

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



**08/01/2026 at 1900
GILES ROOM, VILLAGE HALL, SANDFIELD.**

Serving the communities of
West Lavington and
Littleton Panell

MINUTES

Present:	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, Mrs A. Spencer, Mr D Muns	
25/26/152	Also present: Mr J Skillman (clerk), 2 members of the public.	
25/26/153	Apologies for absence. Mr M Sworder	
25/26/154	Declaration of interests Cllr Pattisson – parking at Hayfield	
25/26/155	The minutes of the parish council meeting held 04.12.2025 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.	
25/26/156	<p>Chair's announcements Cllr West reported:</p> <p>Wiltshire Council's Community Governance Review Team are reviewing parish council make up and borders and they have asked parish council to form a formal response, to show boundaries, numbers of councillors, make up, and representation by the end of January 2026. Cllrs West, Muns and Pattisson will do this.</p> <p>SWAST (South West Ambulance Service Trust) have offered us the opportunity to have defibrillator awareness sessions. Cllr Spencer will organise this at the Village Hall.</p> <p>Cllr Harrison has resigned as a parish councillor. Clerk to report this to Wiltshire Council.</p> <p>We now have four applicants for the two vacant parish councillor roles.</p> <p>Barrier on the exit to Robert's Playground: Cllr West wrote to Northern Highways to ask who owned the pavement. They say the owner is Aster, but it also forms part of the bridleway, which is regularly inspected by Highways. So, this matter should go through LHFIG because it is a highway improvement matter. Rights of Way said that they are unlikely to object it is because of a safety matter, but the pavement there is very narrow. The bridleway may form part of the pavement.</p> <p>Cllr West received an anonymous email regarding parking at Sandfield and on the main road. Cllr West's reply will be this this is a matter for the police.</p> <p>Daffodils previously planted by Cllr Oglesby: Cllr Blundell will monitor this to ensure they remain protected.</p>	<p>PW/DM/SP</p> <p>AS</p> <p>Clerk</p> <p>PW</p> <p>PB</p>

25/26/157	<p>Wiltshire Councillors report Cllr Muns reported:</p> <p>Currently there is no overall control at Wiltshire Council. Very few policy decisions are being made. However, there have been some changes to waste collections. In 2027 there will be options to recycle food waste at the kerbside weekly. Recycling will be collected every two weeks, and the residual waste (black bins) will be collected every three weeks. Before that, an online booking system will be introduced for the tip.</p> <p>The draft budget will come out mid-February.</p> <p>Cllr West commented that we missed four visits from the Parish Steward last year, so out of twelve we had only eight. August is always missed due to ragworm pulling. This year we will miss January as the Parish Stewards drive the gritter lorries.</p>	
25/26/158	<p>Public Participation No comments.</p>	
25/26/159	<p>Planning - to receive those decisions notified, and to consider PL/2025/09476 - 69 High Street, SN10 4JB Householder planning permission. Conversion and extension of outbuildings to form annex with hobbies workshop and sewing room. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000IEMxZ Consultation deadline 01/01/2026. Extension requested to 09/01/2026 No objection</p>	Clerk
25/26/160	<p>Planning decisions confirmed PL/2025/08744 - 1a Pagnell Lane, LP. SN10 4EW. 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. No objection</p>	
25/26/161	<p>Planning monitoring updates Hayfield – Car Park Cllr Pattisson reported that it is finished and new machinery has been delivered, as well as a weather hut as shelter for the groundworkers.</p> <p>Cllr Muns suggested that the residents press Hayfield Homes to offer the entrance road and car park to Wiltshire Council for adoption. Also to investigate if the management company could do the same once facilities are handed over.</p> <p>Land North of White Street. 47 houses on land between Orchard Place and White Street: No updates</p> <p>8 Russell Mill Lane Cllr West reported that there were two incidents of noise and violent behaviour coming from the property over Christmas reported to the Parish Council. Cllr Muns stated there were three in total. All agreed that the promised face to face with elected representatives and officers from Wiltshire Council was essential. Cllrs Muns and West will press for this. Cllr West will write to Dr Brian Matthew MP to ask him to re-engage with this matter. All agreed that the situation cannot continue without resolution and the Council will continue to support residents to find an agreed way forward with Wiltshire Council.</p>	PW/DM

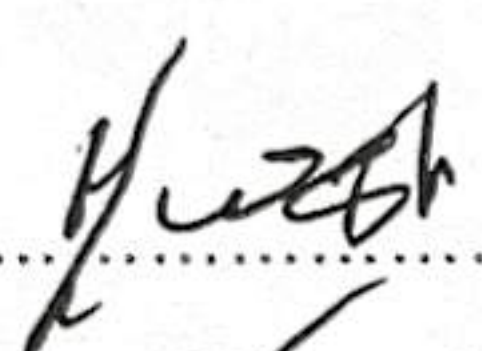
	<p>Village takeaway extractor planning PL/2025/07738 Cllr West reported that this has been 'called in' to planning committee by Cllr. Muns. The Parish Council has objected to this retrospective application as what has been built is materially different to the application.</p>	
25/26/162	<p>Finance matters:</p> <p>Budget Monitoring – information. Budget information and draft budget/precept options were sent to councillors prior to the meeting.</p> <p>Disbursements Village Hall inv 219 - Room hire and projector £20.00 John Skillman Clerk salary Dec £467.10 HMRC -Income Tax PAYE Dec £116.60 HMRC Employers NI Employers NI – Dec £25.00 Mark Goddard invoice 3198 Grass cutting £1,314.00 Smart Integrated Solutions - Annual invoice £262.80 Smart Integrated Solutions - Call out - Camera not working £346.80 All agreed.</p> <p>Youth Club grant – extending the 3-year arrangement, i.e. make grant payments in 2027, 2028 and 2029. All agreed</p>	<p>Clerk</p> <p>Clerk</p>
25/26/163	<p>Precept & Budget for 2026/27 Cllr Pattison presented the report from the finance committee and reported that the finance committee had gone through all the budget figures and made amendments for inflation. To maintain the same services in 2026 the finance committee reported a need for a budget of £40,900. There was a discussion around matching Wiltshire Council expected increase of 5% but this would mean a Parish Council shortfall. The precept amount proposed was £40,962, which is a percentage increase to taxpayer of 7.5% or £5.46 per band D household per year. Proposed: Cllr Harrison Seconded: Cllr Blundell All agreed. Clerk to inform Wiltshire Council.</p> <p>List of potential (major) community infrastructure initiatives (CIL Funding): Cllr West reported that we still have the Village Hall Car Park to consider for CIL funding. Cllr. Swarder had asked that the remembrance avenue be changed to include WW2 and other conflicts. All agreed Cllr West asked members to continue to suggest projects for CIL.</p> <p>Service Contract renewals SMART for CCTV Renewal signed off on disbursements.</p> <p>Mark Goddard for grass cutting This is to continue for this year, and a working group will be set up to plan what happens next year. Cllr. Blundell to lead.</p> <p>MJ Abbott for spiking Clerk to forward their quote to councillors for discussion/voting at the February meeting.</p> <p>Wicksteed for playground inspections</p>	<p>Clerk</p> <p>PB</p> <p>Clerk</p> <p>PB</p>

	Cllr Blundell reported that the 3 inspectors have retired, we will continue to use Wickstead this year and will be look for a new company in the future.	
25/26/164	<p>Highways Issues and updates</p> <p>Sewerage (overload/raw sewage into Semington Brook): Cllr West does not expect any updates until the warmer weather. There is an invitation from Wessex Water to meet their representatives on 13/01/2026 in Devizes Library for a Q&A session. Cllr West will attend.</p> <p>Black Dog crossroads: This is progressing.</p> <p>Three applications to LHFIFG - update</p> <p>1/ Church Street A Wiltshire Council Highways Officer will meet the Parish Council and discuss the next steps.</p> <p>2/ H Bar in LP There was agreement to this although there will be a delay to painting it until there are crews in the area.</p> <p>3/ Speed limit change LHFIFG would like a traffic survey done on the hill as evidence for changing the speed limit. Cllr West has applied for this survey.</p>	PW
25/26/165	<p>Village Hall Car Park resurfacing - Drainage and design Despite chasing contractors, we still have two quotes only. This is fewer than our financial rules allow. Therefore, we may have to decide and/or document why one of these quotes would be selected. Cllr Harrison suggested that a civil engineer make the specifications then we could approach three groundworkers for quotes on this set specification.</p>	
25/26/166	<p>Receipt of Working Groups and project reports</p> <p>Risk committee – Risk meeting to be set up on Teams for 12/01/2026 at 7.30pm.</p> <p>Hydrologist appointed, update on progress: Cllr West reported that we have met the hydrologist, who has asked us many questions, most of which we were unable to answer. The hydrologist is due to report back to us with some initial results at the end of January.</p> <p>Communication update (Website/Emails and moving to a '.gov.uk' domain). Cllr West reported that we recommend not proceeding with 'gov uk', and he is meeting with the current provider on 9 January 2026.</p> <p>Community resilience plan Cllr Harrison reported that this all to date and he will this over to a new portfolio holder.</p> <p>West Lavington Village Hall Cllr Gough reported: Cupboards have been cleared for the new plumbing project. Dishwasher has been delivered and electrical work has started. The four fluorescent tube lights on the stage have been upgraded, and the cables and socket boards are being replaced. On the CIO, the assets have been transferred over.</p> <p>Cllr Harrison added that at the strategic planning meeting there was a proposal to set up a 3-way stakeholder meeting between the Youth Club, Village Hall, and Parish Council. Cllr West will set this up.</p>	<p>Clerk</p> <p>PW</p> <p>GH</p> <p>PW</p>

	<p>Rights of Way Cllr Harrison reported that he has prepared some handover notes for the new portfolio holder. Cllr Gough asked if the ivy could be cut back from the church wall that comes out on to Church Street by the Parish Steward. Cllr. West replied that it was outside of the Stewards work because it would require traffic control. Cllr. Gough will talk to the church warden and see if it can be done next time the road is closed for maintenance</p> <p>Playgrounds Group Cllr Blundell reported that Cllr Spencer continues to patrol the Recreation Ground.</p> <p>Footpath 14 Cllr Blundell reported that the job of tidying up the steps has been given to Mark Goddard. Caroline Holloway owns the land either side of the steps and she is both delighted & grateful that the Parish Council is repairing the steps. Pat Holloway for access & Caroline Holloway as landowner have given permission for us to proceed.</p> <p>Mill Lane Entrance to Roberts Playground – Safety Barrier Barriers Direct produce a fence that appears to be suitable, For a 2-meter fence panel across the Mill Lane entrance, Mark Goddard quoted £308.56 excl. VAT, plus his labour costs to install it. Refer to LHFIG request in Chairs Announcements</p> <p>Robert's Playground Fencing E.G. Carter has apologised and replaced the fence damaged during construction work. All the posts have been righted and are firmly anchored in the ground.</p> <p>We still intend to make Grant applications for improvement of the playgrounds and equipment: Cllr West proposed someone is needed to manage grant applications. To be discussed in February.</p> <p>Speed watch Cllr Gough reported that this has been suspended and had sent an email to councillors outlining the issue.</p> <p>Cllr Harrison commented on the difficulty in attracting volunteers.</p> <p>Cllr Blundell added that many vehicles accelerate along the straight section of road in LP, although Cllr Gough replied that this was not the case according to the traffic survey, so Cllr Blundell suggested that we would need to have a Speed Watch volunteer monitoring this section.</p> <p>Cllr West reported that we would like to keep Speed Watch going, and we would need 7-9 volunteers, (a minimum of 3) so he will advertise. If we cannot get any volunteers, then Speed Watch will have to cease.</p> <p>NHP (Neighbourhood Plan) Review Group Cllr Pattisson reported no updates</p> <p>Housing Needs Survey Cllr West has said yes to Wiltshire Council so this will go ahead in April/May, although we cannot add our own questions.</p>	<p>GH</p> <p>LG</p> <p>PW</p>
25/26/167	<p>Annual Tree Survey – Action taken on report. We have received three 3 quotes to undertake the remedial work required because of the annual tree survey: Mike Burns of Rowan - £1,500 plus VAT = £1,800</p>	

	Shaun Farrell 2,030 no vat Steve parker £2,100 plus VAT = £2,520 All agreed to go with the lowest quote. Therefore, clerk will contact Mike Burns to ask him to proceed.	Clerk
25/26/168	Policy reviews Reviewed in December: Staff Appraisal – Cllr West and Clerk Risk Management – Cllr Koval-Radley No changes required To be reviewed in January: Equality: Cllr Koval-Radley Grants: Cllr West	AKR PW
25/26/169	Date of next parish council meeting – in the Giles Room, Village Hall. Thursday 5 th February 2026 at 7pm.	

Meeting closed at 21.16

Signed..........05/02/2026

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 05.02.2026. The Clerk can also provide an e-mail copy on request; alternatively, previous minutes are available on our website.