

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL

02/11/2023 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). Two members of the public.	
23/24/071 Recording time (00:00:43)	Apologies for absence None	
23/24/072 (00:00:49)	Declaration of interests Cllrs Laister & West regarding Duck Street + RC. Cllrs Muns & Ford regarding Withy House application Cllr Muns regarding Youth Club Cllr Scott regarding sewerage	
23/24/073 (00:01:08)	The minutes of the parish council meeting held 05.10.2023 and Matters Arising 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: None. Corporate Plan: Draft version has been prepared by the Clerk.	
23/24/074 (00:02:10)	Chair's announcements Cllr Ford reported that Dauntsey's School will be having a private bonfire and fireworks display on 04/11/2023 between 18.30 and 20.00 at The Manor.	
23/24/075 (00:02:49)	Public Participation One member of the public objected to planning application PL/2023/08907 regarding the proposed works to trees in a conservation area at Withy House, Duck Street, SN10 4LG.	
23/24/076 (00:06:10)	Wiltshire Councillor's Report Cllr Muns reported: Black Dog Crossroads: The last update from when he met with Highways and Wiltshire Police three weeks ago is that they are actively speaking with landowners to try and negotiate acquisition of land so that they can action as required. He asked that if any councillors know of any landowners who would be willing to give up land for this purpose, then this would be very beneficial. Flooding: Cllr Muns is still piecing together exact responsibility for the discharge of surface water into the stream at the bottom of Rickbarton. The drainage runs down from Stibb Hill/Rutts Lane and under the road. Wiltshire Council Highways have been out twice in	

(00:14:30)	<p>the last week to try and flush it through, but it is still clogged up before it enters the stream. Highways believe that it ceases to be their responsibility once it reaches the stream. However, Cllr Muns believes that if the pipe is blocked then it is Wiltshire Council's responsibility.</p> <p>Cllr West commented that he spoke to someone from Highways Department who said that they don't deal with the river. The river is the responsibility of the Environment Agency. The responsibility for under the bridge is a grey area but they would send a crew out to deal with it.</p> <p>Cllr Muns will investigate whether the drainage runs into the river and is the river level up so high that it cannot discharge out. So, technically a river issue as it is blocked outside of the pipework.</p> <p>Investigations continuing to establish responsibility regarding the drainage running into the river at Rickbarton – i.e., Environment Agency, Highways, or landowners.</p> <p>Cllr West reported that he has compiled a drain map of this area showing all of the blocked drains and had sent a copy to Wiltshire Council. Cllr West will forward the emails he has sent to Wiltshire Council to Cllr Muns.</p>	PW
<p>23/24/077</p> <p>(00:22:07)</p> <p>(00:29:20)</p>	<p>Finance Budget Monitoring – 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.</p> <p>Cllr West commented that overall, we are on target with the annual budget (for Precept monies), but he expressed concerns that the Playgrounds Maintenance is well over budget, and this would increase should the proposed Playground spending go ahead. Therefore, it was suggested that these Playground improvements could be paid by CIL monies rather than Precept monies.</p> <p>Grants Following a request from the Youth Club they are to receive £5,000 in two instalments. Half now and half in March 2024. Proposed Cllr Blundell Seconded: Cllr West. All agreed. Cllr West commented that next year council would also need information on the grants that the Youth Club has received from other sources.</p> <p>Streetscene to receive its annual grant of £500. Proposed Cllr Ford Seconded: Cllr Muns. All agreed.</p> <p>Disbursements: Clerk salary October £368.43 Clerk expenses - Mobile phone top up £10</p>	<p>Clerk</p> <p>Clerk</p>

	<p>Clerk expenses - Wreath - Royal British Legion £40 Payroll: From November 2023 clerk will run the payroll instead of Charlton Baker.</p> <p>BACS/cheques Online banking is now set up enabling payments to be made online by BACS (with a secondary signature approval) rather than by cheque.</p> <p>Insurance claim re: stolen Remembrance Gates £660 was received from insurer on 30/10/23 relating to the stolen gates. The quote received for the replacement gates was £785+VAT.</p> <p>Compensation for criminal damage to playing field. First instalment of £50 was received on 4/10/23. £250 is due in total.</p>	Clerk
<p>23/24/078</p> <p>(00:35:55)</p> <p>(00:38:20)</p> <p>(00:39:45)</p> <p>(00:42:20)</p> <p>(00:44:50)</p>	<p>Receipt of Working Groups and project reports</p> <p>Communication strategy and to confirm the two councillors to be Communications Officers.</p> <p>Cllrs West and Harrison are the current councillors with responsibility and are happy to continue. There have been some objections from a parishioner to the commenting option being turned off on social media, therefore the subsequent posts (four on resilience planning and some on weather warnings) have been posted allowing comments.</p> <p>Instagram is to be used more to include a Parish Steward feature to highlight the good work (e.g., cleared drains, hedges, bus shelters and road signs) he has done.</p> <p>Cllr West commented that some text needs updating on the website, which would make it more current. Cllrs West, Harrison and Muns will liaise over this.</p> <p>Risk Committee and Community Resilience Plan Cllr West reported that the Community Resilience Plan has now been communicated, there is a page in News & Views, and several social media posts and texts sent out, all asking for volunteers. No volunteers yet. Wiltshire Council are keen for the Parish Council to have at least two Flood Wardens. Cllr Ford is the only Flood Warden currently, so establishing a group of flood wardens is where we should be focussing our efforts. Cllr West is working on the farmer/landowner database.</p> <p>Date to be set for Risk meeting. Cllr West and the Clerk to discuss dates for after Christmas.</p> <p>West Lavington Village Hall, update to CIO. Cllr Ford reported that the 1964 lease had not been registered at the Land Registry.</p> <p>The landowner is trying to sort out with her solicitor whether she can investigate further.</p>	<p>PW/GH/DM</p> <p>Clerk/PW</p>

	<p>Cllr West commented that the Village Hall trustees are planning to register it with the Land Registry as part of the transfer of the CIO, which is what the Village Hall's lawyers have told them that they can do. They need the acceptance of the landowner's solicitor. Parish Council solicitor agreed that the lease can be assigned to the Village Hall without the Parish Council or the freeholder's permission.</p>	
(00:46:55)	<p>Rights of way.</p> <p>Wet weather and wind are bringing a threat to trees. One tree is down already (WLAV34). Landowner notified that tracks are getting muddy, bringing the possibility of some tracks being temporarily or partially closed off or some types of traffic being restricted. A Traffic Regulation Order (TRO) or a Temporary Traffic Regulation Order (TTRO) could be used.</p>	
(00:50:40)	<p>Cllr Muns added that the Rights of Way team at Wiltshire Council are stretched, and one option might be to approach LHFIF to restrict access for vehicles over winter to allow surface recovery.</p>	
(00:53:00)	<p>Cllr Laister commented that a TTRO would cost £1,850. Cllr Gamble said that a TRO would cost approx. £5,000.</p> <p>Cllr Muns commented that the Parish Council would be asked for a 25% contribution towards this so we would need to weigh up whether this was in the public interest that we spend taxpayers' money for this purpose.</p>	
(00:57:25)	<p>Playgrounds Group</p> <p>Date to be set for Playgrounds meeting.</p> <p>Cllr Blundell reported that the new slide has now been paid for, but we are still awaiting its installation.</p> <p>We are due to receive the new Remembrance Gates in one to two weeks, after which Cllr Harrison can do the routing. Suggested wording would be 'West Lavington' on the left gate, 'Remembrance Avenue' on the right gate, plus 'WLPC 2020', which is the date the Avenue was formed and the gates were originally put in.</p> <p>The installers are going to bolt the hinges through our substantial upright gate posts and the hinges will be reversed (one up, one down), which should make future theft more difficult.</p> <p>Barefoot Signs have the new pedestrian gate sign, and there will be the same at the other end of the Avenue.</p>	PB/Clerk
(01:00:05)	<p>Bollards: If we don't have yellow reflective strips then the cost drops from £4,147 to £3,800. Hayfield have offered to put them in for free.</p> <p>We already have seven bollards in place.</p> <p>Cllr Muns agreed to the bollards but not the yellow stripes.</p>	

(01:03:35)	<p>Cllr West voiced a budget concern over the spending.</p> <p>Cllr Gamble commented that spending CIL money on capital, which bollards would be, has a different tenor to it than spending on revenue items. Bollards are fixed assets. He would feel much more positive about spending some of the £87K from the 32-day reserve account, than spending unsourced revenue money on current expenses.</p> <p>Proposal to purchase without the yellow reflective strips, using CIL monies rather than Precept monies: Proposed: Cllr Muns Seconded: Cllr Blundell Agreed except Cllr Oglesby, who voted against, as he couldn't see a cost/benefit analysis by putting them in.</p> <p>Clerk to compile a list of upcoming costs. The bollards will be the first on that list.</p>	Clerk
(01:11:00)	<p>Treeguards for Remembrance Avenue: 25 guards for the 25 trees. Cost will be reduced from £620 to £567 if we agreed to have a link to their website from our website. Tree guards would be 46cm in diameter.</p> <p>Cllr West objected to the treeguards and said that forests all over the country use plastic protectors that protect the trees very well as they grow, so where is the need for tree guards when they already have protection. However, Cllr Scott commented on forestry planting, but that our specimen trees require further protection. Agreed that the plastic guards protect most of what you need until the trees get above 3 feet high, but then they are subjected to damage. Cllr Scott strongly suggests that they need the extra protection. Cllr West replied that a replacement tree would be only £60, which would be cheaper than the £600 tree guards. Cllr Muns agreed, saying that with these figures 10 new trees could be purchased.</p> <p>Cllr Blundell added that currently there is damage at the bottom of the trees, but he hoped that the trees will eventually bend in towards each other to protect themselves.</p>	
(01:19:05)	<p>Damage could be caused by squirrels or deer. Cllr Scott suggested that Westonbirt Arboretum be contacted for advice, which would then be reported at the December meeting.</p> <p>Proposal for tree guards costing £567 using CIL monies: Proposed: Cllr Ford Seconded: Cllr Blundell. Votes for: 7. Votes against: 3 Carried.</p>	RS
(01:24:00)	<p>Grass cutting at the Remembrance Avenue Cllr Blundell reported that he had been in contact with Dauntsey's head groundsman re: grass cutting but was unable to cut the grass before the 11 November service.</p>	

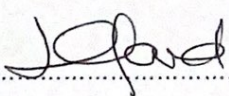
	<p>Mark Goddard said in 2021 that four cuts per year would be sufficient to keep it tidy (£60 per cut). Cllr Blundell commented that the playing fields require more than three cuts per year and that the current three-year renewal is up for renewal next month. Clerk to put out tender requests to three or four potential commercial contractors. e.g., IdVerdi, Mark Goddard, Milestones, requesting a quote cutting at the playing fields and at the Remembrance Avenue.</p>	Clerk
(01:27:40)	<p>Speedwatch Cllr Gough reported that this is still suspended pending a traffic survey to go to the Speedwatch area board.</p>	LG
(01:30:50)	<p>Speed Indicator Devices (SID) A location has been identified but Cllr Ford awaiting reply regarding the siting of the poles and who the landowner is. Cllr Ford to chase.</p>	JF
	Types of SIDs also discussed. Cllr Muns will check with neighbouring parishes re: suitable options and designs.	DM
(01:36:40)	<p>CCTV at the crossroads Cllr Harrison reported that police figures are showing seven or eight incidences of crime in the village in the last eight weeks. CCTV at the crossroads would give us control over monitoring the area as it would cover all four roads out of the village. Proposal that Cllr Muns investigates this further: Proposed: Cllr Ford Seconded: Cllr Muns All agreed.</p>	
(01:42:30)	<p>NHP Review Group Cllr Gamble reported that Wiltshire Council had said that we cannot go ahead with our regulation 14 consultation until they had done a new Strategic Environmental Assessment. Our NHP consultant then said that before we meet Wiltshire Council to discuss this there are several questions that Wiltshire Council should answer. Wiltshire Council are yet to reply to this.</p> <p>However, the new NHP is requiring only two more houses in the village between now and 2038.</p> <p>Cllr Gamble will chase Wiltshire Council for those answers.</p>	
(01:45:25)	<p>New Defibrillator location and installation at crossroads. Cllr Ford has received the defibrillator. No reply yet from the GS39 qualified electrician as to when he can install this. Clerk to chase again.</p>	Clerk
(01:46:15)	<p>War Memorial – cleaning / surrounding white stones. Cllr Ford reported that the number of white stones around the plinth of the war memorial is getting less, and weeds are growing so should we reapply some more white stones (or perhaps use turf) to make it look more pristine. Cllr Harrison commented that it is also looking rather grubby. Cllr Ford thinks it was last cleaned in 2019/20 although clerk will check this and the cost at that time.</p>	Clerk

	<p>Cllr Ford asked whether we should: a/ add more white stones in time for Remembrance Sunday (Cllr Blundell provided three samples with costs) b/ Put the monument on a five-year cleaning cycle.</p> <p>Cllr Scott commented that if we cleaned the plinth ourselves, we do need to notify the relevant parties, who would then advise us on suitable cleaning contractors.</p> <p>Agreed to leave it as it is for now and plan future maintenance.</p>	
<p>23/24/079 (01:54:30) (01:55:40) (01:56:55) (01:57:40)</p>	<p>Highways issues and update Yellow Lines consultation – (Duck Street, Sandfield) Cllr Muns reported that this was discussed at the last LHFIFG meeting, and this will go ahead.</p> <p>Sewerage (overload/raw sewage into Semington Brook) Cllr Scott reported that it is too wet to check so no updates. Cllr West reported that the Wessex Water response was that they were putting it on their agenda for next year. Clerk to add to February agenda.</p> <p>Parish Steward visits and jobs request for next visit 15/16 December. None to add, although Cllr Ford has written to the Parish Steward organisers to say how please the Parish Council is with his work.</p> <p>Replacement bus shelter at the crossroads Cllr Muns reported that Wiltshire Council does not have available funds to address this, so they won't take any action. Therefore, the Parish Council will consider setting up a working group to deal with it, including a possible community Facebook poll as whether a shelter is still needed. Cllr Gamble commented that it is still used occasionally. Cllr Muns commented that he does not recall that the Parish Council has ever received a complaint from a member of the public saying that the bus shelter is missing. Cllr West suggested that we don't replace it and we just tidy up the ground. Cllr Gamble suggested that this could be put to the community by the Communications Team, so Cllrs West & Muns suggested a Facebook poll (e.g., how many times a month do you use this bus stop?) Cllr Ford asked the Clerk to contact Salisbury Reds regarding the possibility of purchasing a second-hand bus shelter.</p>	<p>Clerk</p> <p>PW</p> <p>Clerk/PW</p>
<p>23/24/080 (02:03:25)</p>	<p>Planning - to receive those decisions notified, and to consider:</p> <p>Planning applications received. PL/2023/08542 - 23, Stibbs Hill, SN10 4LQ. 1.5 storey rear extension with associated external works https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BDOCmAAP/pl202308542 Consultation deadline 3/11/2023 No objection.</p> <p>PL/2023/08907 - Withy House, Duck Street, SN10 4LG Notification of proposed works to trees in a conservation area. T1 Alder - remove to ground level due to rot system effecting garage floor and foundations.</p>	

	<p>T2 Alder - Remove growing next to bridge and rubbing on bridge fear tree will break bridge over stream. T3 Willow - pollard to 4m.</p> <p>https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BDeSF Consultation deadline 10/11/2023.</p> <p>Cllr West commented that a tree officer should look at this. Cllr Scott will provide wording objection to this for the Clerk to submit to Planning. Cllr Scott commented that the Environmental Agency should be informed.</p>	RS/Clerk
<p>23/24/081</p> <p>(02:12:15)</p>	<p>Planning decisions confirmed.</p> <p>PL/2023/04615 - 31 White Street, SN10 4LP Single storey side extension. Demolition of retaining walls and engineeringworks to replace them with new walls. New garden gates and fence. Approve with Conditions https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001Aycl3</p> <p>PL/2023/05084 - Land to the rear of Little Paddock House, 48 High Street, LP, SN10 4ES Change of use of the land from agriculture to a mixed use of agriculture/domestic and retrospective permission for a polytunnel and associated structures/buildings. Approve with Conditions https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BIIFu</p> <p>PL/2023/05720 - Glebe House, 13 Church Street, SN10 4LD Works to a Listed Building - Replacement of 4 Windows Approve with Conditions https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BJk77</p>	
<p>23/24/082</p> <p>(02:12:50)</p>	<p>Planning monitoring</p> <p>Lavington Lane site Cllr Ford reported a resident in Russell Mill Lane has problems with his mill pond silting up and he is having discussions with Hayfield and the Environmental Agency.</p> <p>Cllr Muns suggested that the resident contact the local MP, and Cllr Muns offered to prepare an email introduction for the resident.</p> <p>Cllr Muns will check what S106 financial contributions we have received from Wiltshire Council.</p> <p>Cllr Harrison reported that a large hole had been dug as a drainage construction.</p>	DM

(02:25:20)	Cllr Muns reported that Highways have said that the light-controlled Puffin crossing will not go ahead until late spring. There is some confusion as to where the hold-up lies. Cllr Muns will enquire with Wiltshire Council.	DM
(02:28:10)	Hedges House PL/2021/11543 Cllr Harrison reported that he had spoken to the Aster Project Manager, who said that there was nothing further on the construction timeline and there would be no long-term disruption to the bridleway. Aster have engaged with local resident, who is concerned that they were going from a boundary that is currently shared with one property to a boundary that is shared with four properties because of how the development is being done. This is being discussed between them and a solution appears positive.	
(02:31:45)	Hedgerow replanting on A360 at Railway Bridge Monitoring is ongoing.	Clerk
(02:32:00)	Roof tiles on annex of the Old Manor, SN10 4LT – Ref. ENF/2023/00365 No updates. Clerk to chase.	
23/24/083 (02:32:10)	Policy reviews Councillors to review two of our policies per month. This month: Grievance and Complaints. Cllr West commented that neither inform people how to make a complaint/grievance. Complaints Procedure: Cllr Harrison will reword this. NALC / WALC might have a template for complaints procedure. Clerk to investigate and add this policy to the rolling review program. Grievance procedure: Clerk to remove this from our website as it is an internal document.	GH/Clerk Clerk
23/24/084 (02:36:00)	Christmas meal will be on 14 December at 7pm at Churchill Arms.	
23/24/085 (02:38:00)	Date of next parish council meeting – in the Giles Room, Village Hall. Thursday 07 December 2023 at 1900	

Meeting closed at 21.40

Signed..........07/12/2023.