

WEST LAVINGTON PARISH COUNCIL

**MEETING OF THE PARISH COUNCIL 7 NOVEMBER 2019, 7PM**

**IN THE WEST LAVINGTON VILLAGE HALL**

**MINUTES**

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| **Present**: | Councillors: Mrs J Ford (Chairman), Mrs H Freeman, Mr P Blundell, Mr R Oglesby, Mr D Muns, Mr S Coxhead, Ms L Gough and Mr M May. |  |
| **Also present** | Mrs K Elston (Clerk), Mr M Lascelles (until 7.20pm) and Mr R Gamble (until 7.30pm). |  |
| **19/20/122** | **Apologies for absence**   * Mr A Morton and Mr R Scott – these were accepted. |  |
| **19/20/123** | **Declaration of interests**   * Mr May expressed an interest in the Village Hall as he is Chairman of   the Village Hall Committee. |  |
| **19/20/124** | **General Discussion regarding Dauntsey’s Athletics Track**   * Chairman introduced Mr Mark Lascelles, Headteacher, Dauntsey’s   School who wanted to talk through the previous planning application  and what the school is proposing to do differently in terms of the new  application.   * Mr Lascelles said that he was sorry for the current position and that   the school has not dealt very well with the previous planning  application last time. The revised plans that are going to be submitted  have taken account of the visual impact of the track and fencing on the  surrounding landscape. Mr Lascelles distributed an illustration of  the proposed changes in terms of planting of trees etc. He  acknowledged that the fence in white catches the eye but a fence is  important to reduce vermin gaining access and fouling the track. The  new plans recommend the fence being painted with a shade of grey.  The illustration also shows trees being planted around the track and  more coverage in the large D areas either end of the track to reduce  the impact of the red surface.  Mr Lascelles asked if there were any questions from councillors and  more details were requested in relation to the girth of the trees which  has been detailed as 10-12 cm thick. Mr Lascelles advised that he  feels it should be thicker and could be achieved by planting older,  more mature trees and older trees will provide a dramatic  visual impact within five years, whereas young trees will take much  longer. He went onto explain that Dauntsey’s want to make the area  as attractive as possible and he welcomes comments from the  community which would include indicating any gaps in the planting so  that this can be addressed. Councillors have asked for samples of the  colour of the fence paint shown on a sample of the plastic fencing.  Mrs Ford thanks Mr Lascelles for attending the meeting and advised  that the formal application will on the agenda for the next meeting on  5 December for discussion the parish council and will make their  formal comments to Wiltshire Council by 6th December.  Mr Lascelles left the meeting and Mrs Ford thanked him for attending. |  |
| **19/20/125** | **The Minutes of the last meetings of the council 03/10/19**   * Mr May advised that he no longer wishes to be recorded as a   nominated parish councillor for the West Lavington Village Hall  Committee as he is the Chair.   * Minutes were agreed to be a true and accurate record and signed by   the Chairman. |  |
| **19/20/126** | **Wiltshire Councillor’s Report**   * Councillor Gamble thanked Mr Coxhead for organising the   Emergency Planning Group and arranging for sandbags to be placed  around the village in garages.   * CATG meeting – Councillor Gamble thanked Mrs Ford and Mr Muns   for attending this week to be part of the discussion on Blackdog  Crossroads. It will be challenging to find a solution but it is  encouraging that the three parishes are working together on this.  Further exploration will take place but a large-scale solution would  take a lot of money and time. It maybe that a smaller solution can be  found in the shorter term. Councillor raised a concern in relation to  West Lavington committing funding to an issue at a site in another  parish.   * CIL funding rules have changed nationally and Wiltshire Council will   vote in the near future to change their rules to follow national  rules.   * Reducing the Weight limit on the B3096 – this is not deliverable at the   moment as it will have a ripple effect on other roads. There will be a  review of the Transport Policy alongside the Core Strategy and this  will be an opportunity to address issues in a more holistic way. CATG  funding is a very small allocation of money but will be working  alongside the Air Quality Group which could help move the  plans forward. Also looking at finding a better cycle route from West  Lavington to Devizes and any input in relation to this is welcome from  those interested in furthering this aim.   * Area Board on 18.11.19 at Devizes School – Richard Sandford-Hill   from the CCG will be attending to talk about the Urgent Care Centre.   * Area Board in January – there will be an input on community   engagement on climate change matters. Currently Wiltshire Council  has been rated as the best in the country at reducing climate change  by Friends of the Earth.   * Salisbury Bus – Councillor asked if there is any update on the   proposed change of bus route to Salisbury to go via Stonehenge.  There is a restriction on this as there is a Stonehenge Tour bus  already in operation there. There will be further negotiations. There  are officers that need to put time to this but there is not any capacity  currently. |  |
| **19/20/127** | **Chairman’s Announcements**   * Targeting Fly-tippers Campaign – Wiltshire Council are running a   campaign that encourages people to report flytiping. The details  have been put on the website. Any tip off that results in a successful  prosecution or a Fixed Penalty Notice will earn a voucher up to £200.   * Dorset and Wiltshire Fire and Rescue Authority – meetings of the   Local Performance and Scrutiny Committee will be held on 06.11.19  in Devizes, 08.11.19, 14.02.19 and 22.05.19.   * Dauntsey’s School Christmas Lunch – this event on 3rd December is   open to the community but people will need to ring Gaile Bishop on  699647 to book.   * County of Wiltshire Carol Service – this will be on 6th December at   Christ Church in Swindon. Mr Coxheadl will confirm to the clerk if he  can attend.   * Councillor R Scott has advised that he needs a leave of absence   from council duties until March. Councillors were in agreement to  accept this request.  ***Proposed: Mr S Coxhead***  ***Seconded: Ms L Gough***  ***All councillors present in agreement***. | **SC** |
| **19/20/128** | **Public Participation**   * There was none. |  |
| **19/20/129** | **Finance**   * Budget monitoring – the operating budget information had been sent   to the Chair, Mr May and Mr Morton prior to the meeting along with  the latest current bank statement. The bank reconciliation was  agreed and the bank statement was signed by the Chair.  Clerk noted the following to councillors:  Overspends noted in the last minutes with further overspending in the  Grant budget line. Grant spending this year to date has been 26% of  The budget and councillors will need to consider this next year as  This will have an impact on the funding allocated to maintenance and  projects. Underspends to date are in Rights of Way, Election  provision, data protection and emergency planning.   * Grants Policy – a revised policy has been circulated to councillors   prior to the meeting to recommend that organisations can request  more than one grant in a financial year. All councillors in agreement  to amend the policy.  ***Proposed: Mr S Coxhead***  ***Seconded: Mrs J Ford***  ***All councillors present in agreement***  Clerk to amend policy and replace one on website,   * Bank signatories – the clerk has made applications for Mr Muns and   Mr Coxhead to become signatories on the account. Documents were  signed in the meeting and will be sent in the post by the clerk.   * Precept setting for 2020/21 – the first draft of the precept will be   presented at the next meeting in December as the Band D  calculation from Wiltshire Council has not yet been released. The  final precept request will need to be submitted to Wiltshire Council in  January 2020.   * Grant applications –   Village Hall Coffee Morning – Mr May presented a request for £250  to be able to offer coffee mornings for the village community at the  Village Hall. Mr May advised that this is a stand-alone event and not  part of the Village Hall normal business and going forward would be  an annual request. Councillors were in agreement to donate £250.  ***Proposed: Mr P Blundell***  ***Seconded: Ms L Gough***  ***All present in agreement***   * St John Ambulance request – Ms Gough has contacted the local   office but there has not been any response. Therefore councillors  agreed to close this request.   * Streetscene – request for £250 for winter planting and tubs.   Councillors were in agreement and recommended that £500 is put in  the budget next year for Streetscene.  **Proposed: Mr M May**  **Seconded: Mr S Coxhead**  **All councillors present in agreement**   * Grant for West Lavington Village Hall – Mr May has sent an updated   report which was distributed to councillor prior to the meeting. A  formal request will be made for 6 months of funding to continue as  support to the village hall so that 50% of the costs of the hall manager  and caretaker can be paid. This will cover the period until September  2020. Councillor asked when the village hall has projected it will be  self-sufficient and is there any visibility of the Business Plan. Mr May  advised that a Business Plan will come to the parish council in  January so that the parish council can make a decision in relation to  the grant funding in the future. The previous Business Plan was in  February 2019 and the request now from a councillor was for the  details of advancement on that plan. Paul Bryant is a member of the  Village Hall Committee and it was agreed for him to provide a 15  minute presentation at the January meeting.   * Commercial waste bin contract – clerk advised that she has raised   an invoice to the Village Hall for 50% of the costs for the first six  months of the contract as previously agreed when they took it on at  the beginning of the financial year. The Village Hall have not been  invoiced for the VAT element of the contract as the parish council can  claim that back. The invoice was in the sum of £170.84.   * Remembrance Day Wreath donation – councillors agreed to make a   a donation of £25.   * Budget setting and precept request – clerk advised that the precept   Calculation has not yet been received from Wiltshire Council.  Budget to be drafted and circulated prior to the next meeting. Precept  request to be submitted in January 2020.   * Internal Audit – training for playgrounds inspection booked for   03.12.19 and bank statements being signed every quarter.  Disbursements  **Cheque Number Payee £**  SO Chris Hardwick (website) 28.00  SO Charlton Baker 12.50  SO Clerk Office payment 25.90  1698 Kaye Elston (clerk salary) 291.80  1699 Wicksteed Leisure Ltd 108.00  1701 H.Sainsbury (bins) 60.00  1702 Streetscene (grant) 250.00  1703 Royal British Legion 18.50  1704 Boels Rental 48.00  1705 West Lavington Village Hall (grant) 250.00 | **KE**  **KE**  **MM/KE** |
| **19/20/130** | **Planning**  **Applications**   * **19/10040/TCA Parsonage House, 11 All Saints Road, West**   **Lavington , Devizes SN10 4LT** – Robina – reduce limb over tennis  court by 30%, Apple Tree – fell, Holly Tree – reduce by 20% and  Willow Trees x 2 – pollard to height of previous cuts. No objections.   * **19/09823/TCA 88 High Street, Littleton Panell, Devizes SN10 4EU**   Twisted Willow (T1) – target reduce height by 3 meters and reduce in  canopy by 2 meters. All cuts back to appropriate pruning points. No  objections.   * **19/09969/TCA 15 Church Street, West Lavington SN10 4LD** – Ash   Trees x 6 – fell. No objections.   * **19/10370/TCA Simons Hallow, 1 Duck Street, West Lavington**   **SN10 4LG** – 1 Pine Tree – fell and 2 Conifer Tree – fell. No  objections.  **Decisions**   * **19/08779/TCA Fleece Cottage, 31 Church Street, West**   **Lavington, Devizes SN10 4LF** – Fell 1 Spruce.   * **19/09116/TCA Springside Cottage, 4 Rickbarton, West**   **Lavington, Devizes SN10 4LU** – T1 – Willow – fell. |  |
| **19/20/131** | **Committees and Working Groups**   * Councillor training – booked for 13th November at 1900 – 2100. Mr   Oglesby advised he will not be able to attend.   * Corporate Planning – draft has been circulated with amendments.   Councillors agreed the amendments. Final plan to be circulated to  Councillors. Short action list to be produced and circulated. | **KE** |
| **19/20/132** | **Website amends – achieving process and review**   * Policies – clerk to check policies listed and which ones which are still   to be drafted.   * Meeting to be set after Christmas to review the current website   arrangements. | **KE**  **KE** |
| **19/20/133** | **Receipt of Working Groups and project reports**   * Footpaths – report sent out with the agenda and is available   from the clerk upon request. The tree across the stream at  Rickbarton is being dealt with by the owner.   * Risk Committee – this meeting took place prior to the full council   meeting. There was a recommendation to co-opt Mr Muns onto the  Risk Committee.  ***Proposed: Mr S Coxhead***  ***Seconded: Mr M May***  ***All councillors present in agreement***  Mr Coxhead advised that the group had reviewed the Risk Register  and it has been identified that all councillors would benefit from risk  training which will hopefully be organised in the near future.   * Playgrounds –   Bin installation at BMX track – this should be completed by Neil  Ansell within the week.  Repairs to steps at the Recreation Ground – Mr Blundell has secured  another quote which was discussed at the Playgrounds Working  group which he explained to councillors. The total cost would be in  the sum of £2840 and there is money in the budget to accommodate  this work. Councillors were in agreement to commission the work.  ***Proposed: Mr M May***  ***Seconded: Mr P Blundell***  ***All councillors present in agreement.***  Mr Blundell to word an email for commissioning as the quote is not  straightforward and then to send onto clerk to commission the work  with the contractor.   * Terms of Reference for Playgrounds Working group – currently   state that Chairman and Vice-chairman will sit on the group. It was  agreed that the TORs should be amended to confirm that it can be  Chairman or Vice-chairman. Mr Coxhead also advise that there  needs to be consideration of email use by members of groups who  are not councillors who use their private email address. This will  need to be discussed when the website review is discussed in  January.   * Railings on south entrance to village – awaiting date from Wiltshire   Council to commence the work.   * Remembrance Wood – clerk has been back in contact with MOD,   following the response from government office to Mr Blundell, which  unfortunately, has not moved the project any further on. The local  contact for the MOD has advised she needs to seek further  clarification as she is unsure of the process now, as it has been  referred up beyond their local remit. Will come back to the clerk.   * Cleaning of the war memorial – quotes are currently being sought   and then grant funding can be applied for as well.   * CCTV – a service has recently been completed as part of regular   maintenance programme. Lenses have been cleaned as well. | **PB** |
| **19/20/134** | **Blackdog Crossroads – report back from CATG meeting**   * See Minute 19/20/126 above. Unfortunately, not all the ‘near misses’   on the junction are recorded and budget priority from local  authorities are prioritised for roads where there are serious  injuries or fatalities. |  |
| **19/20/135** | **Confirmation of publicity/press items to include website and News and Views**   * News and Views – nest boxes, sandbags, CCTV service and   progress on the steps at the Recreation Ground. |  |
| **19/20/136** | **Area Board**   * Next date is 18.11.19 – Mr P Blundell and Ms L Gough to attend. * 13.01.19 – Mr Coxhead and Ms L Gough to attend. |  |
| **19/20/137** | **Date of next parish council meeting**   * **5 December 2019 at 1900** |  |

*Meeting closed at 2125*

Signed……………………………………………………………………………..5 December 2019