

WEST LAVINGTON PARISH COUNCIL

**MEETING OF THE PARISH COUNCIL 5 MARCH 2020 7PM**

**IN THE GILES ROOM AT THE WEST LAVINGTON VILLAGE HALL**

**MINUTES**

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| **Present**: | Councillors: Mrs J Ford (Chairman), Mr D Muns, Mr P Blundell, Mr R Oglesby, Ms L Gough, Mrs H Freeman, Mr A Morton, Mr S Coxhead and Mr M May. |  |
| **Also present** | Mrs K Elston (Clerk) and Councillors Richard Gamble (until 1930). |  |
| **19/20/182** | **Apologies for absence**   * Mr R Scott – these were accepted. |  |
| **19/20/183** | **Declaration of interests**   * There were none. |  |
| **19/20/184** | **The Minutes of the last meetings of the council 04/02/20 and Matters Arising**   * Minutes were signed as a true record. * Matters Arising:   Minute 19/20/171 – CATG survey was completed and submitted. |  |
| **19/20/185** | **Chair’s announcements to include**.   * West Lavington Post Office – notification received to advise that the   new owner of the shop was not going to carry on with the post  office and it would close on 12.02.20. Letter received with very little  notice of closure. Task group of the parish council met to work out  how to secure post office facilities in the village. After further  negotiation the new owner agreed to continue the post office  and the facility would reopen and there would only be a short period  with no post office. The new opening times are reduced and they  have been posted on the parish council website.   * Free parking in Wiltshire – Wiltshire Council has agreed free parking   in their carparks on Sundays.   * Wiltshire Council Site Allocation Plan – this has been agreed and   emailed out to councillors.   * Grass cutting in the closed burial ground – the parish council made a   grant to the church in the sum of £400 to support any additional cuts  to Wiltshire Council, who are responsible for the closed burial  ground. This was for the financial year 2019/20. The church has  been asked if the grant has been used as it will need to be returned  to the parish council if not. Clerk to contact the church again to  secure a response. |  |
| **10/20/186** | **Public Participation**   * There was none. |  |
| **19/20/187** | **Wiltshire Councillor’s Report**   * Area Board 16.03.20 – the focus will be on environmental issues   and there will be community group input.   * Congratulations for the continuation of the post office – Councillor   Gamble congratulated the parish council for taking swift action and  Influencing the final outcome.   * Wiltshire Council have set their council tax for 2020/21 – there will   be a 1.90% rise and a 2% rise for the social care levy. The  differences in Precepts between town can be very different for some  and Wiltshire Council are beginning to look at this. The lowest is  £19 per person and the highest is £100 per person. West Lavington  Is in the middle somewhere.   * Recycling – the dates have changes for the bins to be collected. * A360 closure – this will be closed from Tilshead to Shrewton as from   08.04.20. until 24.04.20 between 0900 - 1600.   * CATG recommendation for Blackdog – initially this was not a priority   but following more incidents it has now become priority 7 (previously  97).   * Devizes Parkway Station – there is a national project which will look   at reopening some stations and Devizes is being  considered. |  |
| **19/20/188** | **Finance**   * Budget monitoring – budget monitoring sheets given to councillors.   The monitoring sheet identifies that the parish council has remained  within its budget allocation during this financial year. The end of  March is the end of the financial year and the clerk will need to  prepare the accounts for the internal and external audit.   * Village Hall Business Plan – Mr May had sent through the Business   Plan and the previous year’s accounts prior to the meeting.  Councillor questioned the Business Plan and advised it was more  of a Vision Statement as it did not contain any forecast figures  Chair advised that they will need to be disclosed for the parish  council to be able to consider a grant in 2020/21.   * Grant request for Friendship Group in the sum of £425 – a request   has been submitted to pay for the coach for a trip to Basingstoke in  April. Parish councillors in agreement to make a grant of £425 and  Clerk to advise the group.   * Capital Project proposals:   Signs for the defibs – the one that directs people around the  building to the carpark has now been collected and the clerk will  pay the invoice over the phone and claim the money back next  Month. Clerk to contact contractor to put the signs up.  Defib at Rickbarton – it is challenging to see where the defib is  located when approaching the village from Salisbury. Ms Gough  will contact the Community Defib contact for SWAST to see if they  have any suggestions of how to make it more visible?  Village Hall carpark – councillors need to clear in relation to the  specification for the proposed work so that quotes can be  compared. Councillor Richard Scott will support the planning for  this project. Need to consider if this is the opportunity to also  consider extending the carpark onto the grass area. Mr Muns  agreed to produce some aerial information to support the planning.  Need to write to Caroline Holloway to officially advise of the  proposed plans for the carpark.  Lighting for the Village Hall carpark – Mr May advised that the cost  will be approximately £220 plus VAT. Mr May agreed to get a quote  which will include a protection cage to go around the light to present  to the parish council. Mr May advised that the Village Hall will pay  50% of the cost. Concerns raised about the light affecting the local  residents and therefore it was agreed to put this in News and Views  and also do a letter drop for local residents. Emphasise the health  and safety issues in relation to reason for the light instalment. Clerk  and Mrs Ford to draft the letter.  SID Panels – these will be research further once the costs for the  carpark have been established.  Disbursements  **Cheque Number Payee £**  SO Chris Hardwick (website) 28.00  SO Charlton Baker 12.50  SO Clerk Office payment 25.90  DD Hills Waste Solution 56.50  1724 H. Sainsbury 60.00  1725 H.Sainsbury 30.00  1726 Kaye Elston (book purchase) 129.99  1727 The Play Inspection Company 354.00  1728 Kaye Elston (Clerk salary) 291.80  1729 H. Sainsbury 20.00 | **KE**  **KE**  **LG**  **DM**  **KE**  **MM**  **JF/KE** |
| **19/20/189** | **Planning**  **Applications to consider**   * **20/01458/FUL 105 High Street, Littleton Panell, Devizes**   **SN10 4EU** – Proposed single storey rear extension and annexe  No objections but recommend a condition that any additional  accommodation shall not be occupied at any time other than for  the purposes ancillary to the residential use of the dwelling house  105 High Street.   * **20/00854/TCA The Rockery, 25 High Street, West Lavington,**   **Devizes SN10 4HQ** – Fell 1 Birch Tree (T1). No objections with  a recommendation to replant a tree.   * **20/01567/TCA Glebe House, 13 Church Street, West**   **Lavington, Devizes SN10 4LD** – Ash Tree – fell. No objections  with a recommendation to replant a tree.   * **PP08519171v1 29 High Street, Littleton Panell, Devizes**   **SN10 4EN –** Horse Chestnut reduce canopy by 3m (T1), Poplar  remove due to root plate heave (T2), Cedar reduce over extended  limbs by 2m (T3). Councillors do not feel the reasons are very  clear on the application and would recommend that the planners  complete a site visit. Councillors are not clear what G1 on the  map relates to. Clerk to feedback to Planning Officer.   * **20/00890/FUL Dauntsey’s School, High Street, West**   **Lavington, Devizes SN10 4HE** – Two storey extension to the  school’s medical centre. No objections.   * **20/00978/FUL 74 High Street, Littleton Panell, Devizes**   **SN10 4EU** – Proposed driveway, parking area and associated  works. Councillors do not have objections but would like to see  conditions that condition to allow access to the nearby footpath  and to ensure that the boundary wall of Littleton House is safe as it  has previously collapsed.   * **20/02041/TCA The Haven, 63 High Street, Littleton Panell,**   **Devizes, Wiltshire SN10 4ES** – Fell 12 Conifers and 1 Ash Tree,  Pollard 1 Sycamore to 8 Metres and Crown Raise 1 Sycamore to  5 Metres from Ground level. Mr Morton and Mr Blundell to review  and send comments to clerk.    **Decisions made at Wiltshire Council**   * **20/00274/FUL 94 High Street, Littleton Panell, Devizes**   **SN10 4EU** – demolition of attached garage and sun room.  Erected new extension to the front (South Facing) and rear (North  Facing) elevations and a new detached garage/garden store  (revised proposal following **19/06724/FUL)**. Approved with  conditions.  **Planning Monitoring**   * **19/10245/VAR Dauntsey’s School, High Street, West**   **Lavington, Devizes SN10 4HE –** councillors visited the school  last week and the planting is beginning to be put in place.  **Wiltshire Council Household Green Infrastructure and Open Space Survey**   * Mrs Ford and Ms Gough will complete the survey. | **KE**  **JF/LG** |
| **19/20/190** | **Committees and Working Groups**   * Websites updates – the emails are hosted on Ringstones server   and therefore, it is best to continue to have them hosted there.  Ringstones have advised that this cost would be in the sum of  £15 per month. Councillors were in agreement to continue to pay  these costs. The new website will be ready for councillors to view  by June.   * Great British Spring Clean – this will take place on 4th April and   the purchasing of hand gel and sacks has been made. Wiltshire  Council will collect the rubbish after the event. Mr May advised  that the Village Hall will open so that people can use the facilities.  Posters completed that will need to be displayed and information  put on the website. Clerk to place on website.   * Flood warden Training – this training will take place on 11.03.20   and therefore, the GDPR meeting will be rescheduled. | **KE** |
| **19/20/191** | **Website amends – achieving process and review**   * Need to add in Great British Spring Clean. |  |
| **19/20/192** | **Receipt of Working Groups and project reports**   * Footpaths – report sent to councillors prior to the meeting. It has   been reported that 4x4 vehicles have been driven onto private  land and caused damage. Also Satnavs directs traffic onto a  Bridleway so a barrier has been requested. Mrs Ford has  contacted Paul Millard, Wiltshire Council Rights of Way  Officer and is awaiting a response.  WLAV10 fence damage – landowner has been contacted and they  are going to repair the fence so that the pathway remains  passable.  Parish Stewards – Mrs Ford advised that there will be an impact  on their availability to progress tasks in the village as they are being  pulled onto pothole duties.   * GDPR Working Group – the meeting will be rescheduled. * Playground Group   Roberts Playground – the pink pencil has been removed as it was  rotten. Mr Blundell has sourced a local company to replace but is  awaiting a quote and also confirmation that the equipment meets  British Standards. There are two suggestions that have been put  forward for new equipment that will need to be considered amongst  the other capital requests.   * Repairs to steps – the contractor has begun the work but maybe   Interrupted by the wet weather. He is going to commence the  work by repairing/replacing the fences near the steps. There are  some trees that need to cut off the lower branches which Mr  Blundell is arranging.   * Paving Slabs around the Village Hall – the work is due to   commence as soon as the weather is dry.   * Remembrance Avenue update – a local landowner has provided   a trackway that can be used for a place of remembrance. The  track is 11.5 metres long. There is also a place for a bench.  Fencing needs to be put in place for which quotes are being  sought. A memorial stone could also be put in place but a quote  needs to be obtained. An overall costing for the project needs to  be drafted so that councillors can assess how much it will cost. Mr  Blundell will put the quote together for the next meeting. The  landowner is seeking legal advice and the parish council will  respond once the documents have been drawn up.   * Cleaning of the war memorial – initial enquiry with the War   Memorials Trust who have responded to advise that a formal  grant request can be lodged with them but they have advised that  it is unlikely that this request will be granted as they have other  requests with a higher priority. Clerk to instruct the contractor who  has already quoted in the sum of £675 net. | **PB**  **PB** |
| **19/20/193** | **Annual Parish Meeting – planning**   * The planning application for the site next to DAPs is still being   worked on but it is hoped there will be some news in the next two  months.  Mr May advised that the 21st May is now not available for the  parish council to hold their Annual Parish Meeting. Proposed  new date of 18 May. Clerk to book with clerk of village hall | **KE** |
| **19/20/194** | **VE Day information**   * Information circulated by the clerk in July and September 2019.   Mr May advised that the Village Hall are going to open on the  8th May and there will be exhibitions form organisations and  individuals in the community. The parish council will support  by placing any information on the website. |  |
| **19/20/195** | **Confirmation of publicity/press items to include website and News and Views**   * Annual Parish Meeting, A360 closure, Carpark lights, Great   British Spring-clean, Post Office reopening, step repair and the  cleaning a war memorial. Mrs Ford to place in News and Views. | **JF** |
| **19/20/196** | **Area Board**   * Next date is.16 March 2020 and Mr May will attend. | **MM** |
| **19/20/197** | **Date of next parish council meeting**   * **2 April 2020 at 1900** * **Annual Parish Meeting – 18th May** |  |

*Meeting closed at 2140*

Signed……………………………………………………………………………..02 April 2020