

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL

04/01/2024 at 1900
GILES ROOM, VILLAGE HALL, SANDFIELD,
WEST LAVINGTON



MINUTES

Present:	Councillors: Mrs J Ford (Chair), Mr R Oglesby, Mr R Scott, Mr P West, Mr P Blundell, Mr D Muns, Ms L. Gough, Mr S. Laister, Mr G. Harrison.	
Also present	Mr J Skillman (clerk). Paul Cosh, Southwest Ambulance Service (SWAST). No other members of the public.	
23/24/100	Apologies for absence Mr R Gamble.	
23/24/101	Declaration of interests Cllrs Laister, Gamble & West regarding Duck Street Cllr Scott regarding sewerage Cllr Blundell - PL/2023/10834 neighbour's trees.	
23/24/102	The minutes of the parish council meeting held 07.12.2023 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.	
23/24/103	Chair's announcements Cllr Ford reported that the council diary will need amending for the new year and circulating to councillors.	Clerk
23/24/104	Wiltshire Councillor's Report Cllr Muns reported: LHFIG: Next meeting will be online on 23/1/2024 at 10am. No parish items on agenda but councillors invited to attend to support proposal for closing off the spur road at Black Dog. There is a problem acquiring some of the land required for the increased splays and Cllr Muns has asked cabinet member to check whether Compulsory Purchase would be an option. If no progress on land acquisition, then traffic lights may be the only option available. Cabinet member has emailed to say that the speed limit change will not happen. Area Board meeting will be on 26/2/2024. Market Lavington - The application for 14 houses and a food shop in The Spring, Market Lavington has been submitted. PL/2023/10388. Five-year housing land supply: There has been a national planning policy	

	framework update, which has now reduced it to a four-year housing land supply, which Wiltshire has.	
23/24/105	<p>Public Participation</p> <p>The SWAST representative answered councillors' questions regarding defibrillators, especially the one in Rutts Lane that does not always work correctly in cold weather.</p> <p>Proposal to remove/decommission the defibrillator and take off the SWAST system; request that BT Openreach or SSE to put in power into the cabinet/phone box; or a different location.</p> <p>Proposed: Cllr Ford Seconded: Cllr Blundell All agreed. SWAST representative will action.</p>	JF/Clerk
23/24/106	<p>Finance</p> <p>Budget Monitoring</p> <p>Information was emailed to councillors prior to meeting.</p> <p>After discussion, councillors finalised and approved the level of 2024-25 precept request. The amount was £36,483, which is an increase of 2.5% on the Wiltshire Council precept calculator.</p> <p>Proposed: Cllr Ford. Seconded: Cllr West. All agreed. Clerk to report this to Wiltshire Council.</p> <p>Grants</p> <p>Cllr Oglesby proposed monthly or quarterly grant for seniors to support social get-togethers and if there was an approach from a volunteer to set this up then the Parish Council would be likely to approve.</p> <p>Disbursements:</p> <p>Information Commissioner - Data Protection license - £35.00 John Skillman - Clerk salary - £368.43 HMRC -Income Tax – December PAYE - £92.20 John Skillman - clerk expenses Mobile phone top up - £10.00 John Skillman - clerk expenses - Wireless USB adapter - £20.00 Rose Hill - Village Hall chairs - £8,246.74</p>	<p>Clerk</p> <p>Clerk</p>
23/24/107	<p>Receipt of Working Groups and project reports</p> <p>Communication strategy – progress update.</p> <p>Cllr West reported that was going well. Communications have been sent out on a range of subjects. There are now 221 followers on Facebook. There has been work on the various topics on the website, which will later include, for each topic, what we do and how the community can get involved. So far, the posts have been helpful but not contentious. Cllr Harrison added that each post goes to the 1500 people in the West Lavington group.</p> <p>Risk Committee</p> <p>Update meeting set for 24/01/2024 online.</p> <p>Community Resilience Plan</p> <p>Cllr West reported that there are two volunteers now and more will be requested now that cold weather is on the way. Flood signs have been distributed in Dauntsey Court. The gully clearing contact from Wiltshire Council has been asked when the gully clearing will commence. Salt for footpaths is available.</p>	

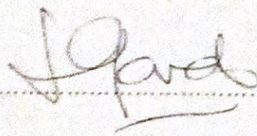
<p>West Lavington Village Hall Cllr Gough asked the Clerk to check from previous minutes whether Cllrs Scott and Gough were nominated to the Parish Council trustees for Village Hall.</p> <p>SMART is scheduled to do their annual check of the CCTV system at the Rec./Village Hall the next few weeks.</p> <p>Playgrounds Group Bollards' installation (25 bollards): TW Landscapes quote £1,245+VAT (£1,494). Mark Goddard has quoted £860+VAT (£1,032), which also included cutting locks off old posts and replacing broken concrete slab.</p> <p>Cllr Blundell has purchased 11 new padlocks for the bollards. Hayfield are unable to help with the installation and therefore, Cllr Blundell has asked Aster if they can help.</p> <p>If Aster decline, it was agreed that we would proceed with Mark Goddard's quote but only for the bollard installation, (i.e. not cutting locks off old posts or replacing broken concrete slab), which reduced the quote to £750+VAT (£900). Proposed: Cllr Muns. Seconded: Cllr Blundell 5 in favour. 4 Abstained. Motion carried.</p> <p>One of the quoting companies, TW Landscapes were asking where the buried services, e.g. sewers and electricity supply to the Village Hall. Cllr Scott said he did not know but would check at the survey drawings.</p> <p>Replacement slide from Playforce (for which we paid £2,983.26 + VAT on 27/10/2023) is en route from Poland. Playforce has since been taken over by IdVerde. The Wicksteed report said that the current risk is an 8, which is just into the medium risk category. Cllr Blundell will chase them before 11/1/2024.</p> <p>Cllr Harrison reported his routing for the lettering for 2 of the 3 gates for the Remembrance Avenue are now complete.</p> <p>Cllr Blundell said there was nothing to report from Barefoot signs.</p> <p>Deer signs: The landowner has agreed to put up and will liaise with Cllr Blundell re. siting but bad weather has intervened.</p> <p>Rights of way. Cllr Laister had previously submitted a footpaths report. No queries from councillors. A large tree has come down on WLAV27 (by Perriwinkle Pond). The landowner has been notified and will deal with this.</p> <p>Speedwatch Cllr Gough reported no updates.</p> <p>Village Hall Clerk to request refuse bin and glass recycling bin.</p> <p>NHP Review Group Cllr Gamble not present. No news apart from updated Neighbourhood Plan housing land supply report.</p>	<p>Clerk</p> <p>RS</p> <p>PB</p> <p>Clerk</p>
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23/24/108	<p>Highways issues and update Yellow Lines - Duck Street, Sandfield etc – awaiting better weather. Cllr Ford will be meeting the manager Dauntsey house next week to discuss yellow lines and parking.</p> <p>Parish Steward visits and jobs request for next visit There were no new tasks requested. Cllr Ford shall request the usual drain clearing, High St debris removal and bus shelter clearing.</p> <p>Replacement bus shelter at Wheatsheaf Mews/crossroads No longer looking to replace it so remove what is left there.</p> <p>Cllr Oglesby reported that the traffic lights at the railway bridge by Chocolate Puddle do not work properly in heavy rain. Cllr Gough has already reported it. Cllr Oglesby will report on MyWilts.</p>	<p>JF</p> <p>JF</p> <p>Clerk</p> <p>RO</p>
23/24/109	<p>Planning - to receive those decisions notified, and to consider:</p> <p>Planning applications received.</p> <p>PL/2023/10621 Littleton Lodge, 39 High St, LP. SN10 4ES Notification of 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. https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001CFQ9U Consultation deadline 09/01/2024. No objections – Clerk to submit to Wiltshire Council.</p> <p>PL/2023/10834 Wisteria Cottage, 77 High Street, LP, SN10 4ES: Notification of proposed works to trees in a conservation area. Removal of an overgrown single Yew hedge/tree (1) that has outgrown its space and making access to parking/turning area and garages difficult. Removal of 2 apple trees (2 and 3) that have not been maintained and are out-growing the space - these are not part of an old orchard. We will be planting 2 new fruit trees (a plum tree and a cooking apple tree) to replace the apple trees in due course in a new more appropriate location. https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001CFagK Consultation deadline 12/01/2024. No objections – Clerk to submit to Wiltshire Council.</p> <p>Planning decisions confirmed. PL/2023/08542 - 23, Stibb Hill SN10 4LQ. Proposal: 1.5 storey rear extension with associated external works Decision Date: 04-12-2023 Decision: Approve with Conditions https://development.wiltshire.gov.uk/pr/s/planning-application/a0i3z00001BDOCm</p>	<p>Clerk</p> <p>Clerk</p>
23/24/110	<p>Planning monitoring Lavington Lane site Cllr Gough met with Hayfields manager but reported no updates.</p> <p>Hedges House PL/2021/11543 Cllr Harrison reported no updates over festive period. He will be meeting the manager in the coming weeks.</p>	<p>GH</p>

23/24/111	<p>Policy reviews Update on last month's policy reviews:</p> <p>Health & Safety: Cllr Harrison has made into a working document and will add a lone working paragraph to the policy. Awaiting comments from councillors. Cllr West suggested it should mention that we should collect method statements from contractors. Clerk to check with NALC whether there are training videos available regarding risk assessment procedures for parish council volunteers/method statement for contractors.</p> <p>Cllr Harrison added that paragraph 7b4 is the catch all paragraph. Cllr West suggested a checklist, e.g. has a dynamic risk assessment been done, is there a written one, when was it done. Cllr Harrison will add this.</p> <p>Corporate Planning policy: In progress with Cllr Muns.</p> <p>Cllr Harrison has sent the revised Complaints policy to the Clerk, who will add this to the website and One Drive.</p> <p>This month: Playground Equipment Maintenance: Cllr Ford queries whether the changing rooms in the Village Hall were available to footballers. Cllr Gough confirmed that they were. Cllr Ford queried if it would be useful to have a representative from the Youth Club to join the Playground committee to engage some of the users of the equipment.</p> <p>Cllr Blundell would also like to invite volunteers from parents of the school and pre-school to assist in the overseeing of the equipment.</p> <p>Staff Appraisal: Cllr West suggested that the Clerk (as the only staff member) should check its suitability.</p>	<p>Clerk</p> <p>GH</p> <p>DM</p> <p>Clerk</p> <p>PB</p> <p>PB</p> <p>Clerk</p>
23/24/112	Cllr Harrison reported that £250 was raised for the Youth Club by a charity football match on Boxing Day.	
23/24/113	Date of next parish council meeting – in the Giles Room, Village Hall. Thursday 01 February 2024 at 1900	

Meeting closed at 21:30.

Signed



01/02/2024.