

WEST LAVINGTON PARISH COUNCIL

**MEETING OF THE PARISH COUNCIL ON**

**03 MARCH 2022 at 1900**

**HELD IN THE WEST LAVINGTON VILLAGE HALL**

**MINUTES**

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| **Present**: | Councillors: Mrs J Ford (Chairman), Mr D Muns, Mr P Blundell, Mr R Scott, Mr P West, Mr R Gamble, Mr R Oglesby and Ms L Dandy who joined after agenda item 4 |  |
| **Also present** | Mrs K Elston (clerk) and 5 members of the community/public |  |
| **21/22/138** | **Apologies for absence**   * Ms L Gough. These were accepted. |  |
| **21/22/139** | **Declaration of interests**   * Mr R Gamble and Mr P West as they both live in Duck Street. |  |
| **21/22/140** | **Minutes of the last meetings held 03.03.2022 and Matters arising**   * Minutes of the meeting – these were agreed to be a true and   *a*ccurate record. Chairman signed them.   * Matters Arising: - none not already covered by the agenda. |  |
| **21/22/141** | **Co-opting of new councillor – Louise Dandy**   * Councillors had received Ms Dandy’s CV prior to the meeting.   Ms Dandy also provided a brief over-view of the potential skills  and experience she could bring to the parish council. She works  for a local authority in planning but there would not be a conflict  of interest as it is not Wiltshire Council. Councillors were in  agreement to co-opt Ms Dandy as a parish councillor.  ***Proposed: Mrs J Ford***  ***Seconded: Mr R Scott***  ***All councillors present in agreement***  Ms Dandy signed the Declaration and passed to the clerk. |  |
| **21/22/142** | **Public Participation**   * There was none. |  |
| **21/22/143** | **Chairman’s Announcements**   * Area Board on 7 March 2022 at 1830 and will be in person. * Clerk has advised that she will be leaving her post at the end of   June. Therefore, a vacancy will be advertised to recruit to the  post.   * Churchyard Tidyup – there is a tidy up in the churchyard this   weekend on 5 and 6 March.   * Road closure on A360 – this will be on 21 to 24 April for work   by British Telecom. |  |
| **21/22/144** | **Wiltshire Councillor Update**   * Devizes Area Board – one of the items will cover information on   the Family and Community Learning Services which is open to  all Wiltshire residents. The priorities for the Board will also  be discussed. |  |
| **21/22/145** | **Planning**  **Applications to consider**   * **PL/2022/01214 5 Tumblewoods, Rickbarton, West**   **Lavington, Devizes SN10 4LU** – Red dot Popular stands at  around 70ft with a span of around 50ft. Request to pollard this  tree to around 50% of it’s size (35ft tall and 25ft span). Blue dot  Popular stands at around 80ft tall but only has a spread of  15-20ft. Remove. **No objection and request to replant a**  **tree in another location**.   * **PL/2022/01421 1A Pagnell Lane, Littleton Panell, Devizes**   **SN10 4EW** – 1 Norway Maple tree – reduce by 2.5m and  Shape accordingly, 2 Purple Leafed Plum tree – cut back by  1.5m, 3 Beech tree – reduce by 2.5m and shape crown  accordingly. **No objection**.   * **PL/2022/00739 12 Lavington Lane, Littleton Panell, Devizes**   **SN10 4EY** – Demolition of existing single storey rear  extension and construction of new single extension. **No**  **objection but request that materials used match the**  **existing materials e.g clay tiles not concrete**.   * **PL/2022/01368 Cliffe Farm, Stibb Hill, West Lavington,**   **Devizes SN10 4LQ** – Change of use and alteration of  agricultural building to form two holiday lets. Comments have  been received from members of the public regarding this  application. Councillors are aware that this development  would be outside the settlement boundary. Although this  application is contrary to the Neighbourhood Plan there is  already supportive development in the area. **No objection but**  **would note that the settlement boundary cited in the NHP**  **will be under review**.   * **PL/2022/01319 FUL Dauntsey’s School, High Street, West**   **Lavington, Devizes SN10 4HE** – Application for partial  demolition and reoganisation of internal spaces including  construction of external Gazebo. **No objection to this**  **application but needs to be viewed alongside the listed**  **building application PL/2022/01558**.   * **PL/2022/01558 Listed Building Consent Dauntsey’s School**   **High Street, West Lavington, Devizes SN10 4HE** -  Application for partial demolition and reorganisation of internal  the construction of external Gazebo. **Councillor advised they**  **were unable to make a decision on this application as**  **there was not enough information.** There is no heritage  assessment and councillors do not know what is special about  the building that requires it to be listed. Therefore councillors  will retain their comment until they have more information on  the impact of the significance of the listed building.   * **PL/2022/01342 Lavington Telephone Exchange, Lavington**   **Lane, Littleton Panell, Devizes SN10 4EY** – to remove  glass panels from a window on the ground floor northeast of  the of the exchange. Three aluminium louvres will be installed  and fixed to the window frames. The louvres will be mill  finished to match existing adjacent louvres installed in the  building. **No objection**   * **PL/2022/01410 6 Russell Mill Lane, Littleton Panell,**   **Devizes SN10 4ET** – Proposed roof to existing porch to  create storm porch. There is no design and access statement  and there needs to be a bat study. **Councillors agreed to**  **have no objection once the Bat Report has been**  **completed and they are aware of Report contents.**  Ms Dandy declared an interest for this application as she is a  neighbour. Not recorded at beginning of meeting as Ms  Dandy had not been co-opted at that point.   * **PL/06501/FUL Home Farm Office, High Street, West**   **Lavington, Devizes SN10 4JB** – Erection of organic farm  shop, café and replacement farm office, associated parking,  formation of surface water drainage – revised plans submitted.  **Councillors submitted an objection and currently**  **awaiting the Wiltshire Council planning officer decision.**  The applicant has requested an extension to 29.04.2022.    **Planning Decisions by Wiltshire Council**   * **PL/2022/00191 15 Rickbarton, West Lavington, Devizes**   **SN10 4LU** – Remove 1 x self-seeded Willow tree. **No**  **objection**.   * **PL/2021/09493 Advertisement Consent Dauntsey’s**   **House, 9 Church Street, West Lavington, Devizes**  **SN10 4LB** – Sign at rear of property (retrospective).  **Approve with conditions.**  **Planning Monitoring**   * **Signage A’Becketts Vineyard** – erected on neighbours wall   and raised with Enforcement Officer at Wiltshire Council.   * **2021/09496 Change of Use – parking on tennis court at**   **Dauntsey School** – Wiltshire Council Enforcement Officer is  investigating.   * Hayfield Exhibition 01.03.2022 – the event took place and   facilitated members of the community being able to speak  directly to the developers. One of the discussion points  focused on the carpark that was to be provided for the school.  Hayfield have gone away to look at the questions raised and  will come back with further information. Another discussion  point was the proposal to have half-hipped roofs, which is  unusual for this area and they were also unable to bring brick  samples to the event. They will try to acquire some brick  samples but the supply chain is currently challenging.  Councillors reported that the developers were receptive and  responsive to members of the community who attended.   * Fracking – there is an area of interest on the edge of the   Littleton Panell which the parish council have monitored  previously. Currently there is a need for fuel and the parish  council agreed to bring this back to the agenda and continue  to monitor. The Climate Strategy is currently being drafted by  Wiltshire Council. |  |
| **21/22/146** | **Highways Update**   * Duck Street update – the clerk has contacted Dauntsey   Care Home owner and manager to revisit the previous  request for them to increase parking at the premises in-line  with their increased business activities. The home has  confirmed they do not have any intentions to increase  parking at the premises. The parish council has sought  opinions from the home and also from residents what they  would like to see as a resolution for the current parking  concerns. The majority of responses were in agreement to  put double yellow lines in Duck Street and in particular  outside Dauntsey Home. It was also agreed that a space  should be designated for an ambulance and that  consideration should be given for 2 designated spaces  for short term visitors. There are concerns that the parking  issues would be pushed to other areas, but the general  agreement would be to put the lines up to the corner of  Webbs Farm/Stibb Hill. Previous enquiries through CATG  have estimated the cost to be approximately £5000. Mr  Muns will return to the CATG board and ensure this is on the  next agenda. | **DM** |
| **21/22/147** | **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.   * Internal and External audit – clerk advised that the email has   come through with the arrangements for the internal audit.   * Invoice for legal fees for Ransom Strip – this has been   received in the sum of £1103.82. Councillors agreed to pay  the invoice.. Mrs Ford will write to Gaigers to thank them for  facilitating this arrangement.   * Disbursements   **Cheque Number Payee £**  1847 Kaye Elston (Clerk salary) 399.83  1848 Kingfisher Direct Ltd 283.79  1849 MJ Abbott Ltd 1806  1850 Batt Broadbent Solicitors Ltd 1103.82 | **JF** |
| **21/22/148** | **Receipt of Working Groups and project reports**   * Footpaths – report was circulated to councillors prior to the   meeting. Currently awaiting the completion of the steps due  to weather conditions. Once they have been completed then  the invoice can be paid.  There has been a report from residents that there is debris in  the stream on Lavington Lane. An email has been sent to  Dauntsey’s School to ask them if that part of the stream  belongs to them.   * Playgrounds Group update – Mr Blundell sent around a report   to councillors prior to the meeting. There has been a request  from an under 12 football club to use the football pitch at  the recreation ground on a Friday evening as their usual  place has suffered storm damage. Councillors were in  agreement. Clerk to advise football club.  Mr Blundell will source quotes for additional matting and a  swing frames.   * West Lavington Village Hall update – the final legal   requirements are with the solicitor instructed by the parish  council to transfer the Village Hall into an ICO. The solicitor  has advised that the legal fees for this work are usually paid  by the organisation making the request. The clerk has  approached the chair of the Village Hall to ask how to  proceed and reminding them that the parish council made a  grant to them in the sum of £1200 in November 2020 towards  the legal fees. Awaiting a response.   * Bus shelter update – clerk has contacted Wiltshire Council   regarding the bus shelter that was on the High Street by The  Mercers. It was removed by Wiltshire Council as it damaged  and dangerous. Wiltshire Council will not replace but advised  that a parish council can apply to CATG for a grant to replace  a bus shelter if they choose. Councillors had previously  discussed refurbishing the bus shelter by the railway bridge  at Littleton Panell but councillor feel it is now more important  to consider replacing the one on the High Street as it is used  more regularly by several members of the community.  Councillors felt the best option if replaced would be to move  the bus shelter back further from the road so that it is not at  risk of being hit by a high sided vehicle again. Clerk to  investigate who owns the grass verge behind where the bus  stop was. Mr Blundell will research the cost of new bus  shelters.   * Neighbourhood Plan Group – they held their first meeting on   15 February. The group discussed the current NHP and  have agreed to initially look at completing a ‘light touch’  review if possible as substantial changes would require a  Referendum. Major amendments will also need to be inline  with the Wiltshire Council Plan that is currently being  reviewed. Members of the group will look at different  sections. Next meeting on 4 April. Ms Dandy recommended  that the parish council consider reviewing their Village Design  statement as this could be beneficial. Mrs Ford will ask  the previous consultant if he could recommend someone for  this work and then obtain an estimate of the approximate  cost.  Discussion took place in relation to setting up a Planning  Committee and it was agreed to return to the discussion at  a later stage.   * Risk Committee and Risk Register update– the group met on   8 February. Recommendation that new GDPR and IT  agreement is signed by councillors which was sent out by the  clerk. Councillors were in agreement to sign and this will be  completed at the April meeting and then signed annually at  the Annual Parish Council meeting in May.  Risk Register – this has been reviewed by Mr West and sent  to councillors prior to this meeting. Councillors were in  agreement go adopt the revised Risk Register and this will  now be reviewed monthly at the parish council meeting.  Mr West advised that his next task will be to review the  Emergency Plan. | **KE**  **PB**  **KE**  **PB**  **JF**  **KE**  **KE** |
| **21/22/149** | **Policies for Review**   * GDPR Policy to be placed on next agenda. | **KE** |
| **21/22/150** | **Commemorating the Queens Jubilee in 2022**   * Councillors made a decision on the mug and Mr   Blundell will pass the details to the clerk so that the order can  be placed. | **PB/KE** |
| **21/22/151** | **Annual Parish Meeting**   * Date set for 17 May 2022 – councillors expect to feature the   development on Lavington Lane. |  |
| **21/22/1552** | **Date of next parish council meeting**   * **07 April 2022 at 1900** * **NHP Meeting on 4 April at 1900 in the Giles Room** |  |

*Meeting closed at 9.50pm*

Signed…………………………………………………………………………07 April 2022