

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL

03/04/2025 at 1900
GILES ROOM, VILLAGE HALL, SANDFIELD.



Serving the communities of
West Lavington and
Littleton Panell

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, Mr S Pattisson, Mr A Koval-Radley, Mr M Swarder.	
Also present	Mr J Skillman (clerk) and 0 members of the public	
25/26/001	Apologies for absence None	
25/26/002	Declaration of interests Cllr Scott – Sewerage, PL/2025/02059 - The Willows. Cllr Blundell - PL/2025/02274 - Wisteria Cottage, 77 High Street. Cllr West - PL/2025/02281 Simon's Hollow	
25/26/003	The minutes of the parish council meeting held 06.03.2025 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.	
25/26/004	Chair's announcements Cllr West reported: 1/ Cllr West met with Aster and EG Carter on 1 st April. Aster is expecting the last phase development to be finished by June. They have notified residents of the resurfacing work that they are going to do in Mill Lane in April and May. Cllr Gough asked Cllr West to thank Aster and EG Carter for their help. Cllrs West and Blundell also offered their thanks for fixing the fence that was damaged by a delivery driver. 2/ Aster had some old village photographs from Hedges House, and they have passed them to the Parish Council. Photos of houses will be offered to the current owners 3/ The Village fete committee are keen to enlarge their fete especially as Market Lavington are not holding their Village Meet, so they would like us to spread the word and ask if there are any other village groups interested in having a stall. 4/ Odour from the village Take Away: Wiltshire Council's enforcement team already have this in hand. The chimney has been taken down and the original vent filtration needs to be installed. The owner needs to adhere to the permitted opening hours, Wiltshire Council have asked us to find volunteer residents to keep a 28-day log as evidence of when the shop is open. Cllr West has asked for a check that the filtration and the noise reduction machines were in place.	

	<p>5/ Gate to playground: Cllr West met the householder and given him written permission to have the gate for 5 years, at which time he can reapply.</p> <p>6/ Election notices announced today. Currently we have space for 11 councillors, and we are going into the election with 9 applications. Therefore, there are 2 unfilled places.</p>	
25/26/005	<p>Wiltshire Councillors report</p> <p>Cllr Muns reported that Lavington Lane has now been tarmacked, road marked, and traffic lights installed. The tarmacking work for the two remaining sections, i.e. the crossroads down to meet the crossing, and the other side of Market Lavington to Easterton, is in the schedule for this year. The crossing lights still need to be commissioned and put into use</p>	
25/26/006	<p>Public Participation</p> <p>None</p>	
25/26/007	<p>Planning - to receive those decisions notified, and to consider</p> <p>PL/2025/02059 - The Willows, 11 Russell Mill Lane, LP. SN10 4ET Householder planning permission. Proposed Single Storey Side/Front Extension https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000D8VGt The consultation deadline of 1/4/2025 is now extended to 4/4/25. No objections</p> <p>PL/2025/02281 Simon's Hollow, 1 Duck Street. SN10 4LG Notification of proposed works to trees in a conservation area. T1- Goat willow- Coppice to retain low stump- To reduce risk of collapse into stream and flooding of properties upstream https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DCvO1 Consultation deadline 27/03/2025. No objections</p> <p>PL/2025/02274 - Wisteria Cottage, 77 High Street, LP. SN10 4ES Householder planning permission. To create a new improved driveway/parking area. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DCfr7 Consultation deadline 11/04/2025. No objections</p> <p>PL/2025/02905 - Littleton Lodge, 39 High Street. LP. SN10 4ES Notification of proposed works to trees in a conservation area. T1 T2 Common Yew - Remove trees completely. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DRdvR Consultation deadline 15/04/2025. Cllr West discussed the previous application PL/2024/07633. No objections</p>	Clerk
25/26/008	<p>Planning decisions confirmed</p> <p>PL/2025/00499 - Oriel Cottage, 29 High Street. SN10 4HQ T1 Pear tree - Fell. T2 T3 Silver Birch trees - 30% reduction. T4 T5 Apple trees - Fell. T6 Cherry tree - Fell. No Objection. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000C5par/pl202500499</p>	

	<p>PL/2025/01075 15 Rickbarton, SN10 4LU Proposed Works to Trees in a Conservation Area. Willow tree – fell. No Objection. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000CSdE1</p> <p>PL/2025/01173 - 2 The Farm, High Street, LP. SN10 4AX Proposed Works to Trees in a Conservation Area. G1 Three Pine trees & One Norway Spruce – Fell to ground level. No Objection. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000CWtwS</p> <p>PL/2024/09418 - 942 St Joan A Gore Farm Cottage, Gore Cross, SN10 4NB Works to a Listed Building. New oil tank & external boiler to the rear of the property. Approve with Conditions https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000009zcCr</p> <p>PL/2024/09805 - 942 St Joan A Gore Farm Cottage, Gore Cross, SN10 4NB Householder Application. New oil tank & external boiler to the rear of the property. Approve with Conditions https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000AK71B</p>	
25/26/009	<p>Planning monitoring updates <i>Lavington Lane crossing and drainage:</i> As per Wiltshire Councillor's report above.</p> <p><i>Hedges House:</i> As per Chair's announcements above.</p> <p><i>Hayfield:</i> Cllr Pattisson reported slight progress, i.e. scaffolding is now down, and they are making preparations for a playground. Residents feel that completion work is slow</p>	
25/26/010	<p>Highways Issues and updates</p> <p><i>Sewerage (overload/raw sewage into Semington Brook)</i> Cllr Scott reported that the work line the pipe, which will improve the flow, will commence in August. Cllr West added that the pipe on the other side of the horse field by Lavington Lane is constantly flowing out. Cllr Blundell added that this has been flowing for a year. Wessex Water are aware.</p> <p><i>Black Dog crossroads</i> Cllr Muns reported that this is included in the budget. Cllr Sworder asked whether something could be done about the rubbish being left in the closed off spur road. Cllr Muns replied that there has already been a letter sent to the Head of Highways to say that this provides an opportunity to rid yourselves of the responsibility of a redundant piece of road by gifting it to the neighbouring landowners.</p>	
25/26/011	<p>Receipt of Working Groups and project reports <i>Communication update, incl. staging website to update our website.</i> Cllr Harrison reported that website is now live.</p> <p><i>Risk committee</i> Cllr Harrison reported no updates.</p>	

Community resilience plan

Cllr Harrison reported that councillors had received information from the Environment Agency. Cllr West commented that it was river centric and does not address surface water flooding.

Cllr Harrison has contacted 3 environment consultants (2 local and 1 national) for quotes for some flood defence and construction work, including preparatory works such as a survey. Awaiting reply from the national consultant. Cllr Harrison will prepare a table showing the merits and costs of all 3 proposals. We established last month that the CIL department confirmed that works of this nature would be covered by CIL criteria, and this is an acceptable use of CIL funds.

Cllr Harrison has set up a WhatsApp group for all serving and retired military people within the two villages, which he intends to be a mini-resilience group.

West Lavington Village Hall

Cllr Gough reported that they had taken £1,734.88 in March. They are looking in to taking on more volunteers to help with invoicing and bookings, so they have advertised in News & Views.

A £41 rebate was received from water board.

A handyman has organised an 8-man team to paint the outside of the Village Hall.

Cllr Gough has asked Cllr Blundell to ask Mark Goddard to do some tidying up some edging.

Dog bin emptying seems to be OK now.

Hills now requires residents to separate food waste as part of the rule changes to waste collections in Wiltshire

CIO: Aiming for June for the transfer of assets.

Youth Club applied for three lights, although exact location still to be established. Cllr West requested that residents should be informed.

Cllr West now has a phone app that can off the alarm if required. Cllr West now has 4 alarm fobs so Cllr Koval-Radley will have the spare one.

Cameras: Cllrs West and Muns have apps on their phones to control these. Cllr Koval-Radley will now set up access also.

Rights of Way

Cllr Laister reported that WLAV 1 had 10 attendees to tidy the path on 10/03/2025. Market Lavington will now be doing their side of this path.

The rickety stile and bridge have been reported. Wiltshire Council say they will replace the stile with a self-closing gate, although there is a backlog for this.

WLAV 27: A hole appeared. The landowner has now filled it.

The parish council discussed the need for safe transit routes across the village and observed the need to include residents near to the railway in this analysis.

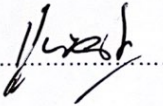
	<p>Following the May election a working group would be established to review and report.</p> <p>Cllr Muns suggested that we could contact the Air Quality and Sustainable Transport Group, which is a group that connects people by active travel.</p> <p>As this is Cllr Laister's last meeting as councillor Cllr Gough thanked Cllr Laister for all his hard work regarding footpaths.</p> <p>Playgrounds Group Playground Equipment Cllr Blundell has corresponded with Emily Muns/Denyer about trying to find a "coalition of the willing", however she is finding it impossible to find new governors and/or new parents to run the DAPS PTA.</p> <p>Spika Spinning Pole & the Hip Hop Swing Hayfield have requested a price from PFL for the items listed by Cllr Blundell. Cllr Blundell has replied to Hayfield to say that he will take out the old sheath that is there for the Spika – crooked pole.</p> <p>Benches Betty's friends have decided on the plaque inscription. However, they did not like the word spacing on the plaque. A new version has now arrived from the company and Cllr Blundell is hoping they can agree this iteration. They want Betty's plaque and that for her daughter, Beverley, to both be placed on the new bench.</p> <p>The landowner has now agreed to the placing of George Matthew's bench in the position suggested, but the landowner wants to be present when the exact position is to be decided upon. George's mother has asked for a picture of the bench. She and George's three sisters are now trying to decide on the wording for the plaque. Payment for the Corido invoice will be paused until the details have been finalised.</p> <p>Bin Man Len Len is happy with the pay rise.</p> <p>BMX Fence The short straight fence by the entrance to the track was keeling over so Cllr Blundell drove in some extra stakes to three of the posts.</p> <p>Broken Pavers Cllr Blundell brought is a sample of a concrete slab. Currently there are some slabs that need replacing so the quotes to just replace them with concrete and another to replace with similar pavers are:</p> <p>Option 1: To take up old slab and put in 6 new slabs to cut slab to size where needed. £120.00 from Mark Goddard</p> <p>Option 2: To take up old slabs and to put in concrete, not slabs. £90.00</p> <p>All agreed on option 1. Clerk to check/obtain invoice. Cllr Scott said that we have a bag of grout that could be used by Mark Goddard</p>	<p>PB/Clerk</p>
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	<p>Village Hall Car Park Mark Goddard quote for repairs is: - To level car park area to roll area to use materials that is on site to put so cold tarmac in holds (sic) at the entrance as discussed with Peter all plant hire and material supplied: £680.00 Cllr West has two phone numbers for tarmacers, so he will call them for quotes to add to the one quote that we have already.</p> <p>Remembrance Avenue Gate Cllr Blundell has received the following quotes: 1/ Two 8-foot timber gates plus wooden gate posts: £1,530 2/ To supply & fit one replacement 15ft. metal gate: £300. Cllr Sworder offered to paint them. All agreed on option 2.</p> <p>Our landowner is happy to see the gates changed to match those on the southern end. Cllr Blundell will now need to buy another 'private – no through road' sign, in the correct colour.</p> <p>Speed watch and Speed Indicator Devices installation. Cllr Gough reported that there were two speedwatch session in the last month. The first one noted 12 speeders, and the second one noted 2 speeders. Clerk to report data to police.</p> <p>Cllr Gough suggested that the current speed watch site is not good, and it is dangerous. Cllr West has written to the inspector, who is now going back to the road safety team to see if we can reinstate the 2 sites. The inspector said that they are unlikely to make an exception if the traffic survey didn't support it. Cllr West responded to saying that he hopes that the traffic team looks at the community value and the safety aspect, rather than what the survey says.</p> <p>Cllr Gough requested councillors' opinions on SID poles positioning. Cllr Gough will check whether the SID/poles can be portable.</p> <p>Cllr West has received details for two devices (one for each pole) for £4,400. The devices download speed maps, which tells you the speed of each vehicle. The police then use that data for mapping. A formal quote will be requested.</p> <p>NHP (Neighbourhood Plan) Review Group - Housing Needs Survey in 2025 Cllr Pattison reported that he had a meeting with the planning manager. We can renew our NHP plan, but we need to go through it and update what we have against any policies that had been quoted previously. Our housing requirement is set at 58. As we already have 50 at Hayfield this leaves just 8 to get before 2036. We do have to do the environmental assessments, but we can apply for a grant for those. Cllr Pattison will create a plan of what we need to do, and when. The updating of policies could be done with Wiltshire Council rather than by the hiring a NHP consultant.</p> <p>Cllr West has a reply from the rural housing surveys team, who said that they are not doing any surveys at the moment because they were short of headcount. They can't share with us the survey questions that they would use (that the parish council could then add to their own survey) because that would involve access to the council's housing list. Cllr West left two voicemails asking for clarification on this. Cllr Muns will assist by contacting this department.</p>	<p>PW</p> <p>Clerk</p> <p>LG</p> <p>DM</p>
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	<p>Wiltshire Housing Provision including 1 High Street, Littleton Panell development – Update</p> <p>Cllr Muns spoke to Wiltshire Council's Head of Legal about this situation, who advised:</p> <p>If the parish council was to benefit from this development at some stage, e.g. if it was put in trust and the parish council had control over it, that would mean that when the application was being brought to the parish council, it would mean that all councillors would have a conflict of interest, so how would parish councillors make a decision about the application and still be neutral where the community is concerned? The legal advice received stated that parish councils can't be conflicted, but parish councillors can be. So, the process would need to be that, at the head of the meeting, the parish council writes to Wiltshire Council outlining what is going to be debated, and about our issue with councillors being conflicted. Wiltshire Council then records this and gives us a dispensation for the councillors to be able to make a decision.</p>	
25/26/012	<p>VE Day 80: 8 May - Village event</p> <p>Cllr Harrison reported that he had contacted fellow army colleagues, who were supportive of doing something, but nothing specific was requested so he suggests that we take no action.</p>	
25/26/013	<p>SWAST Defibrillator renewal 2025-2029</p> <p>Cllr West reported that we were contacted before Christmas to say that SWAST would gift us the defibs, and that they would come into our ownership this month. However, that is not the case, because we are halfway through the 8-year agreement, rather than at the end of it.</p> <p>The SWAST rep added that the parish council were offered the old defibs prior to 2021 to be gifted but decided to sign a new MOU for a further 4 years, and the old defibs replaced with the new current orange G5s that are in place. Therefore, as these are only 4 years old SWAST cannot offer the gifting. If the parish council wish to proceed for another 4 years (15/4/25 to 15/4/29) fully supported with batteries, pads, consumables and annual training, SWAST would raise an invoice for £3,800+VAT for the three defibrillators currently in the scheme, which would cover the whole 4 years. If we decline the offer of renewal, then SWAST will remove the defibs.</p> <p>Cllr Oglesby asked how much we paid for the defibs at the beginning of the 4 years. Clerk will check the minutes from 2021.</p> <p>Cllr Blundell suggested a payment of half of the £3,800+VAT due to SWAST's mistake.</p> <p>Cllrs West, Muns and Gough suggested that we challenge SWAST about this and he will ask for a copy of the MOU</p>	<p>Clerk</p> <p>PW</p>
25/26/014	<p>Finance matters:</p> <p>Budget Monitoring</p> <p>Information was emailed to councillors prior to meeting.</p> <p>Disbursements</p> <p>Wicksteed Playground inspection £360.00 John Skillman Clerk salary March £445.20 HMRC - Income Tax PAYE March £111.20 Village Hall inv 25-042 Room hire and projector £25.00</p>	<p>Clerk</p>

	<p>John Skillman - expenses - Stamps £13.20 John Skillman - expenses - Envelopes £2.50</p> <p>Insurance amend/fixed assets – Cllr West agreed for clerk to amend with insurers</p> <p>Audit – Internal and External – all agreed to use auditor as per previous years.</p>	<p>Clerk</p> <p>Clerk</p>
25/26/015	<p>Policy reviews Status on policy reviews – continue review process with CCTV privacy and Communication.</p> <p>We will send our Grant policy to any organisation who requests grants from us.</p> <p>Clerk will email the two latest policies that Cllr West has reviewed to Cllr Harrison to upload on to the new website</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
25/26/016	<p>Annual Parish Meeting - continue planning / speakers for 28th May 2025. 6pm start.</p> <p>Cllr West suggested:</p> <ul style="list-style-type: none"> • Adding grants to the agenda • Using the usual format of groups • Requesting written statements from the groups 	Clerk/PW
25/26/017	<p>Election day – 01/05/2025 Candidate forms have now been submission to County Hall and processed.</p> <p>Regarding the 2 unfilled parish councillor places mentioned earlier above, clerk will check with Wiltshire Council's election team about the procedure for filling these places.</p>	Clerk
25/26/018	<p>Date of next parish council meeting – in the Giles Room, Village Hall. Thursday 15th May 2025 at 7pm, not Thursday 1st May 2025 due to elections.</p>	

Meeting closed at 21.04

Signed..........15/05/2025

Public Notice: The confirmed minutes of this meeting may be inspected at any reasonable time, but by appointment, at the home of the Clerk after 15.05.2025. The Clerk can also provide an e-mail copy on request; alternatively, previous minutes are available on our website.