

**WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL**

**01/02/2024 at 1900
GILES ROOM, VILLAGE HALL, SANDFIELD,
WEST LAVINGTON**



Serving the communities of
West Lavington and
Littleton Panell

MINUTES

Present:	Councillors: Mrs J Ford (Chair), Mr R Oglesby, Mr R Scott, Mr P West, Mr P Blundell, Ms L. Gough, Mr S. Laister, Mr G. Harrison.	
Also present	Mr J Skillman (clerk). Two members of the public.	
23/24/114	Apologies for absence Cllr Gamble, Cllr Muns.	
23/24/115	Declaration of interests Cllrs Laister & West regarding Duck Street Cllr Scott regarding sewerage.	
23/24/116	The minutes of the parish council meeting held 04.01.2023 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.	
23/24/117	Public Participation PL/2023/10332 - Land South of Potterne Park Farm Solar farm https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001CFB1uAAP/pl202310332 Consultation deadline 13/02/2024 The two members of the public raised their objections to this proposed solar farm. Cllrs Scott, West and Harrison will compile a parish council response to the proposed plans.	RS/PW/ GH
23/24/118	Chair's announcements Cllr Ford reported: Fantasy Radio Fantasy Radio made contact so see whether they could promote our parish events on air. Cllr West commented that this would be more suited to the Village Hall. Clerk to reply. Visit Wiltshire Visit Wiltshire had requested the parish council's help in lobbying Wiltshire Council to reconsider their imposing a funding cut. Cllr Muns reported that Cabinet has decided to invest the money in a council-owned alternative where Wiltshire Council have better control, better coordination with other local initiatives they run, and where they can show a measurable Return on Investment for taxpayers. Councillors agreed to take no action.	Clerk

	<p>Local Nature Recovery Strategy This group made contact to inform us of their plans for the next 6-12 months, and to see if the parish council could be involved in developing the local nature recovery strategy for Wiltshire and Swindon. Councillors agreed to support it but take no action.</p> <p>CPRE Wiltshire best kept village competition 2024 Councillors agreed this this should be forwarded to Streetscene.</p>	Clerk
23/24/119	<p>GDPR – annual confirmation Cllr West distributed the GDPR forms to councillors to check and sign.</p>	All
23/24/120	<p>Wiltshire Councillor's Report Cllr Muns was not present but forwarded a report on the various agenda items, as shown in the sections below.</p>	
23/24/121	<p>Finance Budget Monitoring Information was emailed to councillors prior to meeting. £22,767.46 of the £34,333.00 precept has been used. If current spend rate is maintained the spend at 31/3/2024 will £27,321, which would leave £7,012 of the precept remaining. However, this could be used before 31/3/24 for potential costs such as bollards and youth club grant.</p> <p>As the treasurer account balance is low (£1,236.34) councillors agreed to transfer £10,000 from the 32-day account.</p> <p>Fines received to date for damage to playing field. Oct to Jan (4 months x £50 = £200. Total expected £250)</p> <p>As the clerk has now passed the ILCA course and the parish council has now received the current year's pay scales from Wiltshire Council, the councillors agreed to increase the clerk's pay rate to £12.63 per hour.</p> <p>Grants None this month</p> <p>Disbursements: From last month: Smart Integrated Solutions - CCTV - annual support & maintenance - £237.60 Market Lavington Parish Council - (contribution towards library) - £100.00</p> <p>This month: Barefoot signs - Signage for Remembrance Avenue £48.19 John Skillman - Clerk salary £368.63 HMRC -Income Tax – January PAYE £92.00 John Skillman - clerk expenses - Mobile phone top up £10.00 Village Hall - Room hire £37.50. Not yet approved as there is a query over the 16/1/2024 room hire charge. Clerk to check with the Village Hall.</p> <p>Cllr West commented that the Standing Orders need to be updated to reflect:</p> <p>1/ The new finance rules from NALC: Currently the Standing Orders mentions £25,000 but the new amount, mentioned by NALC is £30,000, therefore our Standing Orders will need to be amended. (This relates to section 6 of the new</p>	JF

	<p>NALC document LTN87 regarding procurement, which states: <i>"The Contracts Finder/ find a tender and other light touch provisions of the 2015 Regulations apply in England only to contracts valued above £30,000. This means that councils in England may have standing orders which confirm that contracts valued at £30,000 or below are exempt from a tendering or procurement exercise"</i>).</p> <p>2/ Our procedures regarding tenders from suppliers. This should mention sealed bids.</p> <p>Charlton Baker standing order needs to be cancelled now that we are running our own payroll.</p>	<p>Clerk</p> <p>Clerk</p> <p>JF</p>
23/24/122	<p>Receipt of Working Groups and project reports Communication strategy – progress update. Cllr West commented that there was nothing to report.</p> <p>Cllr Muns reported that the staging website is almost ready to handover to Cllrs West and Harrison so that content can be updated.</p> <p>Cllr Ford commented that some of the historic minutes on the website from July 2019 were not uploaded correctly. Clerk will investigate this.</p> <p>Risk Committee Cllr West will email the updated risk spreadsheet to councillors.</p> <p>Community Resilience Plan Cllr West reported that there is now an Emergency Contact Hub Registration (i.e. places of safety). Cllr West has registered the Village Hall as the primary hub with Wiltshire Council, who then inform the emergency services. The three churches will be registered as the secondary hub.</p> <p>Cllr West had a meeting with the new manager of Dauntsey House Care Home because their primary hub is also the Village Hall. If Dauntsey House use the Village Hall, then the parish council primary hub will need to be different to avoid overcrowding and ensure safeguarding. One request for a salt bag has been received and since delivered. Many more are available. Cllr West commented that we may need to buy a small shed for storage (e.g. of road signs, old chairs). There are now two volunteers for Community Resilience. Cllr West is awaiting a reply from Wiltshire Council Highways concerning the map he had sent them regarding their clearing of the gullies of the water flowing down to the big flood point at the junction of Duck Street and the A360.</p> <p>West Lavington Village Hall Cllr Gough reported that the Village Hall finances are still in a positive position and thanked Cllr Laister for verifying this. New chairs expected in February. There has been an increase in interest in hiring the hall, e.g. dance and theatre groups.</p> <p>Clerk to search previous minutes again to find if/when two trustees, Cllrs Scott and Gough were nominated to the Parish Council trustees for Village Hall. To be added to next month's agenda. The Village Hall AGM is on 3/4/2024.</p> <p>Cllr West reminded councillors of the email received regarding electrical vehicle charging points, and if we have them installed at the Village Hall, they could provide an income stream.</p>	<p>Clerk</p> <p>PW</p> <p>Clerk</p>

Rights of way.

Cllr Laister reported that January 2024 was another month dominated by strong gusty winds, which, combined with the still soft ground, resulted in more toppled trees along the parish Rights of Way.

WLAV3A a 'Becketts House bridleway': temporarily closed during repairs to the electricity and telephone lines.

WLAV7B Old Cheverell Road byway: Two trees fallen across the byway, now cleared.

WLAV27 Periwinkle Pond bridleway: a large Ash tree on the bridleway past Periwinkle Pond fell along the path. Now cleared.

WLAV28 Duck St to Periwinkle Pond: Broken handrail post now listed as "in Progress" on MyWilts (case 00140373).

WLAV46 Russell Mill Lane bridleway and WLAV45 Russell Mill Lane footpath:
Potential footpath re routing to avoid the steep bank section.

All Saints Church Graveyard: Large fallen Sycamore branch now cleared from the graveyard.

Rights of Way overhang vegetation clearance letter: Wiltshire Council have issued a pro forma letter for use when requesting landowners/householders to cut back overhanging trees and bushes.

Playgrounds Group

Cllr Blundell reported that the new slide has arrived and is now in place. Conservation Contractors have collected the Remembrance Avenue gates from Cllr Harrison and could be fitted in the next few days. There is a meeting scheduled with Aster for 2/2/2024 re: bollards installation. The detached dog poo bin at the Mill Lane entrance has now been replaced. The replacement signs for the Remembrance Avenue have arrived.

PB

Speedwatch

Cllr Gough reported no updates on Speedwatch. Cllr Ford reported no updates on when the SID poles will be installed. Costs will be £1,500 per pole, plus installation costs, although it is hoped an existing pole may be able to be used. Therefore, if this went ahead the total cost including interactive signs could be approximately £7,500.

NHP Review Group

Cllr Ford reminded councillors that the 5-year land supply is now a 4-year land supply. Cllr Gamble will notify review group when next meeting will be held.

RG

New defibrillator installation at Crossroads (Lavington Lane)

Clir Ford reported that this is due to be installed on 5/2/2024. Clerk had informed BT on 20/1/2024 that this new defibrillator will be connected. BT had replied on 22/1/2024 to ask that we confirm when it has been installed.

Clerk

Decommissioned defibrillator at Rutts Lane telephone kiosk:

Cllr Ford is expecting to hear back from SSE by 9/2/2024 regarding the power and supply the box.

JF

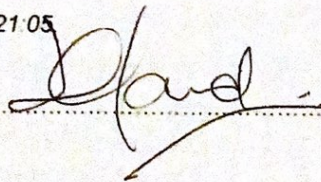
Cllr Muns reported that the defibrillator, positioned temporarily on the side of his house is working perfectly.

23/24/123	<p>Highways issues and update Yellow Lines - Duck Street, Sandfield: No updates.</p> <p>Parish Steward visits and jobs request for next visit 26/27th February: We haven't got a replacement steward yet.</p> <p>Sewerage (overload/raw sewage into Semington Brook): Cllr Scott reported no updates.</p> <p>CCTV Surveying and resurfacing: Planned works on A360 in Feb/March, plus request for kerb realignments to prevent surface water gathering in some Church Street properties.</p> <p>Black Dog Crossroads: Cllr Muns reported that Wiltshire Council Highways have again written to the landowner. The Area Board meeting will be on 26/02/2024 from 6pm at Needham House, Devizes, and will include a Highways themed discussion with cabinet member and head of department present. Black Dog crossroads is likely to be discussed.</p>	
23/24/124	<p>Planning - to receive those decisions notified, and to consider:</p> <p>Planning applications received. PL/2024/00100 - Churchill Arms, SN10 4JB Proposed works to trees in a conservation area. T1 T2 Sycamore – Fell Consultation deadline 31/01/2024 https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001CG958</p> <p>No comments.</p>	Clerk
	<p>Planning decisions confirmed.</p> <p>PL/2023/10621 - Littleton Lodge, 39 High Street, LP. SN10 4ES. Proposed Works to Trees in a Conservation Area. Ash (T1) - reduce lateral limbs that extend over road by 3m-4m. Ash (T2) - crown raise over road to give a minimum clearance of 5.2m. Ash (T3 & T4) - fell to ground level as showing signs of dieback. Decision Date: 16-01-2024 Decision: No Objection https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001CFQ9U</p>	
23/24/125	<p>Planning monitoring Lavington Lane site – no updates</p> <p>Hedges House PL/2021/11543 – Cllrs Blundell and Ford will be meeting the project manager on 2/2/24 to find out plan/timeline of the demolition and rebuilding and to discuss the bollards.</p> <p>Co-op development in Market Lavington: Cllr West commended that this development is quite contentious, the main objections being exits are close to Lavington School, which will increase traffic, and boggy fields. Cllr Muns reported that this needs open discussion ahead of a decision given the significant public interest. Co-Op also seem unwilling to incorporate a Post Office which likely aids the survival of West Lavington store. Cllr Scott will write a draft comment regarding the concerns that have been expressed to the parish council.</p>	<p>JF/PB</p> <p>RS</p>

23/24/126	Policy reviews Update on last month's policy reviews: 1/ Staff Appraisal. Clerk to continue checking. 2/ Playground Equipment Maintenance (Provision and Management of play equipment). Cllr Blundell will review. This month: 1/ Risk Management. – Cllr West commented that some changes were required. Cllr Harrison with work with Cllr West re: Health and Safety adjustments. 2/ Volunteering policy. Cllr Harrison will review.	Clerk PB PW/GH
23/24/127	Date of next parish council meeting – in the Giles Room, Village Hall. Thursday 7 March 2024 at 1900	

Meeting closed at 21:05

Signed.....



07/03/2024.