

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL

09/05/2024 at 1900
DAUNTSEY'S ACADEMY PRIMARY SCHOOL, SANDFIELD,
WEST LAVINGTON



Serving the communities of
West Lavington and
Littleton Panell

MINUTES

Present:	Councillors: Mr P. West (Chair), Mrs J Ford, Mr R Oglesby, Mr R Scott, Ms L. Gough, Mr S. Laister, Mr D Muns (arrived 19.38).	
Also present	Mr J Skillman (clerk) and 5 members of the public.	
24/25/014	Apologies for absence Mr R Gamble, Mr G. Harrison, Mr P Blundell.	
24/25/015	Declaration of interests Cllrs Laister & West regarding Duck Street Cllr Scott regarding sewerage. Cllr Ford regarding the village fete	
24/25/016	The minutes of the parish council meeting held 07.04.2023 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. Annual parish meeting will be on Thursday 16 th May at 6pm at the Village Hall, featuring Youth Club, Street scene and emergency planning. Clerk to publish agenda on website	Clerk
24/25/017	Chair's announcements Cllr West reported: D-Day 80 on 6 June. Correspondence received from Royal British Legion and whether we wanted to participate as a parish. Two councillors were in attendance from Market Lavington Parish Council. Jane Taylor to talk about footpaths that adjoin our parish, and Chloe Stevens. Down streetlight outside Dauntsey School was knocked over by a lorry. Now made safe by Wiltshire Council. Installation of the Lavington Lane crossing has been delayed until end of July. The developer has been advised that if they miss this deadline, it will be dealt with by Planning Enforcement. Dauntsey School say the bank above the pre-school is not their property therefore the water flow down the bank is a matter for DAPS and their owners. John Ford (member of the public and H&S governor for DAPS) said that he is currently dealing with this on behalf of DAPS.	

24/25/018	<p>Public Participation</p> <p>The Village Fete committee asked the Parish Council to consider a grant to them for two large tents for the fete and community emergencies. The costs were thought to be £850 each tent, but a cheaper option has been found, which is £799 for each tent, including VAT.</p> <p>The proposal is that the Parish Council will own them. Proposed: Cllr Gough Seconded: Cllr Laister.</p> <p>Voting: 5 in favour, 1 abstain.</p> <p>Clerk will place the order to UK Tents and allocate to a budget.</p>	Clerk
24/25/019	<p>Rights Of Way Report</p> <p>Incl. Footpaths Working Group for Market Lavington Parish Councillor, Jane Taylor. Jane will liaise with Cllr Laister regarding the footpaths that join both parishes. A 'footpaths@' email could be set up for West Lavington PC for residents to report any path issues.</p>	
24/25/020	<p>Planning - to receive those decisions notified, and to consider:</p> <p>Planning applications received.</p> <p>PL/2024/03403 - The Old Manor, All Saints Road, SN10 4LT</p> <p>Householder planning permission - Timber summerhouse of traditional design with double doors and glazing for leisure use within the family garden area. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000005KXkv Consultation deadline: 20/05/2024. No objections</p>	Clerk
24/25/021	<p>Planning decisions confirmed.</p> <p>None</p>	
24/25/022	<p>Planning monitoring</p> <p>Hedges House demolished site: Cllr West reported no communication from Aster.</p> <p>Hedgerow replanting on A360 at Railway Bridge: Ongoing monitoring.</p> <p>PL/2024/00626 - West Lavington Station Yard, High Street, LP. SN10 4EU</p> <p>Extension of storage area at existing scrapyards (for the storage of scrap vehicles) and creation of new landscaped bund. Cllr Muns reported that this is going back to Consultation. Applicant is reworking the proposal. Ongoing monitoring</p> <p>Pointing and repointing of building brickwork and the visual impact on the street scene: Cllr Scott will report on this next month. Clerk to add to June agenda.</p>	Clerk
24/25/023	<p>Wiltshire Councillor's Report</p> <p>Cllr Muns reported:</p> <p>Road budgets: Wiltshire ranks highly in terms of Southwest Road networks but poorly nationally. This is because of the rural make up of Wiltshire, i.e. we have 3,000 miles of roads, 500,000 people. If every taxpayer in Wiltshire put £1 towards highways, we would have a budget of £167 per mile of road. In comparison, Kensington & Chelsea has 120 miles of roads and 150,000 people. Their budget would be £1,250 per mile of road.</p>	

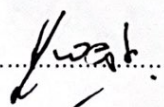
	<p>White lining through the village: The parish is not going to get their white lines back. The officer who responded said that 'It is done in the interests of road safety by forcing motorists to apply more caution. Following trials at select sites around the county it was found that by omitting sections of centre line we could achieve a very modest reduction in speed, on average between 1 - 2 mph without having an adverse effect on road safety. We of course continue to provide warning lines where the flow of traffic is not compromised at busy junctions, bends, and other identifiable hazards where carriageway width is sufficient to mark two running lanes. By leaving gaps, those areas which are marked by warning lines are given greater prominence by drivers. There are also benefits to the street scene'.</p> <p>Black Dog Crossroads: There has been another accident at this crossroads. The spur road is closed as of 20/5/24 as the regulation order signed and sealed. Dead End signing will be in place. Cllr Muns has asked officers to progress with a fresh analysis of traffic lights due to the refusal of the last landowner to sell required land for visibility improvements. This will happen in parallel with compulsory purchase.</p> <p>Cllr. Gough advised members to be careful not to use emotive language when discussing the compulsory purchase of land at Black Dog as this is a sensitive local issue.</p> <p>Quiz night: Friday 17th May at DAPS, run by the school as a fund raiser. Doors open at 7pm for a 7.30pm start. Clerk to circulate to councillors.</p>	Clerk
24/25/024	<p>Highways Issues and updates</p> <p>Highways issues/closures in the parish - A360 shut tonight (9/5/24) for two nights for resurfacing.</p> <p>Lavington Lane Crossing and drainage – dealt with in Chairman's announcements.</p> <p>Parish Steward visits and jobs request for next visit: We have only had him for half a day before he was called off for other duties. He doesn't visit in May due to 'no mow May'.</p> <p>No response on drainage clearance on Lavington Lane around the bridge.</p> <p>Sewerage (overload/raw sewage into Semington Brook) – ongoing. Cllr Scott reported that Wessex Water have said that there would be works starting on the first section from beyond the railway to the edge of the vineyard this year, with the completion of the remainder the following year.</p> <p>Black Dog crossroads: Covered in Wiltshire Councillor's report.</p> <p>Mercers Bus Stop – stantions and electric box are still there. Clerk to contact Jason Salter (Transport) at Wiltshire Council again. They seem to be a health and safety risk as they are still on the footpath. The electrical box in the centre looks damaged and could be an electrical hazard. Clerk to keep on agenda for next month.</p> <p>Churchill Arms – Proposal to renew as an Asset of Community Value (ACV): This was originally listed as an ACV in 2019, which expired on 11/8/2022. Cllr West received a response from the Performance and Service Development Manager Economic Development and Planning to confirm that there isn't an ACV.</p>	Clerk

	<p>However, we could re-apply. It doesn't give a huge amount of protection, but it does mean that if the owner wants to sell the property, then they must inform the council and they must give a time frame for a local group to express an interest, who will then have 6 months to raise funds. Cllr West has an application form for Clerk to action.</p> <p>Proposal to renew listing as an ACV: Proposed: Cllr Laister Seconded: Cllr Ford. All agreed.</p>	PW/Clerk
24/25/025	<p>Receipt of Working Groups and project reports Communication update, incl. staging website to update our website: On hold while Cllr Harrison is away.</p> <p>Risk Committee including GDPR – councillors' annual confirmation: Cllr Muns' form now done so Clerk to file. Awaiting the form from Cllr Gough. Cllr Harrison has agreed to take over the Risk Committee.</p> <p>Risk management meeting to be set up for end June.</p> <p>Community Resilience Plan – Proposal to site storage shed within the village: 8x8 metal shed, likely costing £400. Its base is likely to cost another £300. To be stored at Home Farm site, covered by security cameras. Cllr West will clarify accurate costs.</p> <p>West Lavington Village Hall: Cllr Gough reported that funds and bookings are increasing. Bollards have been erected.</p> <p>The CIO moving forward. The quote for this is £1500 - £2000, which is much less than first thought.</p> <p>Two issues to report: Car park full of badly parked cars, therefore, Village Hall suggest lines to be painted. There is a leak in the Village Hall, which could result in the car park being dug up to find the leak.</p> <p>Cllr Gough says the Village Hall would like to purchase the internal cameras from the Parish Council. Clerk to advise cost for reimbursement.</p> <p>Playgrounds report Remembrance Avenue: Cllr Blundell installed the first guard. Cllr Scott has suggested a slight modification to the trunk protector but, otherwise, he is happy with the method & the mulch.</p> <p>Bollards - Now installed. Cllr Muns removed the old padlocks from the seven posts by the Hall.</p> <p>The Spika Spinning Pole: This has become detached. Cllr Blundell has a cost for the replacement of the shaft & platform, but not the ground sheath, which might be serviceable still. The parts cost is £1,117.48 this includes a discount of £755. Awaiting installation quote. If the installer finds that the Sheath is unusable then this cost will increase. Cllr Blundell will ask the installer to replace the worn-out matting under the Hip Hop Swing to cut down on travel costs whilst on site.</p>	<p>Clerk/LG</p> <p>Clerk/GH</p> <p>PW</p> <p>Clerk</p>

	<p>The grass has recovered on the site of the old blue slide.</p> <p>Stepping Stumps: No updates yet.</p> <p>Playground Volunteers and DBS: Only one volunteer has stepped forward. Cllr Blundell contacted the Government's Disclosure and Barring Service for advice on the DBS checking required.</p> <p>The reply from the WALC Playground inspection trainer was "We are not safeguarding experts; however, I do not think that a specific policy is necessary for that kind of situation. Having said that, councils will need to show that due diligence has been applied, and it may therefore be good practice to ensure that appropriate checks have been undertaken on anyone that will be inspecting the sites on a regular basis. All of our inspectors have enhanced DBS checks in place for this reason. On a more positive note, I can tell you that we are looking into online Safeguarding training that will help demonstrate you have taken reasonable steps to consider this issue".</p> <p>Playgrounds meeting to be set up for end June.</p> <p>War memorial: Cllr West says the Parish Council does not own it. Ownership to be checked with Wiltshire Council and the and parochial church council. Cllr West suggested when ownership has been determined we ask them to clean it. Cllr Blundell reported that JKH Masonry Cleaning is an approved operator for the War Memorials Trust. Our memorial was last cleaned on 21/07/2020. His cost would be £595.00 + VAT.</p> <p>Drainage spiking: Proposal: Retrospective vote to approve drainage spiking for Spring and Autumn 2024 (Spring spiking already done because of the heavy rain) Proposed: Cllr Ford Seconded: Cllr Laister All agreed. Clerk to add to September agenda to request spiking.</p> <p>Speed Watch and Speed Indicator Devices installation: Cllr Gough reported that this is still suspended.</p> <p>Cllr West reported that the Parish Council has requested traffic surveys at five locations in the village Wiltshire Council have confirmed these will be actioned but there is no timeframe. Traffic surveys are required for both SID and Speedwatch</p> <p>Parish Council will chase the two teams at Wiltshire Council, i.e. Traffic Surveys team and SID post & sockets team.</p> <p>NHP Review Group: Cllr Gamble was not present, but he has reported no changes.</p>	<p>Clerk/PB</p> <p>PW</p> <p>Clerk</p> <p>DM/LG/ PW</p>
24/25/026	<p>Finance matters: Budget Monitoring – information was emailed to councillors prior to meeting.</p> <p>The first half (£18,241) of the annual precept has been received. The Parish Councillors agreed to keep approx. £4k in the treasurer's account, with the remainder in the higher interest 32-day account.</p>	<p>Clerk</p>

	<p>Cllr West queried the £380 CCTV invoice. It was paid on 8/4/24. Clerk to send this invoice to councillors and pause this future renewal.</p> <p>Asset register: Cllr Ford suggested adding a replacement value column to go alongside the original cost column.</p> <p>Cllr West suggested an Inventory check, including a Playgrounds Inventory check with Cllr Blundell.</p> <p>Cllr West also suggested a finance group to go through the values. (Cllrs West and Oglesby)</p> <p>Annual review of Standing orders and Direct Debits: Approved. Signed by Cllr Oglesby</p> <p>Audit: AGAR sections 1&2 approved by councillors and signed by chair and clerk. Clerk to send documents to internal auditor.</p> <p>Insurance cover renewal date 08/06/2024: Awaiting renewal documents. Cllr Oglesby asked for estimated costs. Clerk to forward last year's invoice as a guide.</p> <p>Disbursements: Village Hall Room hire £23.75 WALC Annual subscription £471.38 John Skillman Clerk salary £561.96 HMRC -Income Tax – April PAYE £140.40 John Skillman – mobile phone top up £10.00</p> <p>Grants – none this month apart from the tents mentioned earlier under 24/25/018.</p> <p>Standing Orders and Financial Regulations: Both recently updated by councillors. All agreed to adopt these versions. Clerk to publish on website.</p>	<p>Clerk</p> <p>Clerk</p> <p>PB</p> <p>PW/RO</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
24/25/027	<p>Policy reviews Update on last month's review on:</p> <p>1/ Grants: still to be reviewed</p> <p>2/ CCTV privacy. Cllr Muns has amended this. The policy now tightens up on who has access to the cameras (i.e. removing Village Hall access to them). The suggestion is that the Parish Council sells the two internal cameras inside the Hall to the Village Hall Trust. The Village Hall would then have full access to the cameras, looking after them under their own policy. Clerk to remove these cameras from asset register once money received (approx. £30 per camera - clerk to check receipts as some sundries added at the time of fitting).</p>	<p>All</p> <p>Clerk</p>
24/25/028	<p>Date of next parish council meeting – in the Giles Room, Village Hall. Thursday 06 June 2024 at 1900</p>	

Meeting closed at 21:05

Signed..........06/06/2024