

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL

07/12/2023 at 1900
GILES ROOM, VILLAGE HALL, SANDFIELD,
WEST LAVINGTON



Serving the communities of
West Lavington and
Littleton Panell

MINUTES

Present:	Councillors: Mrs J Ford (Chairman), Mr R Oglesby, Ms L. Gough, Mr S. Laister, Mr R Scott, Mr P West, Mr P Blundell, Mr D Muns, Mr R Gamble, Mr G. Harrison.	
Also present	Mr J Skillman (clerk). 3 members of the public.	
23/24/086	Apologies for absence Recording time: 00:00:40: None	
23/24/087	Declaration of interests 00:00:51 Cllrs Laister, Gamble & West regarding Duck Street Cllr Scott regarding sewerage Cllr Gough regarding Market Lavington library.	
23/24/088	The minutes of the parish council meeting held 02.11.2023 and Matters Arising 00:01:08: Minutes of the last meeting – these were agreed to be a true and accurate record. All agreed. They were signed by the Chair. Matters arising: Cllr Gamble to be added to Declarations of Interest regarding Duck Street. (23/24/072)	
23/24/089	Public Participation Three members of the public. 00:02:15: One member of the public raised safety concerns regarding bridleways. Bridleway WLAV45: At the bottom of Russell Mill Lane leading up to the back of Dauntsey Woods there is a section that is very wet, summer and winter. Various pieces of wood have been laid on the ground, one with nails sticking out which is dangerous to walkers, horses, and dogs. Cllr Ford commented that this bridleway is partially in Market Lavington. Cllr Ford commented that we should make residents aware that they shouldn't be putting down dangerous rafts over the mud and that we could put in a request to Wiltshire Council Rights of Way for surface improvements. Cllr Laister has also emailed Highways to see if there is anything, other than a temporary closure, that we can do regarding muddy paths. Cllr Ford reported that she had spoken with the new Dauntsey's School Estates Manager regarding WLAV45/46 and is waiting for him to come back with a view as to whether there is an alternate route for this footpath. Cllr Scott commented that he had a meeting with the previous Estate Manager/groundsman at Dauntsey's School and that there are impending works to the buttresses to the footbridge, which is where the muddy section is, known as Sunken Lane. Cllr Gamble suggested Cllr Laister adds a section in the next edition of News &	

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	<p>Views and Market Lavington magazine.</p> <p>Cllr Laister commented that he has previously been in contact with the Chair of Market Lavington Parish Council and the suggestion of a land drain/geotechnical solution had been ruled out from a cost point of view.</p> <p>Cllr Harrison highlighted two problems: a/ The wider maintenance of the Rights of Way in the parish. b/ This particular problem, which is an infrastructure issue. It was suggested that we have a separate meeting to have a discussion over using some of our own funding to outsource the problem of management of Rights of Way, although these are not necessarily the Parish Council's responsibility. We have 22 miles of Rights of Way in our parish and would be useful to find out what maintenance a parish is allowed to do as a project and could be part funded through LHFIG if it fits their criteria.</p> <p>Check the designation of this track – footpath or bridleway and where the parish boundary runs.</p> <p>Cllr Ford proposed that this matter is added to the agenda for the January meeting and requested that Cllr Laister finds out from the Rights of Way/Highways team what we are allowed to do or do we go straight to LHFIG. Cllr Muns said that he will find this out.</p> <p>Cllr West questioned what the split of responsibility was between the landowner and the council because the footpaths/bridleways are a mixed responsibility, and that this could be investigated before the January meeting.</p> <p>00:17:40 Bridleway WLAV4: Behind Littleton House there is a horse gate which is unusable on horseback because the hedge is overgrown. Cllr Laister said that we have raised this query and reported that we are still working at establishing who owns the gates.</p> <p>The resident said that the big gate has dropped and suggested that a solution would be to rehang the gate on the opposite gate post, i.e. if the large gate was moved closer to the hedge and the pedestrian/horse gate moved to the other side. Cllr Ford will contact the tenant.</p> <p>Bridleway WLAV5: From Littleton Panell by No. 60 High Street is impassable because of overgrown trees. WLAV5. Cllr Laister will find out who the landowner is.</p>	<p>SL</p> <p>DM</p> <p>SL</p> <p>SL/DM</p> <p>SL</p> <p>SL</p> <p>JF</p> <p>SL</p>
23/24/090	<p>Chair's announcements</p> <p>00:32:30 Cllr Ford reported: The Christmas Lunch and entertainment kindly hosted by Dauntsey's School was enjoyed by over 40 senior residents.</p> <p>We received an enquiry from Scottish & Southern regarding their undertaking of tree trimming routine maintenance at the bottom of the Rec, to keep the trees away from the power lines. Investigations were unable to establish exactly who the landowner is but as this is a safety matter, with work meaning the power is switched off, the Parish Council has no objections.</p> <p>Police budget questionnaire: Cllr West will forward this to parishioners by adding it to Facebook.</p>	<p>PW</p>

JA

23/24/091	<p>Wiltshire Councillor's Report Cllr Muns reported:</p> <p>00:38:00: Black Dog Meeting last week with officers from the Highways department regarding:</p> <p>a/ Conversations with landowners to acquire land needed for improving the junction are taking place now with some good feedback coming from one landowner on the Worton / North side of the junction. However, still no response from landowner on SE side.</p> <p>b/ Accident 4 weeks ago when a car pulled out on to the slip road to the north of the junction to bypass the queue, causing an accident. Cllr Muns asked Highways whether there was a way to close that slip road, and there is legislation which gives local authorities the power to step in and do something on a temporary basis (18 months during which time feedback from the community can be gathered). It can be rolled back immediately and within that 18 months it can be decided whether it is to be a permanent fixture.</p> <p>However, the farmer still needs access to the slip road to get into the fields. The Highways officer suggested concrete barriers on the A360 side, and any cars which entered from Worton road would be forced to turn round and re-join and cars would not be able to enter from the A360. Councillors thought that PC should not be asked to commit further funds as this blocking off was included in the Atkins option which had been agreed and ring fenced by WC central Highways funds.</p> <p>Solar farms: There are two adjacent proposals on more than 200 acres in Potterne Wick, stretching into Easterton, and part of Market Lavington. It is not our parish and some Potterne residents are unhappy about it, but Cllr Muns said that he is raising it because it is good quality agricultural land. It seems poor placing for solar panels anyway as it is on a North facing slope.</p> <p>Cllr Muns' reasons for opposing it are: Impact on environment with several footpaths/bridleways running through it; concerns about water run-off; unlikely to yield enough to power the 15,000 homes reported; reclassification of land from agricultural to brownfield/solar farm.</p> <p>Cllr Scott commented that we need to establish whether we are just against solar farms generally. Cllr Harrison suggested he would support them if we had evidence from an independent solar panel specialist who could say that there would be water run off issues etc. and how many houses is it going to service. Cllr Muns suggests that we await the Potterne discussions before we proceed further.</p> <p>00:59:45 CCTV for the crossroads at the centre of the village: Cllr Muns received some feedback saying that this is an option if we have the right processes in place, and could find a location where this could work.</p>	
23/24/092	<p>Finance Budget Monitoring</p> <p>01:02:00: Information was emailed to councillors prior to meeting. The NHP admin, CCTV, Admin, Audit, and Playgrounds Maintenance are all over budget, and the spending breakdowns of these was also sent to councillors. The clerk has prepared a draft budget for next year. Cllr Oglesby mentioned that the 'grants ad hoc', 'grants to seniors', Remembrance Avenue, Grass cutting, and Elections were low so Clerk will amend the draft budget accordingly. There were questions regarding 'Subscriptions', Repairs and Maintenance' and 'Admin' so Clerk will</p>	

	<p>quote. We would need to await the £10,000 transfer from the 32-day account to the Treasurer's account (27/12/2023) before making the purchase.</p> <p>Disbursements: 01:25:05 Wickstead - Playgrounds inspection £316.80 John Skillman – Clerk salary November £368.63 John Skillman - Clerk expenses - Mobile phone top up £10.00 John Skillman - Clerk expenses Signs for defibrillator box £102.00 HMRC - Income Tax – October PAYE £92.20 HMRC - Income Tax – November PAYE £92.00 Wire fence - Tree Guards £699.00 All agreed and paperwork signed by two signatories.</p> <p>Payroll: From November 2023 clerk will run the payroll instead of Charlton Baker.</p>	Clerk
23/24/93	<p>Receipt of Working Groups and project reports Communication strategy – progress update. 01:26:50 Cllr Harrison reported that there is a meeting due tomorrow regarding updating the website. Cllr West reported that they had put several messages out and not had anything controversial back.</p> <p>The defibrillator has been removed from Rutts Lane due to not working when temperatures are cold. Doctor's defibrillator is only available when surgery is open. There is no notice on website /reminder of remaining locations.</p> <p>Risk Committee 01:29:30 No activity in the last month. Meeting to be arranged for January by Clerk and Cllr West.</p> <p>Community Resilience Plan 01:30:10 One person has volunteered to join the community resilience volunteers. Cllr West is collating contact details of local people able to help e.g. tree surgeons, and responsibilities of landowners/residents in areas prone to flooding. Cllr Oglesby commented that Dauntsey's School had offered assistance in the event of a community emergency.</p> <p>Cllr West reported that following investigations responsibilities of the stream up to the highway at Tumblewood are with the householder. Cllr Scott questioned whether Cllr West had had discussions with the Village Hall committee regarding procedure for emergencies during a function at the Village Hall as the Village Hall is the designated place of safety for Dauntsey House. Cllr West said that the Village Hall is the primary place of safety, then there are the three churches. Cllr Gough added that Wiltshire Council Social Care would also step in very quickly and place those evacuated. Cllr West estimated that in terms of accident and incident then it would probably be for a maximum of 24-36 hours.</p> <p>West Lavington Village Hall 01:39:50 Cllr Gough thanked Paul Bryant and Gaile Bishop for keeping the Village Hall going. Hirings and bookings are coming in. Charity Commission records are being updated. Currently, expenses exceeding income by nearly £1,000. Upcoming costs: Various repairs and legal costs, £2,000. Expenditure on the fire service suggestions in 3 months' time. 5-year fire electrical survey £500-£600.</p>	<p>PW</p> <p>Clerk</p> <p>PW/Clerk</p>

	<p>Emergency lights and various other things, approx. £2,000. £3,800 in the reserve account and £1,500 in the current balance. The village hall now has a premises license and can now sell alcohol (50 inside bars per year). Their bank is checking on their status for the CIO, the trustees, and the details on the Charity Commission website.</p> <p>Rights of way. 01:47:30 Cllr Laister reported that he is in contact with the Countryside Access Officer to see what other parishes do about muddy bridleways, which walkers also use.</p> <p>Playgrounds Group 01:49:10 Cllr Blundell reported that the bollards for the VH car park edge had been delivered, the Remembrance Avenue tree guards ordered, and Cllr Harrison is starting on the engraving of the wooden gates.</p> <p>Grass cutting; of the six tenders requested for the renewal of the 3-year contract, 2 were received before the deadline. After discussion it was proposed that Mark Goddard be awarded the three-year contract. Clerk to notify Mark and thank the other contractors for their tenders. Prop: Cllr Blundell Seconded: Cllr Ford. All agreed. Cllr Blundell will ask Mark Goddard for a fourth cut for the Remembrance Avenue and will also remind him of the location of Cllr Oglesby's planted daffodil bulbs.</p> <p>Playground inspection: All the risks identified are low/very low category – apart from blue slide, but that is in hand and will be replaced in early January. There has been some damage by a sharp implement to the thick rubber matting in the seniors' area, which will need to be repaired. Cllr Ford thanked Cllr Blundell for his overseeing of the playgrounds and maintenance and repeated his appeal for volunteers to help with regular checks of the playground equipment.</p> <p>Cllr Oglesby asked what was happening with the deer signs. Cllr Ford replied that she would contact the landowner to discuss placement.</p> <p>Speedwatch 01:57:45 Cllr Gough said that there was nothing to report as the group has been temporarily suspended, Cllr Muns to investigate this current situation. Cllr Ford mentioned to Cllr Muns that, at the Devizes Area Board meeting the PCC (Philip Wilkinson) was keen to support Speedwatch groups.</p> <p>Speed Indicator Devices (SID) 02:01:00 Nothing to report. Cllr Ford said that she had no reply re: where the poles were to be located. Cllr Muns will chase for update on pole installation. Cllr Gough said that the devices' design and style still need to be chosen by the Parish Council.</p> <p>NHP Review Group 02:02:50 Cllr Gamble reported that he is in correspondence with Wiltshire Council regarding their request for a Strategic Environmental Assessment and a Habitat Area assessment. After chasing we received a reply from the Head of Neighbourhood Planning on 8/11/2023. The Parish Council's Neighbourhood Planning Consultant then replied to strongly disagree. Cllr Muns has offered to look at these comments with a view to finding a way to proceed.</p>	<p>Clerk</p> <p>PB</p> <p>PB/JF</p> <p>DM</p>
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	<p>Cllr Muns reported on the Local Plan response. Wiltshire Council's Local Plan was out for consultation. There was a meeting with Cllrs Muns and Ford representing West Lavington's interests, and also representatives from Market Lavington, Easterton, Worton, Seend, Potterne, Great Cheverell and Little Cheverell. The idea was to share thoughts, concerns from a planning perspective, common themes, e.g. housing being built where there is insufficient infrastructure to support it, impact on highways, loss of natural environment/countryside. Cllr Muns agreed with Cllr Gamble's report that West Lavington Parish Council is ahead of some other local councils with a made Neighbourhood Plan. Cllr Muns put a response back to the consultation picking out some of the feedback from the meeting.</p> <p>Cllr Gamble asked Cllr Muns about the progress of the Local Transport Plan, which should be running in parallel. Cllr Muns has heard nothing, and he raised the issue last week as the Local Plan shows a map regarding priority A routes, priority public transport routes, priority HGV routes, none of which came through our area. Having the Local Transport Plan and getting some proper strategy is important for communities.</p> <p>New Defibrillator location and installation at crossroads. 02:10:45 Awaiting GS39 certified electrician to install. Defibrillator at Rutts Lane doesn't work in cold weather at around freezing. Cllr Ford corresponding with Paul Cosh from Southwest Ambulance (SWAST). Cllr Harrison suggested that it is removed until we can guarantee its reliability.</p> <p>Therefore, we will take the machine out until it is reliable again. Cllr West will notify parishioners via Facebook.</p> <p>Two electricians cannot find an electric supply. There was a supply left at the crossroads but not at Rutts Lane. Cllr Ford has contacted BT payphones department, who are questioning whether there is a supply. We have asked the GS39 certified electrician to check this and if there is no supply can we get it reinstated, and at what cost.</p>	<p>JF</p> <p>PW</p>
23/24/094	<p>Highways issues and update 02:15:30 Yellow Lines: Cllr Muns will check progress following confirmation of Traffic Order.</p> <p>Cllr Muns has mentioned to Dauntsey House that they have land that they could make some off-road parking. Cllr Muns offered to guide them through the planning application process. Cllr Ford asked whether the residents would be notified. Cllrs West and Muns replied that those who submitted a comment either in support or objecting then email notifications would be sent. Three employees of Dauntsey House have submitted comments so they would receive email notifications. Cllr Muns added that we could now take the opportunity to reiterate that it is a Wiltshire Council decision, so the parish council could then say that in line with Wiltshire Council's approval for yellow lines around the village we want to support any staff at Dauntsey House, who would be affected.</p> <p>Cllr Ford offered to write to the current manager saying that we have offered help in the past to source parking opportunities and are still willing to do so and copy in Cllr Muns and business owner.</p> <p>Sewerage (overload/raw sewage into Semington Brook) 02:23:35 Cllr Scott reported that there were no updates although work by Wessex</p>	<p>DM</p> <p>DM/AII</p> <p>JF</p>

	<p>Water is programmed for 2024, clerk to chase date details.</p> <p>Parish Steward visits and jobs request for next visit 02:24:40 Our Parish Steward promoted so we await a new one. Cllr Ford asked that any requests for work, clearing pavements drains etc. be sent to her so that they can be added to the work list. Cllr Oglesby to report on MyWilts overgrown verges between railway bridge/A Becketts</p> <p>Replacement bus shelter at Wheatshaf Mews 02:27:40 Cllr West will draft wording for consultation on whether bus stop is replaced.</p>	<p>Clerk</p> <p>RO</p> <p>PW</p>
23/24/095	<p>Planning - to receive those decisions notified, and to consider: 02:28:20 Planning applications received. PL/2023/09424 - 40 High Street, LP. SN10 4ES Proposed Works to Trees in a Conservation Area. Proposal: 1 - Fir tree - reduce height by 4' & reshape 2 - Fir tree - reduce height by 3' & reshape 3 - Cedar tree - reduce height by 6'-7' & reshape 4 - Cherry tree - cut out top, reduce branches & reshape 5 - Silver Birch tree - reduce height by 6' 5A - greenery - reduce 6 - Fir tree - reduce height by 5' & reshape 7 Buddleia - reduce height by 5' & reshape 8 - Copper Beech tree - reduce height by 5' & reshape 9 - Cedar tree - reduce height by 5' & reshape 10 - Cherry tree - reduce height & reshape 11 & 15 - 2 x Smoke trees reduce height & reshape 12, 13 & 14 - 3 x Fir trees - reduce height & reshape Respond By 22/11/2023. https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BtSEL No comments received from councillors by email. Approved by Wiltshire Council on 4/12/2023.</p> <p>Planning decisions confirmed. PL/2023/08208 - Old Post Office, 20 Church Street. SN10 4LD Proposed Works to Trees in a Conservation Area Proposal: T1 Apple tree - Fell. Applicant Name: Mr John Ford Case Officer: Caroline Gamble Decision Date: 02-11-2023 Decision: No Objection https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BD94x</p> <p>PL/2023/08907 Withy House, Duck Street. SN10 4LG. Proposed Works to Trees in a Conservation Area. T3 Willow pollard to 4m Decision Date: 13-11-2023 Decision: No Objection https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BDDeS</p> <p>Cllr Ford reminded council that the original application was for pollarding the willow and removal of two alder trees, the latter which were opposed by councillors and neighbours.</p> <p>Cllr Ford reported that the Wiltshire Council Tree Officer had asked for the two alders are removed from the description until more evidence of damage is being caused to the bridge as she is not happy about protecting the trees especially the one next to the bridge due to its condition. Protection must be justifiable, and longevity and current age are not always sufficient criteria. The decision notice does not mention the retraction of the two alder trees from the application, only that the willow work is permitted. However, Councillors agreed that no further action need be taken.</p>	

SEP

23/24/096	<p>Planning monitoring Lavington Lane site 02:38:00: No updates, although Cllr Blundell questioned the ditch, to which Cllr Harrison replied that it was the balance/attenuation pond to aid drainage. Cllrs Muns and Ford suggested it was their silt buster to filter/sieve out the debris/sediment so that the water gets cleaned before it enters the stream. Cllr Gough will check with Site manager on the exact purpose of this fenced off area.</p> <p>02:39:50 Cllr Scott requested an update on the silting at property at the bottom of Russell Mill Lane. Cllr Muns replied that he had written to Danny Kruger MP. The resident has received not updates. Cllr Muns will chase.</p> <p>Hedges House PL/2021/11543 02:40:10 Cllr Harrison reported that he had not heard from Aster.</p> <p>Roof tiles on annex of the Old Manor, SN10 4LT – Ref. ENF/2023/00365 02:40:40 Cllr Ford reported that we had received a report from the Enforcement Officer, stating that he is waiting for a response from management but due to a heavy workload, comments have only just been received. He has written to owners requesting a Listed Building Consent application be submitted for change of roof tile design.</p> <p>Cllr Muns raised the application: PL/2023/08288 Use of land for the stationing of caravans for residential use and the laying of hardstanding and erection of a dayroom ancillary to that use. It is on private land on Spin Hill, in Market Lavington parish.</p>	<p>LG</p> <p>DM</p>
23/24/097	<p>Policy reviews 02:43:45 Policy reviews: any update on last month's: Grievance: now only internal matter, not external. Cllr Oglesby commented that any complainant would have the right to go directly to Wiltshire Council. Complaints: Cllr Harrison will be updating. This month: Health & Safety: Cllr Harrison will review. Cllr West said that currently this is very thin, and suggested Googling 'Parish Council Health & Safety Policies', which would tell you what is expected to be done, rather than just be a policy. Cllr West tested this with Cllr Blundell by asking whether we ask our contractors to provide details of their Health & Safety statements, method statements, lone working statement, and PII documents. Currently we do not. Cllr Blundell replied that the Clerk should obtain this, but this was not stated in the policy. Therefore, the policy should show that the Clerk would obtain this and then report back to the parish council. Planning - Cllr Muns will review. Cllr Harrison offered to help. Cllr Oglesby commented that it is crucial that we list what we can and cannot object on, in a positive way so that Planning take some notice.</p>	<p>GH</p> <p>GH/Clerk</p>
23/24/098	02:56:35 Christmas meal will be on 14 December at 7pm at Churchill Arms.	
23/24/099	Date of next parish council meeting – in the Giles Room, Village Hall. Thursday 04 January 2024 at 1900	

Meeting closed at 22.00.

Signed..........04/01/2024

