

WEST LAVINGTON PARISH COUNCIL

**MEETING OF THE PARISH COUNCIL 3 OCTOBER 2019, 7PM**

**IN THE WEST LAVINGTON VILLAGE HALL**

**MINUTES**

|  |  |  |
| --- | --- | --- |
| **Present**: | Councillors: Mrs J Ford (Chair), Mrs H Freeman, Mr P Blundell, Mr R Oglesby, Mr D Muns, Mr S Coxhead, Ms L Gough and Mr A Morton . |  |
| **Also present** | Mrs K Elston (Clerk) and Mr R Gamble (until 7.30pm). |  |
| **19/20/105** | **Apologies for absence**   * Mr M May and Mr R Scott – these were accepted. |  |
| **19/20/106** | **Declaration of interests**   * There were none. |  |
| **19/20/107** | **Community Led Housing (Rebecca Lockwood Norris)**   * Rebecca had been invited to the meeting to make a short   presentation on Community Led Housing following on from their  contact.   * Leaflets and the presentation were handed out to councillors. * West Lavington could choose to have an affordable housing site and   Community Led Housing would support this Rural Acceptance site.  The funding comes from Homes England.   * Other options that Community Led Housing could support through   different approaches; Community land Trusts (CLTs), Housing  co-operatives, Co-housing, Self-build and custom build and Tenant  Management.   * If a Community Land Trust is formed it can influence affordable   housing and allows the community to have more control over the  management of the site. Community Housing would be the landlord.   * They can also help a larger development with their requirement for   affordable housing on the site. This can help a developer get their  planning permission to be approved.   * The parish council can speak to Community Led Housing in the   future should they require further information.   * Mrs Ford thanked Rebecca for coming to the meeting to explain what   Community Led Housing is. |  |
| **19/20/108** | **The Minutes of the last meetings of the council 05/09/19**   * Minutes 05/09/19 agreed to be a true and accurate. Chair signed   them.   * Matters arising 05/07/19:   Minute 19/20/092 The vacancy for a councillor remains open.   * Minute 19/20/093 Request for an enforceable weight limit on B3098 –   Councillor Gamble asked councillors if they would support this  request and after the last meeting the clerk emailed Councillor  Gamble to confirm commitment from West Lavington. It is hoped that  CATG funding will support this.   * Minute 19/20/094 Grant request from St John Ambulance – Mrs   Gough is continuing her research on the financial position of St John  Ambulance and this will be placed on the next agenda.   * Minute 19/20/098 VE Day celebrations – Mrs Gough advised that she   has spoken to the church who have not planned anything yet but are  likely to organise an event for May 2020.   * Minute 19/20/099 Volunteer Policy – this is now on the website. * Signage for CCTV cameras – clerk advised that these have been   sourced at a cost of £31.63 each. Councillors agreed to order 4 to  advise that CCTV cameras are operating in the area and also one to  direct people to the defibrilator from the other side of the Village  Hall. | **LG/KE** |
| **19/20/109** | **Chairman’s Announcements**   * The Local Government Boundary Commission for England have   announced their final recommendations for unitary division in  Wiltshire. The summary document has already been sent out to  Councillors.   * Register of councillor’s pecuniary interests – Chairman reminded   Councillors that they need to go onto the Wiltshire Council website  and check that their details recorded are up to date.   * Spatial Planning Rural Workshop – this workshop which is part of the   Wiltshire Core Strategy consultation process was attended by Mrs  Ford and Mr Morton on 1st October in Caine. Some villages do not  have a Neighbourhood Plan and are being asked to support  large numbers of new housing. The estimated number of houses to  be built in West Lavington was 50. This is the proposed number  already agreed in our Neighbourhood Plan.   * Reported sighting of a mink – Mrs Ford received notification of a   possible sighting of a mink in the stream at Duck Street. Mrs Ford  contacted Wiltshire Wildlife who believe that it was more likely to be  an otter as they have become more aggressive and chased minks  away.   * Phone box on Lavington Lane – congratulations to Streetscene who   have received national publicity regarding the presentation of the box. |  |
| **19/20/110** | **Public Participation**   * There was none. |  |
| **19/20/111** | **Wiltshire Councillor Report**   * Muck spreading – there were four days of reported strong smells   recently which had a greater impact due to the warm weather. When  farmers spray their fields and are aware of code of conducts and  good farming methods they will moderate their practice with further  spraying if smells linger. There is a suggestion that the smell was  chicken waste. If adverse effects last more than one week and no  action is taken to moderate the effect then the Environment Agency  will deal with this as an offence.   * Wiltshire Council Spatial Planning – the estimated number of houses   to be built in West Lavington was 50. This is the proposed number  agreed in the Neighbourhood Plan.   * The Local Government Boundary Commission for England – the   final recommendation means that the Lavingtons and Erlestoke will  cease to exist. Devizes will retain their 7 divisions so there is no  change for West Lavington, and Erlestoke will go into another  division.   * Road closures – the recent partial closure of Cheverell Road did not   result in too many heavy vehicles passing through West Lavington.  The proposed closure at Grove Road for three days could potentially  create problems. At the same time the B3098 in Edington will be  closed.   * Area Board meeting on 18th November – Simon Jacobs remains the   Chair and Councillor Richard Gamble will be the Vice-chair.   * Blackdog junction – this was previously on the CATG agenda and   West Lavington Parish Council agreed to support Market Lavington  with their recommendations to make the junction safer. This then  dropped from the agenda but now there is a new drive to resolve the  safety issues and a vision needs to be put together as a proposal.  Consideration can be given to use Section 106 funding to finance  any work that is agreed to be undertaken. Ideally a number of local  parish councils can put together a bid to use Section 106 funding and  this can be discussed at the planning stage. Clerk to make contact  with Market Lavington and Worton. | **KE** |
| **19/20/112** | **Finance**   * Budget monitoring – sent to councillors prior to the meeting but there   has been very little change in expenditure as only a few invoices paid  at the last meeting.  Clerk noted the following to councillors:  Website budget is overspent which shows at the Admin Budget  overspent by £15.52 and this is because we have asked the website  owner completing a couple of additional projects for history and the  Neighbourhood Plan.  Other budget lines of overspend have been noted at previous  meeting.   * Second half of the precept has been paid into the bank account in the   sum of £15 640.50.   * Website – the current contract with Ringstones will run until August   2020. Councillors agreed for a small working party to review the  current arrangements prior to that date. Clerk to set up the meeting.   * Precept setting for 2020/21 – the first draft of the precept will be   presented at the next meeting in November and the final agreement  to be submitted to Wiltshire Council will be in January 2020.   * Grant applications –   Village Hall Coffee Morning – this application will be placed on the  next agenda as Mr M May is away.  St John Ambulance request – Ms Gough is still currently investigating  and will report back at the next meeting in November.  West Lavington Youth Club – the second half of the precept has been  received and therefore the second instalment of the grant can now be  paid in the sum of £1500.  West Lavington Village Hall – the second half of the precept has been  received and therefore the second instalment of the grant can be  paid in the sum of £2350.  Streetscene – would like to request £250 for winter bulbs. To be  placed on the next agenda.  West Lavington Friendship Group – the invoice has been received in  the sum of £425 for the cost of the coach on the visit to Basingstoke  on 11.09.19. The grant was previously agreed by councillors. The  group wanted to thank the parish council for their generous grant.  Payment to be made direct to Calne Travel.   * Internal Audit Report update – an action in relation to training for   playground inspectors is covered later in the agenda.   * Disbursements   **Cheque Number Payee £**  SO Chris Hardwick (website) 28.00  SO Charlton Baker 12.50  SO Clerk Office payment 25.90  1691 Calne Travel (grant) 425.00  1692 Kaye Elston (clerk salary) 291.80  1693 HMRC (PAYE) 583.60  1694 H.Sainsbury (bins) 75.00  1695 West Lavington YC 1500.00  1696 West Lavington VH 2350.00 | **KE**  **KE**  **LG**  **KE** |
| **19/20/113** | **Planning**  **Applications**   * **19/08779/TCA Fleece Cottage, 31 Church Street, West**   **Lavington, Devizes SN10 4LF** – Fell 1 Spruce. No objections.   * **19/09116/TCA Springside Cottage, 4 Rickbarton, West**   **Lavington, Devizes SN10 4LU**. This was not on the agenda as  it was published by Wiltshire Council after the agenda was  published. Councillors were unable to comment as the details that  have come through do not state the work to be carried out. Clerk to  enquire what work will be carried out and then email councillors for  their views.   * **18/11759/REM Dauntsey’s School, High Street, Devizes SN10**   **4HE** – the Chair reported that the school have advised they will  not be appealing against the recent decision not to grant planning  permission due to the visual impact of the track from the  surrounding countryside. Before new proposals are submitted,  the school are undertaking a full Landscape and Visual Impact  Survey and are keen to reach a compromise with the  Community. Councillors discussed and agreed that the white fence  around the track appears to be the greatest issue and a  recommendation could be to remove the fence.  Councillors agreed to ask the Head from Dauntseys to the next  meeting so that the proposed plans could be discussed together. | **KE**  **KE** |
| **19/20/114** | **Safety on A360 for pedestrians between railway bridge and footpath at top of hill**   * Mr Oglesby advised that he had made contact with Worton to   enquire further about their speed restrictions in their village. They  have explained that their case was strengthened following an  accident as it added further weight to their proposal. Councillors  feel this is not something they can progress at this time but  recognised that the lack of a path and speed restriction on the road  does isolate one end of the village. |  |
| **19/20/115** | **Committees and Working Groups**   * Training – playground inspections. The clerk reported last month   on the training available from ROSPA for the volunteers who  complete the weekly inspections. Councillors wanted the clerk to  seek alternative training which has been sourced at a company in  Poole. They will come to site for half a day and train on the  Equipment there. The cost will be £295 plus VAT for outside  Training and £495 plus VAT for some additional classroom training.  Councillors agreed to commission this training and for the clerk to  check that it will meet the council’s insurance company  requirements.   * Councillor training – booked for 13th November at 1900 – 2100. Mr   Oglesby advised he will not be able to attend.   * West Lavington Village Hall committee membership – at the last   parish council meeting councillors agreed that they would be unable  to volunteer four councillors for the Village Hall Committee. This  has been discussed at a recent Village Hall Committee meeting  who have requested that councillors reconsider. Councillors  discussed and agreed that two was the maximum it could agree to  as they need to ensure they are open and transparent when making  decisions.  ***Proposed: Mr R Oglesby***  ***Seconded: Mr S Coxhead***  ***All in agreement***  Clerk to advise Mr May who is Chair of the Village Hall committee   * Corporate Planning – councillors agreed to meet on 17 October at   1900. Clerk to send out current Corporate Plan.   * Emergency Planning Group – they will meet at 1800 prior to the   Corporate Planning meeting on 17.10.19. Mr Coxhead will send out  documents prior to the meeting.   * Playgrounds Working Group – next meeting on 24.10.19 at 1900.   Clerk to send out agenda. | **KE**  **KE**  **KE**  **SC**  **KE** |
| **19/20/116** | **Website amends – achieving process and review**   * Policies – clerk to check if Volunteer Policy is on website. Also, to   produce a list of policies.   * Folder to be set up to provide access to Footpaths Reports. Clerk to   speak with website administrator. | **KE**  **KE** |
| **19/20/117** | **Receipt of Working Groups and project reports**   * Footpaths – report sent out with the agenda and is available   from the clerk upon request.   * Playgrounds –   Mr Blundell advised that the damaged stumps in Roberts  Playground have been removed.  Wicksteed have carried out their bi-annual inspection and the report  will be discussed further at the Playgrounds Working Group meeting  on 24 October.  Litter bin – this has arrived and is being stored in Mr Blundell’s  garage.  Need to source a contractor to cement the bin down.   * Repairs to steps at the Recreation Ground – Mr Blundell has visited   Mr Ansell who has advised that he no longer has capacity to  complete the work. A new contractor will need to be found and any  recommendations from councillors would be considered. Clerk to  place on next agenda. Steps are still taped and isolated to minimise  the risk of people harming themselves.   * Memorial Wood – there is no further news currently and the Chair   and Clerk are dealing with this. All correspondence in relation to  this matter are to be through the Chair and Clerk.   * Railings on south entrance to the village – no further news currently.   The tree that has fallen down on the railings is being reduced in  size and will need to be removed prior to any work being carried out.   * Cleaning of War memorial – Mr Scott has viewed the memorial and   advised that consideration needs to be given in relation to the  process undertaken to ensure it remains clean for as long a period  of time as possible.   * Additional name to be put onto the memorial – Lyn Dyson has   contacted the clerk to advise that there is another name that needs  to be added. Councillors in agreement but will need to be  completed  after cleaning has taken place. Clerk to advise Lyn Dyson.   * Closed Burial Ground – there is no further news from Mr Giles in   relation to costs. The cuts by Wiltshire Council are continuing but  the cuttings are not being picked up. Councillors suggested that Mr  Giles contacts organisations in the village like Dauntseys School  and the youth club to see if they can provide volunteers to pick up  the grass.   * Robbers Stone – the clerk received a website enquiry to ask who   owned the stone and has responded asking why this information is  required to establish if it maybe possible to do some joint working.   * CCTV – the vandalism reported by the Village Hall to the parish   council in relation to the broken window has been responded to by  viewing the parish council CCTV. Unfortunately, there is no footage  that provides details of what happened, even though many days  footage was viewed. If the damage had been caused from a long  range out side the carpark then a camera would not be able to pick  this up. There was a gutter from the village hall that had come  loose and was partially covering the view of the camera which the  councillors have adjusted. The CCTV camera is working very well  and enabled a viewing of the period of time. Clerk to advise Mr  May that the system is working effectively. | **KE**  **KE** |
| **19/20/118** | **Confirmation of publicity/press items to include website and News and Views**   * Advertise the police website for Bonfire and Halloween health and   safety.   * Safety warning regarding the steps at the Recreation Ground. |  |
| **19/20/119** | **Vacancy for Parish Councillor**   * Currently advertised. |  |
| **19/20/020** | **Area Board**   * Next date is 18.11.19 – Mr P Blundell to attend. * 13.01.19 – Mr Coxhead and Ms L Gough to attend. |  |
| **19/20/104** | **Date of next parish council meeting**   * **7 November 2019 at 1900** * **Risk Committee on 7 November at 1800.** |  |

*Meeting closed at 2200*

Signed……………………………………………………………………………..7 November 2019