

**WEST LAVINGTON PARISH COUNCIL**  
**MEETING OF THE PARISH COUNCIL**

**15/05/2025 at 1900**  
**GILES ROOM, VILLAGE HALL, SANDFIELD.**



Serving the communities of  
West Lavington and  
Littleton Panell

**MINUTES**

<b>Present:</b>	Councillors: Mr P. West (Chair), Mr P Blundell, Mr R Scott, Mr R Oglesby, Ms L. Gough, Mr G Harrison, Mr S Pattisson, Mr A Koval-Radley, Mr M Swarder.	
<b>25/26/019</b>	Mr J Skillman (clerk) and 13 members of the public, plus Mr D Muns.	
<b>25/26/020</b>	<b>Apologies for absence</b> None	
<b>25/26/021</b>	<b>Declarations of elected councillors - Confirmation of post and GDPR forms</b> Councillors signed the 'Declaration of acceptance of office' forms and GDPR forms. Clerk will check with Wiltshire Council Elections Team regarding the co-opting process for the two vacancies.	<b>Clerk</b>
<b>25/26/022</b>	<b>Election of Chair</b> Proposal: Cllr West Proposed: Cllr Oglesby Seconded: Cllr Swarder All agreed	
<b>25/26/023</b>	<b>Election of Vice Chair</b> Proposal: Cllr Harrison Proposed: Cllr Swarder Seconded: Cllr Gough All agreed	
<b>25/26/024</b>	<b>Declaration of interests</b> None	
<b>25/26/025</b>	<b>The minutes of the parish council meeting held 03.04.2025 and Matters Arising</b> Minutes of the last meeting – these were agreed to be a true and accurate record. All agreed. They were signed by the Chair.	
<b>25/26/026</b>	<b>Chair's announcements</b> Cllr West reported that Cllr Laister stood down as parish councillor before the elections.	



25/26/027	<p><b>Public Participation</b></p> <p>All but one of the members of the public were in attendance to discuss 8 Russell Mill Lane. They were concerned about the alterations to the property and the new resident.</p> <p>Parish Councillors agreed to request information from Wiltshire Council from a 'risk assessment' point of view. Cllr. West will collate information received re: 8 Russell Mill Lane, and write to Wiltshire Council on residents' behalf</p>	PW
25/26/028	<p><b>Planning - to receive those decisions notified, and to consider</b></p> <p><b>PL/2025/03495 - The Old Bridge Inn, 26 Church Street. SN10 4LD</b>  Notification of proposed works to trees in a conservation area. Conifer (T1) - Reduce height because of excessive size in close proximity to neighbouring properties. Approximate height is 12m remove 2.5m Silver Birch (T2) reduce height and return to shape. Approximately 10m remove 1.5m from the height and reshape.  <a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DcwoI">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DcwoI</a>  Consultation deadline 30/04/2025.</p> <p>No objections</p>	Clerk
25/26/029	<p><b>Planning decisions confirmed</b></p> <p><b>PL/2025/02281 – Simon's Hollow, 1 Duck Street. SN10 4LG</b>  Proposed Works to Trees in a Conservation Area  T1- Goat willow- Coppice to retain low stump  No Objection  <a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DCvO1">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DCvO1</a></p> <p><b>PL/2025/02059 - The Willows, 11 Russell Mill Lane, LP, SN10 4ET</b>  Proposal: Single Storey Side/Front Extension  Decision Date: 10/04/2025  Approve with Conditions  <a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000D8VGt">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000D8VGt</a></p> <p><b>PL/2025/02905 - Littleton Lodge, 39 High Street, LP. SN10 4ES</b>  Proposed Works to Trees in a Conservation Area. T1 T2 Common Yew - Remove trees completely.  No Objection  <a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DRdvR">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000DRdvR</a></p>	
25/26/030	<p><b>Wiltshire Councillors report</b></p> <p>Cllr Muns reported:</p> <ol style="list-style-type: none"> <li>1/ Full council will meet on 20/05/2025 during which a leader will be appointed.</li> <li>2/ B3098 from High Street mini roundabout (where the SID is) right through to halfway through Easterton High Street is due to be resurfaced mid to end of July.</li> <li>3/ Head of Legal regarding what conversations the Parish Council can have with members of the community on planning matters. Parish Councils can discuss and recommend actions right up to the point where a formal vote is taken.</li> <li>4/ The resident who attended the March meeting (ref. 24/25/166) to discuss his proposed self-build house on land just outside the settlement area was in attendance in this May meeting also and he told Cllr Muns that he was grateful to</li> </ol>	



	the Parish Council for inviting him along to discuss his application. He is no longer able to proceed with the purchase.	
25/26/031	<p><b>Planning monitoring updates</b>  <b>Lavington Lane crossing and drainage</b>  This is now finished. Cllr West is not aware of any drainage follow up.</p> <p><b>Hedges House</b>  This is close to being finished. Cllr West met with Hedges House representative. Cllr Harrison has photos that will be forwarded to householders.</p> <p><b>Hayfield</b>  Cllr Pattisson reported that there were 7 properties remaining For Sale. The site has been tidied up, so it is now a nicer place to be. Surveying has started for when the school parking area is extended.</p>	GH
25/26/032	<p><b>Highways Issues and updates</b></p> <p><b>Sewerage (overload/raw sewage into Semington Brook)</b>  Cllr Scott reported no update.</p> <p><b>Black Dog crossroads</b>  Cllr Muns reported that the work is expected to commence in June. Drainage work is being done currently.</p>	
25/26/033	<p><b>Receipt of Working Groups and project reports</b></p> <p><b>Communication update, incl. staging website to update our website.</b>  Cllr Harrison reported that the new website is now live although there are still some sections that require amendment.</p> <p><b>Risk committee</b>  Cllr Harrison reported no updates. Cllr Koval-Radley will now lead on Risk.</p> <p><b>Community resilience plan</b>  Cllr Harrison reported no updates.</p> <p><b>West Lavington Village Hall</b>  Cllr Gough reported that planning is underway for the AGM. £516 income in May so far. Cllr West reported no updates on resurfacing the car park.</p> <p>Cllr Blundell will arrange for the tidying up/trimming to be done outside the Village Hall.</p> <p>Aiming for December for the CIO and the transfer of assets. Cllr West asked Cllr Gough for a date for when grants can start being applied for.</p> <p>Cllr Gough to check with the Youth Club regarding lights.</p> <p><b>Rights of Way</b>  Cllr Harrison will now lead the Footpaths group, and a handover from Mr Laister will be arranged.</p>	<p>AKR</p> <p>PB</p> <p>LG</p> <p>LG</p> <p>GH</p>

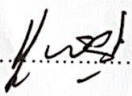


	<p><b>Playgrounds Group</b>  <b>Broken Pavers</b>  Mark Goddard due to replace the slabs on 13/05/2025,</p> <p><b>Benches</b>  Awaiting reply from George Matthew's mother regarding the bench up on Strawberry Hill. Betty's bench has now been delivered, and Cllr Blundell has set plaques in position. Unfortunately, Beverley's plaque had a painted inscription and any attempt to remove the patina would probably lift the painted writing in places as well. So, Cllr Blundell masked off the lettering and merely cleaned the rest of the plaque. The new bench is due to be cemented in on 12/05/2025.</p> <p><b>Remembrance Avenue Gate</b>  William Warden is due to deliver the new 15ft. metal gate this week for painting. Cllr Blundell will chase Barefoot Signs for this sign, which is, as requested by the landowner, mounted on the gate.</p> <p><b>Spika Spinning Pole &amp; the Hip Hop Swing</b>  PFL (Hayfields' equipment installer) quote: Petrol, Skip with environmental rubber disposal levy, Heras Security Fencing £1,920.60</p> <p>1 Hip Hop Rotary Unit Seat, remove existing seat, supply and install new seat. Plus remove existing rubber matting safety surface and install 30 square meters of new rubber matting safety surface. £3,139.55</p> <p>1 Sky Carousel supply and install into concrete foundation. Plus, supply and install 40 square meters of rubber matting safety surface. £9,071.04  Grand Total £14,131.19</p> <p>Cllr Blundell replied to this quote saying that our local installer (Steve Aplin) has quoted under £900.00 to put a new seat on the Hip Hop swing &amp; replace the matting, so, could PFL just put the Sky Carousel in place courtesy of Hayfield?  Awaiting reply from Hayfields</p> <p><b>Playground equipment replacements</b>  Cllr Harrison asked what the long-term plan and costings are for this. Cllr Blundell will set out a plan for the June meeting. Cllr Blundell will produce an equipment list with when each item was installed, when it is due/expected to be replaced, and the anticipated cost, so that we can plan how much we will need over 10 years.</p> <p><b>Speed watch</b>  Cllr Gough reported that there are still ongoing problems with reporting data to the Police Community Speedwatch team. Also, the most suitable location needs to be clarified, i.e. Rickbarton or Rutts Lane. There are ongoing discussions with the Police Road Safety Team</p> <p><b>Speed Indicator Devices installation</b>  Cllr Gough reported that as the SID only weighs 10kg then it, and the pole, are easily transportable to different locations. Cllr West reported that we have received a quote from Elan City for two Speed Indicator Device units for £5,374.78 incl. VAT. He will request comparable quotes from two other providers.</p> <p><b>NHP (Neighbourhood Plan) Review Group - Housing Needs Survey in 2025</b>  No updates.</p>	<p>PB</p> <p>PB</p> <p>PW</p>
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	<b>Wiltshire Housing Provision including 1 High Street, Littleton Panell development – Update</b> No updates.	
25/26/034	<b>SWAST Defibrillator renewal 2025-2029</b> There is no need for renewal as SWAST have transferred the 3 devices to Parish Council ownership. The 4 <sup>th</sup> device at the crossroads is newer and is still owned by SWAST. Parish Council are now responsible for managing the 3 (Rutts Lane, Village Hall and Littleton Panell bus stop).	
25/26/035	<b>Finance matters:</b> <b>Budget Monitoring</b> Information was emailed to councillors prior to meeting.  <b>Disbursements</b> HMRC - Income Tax PAYE April £111.20 John Skillman Clerk salary April £445.20 Clear councils Insurance for year £1,222.39 Clear councils Insurance amendment £12.64 WALC Annual subscription WALC/NALC £506.54 Village Hall inv 25-066 Room hire and projector £20.00 GoXphere/Parish online Annual subscription £54.00  Clerk to send Parish Council online link to Cllrs Gough, Koval-Radley, and Pattisson.  <b>Review asset register</b> This has been reviewed and insurance amended accordingly  <b>Audit – Internal</b> AGAR sections 1&2 were approved and signed by the Chair and the Clerk.	Clerk          Clerk
25/26/036	<b>Grants:</b> All agreed to pay £150 to Citizens Advice.	Clerk
25/26/037	<b>Policy reviews</b> Status on policy reviews – continue review process with the final two, which are: <ul style="list-style-type: none"> <li>• Data_Privacy_General_GDPR – Cllr Koval-Radley to review</li> <li>• Defibrillator – Cllr West to review</li> </ul> Cllr Harrison reviews to Social Media policy. All agreed to adopt it.	AKR PW
25/26/038	<b>Annual Parish Meeting - continue planning / speakers for 28<sup>th</sup> May 2025.</b> 6pm start. Agenda to be published on website.	GH
25/26/039	<b>Date of next parish council meeting – in the Giles Room, Village Hall.</b> Thursday 5 <sup>th</sup> June 2025 at 7pm.	

Meeting closed at 21.27

Signed..........05/06/2025

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 05.06.2025. The Clerk can also provide an e-mail copy on request; alternatively, previous minutes are available on our website.