

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL



Serving the communities of
 West Lavington and
 Littleton Panell

06/02/2025 at 1900
GILES ROOM, VILLAGE HALL, SANDFIELD.

MINUTES

Present:	Councillors: Mr P. West (Chair), Mr P Blundell, Mr R Scott, Mr R Oglesby, Mr D Muns, Ms L. Gough, Mr S. Laister, Mr G Harrison until 8.37pm, Mr S Patisson, Mr A Koval-Radley, Mr M Sworder.	
Also present	Mr J Skillman (clerk) and 0 members of the public	
24/25/140	Apologies for absence None	
24/25/141	Declaration of interests Cllr Scott – Sewerage	
24/25/142	The minutes of the parish council meeting held 02.01.2025 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.	
24/25/143	Chair's announcements Cllr West reported: Cllr Oglesby took the old, signed minutes to Wiltshire History Archive, who have accepted them and requested copyright of them, which we have given. We have received a receipt for this. Letter received from a resident regarding riparian rights and silt build up in his pond. Cllr West will respond.	PW
24/25/144	Wiltshire Councillors report Cllr Muns reported regarding the government's devolution plans, which are to join authorities together and put a mayor in place. Although Wiltshire Council was against the idea, they have decided to try and make the best of it. They put themselves forward to be in the first tranche only to be told that they weren't in the first tranche, therefore they anticipate losing £3m of funding as a result. The only excuse that the government minister has given is that they don't have enough money to roll it out across the entire country.	
24/25/145	Public Participation None	

24/25/146	<p>Planning - to receive those decisions notified, and to consider</p> <p>PL/2025/00499 Oriel Cottage, 29 High Street, SN10 4HQ Notification of proposed works to trees in a conservation area. T1 Pear tree - Fell. T2 T3 Silver Birch trees - 30% reduction. T4 T5 Apple trees - Fell. T6 Cherry tree - Fell. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000C5par Consultation deadline 20/02/2025. No objections.</p> <p>PL/2024/09805 - 942 St Joan A Gore Farm Cottage, Gore Cross, SN10 4NB (restarted application) New oil tank & external boiler to the rear of the property. This application has been re-started (re-siting of boiler). https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000AK71B Consultation deadline 17/02/2025. No objections, Cllrs wanted to comment that applicants should consider more sustainable solutions such as heat pumps. Cllr Scott will draft wording the Clerk to submit to Planning</p> <p>PL/2024/09418 - 942 St Joan A Gore Farm Cottage, Gore Cross, SN10 4NB (amended plans and/or additional information) New oil tank & external boiler to the rear of the property https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000009zcCr Consultation deadline 14/03/2025. As above</p>	<p>Clerk</p> <p>RS/Clerk</p>
24/25/147	<p>Planning decisions confirmed</p> <p>PL/2024/10458 - Ridgeway House, Sunnyside, SN10 4HU New single storey extension to the rear and side of the main house with alterations to the internal spaces. Relocation of oil tank position. Decision Date: 14-01-2025 Decision: Approve with Conditions https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000AoQuP</p>	
24/25/148	<p>Drainage & Flood risk – Wiltshire Council actions & update to correspondence</p> <p><i>Drainage consultants next step</i> Cllr West has asked Wiltshire Council (and has sent four reminders) what their responsibilities are regarding clearing drains given that we have has two houses with water through the front door. The only reply he has received was an invitation to attend the drainage group/flood risk forum. Cllr West attended this on two occasions, and raised the issue both times, and no action has been forthcoming in clearing the effected property in LP or a response from the Wiltshire Councillor. Therefore, Cllr West is going to escalate the issue</p> <p><i>Flooding to Dauntsey School playing fields, Sunnyside & Orchard Place</i> Cllr West had a meeting with Dauntsey's School head groundsman who reported that they had had a huge amount of water through the schools, coming from off the field behind the running track. This water went to Sunnyside, then into the back of Orchard Place. Dauntsey's proposed stoning the public footpath that runs between the field and Orchard Place raising its level by 200mm, which would keep the water on the playing field. They also wanted to put a pipe through the raised footpath to let the water out in a controlled way into the gullies in Sunnyside. Wiltshire Council drainage team has visited and advised that certain</p>	<p>PW</p>

	<p>requirements must be met before undertaking this work. The school are considering their options.</p> <p>There has been a lot of water at the pre-school as well, caused by run off from the recreation ground. Work has been done to reduce the impact.</p> <p>Therefore, we have a flood risk, which is surface water run-off.</p> <p>Cllr Harrison mentioned that the Environmental Agency (EA) have a product called 'Product 4', where they look at the flooding situation for us, and it appears free of charge, if we can handle a shape file. Cllr Harrison has some contacts who could help us handle such a file. He will look into what Product 4 can achieve and also obtain quotes from other companies offering similar products, and report back in the March meeting.</p> <p>Cllr Muns added that after such an investigation has occurred, and we have a better understanding of where the weak points are, would we get issues resolved if they occur? The EA would have powers to get any actions through.</p> <p>Cllr West commented that Wiltshire Council deal with water run-off/drainage and Wessex Water deal with sewerage, so we would need to write to each organisation separately.</p> <p>Cllr Muns reported that he had contacted Wiltshire Council re: flooding at 109 High Street, who replied that they had inspected the gullies in heavy rainfall and found them to be clear and no action has been taken at that location. Cllr Muns responded to them that, on the basis that the property has had some flooding, and the gully inspection reveals no issues, was a CCTV survey done? If not, then that would need to happen to see why flooding occurred.</p> <p>Cllr Muns considered whether the survey could be paid for from CIL money by stating that we are going to take on as part of infrastructure development, some flood defence and construction. Clerk to contact CIL team stating what we are doing, which is covered by CIL rules and meets their criteria.</p> <p>Cllr Scott commented that willow trees could be planted as they soak up a lot of water.</p>	Clerk
24/25/149	<p>Planning monitoring updates Lavington Lane crossing and drainage: Cllr Muns reported that the drainage and the pavement are sorted but the crossing has gone, possibly until April.</p> <p>Hedges House: Cllr West reported that this is proceeding and the parking issues in the village hall car park are largely controlled. The Hedges House site manager is very responsive if there is an issue.</p> <p>Hayfield: Cllr Blundell reported that the site manager hoped to be out by April. The Village Hall Car Park is also being used by contractors at Hayfield. Cllr West will write to Hayfield about this.</p>	PW

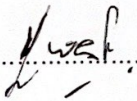
24/25/150	<p>Highways Issues and updates</p> <p>Sewerage (overload/raw sewage into Semington Brook) Cllr Scott reported that we are awaiting CCTV and root clearance.</p> <p>Black Dog crossroads Cllr Muns reported that there were new warning signs on the approach. Still on track for the installation. Electrical installation is starting in June.</p>	
24/25/151	<p>CCTV service contract and content Cllr West stated that he had complained about the service contract because last years' service had not occurred. He spoke to the company representative and immediately an engineer arrived to do a service for the TV and the alarm, and substantial checks. They have equipped us with two more key fobs, so we now have four in total. We also have an app that should allow the alarm to be reset remotely. Cllr. West recommended that the service contract is continued.</p> <p>The company engineer has turned off access for ex-councillors and clerks at Cllr West's request.</p>	PW
24/25/152	<p>Councillor Committee & Group Membership Cllr West wrote to all councillors to ask regarding their membership of council committees. New councillors will participate as follows: Cllr Sworder – Village Hall, Finance Cllr Patisson – Neighbourhood Plan, Planning Cllr Koval-Radley – Planning</p> <p>All agreed that all councillors needed to engage and help across committees</p> <p>The groups available are Community Speedwatch, Defibrillator checks, Communications, Transport, Emergency Resilience Plan, Footpaths, Finance, CCTV, Personnel, Appeals. Planning, National Housing Plan, Risk, Playgrounds, and Alms Houses.</p>	
24/25/153	<p>Receipt of Working Groups and project reports Communication update, incl. staging website to update our website. Cllr Harrison reported that the staging website has been overhauled and is almost ready to councillors to check over a month, with the transfer over in March.</p> <p>Risk Committee including items highlighted at risk meeting:</p> <ul style="list-style-type: none"> • Loss of services of Parish Clerk. • Conflict of Interest: Risk Register adopts a "standards regime" annually reviewed. Cllr Harrison suggested this is struck off. • Members acting independently: Good Councillor Guide. • Targeted refresher training for all councillors and NALC training for new councillors with other parishes. Cllr West encouraged councillors to look at the training courses available on the NALC website <p>It was agreed that Cllr Harrison could downgrade/mange the risks above as suggested by the Risk Committee.</p>	<p>GH</p> <p>All</p> <p>GH</p>

<p>Community resilience plan Cllr Harrison will update next month</p> <p>West Lavington Village Hall Cllr Gough reported that Community First have chosen the Village Hall as the place to have their events, and there have been 311 bookings to date.</p> <p>CIO: First registration is now completed. To give themselves time to transfer the assets they are aiming for May 2025 for it all to be finalised.</p> <p>Car park needs attention. Clerk to re-request quotes from groundworks companies. Cllr Sworder has a contact, and he will forward the contact details.</p> <p>Invoice for CIO £1,773.40 will be redirected to Parish Council. Clerk to pay.</p> <p>Rights of Way Cllr Laister reported the footpaths had been cleared that connected with Market Lavington and Great Cheverell footpaths. MLAV4 / WLAV 1 still to do, so a working party is required to clear the nettles and brambles. It is only 330 yards long and its current accessibility is a Health & Safety measure.</p> <p>Cllr Laister has been in correspondence with Wiltshire Council Rights of Way Officers and Dauntsey's regarding MLAV45 re-routing at the field at the bottom of Russell Mill Lane. A meeting has been set up where there may be a solution to this.</p> <p>NHP Review Group - Housing Needs Survey in 2025 Cllr West attended a parish council's chair's meeting on planning and asked whether we could conduct a Housing Needs Survey, and the reply was yes, although Wiltshire Council may disregard it if it does not include the questions they regard as essential.</p> <p>Cllr Oglesby added that we could ask Wiltshire Council to provide us with their survey, and then we could add our own questions. Cllr West and Harrison will ask Wiltshire Council for feedback and adjust accordingly</p> <p>Playgrounds Group Cllr Blundell reported: Spika Spinning Pole and Hip-Hop swing Kompan's contractor, PFL is aiming to install this by the end of February. Sky Carousel (swing equipment) is on order. The safety surface is due to be put under the Proludic Hip-Hop Swing and the damaged swing seat replaced.</p> <p>Robert's Playground Cllr Blundell met with the top three years' representatives of DAPS School Council to explain the choices and the colours that can be stipulated. They preferred the Vinci Single Crawler Tower, which was priced at £16,360.61 in 2023 with all the delivery, installation & safety surface included.</p> <p>Cllr Blundell has been visited by the Wicksteed representative concerning the replacement of the Tropica unit and he has asked Proludic for an updated price for their Diabolo unit.</p> <p>Cllr Blundell has emailed the Youth Club to arrange to meet older children/youths who could offer a preference regarding the senior equipment, and he has asked</p>	<p>Clerk/MS</p> <p>Clerk</p> <p>PW/GH</p>
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	<p>both Proludic for a current price for their Ixo Unit (2023 price £16, 262) & Idverde for their Timber Gym Station (2023 price £5,860).</p> <p>Dog Poo liners & Main Bin Liner All the plastic liners for the dog poo bins are now split & need replacing. The metal liner to the car park litter bin has corroded through. So, when Lenn empties it an amount of rubbish spills out from the bottom! The other litter bin in Robert's Playground is showing signs of rust. Glasdon has sent the following costs to replace the six liners for the dog poo bins and for a new litter bin liner. Topsy 2000 litter bin metal liner = £59.23 Fido Dog Waste 25 Litre Plastic Liner 6 @ £21.11 = £126.66 Carriage to Wiltshire £12.50 Total excl. VAT £198.39</p> <p>Proposal for Cllr Blundell to proceed to order:</p> <ul style="list-style-type: none"> • New metal liner for the bin • 6 liners for dog bins <p>All agreed</p> <p>Clerk to check debit card limit.</p> <p>Local Inspection Record The idea of using a secure, electronic record for the weekly inspections did not meet with approval at the recent playground meeting, so Cllr Blundell has purchased a new hard-bound book to use, replacing the one that went missing. The next inspection is due 7/2/2025.</p> <p>Benches The current bench (to remember Beverley, who sadly died in 2007) is now so rotten that it could not be repaired, therefore Cllr Blundell has suggested that either Betty's friends and family purchase one new bench and we put the existing plaque (to Beverley) & a new plaque to Betty on that or have two new benches. There will be no cost to the Council either way.</p> <p>Speed watch and Speed Indicator Devices installation. Cllr Gough reported that the SID poles will be installed on 24/02/2025. Community Speedwatch is now active.</p> <p>Wiltshire Housing Provision including 1 High Street, Littleton Panell development – Update To be updated in March</p>	<p>PB</p> <p>Clerk</p>
<p>24/25/154</p>	<p>VE Day 80: 8 May - Village event To be discussed in March</p>	

24/25/155	<p>Finance matters: Budget Monitoring Information was emailed to councillors prior to meeting.</p> <p>Disbursements Village hall December inv 225 Room hire and projector £20.00 Village Hall January inv 003 Room hire, Corp Plan, playgrounds, projectors £60 HMRC -Income Tax – January PAYE £111.20 John Skillman Clerk salary January £445.20 John Skillman – expenses - Mobile phone top up £10.00 John Skillman – expenses - Stamps/envelopes for Riparian Rights letters £61.29 John Skillman – expenses - Mobile Lenny bin bags (Amazon) £20.98 John Skillman – expenses - Mobile Lenny bin bags (Asda and envelopes and postage) £1.25 John Skillman – expenses - large envelopes £7.99 John Skillman – expenses - Postage - bin bags to Lenny £4.79</p>	Clerk
24/25/156	<p>Grants requests – consider amounts and frequencies None</p>	
24/25/157	<p>Policy reviews Status on policy reviews – continue review process with:</p> <ul style="list-style-type: none"> • Staff appraisal • Risk management 	Clerk
24/25/158	<p>Annual Parish Meeting - start planning /speakers for May Cllr West believes that we need to have a formal parish council meeting within a certain number of days of an election. Clerk to check</p> <p>Cllr West reported that the parish council is currently full. The election rules and process will be reviewed at the March meeting.</p> <p>The main hall will be booked for 28/05/2025 for the annual parish meeting.</p>	Clerk
24/25/159	<p>Election day May 1st – change to May parish council meeting date The Giles Room will be booked for the 15/05/2025 for the parish council meeting.</p>	Clerk
24/25/160	<p>Date of next parish council meeting – in the Giles Room, Village Hall. Thursday 6th March 2024 at 7pm</p>	

Meeting closed at 21.15

Signed..........06/03/2025