

WEST LAVINGTON PARISH COUNCIL

MEETING OF THE PARISH COUNCIL 2ND JUNE 2016, 7PM
IN THE WEST LAVINGTON VILLAGE HALL

MINUTES

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| Present: | Councillors: Mrs S Gamble (Chairman), Mrs J Ford, Mr M May, Mr M Challinor, Mr R Oglesby, Mr P Blundell, Mrs M Rowles, Mrs E Evans and Mr R Scott. | |
| Also present | Mrs K Elston (Clerk) and Mr J Ford (Dauntsey's Academy Primary School) | |
| 16/17/048 | Apologies for absence Mrs B Matters and Mr S Cox who were both on holiday. These were accepted. | |
| 16/17/049 | Declaration of interests <ul style="list-style-type: none"> • Mr P Blundell advised that one of the planning applications for the cutting down of a tree was his neighbour's. • Mrs E Evans advised that she is a governor at Dauntseys Academy Primary School in relation to item 6 on the agenda | |
| 6/17/050 | <p>Minutes of the last meeting held on 05/05/16 and Matters Arising from them.</p> <ul style="list-style-type: none"> • Minutes agreed to be a true and accurate record. Chair signed them. Proposed: Mr R Oglesby Secoded: Mrs J Ford All councillors present in agreement • Matters arising from them Minute 16/17/020 Lavington Lane footpath – Mrs Ford has been to look at this and will investigate further. Respond to original letter writer to confirm that the issue is being investigated further. Minute 16/17/023 Area Board – the minutes from the last meeting on 16th May have been circulated. Congratulations to Mr M Challinor who has become the Champion for Older People for the Area Board. Transport Consultation – there have been more than 11000 responses to the online review. Service 2 is most extensively subsidised but thought unlikely to change as it is a main route. Some routes are commercial, so not subsidised and therefore not part of the review of services. The TransWilts Group is trying to get a new package together. Speed Reductions – there has been a 20 mile an hour restriction put in place in Market Lavington and Great Cheverell, costing £10,000. The parish councils have been asked to contribute between one third and one quarter of this cost. Farmers Social on 5th July – there have been a small number of confirmations of attendance at the event to date. Village Hall – the Chair is in dialogue regarding an additional parish council volunteer for membership of the Hall's management committee. Licence for Littleton Lodge at Littleton Panell - this was granted to sell alcohol for residents and the music licence request was withdrawn. Annual Parish Meeting - Chair thanked councillors for attending and participating. Feedback from Chairs of Market Lavington and Great Cheverell parish councils, both of which sent representatives, was very positive regarding Community Resilience. | KE |
| 16/17/051 | <p>Chairman's Announcements</p> <ul style="list-style-type: none"> • White Street temporary road closures – these have been postponed until 13/06/16 to accommodate the event at The Manor. • Stagepost Development – email received from Starboard Development company to advise that work is due to start at the back of the site within the next week. The company has been advised by Wiltshire Council that the local parish council has to approve any naming of the site. The name put forward by Starboard is Stagepost Mews. Some councillors suggested the name Wheatsheaf which pre-dates Stagepost. It was agreed that this would need to | |

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| | <p>be discussed and decided at an Extraordinary Meeting of the council since the request for naming had arrived too late to appear on the parish's June agenda and members of the community would, as a result, have no opportunity to express their views. Extraordinary Meeting (open to the public) to take place on 29/06/16 prior to the Corporate Planning meeting (closed to the public) and the agenda for the former will be publicised in the normal manner.</p> | <p>KE</p> |
| <p>16/17/052</p> | <p>Public Participation</p> <ul style="list-style-type: none"> • Ms Annie Kent – came to the meeting as the owner of the former hairdresser shop at 79 High Street in Littleton Panell, which has now been empty for several months, to seek an indication of views for a revised proposal for development. She explained that her original application for planning permission for development of the property had been refused. Chair explained that the parish council cannot support or object to any proposal until it comes to the meeting as a formal planning application. However, she underlined the two issues which had led to the parish council's refusal to support the original planning application, namely: the proposed increased height of the building and the lack of parking for the residents of the property. To obtain a change of use to a one bedroom flat, Wiltshire Council had advised Ms Kent that the current use of the property must be advertised for 6 months before a new planning application can be requested. Ms Kent had approached Strakers but they were not willing to take on advertisement of the property as it is not commercially viable. The council suggested that Ms Kent put a notice in the windows of the building to meet the planning requirements. • Licence for Mr Wakefield of 21 Rutts Lane for making cider and distributing – Mr Wakefield advised the parish council that he had been making cider for the last seven years and the licence he is now requesting is to deliver the cider to customers who wish to purchase the cider. Councillors asked if a change of use was required for his premises and Mr Wakefield advised that if the distribution area for the cider becomes larger than 2.5 metres wide and 1 metre deep then another licence would need to be applied for. Mr Wakefield delivers the cider and does not have customers calling at his home. If the council becomes at any stage concerned regarding the licence, it may ask for it to be reviewed. Councillors confirmed that they do not have any objections to this licence request. | |
| | <p>Parking at DAPs and proposal to extend carpark at the Village Hall (John Ford)</p> <ul style="list-style-type: none"> • Previously the parish council had been approached by the school to extend the Village Hall carpark and an agreement had been reached which the school funded. The school has now added a seventh class and there are ongoing issues regarding parking at the beginning and end of the school day. Mr Ford as Chair of Governors would like the parish council to consider the further extension of the Village Hall carpark to the back fence. This would enable the carpark to accommodate approximately 50 cars. The school would seek professional advice regarding the design and then engage parents to support the work. There would be no cost to the parish council for these works. However, it was noted that, if the carpark is extended, the parish council would incur additional expense in the maintenance of the larger space. <p>The meeting was reminded by a council member that the carpark does not need to be extended for Village Hall use. In addition, if the "Gaiger plot" is developed as the "preferred site" for housing development under the Neighbourhood Plan, school parking could be part of that development. As a result, the current proposal put forward would provide a short term solution, but a longer term solution could be achieved through development of the site adjacent to the</p> | |

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| | <p>school. It was agreed that discussions with the school should continue alongside emerging Neighbourhood Plan proposals.</p> <p>Furthermore, the council acknowledged concerns of parents and the three schools in the immediate vicinity regarding the 40mph speed limit along Lavington Lane where children of all three schools walk and cross to school and games. It was agreed that any evidence the school obtains with a view to sending to Highways in support of a case for reducing the speed limit to 30mph should also be made available to the parish council.</p> <p>In the interim, the school would consider, with parish council support, spraying white lines on the tarmacked area of the Village Hall carpark to encourage parents to park more effectively. The school would also look at making some repairs to the surface.</p> | |
| 16/17/054 | <p>Wiltshire Councillor's Report</p> <ul style="list-style-type: none"> • Parish Steward Scheme – this scheme is being reintroduced and Mrs Ford has agreed to be the representative for West Lavington and has the dates of future meetings with Wiltshire Council. • B3098 – the road to Westbury has been improved, but there are still a couple of areas that need to be improved and Cllr R Gamble has submitted (for which parish council support is required) the request. • Highways Newsletter – there are items of interest within the newsletter and the Clerk will send out to all councillors. • Area Board meeting – the next meeting is on 11th July and will be held in West Lavington Parish Hall at 1800 for 1830. All Councillors were encouraged to attend. | KE |
| 16/17/055 | <p>Village Hall Defibrillator Update</p> <p>A fault detected in the defib at the Village Hall had been reported to SWAST which determined the pads needed to be replaced. They were not due to be replaced until July 2016. However, as an interim measure SWAST put in some temporary ones to ensure the defib remained able to operate. Clerk has ordered three new sets so that one can be placed in each defib, but will also need to order another set to replace the ones put in place by SWAST.</p> | KE |
| 16/17/056 | <p>Report of the Footpaths Working Group</p> <ul style="list-style-type: none"> • Report sent to councillors prior to the meeting. • Farmers Social – invites have been sent out and it was agreed to send out a reminder in June. • White Street – there are two parts of this path that do not have recorded legal status but to record is a very lengthy process. | KE JF |
| 16/17/057 | <p>Neighbourhood Plan – Steering Group meeting date</p> <ul style="list-style-type: none"> • The Steering Group will meet on 21st June. It will report to the parish council at the council's July meeting. | SG |
| 16/17/058 | <p>Community Resilience – update</p> <ul style="list-style-type: none"> • Update at next meeting and at the Corporate Planning meeting when Mr Coxhead returns. | |
| 16/17/059 | <p>Playing Field – proposal to use the football pitch</p> <ul style="list-style-type: none"> • It was agreed that both Worton & Cheverell under 13s and the new adult Edington Three Dagers team could use the field for football matches and the organisation of this would be through the Village Hall booking clerk. Letter to be sent as previously sent – Clerk to locate and liaise with Chair. • Also need to look at grass cutting contract – Clerk read out the signed agreement for the current three year contract. | KE KE |
| 16/17/060 | <p>Roberts Playground – purchase of bench</p> <ul style="list-style-type: none"> • Swing – Mr Blundell confirmed that the swing in memory of the little boy on The | |

| | <p>Spinney who died recently has now arrived and the plan is to use the remainder of the donated money to purchase a bench. One has been sourced at £388 and will be purchased when details of the plaque and wording to appear on it is confirmed. Councillors in agreement to order the bench.</p> <ul style="list-style-type: none"> • Playground Inspection – this will take place in June. • Replacement swings purchase – Mr Blundell will organise this to ensure the engineer can install the new swings at the same time as the memorial swing. | PB | | | | | | | | | | | | | | | | | | | | | |
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| 16/17/061 | <p>Review of Standing Orders</p> <ul style="list-style-type: none"> • Following the discussion at the Annual meeting it was agreed to accept the Standing Orders as proposed at that meeting. | | | | | | | | | | | | | | | | | | | | | | |
| 16/17/062 | <p>Review of Risk Register</p> <ul style="list-style-type: none"> • Amendments made following the last meeting and agreed. | | | | | | | | | | | | | | | | | | | | | | |
| 16/17/063 | <p>Final Budget Allocation 16/17</p> <ul style="list-style-type: none"> • Figures allocated and Councillors agreed to finalise once further quotes have been received at the Corporate Planning meeting. | | | | | | | | | | | | | | | | | | | | | | |
| 16/17/064 | <p>Internal and External Audit Update</p> <ul style="list-style-type: none"> • Internal Audit – this has been received back and there are no areas of concern. Two benches purchased in July 2015 need to be added to Asset Register. • External Audit – paperwork signed to be sent to Audit Commission | KE | | | | | | | | | | | | | | | | | | | | | |
| 16/17/065 | <p>Planning – to receive those decisions notified, and to consider:</p> <ul style="list-style-type: none"> • 16/04573/TCA – Oak tree to fell at Holly Cottage, 1 Sunnyside, West Lavington SN10 4HU. Councillors did not find substantial enough reasons to fell this mature tree and, as a result, did not support the planning application. • 16/04721/TCA – Birch tree to fell at 5 Russell Lane, Littleton Panell SN10 4ET. There were no objections from parish councillors to the application but would encourage the applicant to provide an alternative plan through the Woodland Trust. | | | | | | | | | | | | | | | | | | | | | | |
| 16/17/066 | <p>Disbursements</p> <table border="1"> <thead> <tr> <th>Cheque Number</th> <th>Payee</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>1433</td> <td>Wiltshire Council (waste)</td> <td>444.14</td> </tr> <tr> <td>1434</td> <td>Auditing Solutions Ltd</td> <td>144.00</td> </tr> <tr> <td>1435</td> <td>Kaye Elston (clerk sal)</td> <td>246.55</td> </tr> <tr> <td>1436</td> <td>WL Village Hall (grant)</td> <td>1200.00</td> </tr> <tr> <td>1437</td> <td>Citizens Advice Wiltshire (grant)</td> <td>100.00</td> </tr> <tr> <td>DD</td> <td>1&1 (monthly website fee)</td> <td>8.39</td> </tr> </tbody> </table> | Cheque Number | Payee | £ | 1433 | Wiltshire Council (waste) | 444.14 | 1434 | Auditing Solutions Ltd | 144.00 | 1435 | Kaye Elston (clerk sal) | 246.55 | 1436 | WL Village Hall (grant) | 1200.00 | 1437 | Citizens Advice Wiltshire (grant) | 100.00 | DD | 1&1 (monthly website fee) | 8.39 | |
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| 16/17/067 | <p>Correspondence and circulars received, key messages and public content</p> <ul style="list-style-type: none"> • Grant Request from Citizens Advice – Councillors agreed to donate £100. | KE | | | | | | | | | | | | | | | | | | | | | |
| 16/17/068 | <p>Date of next meetings</p> <ul style="list-style-type: none"> • Extraordinary Meeting of the Council Thursday, 29th June 2016 at 7pm to consider naming and numbering of new development at Stagepost site. • Corporate Planning meeting Thursday, 29th June 2016 at 7.30 pm | | | | | | | | | | | | | | | | | | | | | | |
| 16/17/069 | Date of next full Council meeting – Thursday 7th July at 7pm. | | | | | | | | | | | | | | | | | | | | | | |
| 16/17/070 | Items of maintenance (for information or the next agenda) | | | | | | | | | | | | | | | | | | | | | | |

Meeting closed at 9.50pm

Signed.....7th July 2016