

WEST LAVINGTON PARISH COUNCIL

**MEETING OF THE PARISH COUNCIL**

**04 MARCH 2021 7PM**

**HELD VIRTUALLY**

**(**Local Authorities (Coronavirus) Flexibility of Local Authority Meetings (England) Regulation effective 04.04.2020

**MINUTES**

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| **Present**: | Councillors: Mrs J Ford (Chairman), Mr D Muns, Mr P Blundell, Mr R Oglesby, Mr R Scott and Mr T Morton |  |
| **Also present** | Mrs K Elston (Clerk), Peter West, Steve Herniman and Councillor Richard Gamble (until 1920). |  |
| **20/21/153** | **Apologies for absence**   * Mrs L Gough and Mr S Coxhead |  |
| **20/21/154** | **Declaration of interests**   * Mr D Muns declared an interest in planning application   21/00861/FUL as he owns the property. |  |
| **20/21/155** | **Minutes of the last meeting 04.02.21 and matters arising**   * These were agreed to be a true and accurate record and were   signed off by councillors.   * . Matters arising:   Minute 20/21/142 Bus Passes – the concessions in relation to  travelling times are likely to come to an end as children return to  school.  Minute 20/21/147 SWAST defib questions – clerk has checked  the questions raised at the last meeting and councillors are now  in agreement to sign the contract. |  |
| **20/21/156** | **Chairman’s Announcements**   * There were none. * Councillors are reminded that from 11 March until the date of the   election on 6 May they will be in ‘purdah’. Clerk to resend briefing  note circulated in January. | **KE** |
| **20/21/157** | **Public Participation**   * Chair asked if any of the members of the public wanted to say   anything. Mr West wanted to ask if there had been any progress on  his approach to the Environment Agency regarding property  development close to Semington Brook. Clerk advised that council  were awaiting Mr West communicating this response to the parish  council from the Environment Agency. Mr West advised that as  yet he had only received a holding email from them. Councillors  agreed for the clerk to send a chaser email to the Environment  Agency. | **KE** |
| **20/21/158** | **Wiltshire Councillor Report**   * Wiltshire Council Local Plan consultation – the closing deadline for   submissions are 09 March.   * Census – the deadline to complete the Census is 21.03.2021 and   it is expected that residents will complete online. Where this is not  possible then help will be available in local libraries. Councillors  asked to signpost any residents who are experiencing difficulties  completing their census.   * Area Board – the next one is on 15 March. * Blackdog Crossroads – the outcome of the report on the potential   road improvements in this area are due soon.   * Wiltshire Council elections – Mr Gamble confirmed that he is not   re-standing on 6 May. |  |
| **20/21/159** | **Planning**  **Applications to consider**   * **21/01077/TCA The Parish Barn, White Street, West Lavington,**   **Devizes SN10 4LW** – T1 Ash tree – fell. **No objections.**   * **21/00861/FUL 23 Church Street, West Lavington, Devizes**   **SN10 4LD** – Storey side and rear extension. The proposed  extension to this house was, in principal, unanimously supported  by councillors. However, concern was expressed over the provision  of a 15 degree pitched roof over the new extension. Councillors  considered this out of keeping with surrounding roofs and just as  flat roofs are similarly disapproved of in the Lavington and Littleton  Panell Village Design Statement. Councillors hoped that the  applicant might be encouraged to find a means to propose a roof  with a north/south ridge which would enable provision of roof slopes  to match the existing.   * **21/00215/FUL 76 High Street, Littleton Panell, West Lavington,**   **Devizes SN10 4EU** – Removal of the conservatory and existing  **r**oof. Replacement with a full width shallow pitch roof (across the  existing bungalow and flat roofed extensions). Addition of open  porch. **No objections**   * **21/01327/FUL Dauntsey’s School, High Street, West**   **Lavington, Devizes SN10 4HE –** Siting of the new apiary building  to provide facilities for bee keeping and education, and siting of  outdoor fitness trail equipment within the school grounds.  Councilllors do not have an objection to the Fitness Trail.  Councillors were not opposed to the apiary but had some  comments in relation to its location. The 2008 application  was made by Dauntsey for a change of use of part of the grounds  from agricultural use to outdoor play facilities. There have been two  previous applications that have over-ridden the previous condition  and if approved this would be the third one. Dauntsey have advised  that the apiary is a shed and not a permanent fixture and is an  educational building.    **Planning Decisions**   * **21/00541/TCA West Lavington Manor, Church Street, West**   **Lavington, Devizes SN10 4LA** – Contorted Ash tree – fell. **No**  **Objections**.    **Planning Monitoring**   * Wiltshire Council Local Plan Consultation – the plan has minimal   impact on West Lavington but there are issues concerning other  parts of the plan. There is a proposal to increase the percentage of  affordable housing from 30% to 40%. Councillors in agreement for  this to be increased to 40%. Councillors would also like to state  that they would like more Neighbourhood Plans to be taken into  consideration. Also aim to get heavy vehicles off the road. Mrs  Ford and Mr Scott will draft and return before the deadline.   * Signage erected at the shop on the High Street – Wiltshire Council   Planning have been contacted and an Enforcement Letter has been  sent to the shop owner. Councillors want to support local  businesses but also need to ensure that planning requirements,  particularly in the conservation area, are considered. Wiltshire  Council officer will visit the site.   * Lavington Lane development – no further news to report.. | **JF/RS** |
| **20/21/160** | **Corona Virus update**   * The parish council phone is still on and receiving calls. * Schools return on Monday 8 March |  |
| **20/21/161** | **Finance**   * Finance monitoring –documents sent to councillors prior to the   Meeting. End of year finance details next meeting.   * Disbursements:   **Cheque Number Payee £**  SO Chris Hardwick (website) 28.00  SO Charlton Baker (payroll fees) 12.50  SO Clerk Office payment 25.90  SO H Sainsbury (refuse collection) 60.00  DD Hills Waste 59.33  1800 Kaye Elston (clerk salary) 380.73  1801 SWAST (Defib) 4560.00  1802 WALC (training) 36.00  1803 Market Town Memorials Ltd 260.00  1804 Wicksteed Leisure Ltd 192.00  1805 PKF Littlejohn LLP 288.00   * Defib documents – the documents have been signed after the last   meeting and returned to SWAST. An invoice has now been  received in the sum of £4560. There are three volunteers who  have come forward to complete the daily checks once the new  defibs have been installed. Councillors wanted to express their  thanks for this support from the community.   * Fencing at the West Lavington Recreation Ground – Mr Blundell   has secured three quotes for the fencing which councillors  discussed. The quote from Conservation Contractors in the sum of  £675 plus VAT was the preferred contractor. Clerk to instruct  Conservation Contractors to complete the work.  ***Proposed: Mr R Scott***  ***Seconded: Mr R Oglesby***  ***All councillors present in agreement***   * Drainage on West Lavington Recreation Playing Fields – the fields   do get wet when there is heavy rainfall but it does drain away  within a short period of time. Mr Blundell has sought some  quotes and one company has advised that there needs to be a  professional company commissioned to design a drainage system.  Discussion that followed recognised that drainage in this area  will need to be considered carefully as potentially any work  carried out could create a problem somewhere else. The options  discussed were to not do anything, commission a survey and  design for the area or continue to monitor and then potentially use  any funding that may be available from the Lavington Lane  development. It was agreed for Mr Blundell to seek quotes for a  professional and also to contact Gaigers as any drainage work  could impact their site at Lavington Lane.   * Playground Inspection Report – the Report has been circulated to   all councillors. The report has identified a small number of medium  risks and the report includes quotes for the work to be completed.  It was agreed that the work on the basket swing needs to be  carried out as it is used a lot. Councillors were in agreement that  this work should be commissioned.  ***Proposed: Mr P Blundell***  ***Seconded: Mr R Oglesby***  ***All councillors present in agreement***  Clerk to instruct contractor to complete the work.   * Internal and External Audit - Clerk has contacted PKF Littlejohn   the external auditor who advised the report they sent 30.11.2021  is the final report although some of the text indicates that it is  incomplete. The feedback is that the Notice to make the accounts  available was not within timeframe. There are no serious concerns  raised. Clerk advised that the auditing of the 2020/21 accounts will  commence after the next meeting at the beginning of April. The  process begins with the internal auditor. | **KE**  **PB**  **KE** |
| **20/21/162** | **Receipt of Working Groups and project reports**   * Footpaths Report – report circulated to councillors prior to the   meeting. Permissive Path as an alternative to walk up to the centre  of the village from the Chocolate Poodle. Mrs Ford has been talking  to local landowners in that area and it is hoped that they can all be  contacted with a positive outcome. Nigel Grist has confirmed that  he is in agreement for the path to be put on his land. Mrs Ford also  thanked him for tidying up the Chocolate Poodle area.  Footpath 12 – report of a rotting post which Mrs Ford will review in  the next week.   * Remembrance Avenue – there have been some trees in a nearby   Parish that have been stolen, so a visit to the site has been made  to ensure the trees are still in place at the Remembrance Avenue  and they are all still in place. The grass around the trees needs to  be trimmed back from the stem and guard.   * Playground membership – Mr Oglesby has agreed to sit on this   working group.   * GDPR – clerk has asked WALC if there has been any change in   terms of councillors and their emails. The position remains the  same that it is recommended good practice. Clerk also reminded  councillors to be careful in terms of wording in emails as it is very  easy to voice opinions and any emails could be requested as part  of a Subject Access Request.   * West Lavington Village Hall – the Constitution is currently being   revised and they are also doing the Risk Assessment and a  question has been raised in terms of responsibility for the terrace  of the Village Hall. Councillors discussed and they were in  agreement to provide salt to the village hall so that it can be used  when the weather is icy. Mr May has been in touch to advise that  the Village Hall is beginning to plan a Post-COVID celebration. The  parish council would support within government guidelines. | **JF** |
| **20/21/163** | **Hedges House update**   * The person who has been supporting the residents of Hedges   House has made contact with them and begun to work out what  are the next steps. The residents feel supported and it has been  confirmed that there has not been any planning permission applied  for yet. The parish council want to record their thanks for the work  being done to support the residents. |  |
| **20/21/164** | **Councillor Elections May 2021 – information**   * Councillors who wish to re-stand will need to complete the   application form and deliver it by hand to Trowbridge. |  |
| **20/21/165** | **Census 2021**   * See Minute 20/21/158 above. |  |
| **20/21/166** | **Parking in Duck Street**   * A resident has sent in photographs of the parking which   councillors agreed should be sent onto the police. The situation  appears to be escalating. Letters from the parish council have  been sent to Dauntsey;s House but this does not appear to have  had an impact. |  |
| **20/21/167** | **Date of next parish council meeting (to be held virtually)**   * **01 April 2021 at 1900** |  |

*Meeting closed at 2105*

Signed…………………………………………………………………………01 April 2021