

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL 2ND FEBRUARY 2017, 7PM
IN THE WEST LAVINGTON VILLAGE HALL
MINUTES

Present:	Councillors: Mrs S Gamble (Chair), Mr M May, Mr M Challinor, Mr R Oglesby, Mrs M Rowles, Mrs J Ford, Mrs B Matters, Mrs L Evans, Mr P Blundell and Mr R Scott.	
Also present	Mrs K Elston (Clerk) and Councillor Richard Gamble (until 19:50).	
16/17/219	Apologies for absence <ul style="list-style-type: none"> Mr S Coxhead. 	
16/17/220	Declaration of interests <ul style="list-style-type: none"> Mrs S Gamble declared an interest if donations were to be discussed in relation to West Lavington Village Hall or West Lavington Youth Club as she sits on the committee of both of these organisations. Mr M May declared an interest if donations were to be discussed in relation to West Lavington Youth Club as he sits on the committee of that organisation. 	
16/17/221	Minutes of the last meeting held on 05/01/16 and Matters Arising <ul style="list-style-type: none"> Minutes were agreed to be a true and accurate record. Chair signed them. Council Tax Referendum Principles 2017 – there has been a central government consultation regarding applying referendum principles to larger, higher spending parish and town councils. This could have resulted in West Lavington needing to have a referendum, which would require Parish Council funding, if it wanted to put up the precept by more than 2% in any one year. Central Government has now confirmed that these referendum principles will not apply for 2017/18. There is an expectation that town and parish councils will clearly demonstrate restraint when setting increases in their precept. West Lavington's has only increased by 2% this year to continue to provide improvements in community facilities. 	
16/17/222	Chairmans Annoucements <ul style="list-style-type: none"> Haven Residential Home – to advise that the home, following a recent inspection, is now experiencing difficulties. All the elderly residents are being cared for. Parking in Duck Street – there have been several complaints received by the clerk and Mrs Gamble in relation to cars parked outside Dauntsey House. There have been incidents of larger and farmers vehicles being unable to access along the lane. These issues were raised with the manager of Dauntsey House and have now also been reported to Highways at Wiltshire Council. Councillors were of the understanding that Dauntsey House had agreed, albeit informally, for staff to park in the Churchill carpark thereby minimising the incidents of congestion. 	
16/17/223	Public Participation <ul style="list-style-type: none"> There was no participation. 	
16/17/224	Vandalism and police visits/litter/anti-social behaviour - update <ul style="list-style-type: none"> CCTV Cameras – the police have installed some cameras for three months at the village hall. At the same time the lights that had been vandalised at the village hall have been replaced. Councillors were in agreement to seek three quotes regarding the cost of permanent CCTV. Neighbourhood Watch – the question has been raised as to why there is 	KE

	no plan to re-instate NW in the Devizes area. Mrs Gamble has communicated with police co-ordinator PC Teresa Herbert giving contacts Cllr Steve Coxhead and Mr Michael Doyle-Davidson . PCSO Fiona Marno has responded that she will be in touch with Mr Doyle-Davidson.	
16/17/225	<p>Wiltshire Councilor's Report</p> <ul style="list-style-type: none"> • West Lavington Youth Club – Councillor Richard Gamble advised that West Lavington Parish Council has been complimented by the Area Board for providing a grant to West Lavington Youth Club. • Great British Spring Clean – again West Lavington Parish Council has been complimented by the Area Board for getting involved and encouraging the community to support this day on 4th March. • Haven Residential Home in West Lavington – Wiltshire Council is carefully monitoring the remaining six residents referred by WC following a visit from CQC which has raised concerns regarding inadequacy and probable closure. • Dauntsey House parking – due to recent and ongoing concerns in relation to parking outside the residential home, there is a letter from Wiltshire Council Cabinet Member for Highways being sent to the owner of the home. • Tree branch potentially to be felled bordering the A360 at the corner of Duck Street – a copper beech tree appears to have a dangerous limb. Felling it could mean a temporary road closure. • The Bridge Inn – Councillor Richard Gamble had met with planning officers to ensure that planning rules had been followed. The new owner did follow the correct process and has confirmed that he wants to develop the former pub/restaurant into a family home. • Joint Strategic Assessment Forum will be held on 13th February at the Corn Exchange in Devizes from 18:30 onwards. The event is to look at the needs of the community. Mr Challinor will be attending and has agreed to look out for the interests of West Lavington Parish Council. • Area Board Meeting – this will be on 7th March at 19:00 at Devizes School. Prior to the meeting there will be a volunteering exhibition. Mrs Gamble agreed to attend. <p>19:50 Councillor Gamble left the meeting.</p>	<p>MC</p> <p>SG</p>
16/17/226	<p>Report of the Footpaths Working Group</p> <ul style="list-style-type: none"> • Report sent to councillors prior to the meeting. • Parish Steward – current post holder has handed in his notice but he has been replaced. The new person in post will need to be trained. Mrs Ford has submitted tasks that the parish council agreed were priority. There are two bus shelters full of leaves and a request was made for them to be cleaned by the Steward. Otherwise this will be attended to during the Great British Spring Clean. • Annual Survey – there are a small number of walks still to be completed. • Bus timetables - these are very difficult to read. Mr Challinor advised that work is already being done elsewhere to improve the problem. • Handymen/Contractors – it was agreed that it would be useful to have a person willing to perform handyman tasks for smaller works that arise and a list of workmen who could be asked to complete larger tasks that need completing around the villages. Councillors to provide details of these to the clerk. • Footpath with electrical substation – the street light on the substation is 	<p>All Councillors</p>

	not working. Needs reporting on Wiltshire MyApp.	JF
16/17/227	<p>Neighbourhood Plan – feedback</p> <ul style="list-style-type: none"> • Advertisement for volunteer Steering Group vacancies – there has been no response. • Next steps – if no further volunteers with relevant skills and time do come forward and the Neighbourhood Plan is not completed, then the fall-back position will be Wiltshire Council’s DPD. Its methodology, to arrive at a decision as to whether a potential site can receive allocation as a development site, is to go through a process akin to that already undergone by us under the NP process. It entails assessing all SHLAA sites outside settlement boundaries submitted to WC. • Site 7 is one such site as are Sites 3 and 14 (even though site 7 was the outstanding preferred choice of parish residents (68%) as a result of the NP public consultation 2015/16) Once this stage of assessment is completed, the DPD will then consider other factors including, they say, the housing requirement in the housing market area and the parish’s December 2015/January 2016 public consultation / emerging neighbourhood plan. All this will help them decide which sites should finally be allocated for development. • With regard to CIL payments, if the Neighbourhood Plan progresses and is adopted following a referendum, the parish council will received a CIL payment of 25%. If development is processed through the DPD then the parish council will receive only 15%. • Grant funding, capped overall at £9,000, is potentially available to assist in completing the Plan. However, from this sum, completion of the SEA will need to be funded as well. An early indication of SEA costs was £5640 so any potential grant funds that might be available to complete the Plan will be limited to the balance (and not necessarily all completion steps would be eligible). As a result, council monies would likely be required in addition. • It was not considered that developer funding could be used to complete the job, openness and transparency being important issues. • Since there had been no response to the vacancy advertisement and assuming that new volunteers with the relevant skills and sufficient time to commit to completing the Plan will not be found, it was proposed that an estimate for the whole process of completing the Plan should be sought and, SUBJECT TO the adequacy of any grant monies that may be obtained together with any monies that the PC agrees can be managed from its precept to cover professional fees, a consultant should be engaged to finish the job (i.e. the Plan as well as the SEA). With regard to this option, Parish Council and Steering Group members, as in the past, will need to be prepared to assist in some relevant stages such as consultations, enquiry and referendum etc. Precept monies committed in the financial year 2015/16 would be added to any agreed as available from the 2017/18 budget to complete the exercise. • Proposed: Mr M May Seconded: Mr M Challinor. All councillors present in agreement 	SG
16/17/228	<p>Bus Shelter (in front of Dauntsey School) – repair of damage to roof</p> <ul style="list-style-type: none"> • No further news. The builder approached has not come back to parish council with a quote for the work. (See Minute 226: Handyman). 	
16/17/229	<p>Maintenance of BMX Track and Roberts Playground update</p> <ul style="list-style-type: none"> • Loggery – the logs are now ready to be installed and it is hoped that this 	

	<p>will encourage butterflies in the area.</p> <ul style="list-style-type: none"> • Spica 3 for Roberts Playground – still being progressed. • Tree cutting in Closed Burial Ground – two quotes have been received. One in the sum of £1300 and the other for £393.75 including VAT. Councillors agreed to instruct the lower quoted. Need to check who is responsible for notifying Wiltshire Council in relation to possible highway closure to perform the work. 	<p>PB</p> <p>KE</p>
16/17/230	<p>Dog Control Orders – Dog Fouling and Dogs on Leads</p> <ul style="list-style-type: none"> • Dogs on Leads notices – Dog Control Orders require completion of a set process which includes consulting with the community. The Wiltshire Council Dog Warden will be putting up notices on the playing fields to advise that fouling must be cleaned up. However, he advised against notices requiring dogs to be kept on a lead. 	
16/17/231	<p>Great British Spring Clean</p> <ul style="list-style-type: none"> • Posters have been put up on the website and on bus shelters, the shop and notice board. Volunteers are asked to meet at West Lavington Youth Club at 09:30 on 4th March. Mr Coxhead is arranging for some equipment to be available to use. 	SC
16/17/232	<p>Registering the Churchill Public House as a Community Asset</p> <ul style="list-style-type: none"> • To be investigated further by the clerk and then parish councillors are minded to register. • Proposed: Mr R Scott Secoded: Mr M May All councillors present in agreement 	KE
16/17/232	<p>Local Council Elections 2017 information – Election 4th May</p> <ul style="list-style-type: none"> • Parish councillors are due to face re-elections in May 2017 and a timetable has been published to explain the process. The important deadline for current parish councillors who wish to stand again is Tuesday 4th April as this is the deadline for nominations to be submitted to Wiltshire Council. Those wishing to submit their nomination must do so themselves by hand. No later than 27th March the parish clerk will be sent a set of nomination papers for councillors who wish to re-stand. 	KE
16/17/233	<p>Budget Monitoring and Budget 2017/18</p> <ul style="list-style-type: none"> • Budget monitoring sheet sent to councillors prior to the meeting. There are a number of budget lines that are underspent while awaiting quotes for work proposed to be agreed. There is £789 in Repairs and Maintenance and £223 in Playground Maintenance, which it is hoped will be spent before the end of the financial year once the repair work agreed has been completed. There is still £2000 remaining in Reserves with the intention of transferring into the reserve account to build up funds for larger projects and for maintaining parish assets and commitments. There is £2967 remaining in the Neighbourhood Plan allocation and, following the decision at Minute 227 this evening, that sum, if not expended by the end of this financial year, will be carried over to the beginning of the next one. There were a number of cheques drawn at the meeting that partially used up allocated funds for this financial year. • VAT Reclaim – £1000 to be reclaimed will go back into the budget. • Final allocation of 2017/18 Budget will need to be completed once the maintenance and project costs for this financial year have been finalised. 	

16/17/234	Financial Audit arrangements 2017 <ul style="list-style-type: none"> The external audit arrangements for the current financial year will remain unchanged. Next year the external auditor appointed by the Smaller Authorities Audit Appointments (SAAA) will be PKF Little John. 																												
16/17/235	Planning Applications <ul style="list-style-type: none"> 16/11547/FUL – The Stage Post, 9 High Street, West Lavington, Devizes SN10 4HQ. Demolition of existing vacant public house and erection of four residential dwellings with associated parking – this was discussed at the last meeting and comments passed to Wiltshire Council. There is also now available a Conservation Report which highlights many of the concerns raised by the parish council along with other concerns. The response from Wiltshire Council, received on 30th January, is that the application is currently being reviewed in light of the comments made by the parish council and other interested parties. Planning Decisions <ul style="list-style-type: none"> 16/10587/FUL Bridge Inn, Church Street, West Lavington, Devizes SN10 4LD. Change of use from public house to single residency dwelling, conversion of pub carpark at rear to garden. 16/11099/TPO Holly Cottage, 1 Sunnyside, West Lavington, Devizes SN10 4HU. Oak Tree – 20% thinning of the overall canopy and raise crown to 3m. 																												
16/17/236	Disbursements <table border="1" data-bbox="288 976 1342 1312"> <thead> <tr> <th data-bbox="288 976 671 1010">Cheque Number</th> <th data-bbox="671 976 1134 1010">Payee</th> <th data-bbox="1134 976 1342 1010">£</th> </tr> </thead> <tbody> <tr> <td data-bbox="288 1043 671 1077">DD</td> <td data-bbox="671 1043 1134 1077">1&1 (monthly website fee Sep)</td> <td data-bbox="1134 1043 1342 1077">8.39</td> </tr> <tr> <td data-bbox="288 1077 671 1111">1471</td> <td data-bbox="671 1077 1134 1111">WL Village Hall</td> <td data-bbox="1134 1077 1342 1111">20.00</td> </tr> <tr> <td data-bbox="288 1111 671 1144">1472</td> <td data-bbox="671 1111 1134 1144">Peter Blundell (maintenance)</td> <td data-bbox="1134 1111 1342 1144">63.25</td> </tr> <tr> <td data-bbox="288 1144 671 1178">1473</td> <td data-bbox="671 1144 1134 1178">Kaye Elston (clerk salary)</td> <td data-bbox="1134 1144 1342 1178">246.55</td> </tr> <tr> <td data-bbox="288 1178 671 1211">1474</td> <td data-bbox="671 1178 1134 1211">Kingfisher Direct (Waste Bin)</td> <td data-bbox="1134 1178 1342 1211">252.00</td> </tr> <tr> <td data-bbox="288 1211 671 1245">1475</td> <td data-bbox="671 1211 1134 1245">Idverde Ltd (grass cutting)</td> <td data-bbox="1134 1211 1342 1245">907.13</td> </tr> <tr> <td data-bbox="288 1245 671 1279">1476</td> <td data-bbox="671 1245 1134 1279">Kennet Sign and Display</td> <td data-bbox="1134 1245 1342 1279">84.00</td> </tr> <tr> <td data-bbox="288 1279 671 1312">1477</td> <td data-bbox="671 1279 1134 1312">D Coxhead (grass in CBG)</td> <td data-bbox="1134 1279 1342 1312">1500.00</td> </tr> </tbody> </table> <p data-bbox="288 1346 1342 1379">Budget Monitoring sheet had been sent to councillors prior to the meeting.</p>	Cheque Number	Payee	£	DD	1&1 (monthly website fee Sep)	8.39	1471	WL Village Hall	20.00	1472	Peter Blundell (maintenance)	63.25	1473	Kaye Elston (clerk salary)	246.55	1474	Kingfisher Direct (Waste Bin)	252.00	1475	Idverde Ltd (grass cutting)	907.13	1476	Kennet Sign and Display	84.00	1477	D Coxhead (grass in CBG)	1500.00	
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16/17/237	Items for website and News and Views <ul style="list-style-type: none"> Great British Spring Clean Hedge cutting and bird nests 																												
16/17/238	Correspondence and circulars received, key messages and public contact <ul style="list-style-type: none"> Great British Spring Clean Hedge cutting and bird rests Handyman/Contractors parish list 																												
16/17/239	Area Board Representative for 7th March <ul style="list-style-type: none"> Mrs Gamble 																												
16/17/240	Date of next meetings <ul style="list-style-type: none"> 1st March – Mr Challinor apologies given 																												
16/17/	Items of Maintenance <ul style="list-style-type: none"> Parish Steward 																												

Meeting closed at 0931

Signed.....1st March 2017