

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL

05/10/2023 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 G. Harrison.	
Also present	Mr J Skillman (clerk). No members of the public.	
23/24/058	Apologies for absence Cllr Gamble, Cllr Muns	
23/24/059	Declaration of interests Cllr Laister, Cllr West regarding Duck Street	
23/24/060	The minutes of the parish council meeting held 07.09.2023 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.	
23/24/061	Public Participation None.	
23/24/062	Chair's announcements Cllr Ford reported: <ul style="list-style-type: none"> Work on All Saints Church boundary wall begins on 6 November. WALC newsletter notifying AGM will be on 25/10/23 but time and location not shown. 	
23/24/063	Wiltshire Councillor's Report Cllr Muns sent in his report prior to the meeting: <ul style="list-style-type: none"> Hedges House - Danny Kruger is raising the poor communications from the Planning Inspectorate with Michael Gove on our behalf. Yellow Lines - No update. Awaiting decision by Wiltshire Council Highways. Black Dog - Meeting with Wiltshire Police and Wiltshire Council officers on 12/10/23 to see progress. 	
23/24/064	Finance Budget Monitoring – information. Emailed to councillors prior to meeting. NHP admin and CCTV over budget. Clerk to remove the £400 Closed Burial Ground from budget allocation and move it elsewhere (to Projects). Audit update: final report has now been received from PFK Littlejohn and published on the website. The second and final annual precept (£17,166.50) received on 26/9/23.	

	<p>£250 compensation for criminal damage to playing field is due but not received yet. This is likely to be received in instalments.</p> <p>Cllr Ford to transfer £10,000 from the Treasurer's account to the 32-day account.</p> <p>Bank mandate form – Changes to banking payments so that payments to suppliers can be made online rather than by cheque. Clerk will then be able to set up payments online, which will then need online approval from another signatory. All agreed. Forms signed. Cllr Ford to return forms to the bank.</p> <p>Grants discussion and any decisions. – None received</p> <p>Disbursements PKF Littlejohn - External audit £378.00 MJ Abbott - Verti draining works £1,964.88. HMRC PAYE - £276.40 John Skillman - Salary September - Clerk salary £368.63 John Skillman - Clerk expenses - Sign - Wild animals - DHF Products £151.20 John Skillman - Clerk expenses - Mobile phone top up £10.00 John Skillman - Clerk expenses - Stamps £6.00</p>	<p>JF</p> <p>JF</p>
23/24/065	<p>Receipt of Working Groups and project reports</p> <p>Communication strategy – including new residents welcome pack, Rural Crime Toolkit, and wider 'communications' strategy and discussion. Cllr West outlined how we should communicate with our community. There is a code of practice to be followed which enables lawfulness, cost effectiveness and open communication. Parish Council would need a small communications group, two of whom would communicate with public, e.g., via News and Views and the notice board, and social media (Facebook, Twitter, and Instagram) will also be used. Cllr West has drafted a 7-page Communication Strategy and Cllr Scott suggested wording alterations on some typos and grammar, including 'Cllrs West and Harrison were selected as the two "Communications Officers" to be endorsed at the November meeting. Proposal to adopt this in principle: Proposed: Cllr West. Seconded: Cllr Laister. All agreed.</p> <p>Cllr West requested permission to use Facebook to recruit volunteers for the Community Resilience list of volunteers available to assist in an emergency situation. The Parish Council lead team are Cllrs Harrison, Muns, Laister and West.</p> <p>Proposed: Cllr Ford Seconded: Cllr Gough All agreed.</p>	<p>PW</p>

	<p>Cllr Ford thanked Cllr West for his hard work on this.</p> <p>Risk Committee Specifically from the Risk Register G6, G7 and G8 regarding minutes and the timings when they should be published. Cllr West informed members that minutes were being sent late outside the timings stated in the Risk Register. It was agreed that this matter would be addressed first and then timings and publish date should be reviewed.</p> <p>Schedule of policy reviews and the dates that policies should be reviewed. Clerk to look at review dates and book into agendas of forthcoming meetings and circulate to councillors for their attention.</p> <p>Community Resilience Plan Cllr West attended a briefing organised by Wiltshire Council at which ideas were shared and our Resilience Plan is in line with what is required. Cllr West proposed that our Plan be adopted although it is a live work in progress. Proposed Cllr West Seconded Cllr Blundell All agreed.</p> <p>West Lavington Village Hall Cllr Gough and Cllr Scott reported: Update to Charitable Incorporated Organisation application (which is required so that grants can be applied for) is continuing.</p> <p>Cllr Gough reported that the PAT testing is up to date as is the asbestos survey. Cllr Scott has sourced a sample radiant heater and comfortable stacking chair. Costings likely to be: £6,165 for 150 chairs £2,490 for heaters £400 for a control system £350 for a tower scaffold</p> <p>The whole package is still being looked at by Village Hall trustees, after which they be seeking a grant from Parish Council. Council agreed in principle to provide a £10,000 grant, which will be proposed for acceptance at the next Parish Council meeting. It was suggested that the Parish Council buy the chairs. Proposed Cllr Blundell Seconded Cllr Harrison All agreed.</p> <p>Use of car park for Hayfield site workers: Workers are not using it at the moment.</p> <p>Rights of way. Many comments received regarding overgrowth (hedges etc). Therefore, investigations are ongoing regarding who owns (or deals with) the land concerned. Residents have a legal duty to keep their hedges cut back on pavements and rights of way to the required width. Parish Steward can also be requested to clear paths. Council</p>	<p>Clerk</p> <p>All</p>
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	<p>needs to send requests to landowners and residents as this problem is now on a large scale due to good growing weather this year. Notice with advice on required width of footpaths and bridleways to be added to News of Views by Clerk, after consultation with Cllr Laister. Council offered thanks to those who keep their hedges tidy. Cllr Laister will undertake to organise the rights of way survey.</p> <p>Playgrounds Group: Replacement gates: After discussion agreed to replace stolen gates with wooden gates with routed engraving which Cllr Harrison has offered to undertake. £785 cost. Council thanked Cllr Harrison for offering to engrave the gates. Proposed Cllr Ford Seconded Cllr West All agreed. Clerk to contact insurer (BHIB) re: claiming for the theft of the old gate.</p> <p>Replacement slide in Robert's Playground: Inspection imminent. Proposed purchase of Vinci slide and to replace the blue slide on the mound, and Chris Aplin to install - cost £4483.86. Proposed: Cllr Blundell Seconded: Cllr Laister All agreed. Cllr Blundell thanked the volunteers who check the equipment.</p> <p>Bollards for the car park and tree guards at the Remembrance Avenue to be discussed at next meeting.</p> <p>Speedwatch report and Speed Indicator Devices (SID) update. Speedwatch suspended by Community Speedwatch pending a traffic survey that Cllr Gough. Cllr Gough to forward email received to Chair.</p> <p>SIDs will be discussed at the November Parish Council meeting.</p> <p>NHP Review Group. Cllr Gamble was not present, but he had spoken with a planner at the Wiltshire Local Plan consultation event in Devizes who had indicated that West Lavington would need to have at least another two houses built by 2038. More clarification is being sought regarding requirements for further Habitat Regulations Assessment and Strategic Environmental Assessment.</p> <p>Corporate Plan Next meeting is on 16/10/23 at 7pm. – Clerk to forward corporate plan document to councillors.</p> <p>New Defibrillator location and installation at crossroads. Defibrillator now received. Installation (by qualified electrician) to be arranged by clerk. Red telephone box paint to be returned from volunteer. Clerk to request.</p>	<p>Clerk/SL</p> <p>Clerk</p> <p>LG</p> <p>Clerk</p> <p>Clerk</p>
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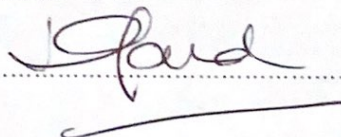
23/24/066	<p>Highways issues and update</p> <p>West Lavington Stores' request for a loading bay: Clerk replied to the store owner that creating a loading bay would lose two or three car parking spaces throughout the day, including when delivery lorries aren't present. This would be potentially harmful to the shop's trade. The parish council decided not to request the loading bay from Highways, but shop owner could request this himself if he still wished to.</p> <p>Yellow Lines consultation – Duck Street, Sandfield: – Awaiting decision by Wiltshire Council Highways. Any work is likely to be in the Spring.</p> <p>Sewerage (overload/raw sewage into Semington Brook): – No further updates from Wessex Water. Cllr Scott reported that he has had outflow, which he is monitoring.</p> <p>Parish Steward visits.</p> <p>Damaged railing by the stream in Church Street has been repaired. The wooden bus shelter area near the railway bridge has been cleared as well as the footpath WLAV41 at the white steps between Eastfield and Lavington Lane.</p> <p>Replacement bus shelter at the crossroads – Cllr Muns not present for an update from Wiltshire Council re: ownership of the bus shelter.</p>	DM
23/24/067	<p>Planning - to receive those decisions notified, and to consider:</p> <p>Planning applications received.</p> <p>PL/2023/06869 - Home Farm, 61 High Street, SN10 4JB - Erection of outbuilding. Consultation deadline 03/10/2023, extended to 6/10/23. https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BLmKM No objections.</p> <p>PL/2023/07706 - Woodend, 51 High Street. SN10 4JB. Notification of proposed works to trees in a conservation area. T1 Oak @9m on 'island' to front of property - Reduce height by no more than 2m and reshape canopy accordingly to contain size - reducing lateral limbs up to 1.5m. T2 Horse Chestnut @10m in rear garden - Reduce height by 3m to contain size. Grade sides of canopy to match - reduction of later growth by 1m. T3 Cherry @8m beyond item 2 - Reduce height by @2.5m. T4 Beech @12m in neighbours' garden. Previously reshaped - Reduce end weight of major limb by @2m, not dealt with in previous (suspect) reduction. Shape and balance remaining canopy to create a more uniform shape. Reducing limbs by no more than @2.5m T5 Poplar @16m, also in neighbours garden - Reduce limb growing over boundary line and above extension of No.51 back to a suitable junction. A reduction of @4m. In addition, remove stub @2m in length, also above extension. Consultation deadline 05/10/2023 https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001C3TP6 No objection.</p>	

23/24/068	<p>Planning decisions confirmed.</p> <p>PL/2023/06080 - Dauntseys School, SN10 4HE - Proposed Works to Trees in a Conservation Area. T1 Beech - Fell due to major decay 1m from ground on main stem. T2 Beech - Fell as tree is in decline, very poor leaf cover. T3 Beech - Fell due to sever decay from top of tree down main stem. T4 T5 Scots Pine - Reduce limbs over road by 2m. Decision: No Objection https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BKDzL</p> <p>PL/2023/06215 - 12 Lavington Lane, LP, SN10 4EY - Proposed Works to Trees in a Conservation Area. T1 - Cherry (diseased) - remove to ground level. No Objection https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BKTFB</p> <p>PL/2023/03716 - Dauntseys School, High Street, SN10 4HE Installation of an automated 'estate railing' style vehicle barrier in a black painted metal finish with vehicle registration recognition and audio entry intercom. Withdrawn by Applicant https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001AbPw5</p> <p>PL/2023/05859 - 3 Lavington Lane, Littleton Panell, SN10 4EY - Proposed single storey extensions. Approve with Conditions https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BJsKl</p> <p>PL/2023/06496 - 2 The Farm, High Street, LP - SN10 4AX. Proposed Works to Trees in a Conservation Area. Birch tree - fell. 2 x Pine trees - crown reduce by 2m-3m. Willow tree - crown reduce by 6m-8m. No Objection https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BKyOi</p> <p>PL/2023/05603 - 4 Mill Lane, SN10 4HR. Proposed single store garden room. Approve with Conditions https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BJc13</p>	
23/24/069	<p>Planning monitoring Lavington Lane site – signal-controlled Puffin crossing proposed.</p> <p>Hedges House PL/2021/11543 – The way forward. Cllr Harrison provided a briefing on the face to face meeting he had with Aster. He met with the Aster project manager and others and went through the original objections sent in by the public. Some answers from Aster are outstanding and will be reported at a later date. Cllr Harrison was asked to introduce the Chair at the next meeting.</p>	

	<p>Cllr Harrison reported 3 points:</p> <ul style="list-style-type: none"> • Access concern - Trip calculations show a 14 car per day increase. • Parking space is sufficient. • Loss of housing for the elderly was accepted, although it was pointed out that there seemed to be less demand nowadays. <p>Cllr Harrison has been assured by Aster that Mill Lane disruption will be kept to a minimum and effectively communicated to neighbouring residents by the site manager.</p> <p>Hedgerow replanting on A360 at Railway Bridge – update. Councillors will keep a watch on this as plantings grow.</p> <p>Roof tiles on annex of the Old Manor, SN10 4LT – Ref. ENF/2023/00365 update – Clerk requested update from Enforcement Officer on 21/9/23. No reply yet.</p> <p>Communication mast at the Reclamation Yard: This proposal comes under Permitted Development so is able to be extended to 30m in height.</p>	
23/24/070	<p>Date of next parish council meeting – in the Giles Room, Village Hall.</p> <p>Thursday 02 November 2023 at 1900</p>	

Meeting closed at 21:30

Signed.....



02/11/2023.