copy of the letter delivered to local residents had been shared to councillors as pre-reading. Residents and volunteers are encouraged to participate. The Council acknowledged historical flooding issues; clearance will target specific drains and gullies while recognising some drainage issues are due to upstream blockages and bank erosion.
- e) **Parsonage Lane – Fly tipping, dog fouling, and bank slippage** – Cllr Fraser had contacted Wiltshire Council and Aster again regarding these ongoing issues. Replies from Wiltshire Council reinforced the need to report fly tipping and encroachment of vegetation onto the highway via the MyWilts app.

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- f) **Handyman and Groundwork Contractors – Update and New Tasks** – Still due to remove the piles of leaves/silt remaining from the Parsonage Lane Community Clean Up Day. Also, the leaves from the Primary School as collected by a resident.
- g) **Northbrook – Large Willow Tree Pruning** – SSE has cleared the branches from around the electricity wires. A tree surgeon had visited site to determine if any extra works were required. For safety reasons, they had recommended removal of a large split branch, ideally, to take place before bird nesting season. The Council noted the land is unregistered, but thought it might have been missed when transferred from Devizes Rural District Council, however, as a duty of care to residents it was believed the Parish Council should take responsibility for getting these works undertaken. Quotations will be sought for the work to ensure safety of nearby property and roads.
- h) **Update from Wiltshire Council – Black Dog Crossroads A360** – Improvement works are expected to be completed by the end of February 2026. Resurfacing works on the B3098 at West Lavington to Market Lavington are scheduled to begin in March 2026.
- i) **Any Other Updates – Stobberts Road Concealed Entrance Sign** – A resident request was discussed regarding the installation of a “concealed entrance” sign opposite Stobberts Road. After discussion, the Council noted limited effectiveness of signage due to site constraints, lack of pavement, and visibility issues. A mirror opposite the junction was also considered, but the same constraints applied. Future improvement works being considered for the High Street [as per the Motion Transport report] are expected to mitigate safety concerns in this area.

25/26-219

Correspondence Received

The Council noted correspondence received and actions taken by the Clerk, and considered whether any further action was required as follows:

- a) **WALC Executive Meeting on 19th January 2026 at 6.30pm.**
No councillors had attended this meeting. The Clerk to circulate the minutes once they have been received.
- b) **WALC Environment Network inaugural Meeting on 29th January 2026.**
It was agreed that attendance by a Councillor or representative would be beneficial. The Chair of the MLNP2 Steering Group was noted as willing to attend and would be able to provide feedback to the Council.
- c) **Wessex Water community drop-in session - Devizes Library on Tuesday 13th January 2026.**
The Chair of MLNP2 Steering Group had attended this meeting as Cllr Stevens had been unable to attend at last minute. Useful contacts were obtained for queries relating to drainage, sewerage, and water resilience. Plans to liaise with neighbouring parish councils were noted.
- d) **Police update on criminal damage to roundabouts at either end of Grove Road.**
The Clerk had responded to the Police advising there were not any leads for this incident. Any new information should be reported to the local PCSO or via Crimestoppers.
- e) **Wiltshire Police crimes and incidents report for Market Lavington October to December 2025 incl.**
Noted. No additional comments were raised.
- f) **Wessex Flood Warden Lunch and Learn Sessions 2026.**
Cllrs Macqueen and Stevens, along with the Clerk to attend as many of these sessions as possible. The Chair of MLNP2 Steering Group, or other residents with a suitable interest in resolving the flooding issues within the parish, may also attend as long as they are able to provide a report to the Council after any sessions.
- g) **Best Kept Village Competition 2026 – Celebrating 100 Years of CPRE.**
It was agreed for the Clerk to circulate details to village groups and residents and gauge interest in participating.
- h) **Green Council Biodiversity Solutions - Introduction and Request for Meeting.**
Noted; no immediate action required.
- i) **Community First - Ask the Network Bulletin and meeting on 17th March 2026.**

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The meeting date was noted – Councillors to advise the Clerk if they wished to attend. Information regarding potential schemes for free or subsidised cycle stands was discussed. Councillors were invited to express interest should they wish this to be explored further.

j) **Registered monuments – missing mile post at Black Dog**

The Council noted concerns raised regarding a missing Grade II listed mile post at Black Dog. It was reported that further information is being gathered, including historic ownership and current obligations, and that advice from the appropriate heritage body will be sought. This matter will be progressed once further details are available and will likely be included on the next HRAF Committee meeting agenda.

Updates on the following previously raised matters were as follows:

k) **Debris from Beech Trees on Lavington Hill** – An update was provided confirming that a site visit had taken place and no obstruction remained at the site. It was reported that proceeds from the 2025 event had enabled significant donations to be made to ML Museum and WL Youth Club. Organisers have confirmed that for future works they will ensure cut branches are placed clear of the highway, and the Clerk will request advance notification of these tree works to allow monitoring. This was noted and agreed.

l) **Hamilton Drive Play Area** – The resident had confirmed they had still not received an update from Aster regarding their queries with the play equipment and surfacing. The Clerk to chase this up along with other outstanding queries.

Other Correspondence received after the agenda was published

m) Details of a proposed **review meeting to discuss how Parish Councils and Wiltshire Council can work better** together and to discuss the suggestion of a regular meeting of Devizes area Parish Councils. Councillors interested in attending were asked to inform the Clerk and a date of Tuesday 24th February 2026 was provisionally agreed.

25/26-220 Planning applications, decisions, and any other planning issues

a) The following planning applications were considered at the meeting:

- Reference: **PL/2025/09579** (Full planning permission)
Address: **Sandhyrst Stables, Drove Lane**, Market Lavington, Devizes, SN10 4NT
Proposal: Alteration of existing Redwood Creosote posted Paddock which measures 55m x 20m to a Sand School. Fix low level Creosote kick board to the existing paddock posts, add equestrian grade rubber chips to complement the existing surface. Increase existing mixed hedge by 20m. Change of use from agricultural to equestrian use.
Applicant: Mrs Morag Fricker.
Councillors considered the application. Whilst there was no objection in principle, concern was raised regarding the proposed use of "equestrian-grade rubber chips", particularly the potential environmental impact if recycled tyre material were to be used.
It was resolved that the Parish Council supports the application in principle, subject to clarification from the planning authority/applicant on the specification and suitability of the proposed rubber surfacing material.

b) To note receipt of other planning applications received which have not been considered at a Planning Committee meeting but via email:

- None.

c) The following planning applications were raised for comment at the meeting, they were not included on the agenda as they were received after the agenda was published:

- None.

d) The following planning application decisions made by Wiltshire Council were noted:

- Reference: PL/2025/08656 (Listed Building Discharge of Condition)

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Address: **Ivy Lodge, 85 High Street**, Market Lavington, Devizes, SN10 4AQ

Proposal: Discharge of condition 5 (Details of repointing and sample) relating to application PL/2024/09004.

Applicant: Mollie Allen

Decision: The details submitted in relation to this condition are **approved and discharged**.

ii. Reference: PL/2025/08658 (Approval of details reserved by a condition)

Address: **Ivy Lodge, 85 High Street**, Market Lavington, Devizes, SN10 4AQ

Proposal: Discharge of condition 5 (Details of repointing and sample) relating to application PL/2024/0873.

Applicant: Mollie Allen

Decision: The details submitted in relation to this condition are **approved and discharged**.

e) Councillors received updates and considered other planning matters, including enforcement, as follows:

i. **Wiltshire Council Eastern Area Planning Committee** – Planning application Ref.

PL/2025/09563, for proposed development on land at Spin Hill, was not included on the January agenda of this meeting, so it likely to be considered at the February meeting.

ii. **Enforcement Appeal 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 is still under investigation; no further updates since the last meeting.

iii. **Enforcement – Unauthorised Access onto A360 (near Black Dog Crossroads)** – This case is still under investigation; no further updates since the last meeting.

iv. **Enforcement – Tree reduction at the Muddle** – This case is still under investigation; no further updates since the last meeting.

v. **Enforcement – Tree felling at The Ham** – This case is still under investigation; no further updates since the last meeting.

vi. **Wiltshire Local Plan Review 2020-2038 examination** – The Clerk continued to circulate to members any email updates received regarding the Review. No additional updates were provided at the meeting.

vii. **The Barn, Spin Hill** – Concerns raised in the public session (minute 25/26-207 refers). It was **resolved** to authorise the Clerk to submit a formal enforcement referral to Wiltshire Council, requesting they attend site to investigate into the size of the recently installed concrete foundation being in line with the agreed plans.

viii. **Decision Appeal APP/Y3940/W/25/3376878 – Land South of Potterne Park Farm, SN10 5QT** – Ref. PL/2023/10332 – Proposed installation of a **solar farm** for a temporary period of 50 years. The notification of this appeal was discussed, and it was **resolved** to submit a request to the Planning Inspectorate that determination not be by written submission as stated in the letter, but by oral hearing instead.

25/26-221 Items for next agenda

Councillors considered matters to be included on the agenda for the next Parish Council meeting.

➤ **Community Car Park access and safety:**

Clr Turner-Scott reported recent incidents where residents had fallen on the embankment/pathway between the St Mary's Close car park and steps down to the roundabout, particularly in dark and wet conditions. Concerns were raised about the muddy and slippery ground in this area, the absence or inadequacy of lighting, and the expectation that the steps provide a safe route to the car park.

It was agreed that this matter should be investigated further, including responsibilities and consideration of possible surfacing or matting. This item was identified for inclusion at a future Joint Liaison Committee meeting also on a future Council meeting agenda.

➤ **GP surgery concerns:**

Councillors discussed reports of ongoing concerns from residents regarding the operation of the local GP surgery. It was noted that GP practices are independent entities with established

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complaints and oversight mechanisms, and that the Parish Council has no direct authority over them.

It was agreed that the Parish Council's role is primarily one of signposting residents to the appropriate complaints and regulatory bodies (e.g. practice partners, patient liaison groups, CQC). The Chair and Clerk to review and clarify the Parish Council's role and responsibilities in this area and to provide advice on appropriate signposting for residents. No agenda item to invite the GP surgery was agreed at this stage.

25/26-222 Adjournment for Public Participation (maximum of 5 minutes)

The meeting was adjourned at 9.07pm and resumed at 9.12pm.

- a) A member of the public referred to discussions held at a recent MLNP2 Steering Group meeting regarding the Wiltshire Council Local Plan Review Examination. It was reported that Planning Inspectors had raised significant concerns about the evidence submitted by Wiltshire Council, including housing provision, and that there may be consideration of extending the plan period to 2042. The Parish Council was advised to be aware of the current difficulties surrounding the examination process.
- b) Thanks were expressed to the Parish Council for endorsing the request for the Planning Enquiry to be heard in person for the Potterne Park Solar Farm Appeal. It was noted that this action was welcomed and consistent with representations made by neighbouring parish councils.
- c) A question was raised regarding a recent planning application at The Barn, Spin Hill involving an all-purpose outdoor arena, specifically the type of surfacing material to be used and whether it was appropriate. It was noted that sand had previously been used. Discussion followed regarding the residential status of a barn conversion and whether Community Infrastructure Levy (CIL) would apply. It was explained that retrospective conversions of existing buildings do not usually attract CIL, though the Clerk agreed it was worth seeking clarification from the planning authority on both matters and would investigate accordingly.
- d) A resident from Northbrook requested that a councillor or officer meet on site to review a gully that was no longer draining into the stream as previously, with concerns raised about flooding. It was reported that works had been undertaken during the winter to clear the gully. Further comments highlighted the importance of regular gully clearance, including at Parsonage Lane, to reduce flood risk, and the role of the Parish Steward in this work. Cllr Davis volunteered to attend site and carry out any works required. He agreed to liaise with the resident directly on this matter.

25/26-223 Date and Time of Next Meeting

The next meeting of the Full Council is scheduled to be held on Tuesday 17th February 2026 at 7.15pm at the Old School.

There being no further business the meeting was closed at 9.12pm.

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

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Appendix 25/26-209.b

Report title	Monthly Reports Youth Council (Written report from Group Leader). To include update on discussions with St Barnabas School and future plans. Also, make any decisions regarding the picnic bench and any conditions/permissions regarding its location or installation.
Report author	Jane Taylor – Youth Council Group Leader
Purpose of report	For Update and decision (if required)
Statutory authority	

Market Lavington Youth Council Report 01/26

I met with Donna McInnis, Head, St Barnabas school 13.1.26 and these are the notes from that meeting:

I gave a brief outline of why the Youth Council (YC) was formed and current status. The purpose of this meeting was to establish how we can encourage pupils to be a part of it.

Outcome

- The Youth Councillors that go to St B's can give a presentation to years 5 and 6 explaining what the YC is about, their achievements etc with or without an adult member of the YC. I'll liaise with the parents to establish if the girls would like to do this and then meet to discuss the presentation.
- The school has a School Council (SC) with representatives from each year. Donna is keen to create links between the two groups. A suggestion is that a member of the SC could attend a YC meeting and/or a Councillor could attend a SC meeting. We will put the suggestion to our respective groups.

(The YC meets at The Old School, Market Lavington 4:30 to 5:30 on a Thursday as and when necessary, being mindful of after school commitments.)

Eight new signs have been ordered re speeding, litter and dog fouling, with a date to be arranged.

Still awaiting to hear if the picnic table can be positioned in Fiddington Clay.

Next YC meeting probably 12.2.26

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Appendix 25/26-209.c

Report title	Monthly Reports Rights of Way Working Group (Written report from Group Leader). To include update on works undertaken since the last meeting, plans for future works and any ongoing investigations. To make any associated decisions on these works.
Report author	Jane Taylor – RoW Working Group Leader
Purpose of report	For Update and decision (if required)
Statutory authority	

Market Lavington Rights of Way Working Group Report 01/26

No works have been carried out.

Summary of meeting 5/1/26 and comments from those not present.

Present: JU, CK, CK, MR, SW, BB, PrW, PIW, JT.

Apologies: SMO, SJ, IMac, F&TW

- A discussion re works carried out by Mark Goddard, footpath contractor. **Action:** Jane to meet with him. **Update:** from phone conversation: The work we have done has made it easier for him when cutting footpaths. If time, he will go along a couple of paths with hedge flayer. To walk paths with him next month after he's assessed RoW on foot.
- We now have proper RoW signs that just need the number written on. **Action:** Jane to circulate the list of signs still to be positioned, and then gradually replace other signs. Please message to arrange to get signs. **Update:** Tanya is getting more signs next week for us.
- WhatsApp group gets confusing to follow. Use that for immediate messages but use email for detail and information: footpaths@marketlavingtonparishcouncil.gov.uk
- Budget. To date, MLPC has not allocated a budget and by their own admission, they have been badly neglected for many years. As work continues bringing them up to a good standard, costs may be incurred for equipment and resources. The point was raised that should the PC buy some items e.g. pruning saws, shears etc as not all members of the working group have such tools. There may also be stiles and/or gates to be replaced, trailer hire (see next point). **Action:** Jane to liaise with Tanya re proposals and request to be put to next Highways, Recreation, Amenities & Footpaths (HRAF) meeting 5th February, 7:15pm at The Old School. All welcome. This will then be put to Full Council (date to be advised). **Update:** Tanya's proposal is that we'll be allocated a small "operational" budget for tools, for example, but bigger projects e.g. cutting steps into MLAV6/8 would come under PC projects.
- It was felt that we need to concentrate on surfaces of paths which are quite treacherous in places. By continuing to cut back to fence lines where possible, the walking width will naturally get wider (currently a one foot width "gulley" in many places). Mark will also be able to cut paths wider. There was a discussion re a rotovator with mixed opinions + level out paths – make them muddy. Scalpings in many places would help as would wood chippings. **Action:** Jane to ascertain where scalpings from the High St are and how to access them. It may be that we have to hire a trailer. **Update:** * See below
- A robust 4 wheeled cart trolley would be beneficial in taking equipment to locations along RoW. **Update:** This is an example of items that would come under an operational budget, and we would have to prioritise expenditure.
- There was a discussion re the purchase of a wood chipper which would enable us to deal with larger sized arisings in situ. They can be difficult to get on site and then manoeuvre, but many RoW would benefit from chippings. The PC are in the process of finding an arborist to carry out a tree survey and it may be that trees need cutting back or felling. In liaison with the tree surgeon, we

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should ask for chippings and use on RoW. We should also actively seek out surgeons working in the village and ask for chippings. **Update:** Tanya will liaise with us of when and where tree surgery works are being carried out in the village.

- Dead hedging – there are points along RoW that we could create dead hedges as both a means of dealing with the arisings and creating a wildlife habitat. Where necessary we would seek permission of the landowner. Hazel and/or chestnut stakes would need to be sourced.
- Landowners and those residents backing onto RoW need to be made aware of responsibilities and regulations e.g. path widths, barbed wire etc. An article should have gone in the Parish Magazine this month so will be re-submitted for next month, as well as The Community Engagement newsletter. A question has been asked about what action can be taken if landowners don't comply – The PC can take advise from Wilts RoW and request their involvement. The PC is a member of Open Spaces and can be contacted re legal matters. **Action:** All to consider ways to engage with the community. Jane and Tanya are to write a generic letter to be sent to relevant landowners and residents. **Update:** Tanya has such a letter that she and I will adapt. This will then be sent out as and when and prior to work commencing. Articles approved by Tanya and submitted for publication.
- Walking maps were discussed, and this is a longer term goal working with other groups / organisations.
- The group asked for an update re MLAV16 (Drove Lane to Easterton) but we're still awaiting news. **Update:** * see below.
- RoW map. We currently have A3 laminated maps of RoW but they don't cover the whole parish. Members would like a paper map that covers the whole parish. **Action:** Jane to liaise with Tanya. **Update:** Tanya is organising this.
- On behalf of this group, Tanya has applied to The Woodland Trust for 420 hedging whips, 210 to be delivered in March and then autumn. Please can we all consider where these should be planted.
- Community engagement. As already said, articles are to appear in the Parish Magazine and the Community Engagement Newsletter. We are also being set up with a Facebook page through the Parish Council that we can use to advise residents of works, ask for help, reporting of RoW issues. I am meeting with St Barnabas School 13/1 to explore how we can involve pupils.

Comments from WhatsApp

- MLAV1B – Historic route be restored. **Action:** Tanya to look into this with Wilts RoW
- MLAV2 – from bubbling kettle through woods towards Dauntsey crossroads the path is eroding and making it very hazardous to walk along. **Action:** Tanya to investigate.
- MLAV2 by Dauntsey Manor - Rosa hedging very overgrown and encroaching on footpath. The Avenue whilst not a RoW is used by many walkers and there are trees along that need assessing.
MLAV3 – path from the field to Dauntsey Drive needs clearing. Dauntsey have applied to re-route this RoW as part of larger plans to secure their boundary.
Action: Letter of request being sent to Dauntsey's Head Groundsman and update on re-routing MLAV3
- MLAV7 at Spin Hill end very uneven and hazardous. **Action:** Tanya to arrange a site meeting re this at same time as looking to resolve MLAV10 situation where an electric fence has been put along the fencing wire.
- MLAV6 to 8 by Wick Farm and MLAV26 to 23 These have steep slopes that are difficult to ascend/descend especially in wet weather, and need steps cutting in to enable safe access.
Action: Tanya to include this within Parish Council projects for 2026/27
- MLAV17 Drove Lane end the stile is extremely difficult to get over as has chicken wire covering one side.
MLAV's 13 (Spin Hill end) and 22 (where it meets WLAV15) both have rotten or remains of stiles.

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Action: Email to be sent to Steve Leonard re these items and those above*

- MLAV22 (behind Shires Close and The Spring). Very muddy. Case for scalpings?
- MLAV26 from White St between fields to WLAV27 becomes a quagmire. **Action:** Email to Kelston Farms to seek a resolution.

Working group - Please note that all correspondence and articles have to be approved by Tanya before being issued.

I met with Donna McInnis, Head, St Barnabas school 13.1.26 and these are the notes from that meeting:

Again, I gave a brief outline of why a RoW Working Group was formed and our purpose. The School Council (SC) have suggested events such as a litter pick and planters at Elisha Field amongst other community projects.

Outcome

- The RoW group to liaise with St B's when we'd like to have a working party and invite children and their families along. I have since thought that we could ask the pupils if there's a footpath that they feel needs working on? The working party could be during the school day with school staff, or weekend with parent/carers.
- The RoW group could produce an A4 Treasure Trail type sheet for children to get out walking the footpaths in Easter holidays for example, and possibly then give the children certificates. The trail could be sent out via parent mail. If successful, we could produce a quarterly seasonal one. Jane to speak to a member of the RoW group that has created them in the past.
- Another suggestion was that someone from the RoW group could give a presentation at an assembly and Jane is to ask the group.

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Appendix 25/26-209.e

Report title	Monthly Reports Friends of Canada Woods & Community Park Community Group (written report from Group Chair). To receive updates and make any associated decisions on: i. Works in respect of the regeneration of original MLAV2 footpath through Community Park, including habitat hedging and planting of new hedgerow (previously agreed by Full Council). ii. Village 'Blossom Day' event to be held at Canada Woods/Community Park on Saturday 25 th April 2026. To include request to use the Old School as a 'drop off' location for this event. iii. Fly tipping incident at Canada Woods. iv. Consideration of seeking donations from residents in return for cutting up and distributing firewood from recently felled timber.
Report author	Di Fraser – Group Chair
Purpose of report	For Update and decision (if required)
Statutory authority	

CWCP – Community Group Chair's report for Parish Council 20/01/26

Tree whips for Community Park – second delivery from woodland trust due between 24th Feb and 6th March hence the request for tree protection, the last planting has survived due to the stakes and tubes, whereas the first whip planting was cut by Wiltshire on our boundary at Grove Road. Deer will eat the whips in Community Park if not protected.

Budget. I discussed with Tanya a small budget for 2026 of £300 to provide for small items such as stakes and tubes for whips (Currently £89 x 2). Strimmer line, fuel for chain saws (£65) feed for the orchard etc.

Donations for firewood. After some research the rules show Parish Council's may ask for donations for firewood in respect of a specific event/project. As the Community Group are organising the Blossom Day event that would be specific enough for compliance and would help with funding. This is the reason it is back on the agenda.

Footpath accessibility (MLAV2) from Grove Road. One updated quotation received and a meeting with another contractor being arranged.

Footpath erosion MLAV2 from Bubbling kettle. I have had many contractors look at the feasibility of repairing the erosion and most have not been able to quote. It is a very complicated repair. I shared one quotation with Tanya recently of £83,000. There are a few other ideas but as there are alternative routes to join MLAV2 at the beech tree unfortunately it is currently not on the urgent list.

Blossom Day Event 25/04/26 Community Park. The thoughts are for a traditional village fete demonstrating the talents and skills of residents. Lots of rural crafts and some competitions. Some businesses, residents and trades have already shown interest in donating prizes and sponsoring competitions. The main 'off site' competitions are for photography (theme biodiversity) and for the younger children some art work/colouring in a particular blossom picture (yet to be decided). It is hoped the Parish Council would be interested in sponsoring one of the 'on site' competitions. A possible 'bear hunt' through the woodland for younger children based on The Real Winnie as we have the author's permission to use her art work. It will also give the museum an opportunity to display some of their 'Lavington at War' historical information. In order to provide medals and purchase things like raffle tickets the Community Group asks for the support of the Parish Council in the form of a grant, estimated start-up costs in the region of £200. We also ask for The Old School to be used for a

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'drop off' for entries and donated items if nice, labelled boxes are provided in the lobby. This would need to coincide with The Old School being open but not interfere with users such as the library. We thought the creative competition entries might be exhibited at some point in the old school at an event which would give opportunities for promotion of the old school as a venue and the library as a service; so, permission is sought for that too. Posters are being designed and we will have a group meeting before the next PC meeting for an update. There will be a piece for the newsletter, spring edition and various other promotional materials released in the next few weeks.

DRAFT

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Appendix 25/26-215.b – Payments for Approval and Ratification

January Payments for Approval

Details	Cost Centre	Date of Payment	Amount Inc. VAT where applicable	Ref
OS Cleaner – monthly wages	4000/120	22/01/26	£156.25	BP1
Handyman contractor monthly hours*	various	22/01/26	£423.75	BP2
Clerk TW wages and exps	Various	22/01/26	TBC	BP3
Wiltshire Pension Fund - Actuarial fees for the production of the Contribution Report for Market Lavington joining the Fund	4040/110	22/01/26	£600.00	BP4
NALC – Online course ‘Future Leaders: Attracting young talent to parish and town councils’ – CS	4080/110	22/01/26	£42.00	BP5
NALC – Online course ‘The Housing Puzzle: Putting parish and town councils at the heart of the solution’ – DP	4080/110	22/01/26	£42.00	BP6
SJ Aplin Playgrounds Ltd – Repairs to swings on EF supply and fit 1x new cradle seat, 2x sets new chains, 2x sets new shackles	4600/140	22/01/26	£757.20	BP7
PPL PRS Ltd - Music Licence renewal for the OS	4470/120	22/01/26	£95.34	BP8
Cllr Di Fraser – Reimbursement for tree guards and canes for new hedge along MLAV2 at Community Park (see also agenda item 25/26-216.h)	4620/130	22/01/26	£89.95	BP9
TOTAL			£2,206.49	

Payments made in between meetings

Lebara Mobile Limited – Mobile Phone Dec 2025	4170/110	01/12/25	£4.95	Card
Water2Business – EF Water & Sewerage Services	4420/140	01/12/25	£20.50	DD
Water2Business – OS Water & Sewerage Services	4420/120	01/12/25	£31.50	DD
British Gas – OS Electricity	4410/120	01/12/25	£724.48	DD
DC Mortimer Electrical – Supply and fit PIR light to replace faulty one at OS	4430/120	02/12/25	£149.98	FPO
Earl Haig Fund – Remembrance Wreath	4210/110	04/12/25	£75.00	Chq
Daisy – Broadband at OS – Dec 2025	4170/120	10/12/25	£41.69	DD
Lloyds Bank – Bank Account Service Charge	4110/110	16/12/25	£4.25	Auto
British Gas – EF Electricity	4410/140	16/12/25	£62.87	DD
British Gas – OS Electricity	4410/120	16/12/25	£161.51	DD
A Withey Industrial Packaging – 1000x black refuse sacks.	4430/130	18/12/25	£142.14	FPO
Ecolibrium Environmental Contracting Ltd. – Env Agency permit application fee for works to river bank slippage at CW.	4430/130 RR353	18/12/25	£446.00	FPO
Handyman contractor monthly hours	various	18/12/25	£339.00	FPO
OS Cleaner – monthly wages	4000/120	18/12/25	£143.75	FPO
Futura Direct Ltd. (via Amazon) – Hedge trimmer and 2x batteries	4410/130	19/12/25	£62.99	Card
West Lavington Youth Club – Annual grant	4210/110	22/12/25	£2,725.00	FPO
TEEC Limited – MLPC Website Hosting 2026	4180/110	22/12/25	£216.00	FPO
Ionos Cloud Ltd. – Web Hosting OS Dec/Jan 25/26	4180/120	29/12/25	£7.20	DD
Lebara Mobile Limited – Mobile Phone Jan 2026	4170/110	30/12/25	£4.95	Card
TOTAL			£5,363.76	

*Handyman hours worked £412.50 + Petrol allowance £11.25 = TOTAL £423.75

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Appendix 25/26-215.f.i – Budget and Precept for 2026/27 – Background Report from the Chair of Finance Committee

The forthcoming year presents challenges to set a budget that both allows the Parish Council to invest in enhanced facilities for the community and at the same time manages the increase in the proposed precept to a level that will be acceptable by and manageable for the community.

Full details for the current year receipts and expenditure and the assessment of costs and receipts for 2026/27 have been prepared by the clerk in association with the chair of finance and should be referred to in reading this report.

Set out below is a snapshot of the key financial issues:-

1. The precept is calculated on the Tax Base determined by Wiltshire Council for Band D properties – the tax base for 2026/27 is 772.53 a small increase of 3.76 compared to the current year. Options and recommendations for the 2026/27 precept are contained later in this report.
2. The precept the Parish Council set for 2025/26 was a 7.53% increase on the prior year equating to an extra payment for a Band D property of £7.30 per annum. This gain is provided as a background to the recommended precept stated later in this report.
3. The Parish Council has the benefit of a legacy fund that helps support works to maintain the environment of the village, but its remaining funds are reducing and in effect are masking a potential problem for the future when exhausted. This fund reduced by supporting the 2025/26 expenditure and at the end of the current year will have a balance of about £16k. The current year utilized about £11k of this fund to support village maintenance costs. As part of the precept recommendations the budget for 2026/27 allows for £6k of this fund to be allocated to village maintenance works as a reducing move to provide less reliance on the fund in following years.
4. With the change of Clerks in 2025/26 the staffing costs increased above the original budget allowance to reflect the new employment contract and some overlapping of the clerks to ensure a smooth transition. The recent review of working hours identifies the need to provide for a contingency to cover potential increase of 10% in the contracted hours and this has been incorporated into the budgets for 2026/27 within the EMR summary for subsequent full Council approval.

As more substantial projects emerge the clerk's time may need to increase, however, if this occurs then the additional costs will be added to the specific projects thus cost are to be recovered from within the EMR attached to projects.

5. A review of the end-of-year financial position shows that against the budget of expenditure for 2025/26 of c. £95k actual expenditure is assessed at c.£82.8k. This is due to projects contained in the EMR lists not having been implemented at a cost of c. £14.5k. Provision for these project costs remains in the EMR.
6. Continuing with the end-of-year review the opening balance of £92681.84 held in current and deposit accounts is anticipated to close with a balance of £113483.44, which is a reflection of the additional receipts of £14k attached to CIL payments and lower project expenditure.
7. An addition cost for 2025/26 related to the election of Councilors in May and despite all seats being uncontested and a charge of £410 was received from Wiltshire Council, a cost not to be allowed for in 2026/27.
8. Referring to other aspects of the budget recommendations for 2026/27 the following are highlighted where there is a significant difference to that for the current year:-

- Clerk's salary potential increases;
- Considerably lower professional fee costs,
- High allowance for OS maintenance,
- C. £9k of additions to EMR including allowances to support the production of the Neighbourhood Plan 2

9. A full review of income over and above the precept has been undertaken to assess risks of non-achievement and how 2025/26 has performed. As a consequence, the proposed budget

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for 2026/27 has been assessed as only slightly down on 2025/26 with the exception of CIL's receipts down from 14K to £7k. Clearly positive marketing of the Old School for hire could improve income but even then amounts are small in comparison with the overall budget. Ensuring that Elisha field is well maintained should safe guard revenue.

10. Item 12 below sets out precept options with a recommendation. For guidance if expenditure is to be debated (that could have any appreciable influence on the budget and hence precept) then the focus would be on the sum allocated to "Projects". That sum is £15000 a similar amount allocated in the current year but to some extent is helping to build a replacement for the diminishing Legacy Fund. Wherever possible grant funding should be sought by the Parish Council and supporting community and working groups but as this cannot be quantified at this time no such receipts have been included in preparing the budget.
11. Referring to the financial schedule headed "Summary of Total Receipts Less Payments" this demonstrates taking into account the matters referred to above that without any increase in the precept that expenditure would exceed income by £8256.00.
12. The budget papers for 2026/27 presented to the Parish Council for consideration and approval, after setting out all the planned expenditure and income, contain a range of options for setting the precept. The suggested and recommended precept bid to Wiltshire Council is £112.99 for a Band D property. Whilst this is an increase of 8.40% on the previous year this only results in an extra charge of £8.76 (73p per month) for the full year for a Band D property. This would increase the annual precept income by £7156.00 resulting in a continuing but reduced deficit of income to expenditure of £1100. With the lightly improved position of cash reserves this is recommended as an acceptable financial position and would continue to meet audit requirements.
13. In common with many small parish councils the administration and other fixed costs are disproportionately high and as a consequence limit the flexibility to invest in an enhanced future for the community without a measured increase in the precept.
14. Whilst I, as Chair of Finance, have expressed a desire to limit precept increases to reflect general public sector increases there is a likelihood public authorities rises in precept will be considerably more than in the previous year. Thus, having now completed with the Clerk the full review of the budget for 2026/27 and looking beyond I now recommend to the Council the adoption of the precept noted in item 12 above.

Cllr Duncan Poole
Chair of Finance Committee

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Appendix 25/26-215.f.ii – Operational Budget for 2026/27

Nominal Code	Details	2025/26	2026/27	Notes for 2026/27 budget
1076	Precept	£ 80,132.00	£ 80,132.00	Left as per previous year
1090	Interest Received	£ 700.00	£ 700.00	Monthly interest + Year fixed deposit
1100	Grants & Donation - Anytime		£ -	
1105	CIL & S106 Income	£ -	£ 7,000.00	Remainder CIL receipt
1110	Wayleave	£ 30.00	£ 30.00	
1990	Other Income	£ -	£ -	
100	General Income	£ 80,862.00	£ 87,862.00	Sub-Total
120	Old School – Receipts for Hire	£ 2,709.00	£ 2,711.00	
140	Elisha Field – Receipts for Hire	£ 873.00	£ 950.00	
		£ 84,444.00	£ 91,523.00	TOTAL RECEIPTS

Nominal Code	Details	2025/26	2026/27	Notes for 2026/27 budget
4000	Staff (Clerk) salary	£ 17,056.00	£ 17,478.00	
4030	Staff (Clerk) PAYE & NI	£ 1,808.00	£ 1,872.00	
4040	Employers Pension Contribution	£ 683.00	£ 3,443.00	
4050	Staff Mileage & Benefits	£ 246.00	£ 250.00	
4080	Training	£ 1,000.00	£ 1,000.00	
4090	Chairman's expenses	£ 146.00	£ 150.00	
4100	Handyman	£ 4,290.00	£ 4,680.00	
4120	Audit fees	£ 695.00	£ 720.00	
4130	Professional fees	£ 1,000.00	£ 700.00	
4140	Subscriptions & Memberships	£ 1,070.00	£ 1,175.00	
4150	Insurance	£ 2,480.00	£ 2,642.00	
4160	Stationery & Postages	£ 150.00	£ 150.00	
4170	Telephone & Broadband	£ -	£ 50.00	
4180	Website - Parish Council	£ 380.00	£ 354.00	
4190	IT	£ 402.00	£ 1,181.00	
4200	Grants paid (specific power)	£ 500.00	£ 500.00	
4210	Section S137 Expenditure	£ 3,800.00	£ 3,800.00	used when there is no other specific power to make grants
4220	PWLB	£ 12,966.00	£ 12,966.00	

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

Nominal Code	Details	2025/26	2026/27	Notes for 2026/27 budget
4260	Youth Council	£ 100.00	£ 100.00	
TBC	Warm Space / Friendly Friday Funds	£ -	£ 100.00	
4165	Newsletter	£ 904.00	£ 928.00	
4110	Bank charges	£ 60.00	£ 60.00	
110	Administration	£ 50,436.00	£ 54,299.00	Sub-Total
4000	Staff (Cleaner) salary	£ 1,625.00	£ 1,703.00	
4170	Telephone & Broadband	£ 954.00	£ 500.00	
4180	Website	£ 100.00	£ 112.00	
4400	Oil	£ 2,000.00	£ 2,000.00	
4410	Electricity	£ 2,000.00	£ 2,000.00	
4420	Water	£ 270.00	£ 388.00	
4430	Maintenance	£ 6,000.00	£ 6,000.00	
4440	New Equipment (projects)	with above	with above	
4450	Cleaning Materials	£ 250.00	£ 260.00	
4470	Licences	£ 280.00	£ 300.00	
4480	Health & Safety	£ 625.00	£ 670.00	
120	Old School - Payments	£ 14,604.00	£ 13,933.00	Sub-Total
4410	Electricity	£ 50.00	£ 175.00	
4430	Maintenance	£ 1,000.00	£ 1,000.00	
4600	Inspections & Maint (play areas)	£ 500.00	£ 830.00	
4610	Grass Cutting	£ 100.00	£ 167.00	
4620	Footpaths (Amenity Land)	£ 4,471.00	£ 4,500.00	
TBC	PROW Working Group	£ -	£ 300.00	
4640	Tree Works	£ 1,500.00	£ 2,500.00	
130	Play Area/amenity/highways - Payments	£ 25,621.00	£ 9,472.00	Sub-Total
4410	Electricity	£ 240.00	£ 400.00	
4420	Water	£ 204.00	£ 280.00	
4430	Maintenance - Pavilion	£ -	£ 500.00	
4480	Health & Safety	£ 100.00	£ 100.00	
4610	Grass Cutting	£ 1,752.00	£ 1,846.00	
4710	Maintenance - Field	£ 2,000.00	£ 1,000.00	
140	Elisha Field & Pavilion - Payments	£ 4,296.00	£ 4,126.00	Sub-Total

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Nominal Code	Details	2025/26	2026/27	Notes for 2026/27 budget
		<u>£ 94,957.00</u>	<u>£ 81,830.00</u>	TOTAL PAYMENTS

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Appendix 25/26-215.f.iii – Reserves Allocations for 2026/27 - Earmarked Reserves (EMR) / Restricted Reserves (RR)

A/C Code	EMR or RR	Details	Proposed Additional EMR Funds for 26/27	Notes for Proposed Additional Funds for 26/27
324	EMR	Tree works	£ 1,500.00	In anticipation of possible additional tree works following tree survey.
342	EMR	OS boiler fund	£ 500.00	To be added to every year to build up funds for future boiler replacement
343	EMR	Resurface Broadwell fund	£ 1,500.00	To be added to every year to build up funds for future resurfacing of Broadwell car park
355	RR	MLNP2 Budget from MLPC	£ 2,500.00	To provide funds (estimated) for professional fees to get project through to completion
TBC	EMR	Clerk additional hours	£ 2,349.00	Additional 2 hrs/week including salary, pension, NI
TBC	EMR	Tree Survey Fund	£ 500.00	To be added to every year to build up funds for tree survey to be actioned every 3-5 years
TBC	EMR	Election Costs	£ 100.00	To be added to every year to build up funds for Wiltshire Council election fees every 4 yrs

£ 8,949.00 SUB-TOTAL

TBC	EMR	Future Projects - to be determined	£15,000.00	To allocate in an EMR for projects to be determined
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£23,949.00 TOTAL