

WEST LAVINGTON PARISH COUNCIL  
MEETING OF THE PARISH COUNCIL



04/12/2025 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 G Harrison, (vice chair), Mr P Blundell, Mr R Oglesby, Mrs L. Gough, Mr S. Pattisson, Mr A Koval-Radley, Mr M Sworder, Mrs A. Spencer, Mr D Muns	
25/26/133	Also present: Mr J Skillman (clerk), 2 members of the public to discuss 8 Russell Mill Lane, plus Mike May from the Youth Club.	
25/26/134	<b>Apologies for absence.</b> None	
25/26/135	<b>Declaration of interests</b> Cllrs Pattisson, Spencer, Koval-Radley: Parking at Hayfield. Cllr Muns: A360 Church Street.	
25/26/136	<b>The minutes of the parish council meeting held 06.11.2025 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.	
25/26/137	<p><b>Chair's announcements</b> Cllr West reported: Wiltshire Council's Electoral Services have given permission for the parish council to co-opt a new member as of 02/12/2025. As there has only been one applicant so far Cllr West would like us to be able to consider more than one candidate before the Parish Council considers applications. To be looked at again in the February meeting.</p> <p>Reporting from the Area Board:</p> <ul style="list-style-type: none"> <li>• Another rave at Pear Tree Hill was attended by the police, who made some drug-related arrests and confiscated generators and sound equipment.</li> <li>• Recent police speed checks within West Lavington resulted in 14 speed awareness courses and two fixed penalties.</li> <li>• The Chair has written to Highways to register the frequent blocked gullies at the junction of Duck Street and the A360, causing flooding on the A360 on blind corners.</li> </ul> <p>Regular meeting with Dauntsey School's Director of Operations:</p> <ul style="list-style-type: none"> <li>• Extended Parish Council thanks for their help regarding Sunken Lane footpaths</li> <li>• Dauntsey has made some planters, compost, and plants available to StreetScene. Two planters have been placed at DAPS.</li> <li>• Dauntsey Lunch will be on 10/12/2025 at 12:00. Eileen Hinton is coordinating names; there are 50 attendees registered as of 01/12/2025.</li> </ul> <p>The Chair has met with the flood consultant; to be discussed later in the agenda.</p> <p>A new rector for All Saints has been appointed. Rev. Sam Park. News on her start date to follow once agreed.</p>	Clerk

25/26/138	<p><b>Wiltshire Councillors report</b></p> <p>Cllr Muns reported:</p> <p>Black Dog crossroads: Progress continues as per schedule.</p> <p>A360 Duck Street: Will be closed for one night on 08/12/2025 to 09/12/2025 (Wessex Water)</p> <p>B3098: From the Dauntsey's crossroads down to Lavington School. Resurfacing work expected in the Spring.</p> <p>Many of the Wiltshire Council fleet is fitted with lasers and cameras to take a record of the quality of the road surfaces. This data is then fed into a system to that road repairs can be prioritised. Cllr Muns has requested a user interface over the top that any member of the public can have so that they can enter a postcode or scroll through a map so that they can see how a particular stretch of road has been scored/prioritised, and they can flag if the road surface is worse than the prioritising system suggests.</p> <p>LHFIG meeting was today. Covered later agenda.</p> <p>Hayfield parking issues: Cllr Muns has forwarded the recent school newsletter. The Chair of Governors has promised that an updated school travel plan will be with us in time for the January meeting.</p> <p>8 Russell Mill Lane: Cllr Muns asked councillors during the week whether he should escalate a public written question to cabinet on Tuesday's monthly meeting. Cabinet needs to then provide a written response within 48 hours, and supplementary questions can then be submitted. Two members of the public were in attendance to voice their concerns about the noise from 8 Russell Mill Lane. The Chair allowed the contribution to be brought forward from public participation. Cllr West suggested that a few parish councillors could meet up after the cabinet meeting and to brief everybody on the result and calculate the next step. Cllr Muns said that in the meantime we can push the Planning Enforcement investigation.</p>	DM
25/26/139	<p><b>Grant: Youth club</b></p> <p>Presentation and update from Mike May, from the Youth Club Team: Budget / forecast figure were presented to councillors. They need a third member of staff due to high number of members. They have a new website.</p> <p>Youth Club grant of £3,000 - Year 2 of 3 agreed by all. We will look to extend this arrangement in the January meeting.</p>	Clerk
25/26/140	<p><b>Public Participation</b></p> <p>Covered in Wiltshire Councillor's report.</p>	
25/26/141	<p><b>Planning - to receive those decisions notified, and to consider</b></p> <p><b>PL/2025/08744 - 1a Pagnell Lane, LP. SN10 4EW</b></p> <p>Notification of proposed works to trees in a conservation area. 1 - Beech tree - reduce by 1.5m to previous cuts and shape crown accordingly 2 - Norway Maple tree - reduce by 2m to previous cuts and shape crown accordingly 3 - Purple Leaf Plum tree - cut back by 1m to clear overhead cables</p> <p><a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000HcGOX">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000HcGOX</a></p> <p>Consultation deadline 25/11/2025.</p> <p>No objection.</p>	Clerk

	<p><b>PL/2025/07738 - 15-19 High Street, SN10 4HQ</b>  Full planning permission - Retrospective permission for removal of existing extract system including external vent to side elevation &amp; installation of new system in new location.  <a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000GrzAb">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000GrzAb</a>  Consultation deadline 18/12/2025  Object strongly. What has been built is fundamentally different to the application. Clerk to obtain objection wording from The Chair and then contact the Planning Department. Councillors requested our Wiltshire Councillor call the application in.</p> <p><b>PL/2025/09328 - Little Paddock House, 48 High Street, LP. SN10 4ES</b>  Notification of proposed works to trees in a conservation area. T1 Conifer - Reduce the height by up to 2.5 meters.  <a href="https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000I7VeD">https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000I7VeD</a>  Consultation deadline 19/12/2025.  No objections</p>	<b>Clerk/PW</b>
25/26/142	<p><b>Planning decisions confirmed</b>  None</p>	<b>Clerk</b>
25/26/143	<p><b>Planning monitoring updates</b>  <b>Hayfield – Car Park</b>  Cllr Pattisson reported that car park construction has finished but it is not accessible. The top end still has some large excavators. A brown fence has been put in the side of the footpath that runs along the edge of the car park. The people who have put the fence in place have parked their vans and trainers at right angles to all the parking spaces, so no-one can now park in that area, which pushes these drivers on to the road, which is where the problem lies. There is a safety issue with these drivers reversing into driveways. Councillors suggested that residents could put up signage and/or use a private parking company. To be kept on agenda for next month.</p> <p><b>Land North of White Street.</b> 47 houses on land between Orchard Place and White Street:  No updates</p> <p><b>Russell Mill Lane</b>  Covered earlier.</p>	<b>Clerk</b>
25/26/144	<p><b>Highways Issues and updates</b>  <b>Sewerage (overload/raw sewage into Semington Brook):</b>  No updates</p> <p><b>Black Dog crossroads:</b>  Covered in Wiltshire Councillor's report.</p>	
25/26/145	<p><b>Village Hall Car Park resurfacing - Drainage and design</b>  Drainage consultant update: We have received 2 quotes, although the second quite lacked detail. Clerk to chase for the remaining 3 quotes.</p>	<b>Clerk</b>
25/26/146	<p><b>Receipt of Working Groups and project reports</b>  <b>Risk committee –</b>  A risk committee meeting is to be set up. Cllr Koval-Radley will supply dates.</p> <p><b>Hydrologist appointed, update on progress:</b>  Cllrs West and Harrison attended a set up call. Cllr West then had an in-person visit from the consultant. They are looking at water runoff and sewerage. They would like some input from parishioners and councillors as to other views on flooding in the village and historical occurrences. The suggested running an event in the village hall where parishioners could tell them of historical occurrences.</p>	<b>AKR</b>

	<p>Cllr West added that Dauntsey's have made some changes to the land profile above the athletics track to route any runoff from the back field away from the athletics track. They have deepened their attenuation pond by 1.5 metres. Also discussed were sewerage and volumes. They will try and do some information from Wessex Water, and they will keep Wessex Water and Wiltshire informed as what they are working on. Consultant due to report their findings by the end of January.</p> <p><b>Communication update (Website/Emails and moving to a .gov.uk domain).</b> Cllr West suggests moving our email provider. Cllr Harrison added that we should keep domain but take it to a more comprehensive provider but not use .gov.uk. The IT consultant also suggested this. To be kept on agenda for the January meeting.</p> <p><b>Community resilience plan</b> Cllr Harrison reported no updates.</p> <p><b>West Lavington Village Hall</b> Cllr Gough reported that a 60<sup>th</sup> anniversary event will be planned for next year. Asset transfer for the CIO is scheduled for 01/01/2026. Clerk to contact Hills re: emails received from Hills re: bin sizes.</p> <p><b>Rights of Way</b> Cllr Harrison reported: 1/ Dauntsey path: Application has been submitted by Dauntsey's School. Work is likely to commence in the New Year. 2/ Steps – Cllr Harrison has requested two quotes but only received one, to replace either in a wood or a concrete structure. (See also 'Playground report' quote £2,100)</p> <p><b>Playgrounds Group</b> Cllr Blundell reported that he has received an email on behalf of Aster and EJ Carter to say that the netting alongside Robert's Playground was previously flagged but missed on completion of the scheme, and that they have contacted a fencing contractor, and they are doing everything possible to get these works done.</p> <p>Cllr Blundell will obtain quotes for a pavement barrier at the Mill Lane exit of Roberts Playground. All agreed to proceed if the quote is under £350.</p> <p><b>Armistice Day Service</b> The largest turn out to date.</p> <p><b>Steps on footpath WLAV14</b> Cllr Blundell obtained a quote from Mark Goddard for the repair of the steps up from the stream bridge to the intersection with Bridleway WLAV15. Proposal: Mark Goddard's quote for £2,100 incl. VAT, with all materials and labour supplied. Pat Holloway has also given permission for access both from her field behind Home Farm down to the bridge and from Duck Street/ Stibb Hill corner. She owns a 20-metre strip along the West side of that field thus giving access to the top of the footpath. Proposed: Cllr Blundell. Seconded: Cllr Harrison All agreed, except 1 Cllr abstained. Cllr Blundell will discuss with landowner.</p> <p><b>Safety Patrolling</b> Cllr Spencer has now taken over the monitoring of the equipment in the Recreation Ground.</p>	<p>Clerk</p> <p>Clerk</p> <p>PB</p> <p>PB</p> <p>AS</p>
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25/26/147	<p><b>Finance matters:</b> <b>Budget Monitoring</b> Budget information and draft budget/precept options were sent to councillors prior to the meeting.</p> <p><b>Disbursements</b> Village Hall inv 173 1 x Room hire and projector £20.00 Village Hall inv 203 2 x Room hire and projector £40.00 John Skillman Clerk salary Nov £466.90 HMRC -Income Tax PAYE Nov £116.80 HMRC Employers NI Employers NI - Nov £25.00 Southern Tree Surveys - Tree survey £345.00 All agreed.</p> <p>Cllrs West and Harrison commented that the repairs for the steps and the railings aren't in the budget and cannot be paid from CIL money as it is maintenance.</p> <p>A finance sub-committee of Cllrs Swarder, Harrison and Pattisson will be set up to discuss/amend any required budget increase in 2026 and will report back to councillors before the January meeting.</p>	Clerk/PW MS/GH/SP
25/26/148	<b>Christmas Tree:</b> This will not be happening this year.	
25/26/149	<b>Annual Tree Survey</b> This has now been completed and the report circulated to councillors. Cllrs to obtain three quotes to do the remedial work required. Cllrs Gough and Blundell have contacts to forward to the Chair	LG/PB
25/26/150	<p><b>Policy reviews</b> Clerk to email the next two policies to be reviewed to Cllr Harrison. In November Cllr Harrison was due to review: Corporate Planning Playground equipment maintenance</p> <p>To be reviewed in December: Staff Appraisal – Cllr West and Clerk Risk Management – Cllr Koval-Radley</p>	GH PW/Clerk AKR
25/26/151	<b>Date of next parish council meeting – in the Giles Room, Village Hall.</b> Thursday 8 <sup>th</sup> (not 1 <sup>st</sup> ) January 2026 at 7pm.	

Meeting closed at 21.38

Signed.....

08/01/2026

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 08.01.2026. The Clerk can also provide an e-mail copy on request; alternatively, previous minutes are available on our website.