

WEST LAVINGTON PARISH COUNCIL

**MEETING OF THE PARISH COUNCIL ON**

**09 DECEMBER 2021 at 1900**

**HELD IN THE WEST LAVINGTON VILLAGE HALL**

**MINUTES**

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| **Present**: | Councillors: Mrs J Ford (Chairman), Mr R Gamble, Mr P Blundell, Ms L Gough, Mr R Scott, Mr P West and Mr R Oglesby (arrived at 2000). |  |
| **Also present** | Mrs K Elston (clerk) and 14 members of the community/public |  |
| **21/22/096** | **Apologies for absence**   * Mr D Muns – these were accepted. |  |
| **21/22/097** | **Declaration of interests**   * There were none. |  |
| **21/22/098** | **Minutes of the last meetings held 04.11.2021 and Matters arising**   * Minutes of the meeting – these were agreed to be a true and   accurate record. Chairman signed them.  ***Proposed: Mr R Gamble***  ***Seconded: Mr P Blundell***  ***All councillors present in agreement***   * Matters Arising:   Minute 21/22/091 Flooding at Rickbarton – the Wiltshire Council  Gully Team have been out and unblocked the gullies at Rickbarton,  and will return to complete the work on other areas identified. Also  noted was the gully at the junction of Duck Street and Church  Street should be added to the list.  Minute 21/22/093 Clothing bin at Village Hall – this has now been  delivered and is available for use. | **JF** |
| **21/22/099** | **Public Participation**   * **Dauntsey Planning application PL/2021/09496** – members of   public spoke in relation to the application.    **Member of public 1**  Dauntsey are now using the tennis court as a carpark and resident  would like to know if a change of use has been granted to  Dauntsey’s School. Resident advised that the parked cars on the  tennis court beam their lights straight into their property. Clerk  advised she has spoken to Wiltshire Council enforcement office  and that a complaint will need to be raised by the parish council.  This will be processed by the clerk.  **Member of public 2**  Resident asked if the plans recently submitted on the Wiltshire  Council website are revised plans or new plans as they no longer  contain the proposed hedge. Question raised that if the hedge is  put in place can there be restrictions placed on dimensions.  . Response from parish council was to confirm that there  cannot be a limit cannot be placed on the height but a condition  could be requested but it would be challenging to enforce.  **Member of public 3**  Resident feels that the proposed hedge along the back of the  Art block of the school could potentially make adults and children  using it feel unsafe as it would be very enclosed. If the coaches  enter and exit onto High Street this will potentially create further  traffic issues.  **Member of public 4**  Resident advised that the proposed hedge of 3 metres would cut  out light to their property.   * Litter pick in the parish – Charlotte Howard has offered to organise   a litter pick on 29 January 2022. The parish council has some  equipment and risk assessment forms which the clerk will share  with Charlotte. Consent forms for photography will also need to  be completed if there is publicity about the event. | **KE**  **KE** |
| **21/22/100** | **Wiltshire Councillor Report**   * No report as Mr Muns had sent his apologies. |  |
| **21/22/101** | **Planning**  **Applications to consider**  **PL/2021/09496 Dauntsey’s School, High Street, West**  **Lavington, Devizes SN10 4HE** – Development of a coach, mini-  bus and taxi drop-off/pick up area and associated  Infrastructure and re-routing of public footpath. **To be placed on**  **Next agenda due to resubmission of plan by applicant.**  **Comments will need to be submitted by 07.01.2022.**   * **PL/2021/09493 Dauntsey House, 9 Church Street, West**   **Lavington, Devizes SN10 4LB** – Consent to display an  Advertisement (retrospective). **No objection.**   * **PL/2021/10174 4 Conops, Stibb Hill, West Lavington,**   **Devizes SN10 4LH** – Erection of single storey timber granny  annexe for ancillary use to the main dwelling. **No objections on**  **planning grounds but there are a number of suggestions**  **that parish councillors will submit to the Wiltshire Council**  **planning department**.   * **PL/2021/10712 Dauntsey’s School, High Street, West**   **Lavington, Devizes SN10 4HE** – Pollarding of Lime Trees 770,  769 and 768 to match neighbouring Lime trees as already  Permitted. **Councillors are unsure how this application**  **relate to the previous application. Clerk to enquire with**  **Wiltshire Council planning.**    **Planning Decisions**   * **PL/2021/0600 FULL Warren Farm, White Street, West**   **Lavington, Devizes SN10 4LW** – Change of Use from  Agriculture to Domestic Curtilage and construction of new  outbuilding to house sustainable energy centre. **Approve with**  **conditions**   * **PL/2021/10014 7 Duck Street, West Lavington, Devizes**   **SN10 4LG** – Proposed work to tree in a conservation area. Crab  Apple – reduce by 2m. **No objection.**  **Planning Monitoring**   * **Lavington Lane Ransom Strip** – the legal work behind the   joint ownership between the parish council and Gaiger’s two  companies. The parish will own 20% which provides enough  security in terms of any potential changes to the current agreed  access from Lavington Lane. The Deed of Transfer has been  negotiated and drafted between the parties. Awaiting the final  document for signatures.   * NHP Update re Steering Group – members of the previous group   have been approached and a meeting date will be set in the new  year.   * Hedges House development – the parish council have received   an email back from a representative at Aster who relayed their  disappointment at parish council comments relating to the loss  of affordable accommodation within the community.  A report has also been submitted by Kerry Barratt, who has been  independent support for the residents. She has confirmed that  most residents have now left Hedges House. Aster will continue  to keep security checks in place until the last resident has left.  Then Aster will submit their planning application.   * Hedgerow between the Chocolate Poodle and the Cheverell   Road turning – the hedge has been felled and the parish council  have followed this up with Wiltshire Council Enforcement Officer.  They have confirmed that the dead trees in the hedge was a  hazard to the highway and that the owner will be replanting the  hedge. The Enforcement Officer will visit at the end of March  2022 to ensure that replanting has occurred. Councillor raised the  question if the parish council should replace the bus shelter in the  same location and if so, would permission be required from  Wiltshire Council. Clerk to investigate. | **KE**  **KE** |
| **21/22/102** | **Corona Virus update**   * Update from the National Association of Local Councils – the   Government has announced a move to it’s Plan B on 8  December. The government has issued guidance and NALC will  update as necessary. Current recommendation from NALC is as  follows:  ‘From 13 December 2021 those who can, will be advised to work  from home’. We recommend that clerks and council staff attend  council meetings remotely. The Plan B guidance does not bring  back the ability to hold remote meetings. We, therefore, suggest  that councils consider not meeting in December. |  |
| **21/22/103** | **Village Hall Licence application**   * Village Hall application for an alcohol licence – details sent to   councillors prior the meeting and there are no objections.   * Licence at Home Farm to sell and consume alcohol at the Farm   Shop. Councillors were unsure how this application sat  alongside a previous planning application for a Farm Shop which  was granted. Then another application was submitted in 2019  which was for a much larger Farm Shop which has not yet been  granted by planning department at Wiltshire Council. Councillors  were unsure of the location that this alcohol was going to be sold  from as this is not specified in the application. Clerk to raise  these questions with Wiltshire Council licencing team and then  feedback to councillors. | **KE** |
| **21/22/104** | **Highways Update**   * Duck Street – the request has been submitted to CATG for double   yellow lines and councillors would now like to consult with the  residents in Duck Street to seek their opinion on the double yellow  lines.  Councillors also raised their concerns in relation to the beech tree  on the premises of Dauntsey’s Care Home. Previously it had  been identified as dangerous by Wiltshire Council and that  permission would be granted to fell it once the owner made the  request. Councillors agreed to contact the local Wiltshire Council  councillor, Dominic Muns, and ask him to speak to Wiltshire  Council tree specialist.   * Deer signs located on the entrance to the village from Salisbury –   the clerk has received an email from a member of the pubic who  who has requested deer warning signs be placed at the  southern end (Gore Cross) to the village. Councillors discussed  and there were mixed views and therefore it was agreed to apply  to CATG and then review the potential cost before making a  decision. Clerk to report back to the member of the community.   * Railings on A360 at Rickbarton – Mrs Ford has received   confirmation from Wiltshire Council that their own team will now  complete this work but no date of work commencing has yet been  confirmed. Mr Scott has requested details of the materials to be  used and Mrs Ford will follow this up. | **KE**  **KE**  **JF** |
| **21/22/105** | **Finance**   * Finance monitoring – Operational Budget sent to Mr Oglesby and   Mrs Ford to monitor bank reconciliation. Mr Oglesby signed the  bank statement. Budget monitoring sent out to all councillors.   * Pensions Regulator update – the parish council has a legal   duty to consider establishing a pension scheme for its employee,  the clerk. The clerk has advised she does not require a pension  scheme to be set up but this needs to be communicated back to  The Pensions Regulator. The accountants who administer the  payroll scheme will administer the necessary documents to be  returned.   * Internal and External Audit arrangements update – none to   report.   * Precept setting for 2022-23 – information was circulated to   councillors prior to the meeting. There are options to increase  the precept request at 2%, 3%, 5% and also to remain at the  same amount as 2021/22 in the sum of £31 889. The increase to  the tax payer will be dependant upon the Band D rate determined  by Wiltshire Council and based upon the number of Band D  properties in the parish. If the precept is kept the same then there  will be a £0.02 decrease to the tax payer. Final decision at the  meeting in January so the request can be submitted by 18  January 2022.   * CCTV Maintenance – an invoice has come through in the sum of   £208.80 for the annual maintenance. Two dates have been  booked with the provider.   * Repairs and maintenance for the Village Hall carpark – in the   public part of the meeting a member of the public asked about the  condition of the carpark and would the council consider laying a  new surface. The parish council have obtained quotes but the  costs could potentially exceed £50 000. Therefore, this project  could be considered for CIL monies received from the Lavington  Lane development.   * Disbursements   **Cheque Number Payee £**  1837 SJ Aplin Playgrounds Ltd 408.00  1838 WALC 36.00  1839 Kaye Elston (clerk salary) 299.63  1840 Mark Goddard 972.00  1841 Smart Integrated Solutions Ltd 208.80  1842 Information Commissioner 40.00 |  |
| **21/22/106** | **Receipt of Working Groups and project reports**   * Footpaths – WLAV11A had been blocked due to a fallen tree but   has now been cleared. Repairs to the steps on WLAV14 are due  to take place in the new year. Clerk to request date from  contractor.   * Playgrounds Group update – the first stage of the drainage work   (slicing) at the Recreation Ground has been completed. Early  observations by councillors are that the ground is draining  more effectively. The next stage is spiking and a quote has been  submitted by the contractor in the sum of £2500 - £2900.  Councillors were in agreement for the next stage to be  commissioned.  ***Proposed: Mr P Blundell***  ***Seconded: Mr R Oglesby***  ***All councillors present in agreement***  Clerk to instruct contractor.  The Playgrounds Group met recently and talked about the  remaining COVID restrictions of the play equipment. The group  recommend that the only remaining taped up piece of equipment,  the speaking tubes are not opened up. Councillors were in  agreement. The maintenance work has been carried out  including the matting. They also reviewed the Wicksteed  inspection report and advise councillors that there are no high  risks identified and only a few medium and lower risk items to  be worked through. Mr Blundell has been seeking quotes to  replace the signs by the BMX track which includes notification  that CCTV cameras operate in that area. The costs will be  £206   * Clothing bin at Village Hall – see Minute 21/22/098 above. * West Lavington Village Hall update – continue to work towards   Their new status of Charitable Incorporated Organisation (CIO).  The parish council solicitor has been instructed to contact  Sandra Gamble.   * War Memorial Faculty Request update – the permission to add   one name to the War Memorial has now been granted  retrospectively by the Diocese of Salisbury and the clerk has  received a certificate. | **KE**  **KE** |
| **21/22/107** | **Policies for Review**   * Complaints – agreed * Playgrounds Maintenance – Mr Blundell has made   recommendations which councillors are in agreement to put in  place.   * Corporate Plan – councillors agreed amendments made at the   last Corporate Planning meeting.  Clerk to amend the above policies and put new versions on the  website. | **KE** |
| **21/22/108** | **Commemorating the Queens Jubilee in 2022**   * Commemoration Mugs – councillors viewed options and the   Costs will be approximately £3 per mug. Final decision for  order to be confirmed at the next meeting. |  |
| **21/22/109** | **Date of next parish council meeting**   * **06 January 2022 at 1900 (apologies Mr R Gamble and Ms L**   **Gough)** |  |

*Meeting closed at 2120*

Signed…………………………………………………………………………06 January 2022