

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL



The Parish Council of

West Lavington

Serving the communities of
West Lavington and
Littleton Panell

05/02/2026 at 1900
GILES ROOM, VILLAGE HALL, SANDFIELD.

MINUTES

Present:	Councillors: Mr P. West, (Chair), Mr P Blundell, Mr R Oglesby, Mrs L. Gough, Mr S. Pattison, Mr A Koval-Radley, Mrs A. Spencer, Mr D Muns (until 20.55), Mr M Sworder	
25/26/170	Also present: Mr J Skillman (clerk), 2 members of the public.	
25/26/171	Apologies for absence. None	
25/26/172	Declaration of interests Cllr Gough re: planning for PL/2026/00231 - Quill Cottage, 9 Russell Mill Lane.	
25/26/173	The minutes of the parish council meeting held 08/01/2026 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.	
25/26/174	Chair's announcements Cllr West reminded everybody that we need to follow our rules when acting as councillors particularly in the areas of acting alone and financial rules including procurement of services and obtaining multiple quotes to ensure we get value for money. Everyone was reminded that we all need to have a working knowledge of our rules and that we have the Clerk as a gatekeeper and for advice.	All
25/26/175	Wiltshire Councillors report Cllr Muns reported: 1/ Roadworks: Black Dog crossroads: The arms of the junction are going to be closed overnight from 9-20 February from 7pm to 6am to finish kerbing and resurfacing of the southbound carriageway (the northbound carriage was done during the previous closure) and also to install the traffic lights. There were some online comments about whether the traffic lights would be on the Market Lavington side of the bridge, at Spin Hill, but the visibility is such that Cllr Muns does not believe that this would happen, and he has made a recommendation because the lights are going to be right on the junction, which is better for traffic flow. During this time the road between West Lavington and Potterne the works, although not resurfacing, will involve the dragon patcher bob cat, where they cut the proper run out. 2/ Russell Mill Lane: Covered later on agenda.	
25/26/176	Public Participation No comments	
25/26/177	Co-Option of one new councillor from four applicants Cllr West discussed the voting procedure. There are four applicants for one post. The councillors voted a clear majority in favour of Julia Ford. Clerk to inform Wiltshire Council.	Clerk

<p>25/26/178</p>	<p>Planning - to receive those decisions notified, and to consider PL/2026/00231 - Quill Cottage, 9 Russell Mill Lane, LP. SN10 4ET Notification of proposed works to trees in a conservation area. Corkscrew Willow tree – fell https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000lwsQf Consultation deadline 04/02/2026. No objection but ask for one tree to be planted</p> <p>PL/2026/00019 - Amberley, 2 Strawberry Hill, SN10 4LY Householder planning permission. Single-storey extension and associated alterations https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000llgxZ Consultation deadline 10/02/2026. No objection</p> <p>PL/2026/00213 - The Vicarage, 25 White Street. SN10 4LW Notification of proposed works to trees in a conservation area. T1 T2 T3 Ash tree - Fell. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000lwe4L Consultation deadline 04/02/2026 No objection</p> <p>PL/2026/00349 - Dauntseys School, High Street. SN10 4HE Notification of proposed works to trees in a conservation area. T1 Lime tree - Dismantle to ground level. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ300000J3m0L Consultation deadline 11/02/2026. No objection.</p>	<p>Clerk</p>
<p>25/26/179</p>	<p>Planning decisions confirmed PL/2025/09328 - Little Paddock House, 48 High Street, LP. SN10 4ES Notification of proposed works to trees in a conservation area. T1 Conifer - Reduce the height by up to 2.5 meters. Decision Date: 06/01/2026. Decision: No Objection</p>	
<p>25/26/180</p>	<p>Planning monitoring updates Hayfield – Car Park Cllr West reported that DAPS are aware of the complaints regarding parking. They are trying to address this, and they are rewriting their travel plan for the school to try and encourage less car use. Two other complaints have been received from residents in Sandfield about parking on both sides of the road between the Village Hall and DAPS school.</p> <p>Cllr West added that he had mentioned to DAPS Chair of Governors that the parish council is keen to surface and line the Village Hall Car Park, which should make more spaces available.</p> <p>Land North of White Street. 47 houses on land between Orchard Place and White Street:</p> <p>Cllr West reported that workers had been mapping the storm/gully drains from White Street to Duck Street because they are producing a report for the prospective builder to be able to design his attenuation for flood water. Work is being done but we have still not received notice of planning permission.</p>	

	<p>8 Russell Mill Lane Cllr Muns reported that he and Cllr West had a meeting with two of the residents of Russell Mill Lane, and Wiltshire Council.</p> <p>Cllr West added the Court of Protection protects the resident of number 8, and that the NHS will be conducting a care review, to ensure that the resident is able to be cared for at the Property. Cllr. Muns and West stated that in their opinion the resident had the appropriate representation to protect his needs and rights.</p> <p>Cllr West added that the purpose of the Parish Council involvement was to ensure that the local community and impacted residents had their views heard. He felt that is the case</p> <p>Village takeaway extractor planning PL/2025/07738 Cllr West reported no updates.</p>	
25/26/181	<p>Finance matters: Budget Monitoring – information. Budget information and draft budget were sent to councillors prior to the meeting. There were no questions.</p> <p>Disbursements John Skillman Clerk salary January: £466.90 HMRC -Income Tax PAYE January: £116.80 HMRC Employers NI Employers NI – January: £25.00 Village Hall CIO inv SI26 22 - Room hire (PC & playgrounds) and projector £35 All agreed.</p>	Clerk
25/26/182	<p>Highways Issues and updates Sewerage (overload/raw sewage into Semington Brook): Cllr West reported no updates.</p> <p>Black Dog crossroads: Covered earlier</p> <p>Three applications to LHFIG - update 1/ Church Street Cllrs West, Muns and Sworder met with a Highways Officer on 4/2/2026, who will consider how improvements to this section of road can be made and will report recommendations to LHFIG. They will also review the old flashing signage and will report back at the next LHFIG meeting.</p> <p>2/ H Bar in LP No updates.</p> <p>3/ Speed limit change in LP Contractor will be conducting the speed assessment this month, but they have moved the location closer to the 30mph sign.</p>	
25/26/183	<p>Village Hall Car Park resurfacing - Proposal to award contract Cllr West reported the initial part of this is the quote to have somebody design the drainage and the car park. We have now had two quotes. We have been unable to get a third. However, our financial rules allow us to move forward with less than 3 quotes if the work is a specialised service, which this is. The bulk of the work is the resurfacing contract, and given its value, it will need to be formally tendered. The 2 that we have are from Giraffe, at £3,300, and AWA at £3,350. There's an additional cost on both as work is needed to measure the soakaway rate on the playing field.</p> <p>Cllr West recommends the AWA quote because it was a much more professional quote, and their representative had rung him to determine what we wanted, so he thinks their approach was altogether better.</p>	

	<p>The AWA representative said that we are no longer allowed to direct flood water down a storm drain, and he also steered us well away from permeable surfaces because large vehicles will damage them</p> <p>All agreed to proceed with AWA. Cllr West will instruct AWA.</p>	<p>PW</p>
<p>25/26/184</p>	<p>Receipt of Working Groups and project reports Risk committee – Risk Meeting Debrief Cllr Koval-Radley reported that we now have a policy around counselling harassment, and that we're keeping an eye on Martin's law, which is not yet implemented, so it is not yet fully clear as to our obligations. Cllr West added that there are thresholds on Martin's Law, and that though Martin's Law is in statute, they haven't written the guidance yet.</p> <p>Hydrologist appointed, update on progress Cllr West reported that the hydrologist has done his initial report, which should be with us in the next few days.</p> <p>Communication update Cllr Koval-Radley has designed a professional looking logo/email footer, which he will forward to councillors.</p> <p>Community resilience plan Cllr Koval-Radley has received the hand over documents from ex Councillor Harrison. There will be a meeting in April/May to discuss further.</p> <p>West Lavington Village Hall Cllr Gough reported that she has stepped down as trustee, chair, and committee member. Cllr West thanked Cllr Gough for everything she has done. We await advice from the Village Hall CIO as to the need for a second parish council trustee</p> <p>West Lavington Village Hall incl. 3-way stakeholder meeting date (Youth Club/Village Hall/Parish Council) discussion. Cllr West reported that he hasn't organised this meeting yet.</p> <p>Village hall Wi-Fi Cllr Sworder reported that the Village Hall pays for the wifi system (£25.95 plus VAT per month), and he asking whether the Parish Council would pay for it instead, given that the Wi-Fi is the main driver for the security system. Cllr Muns suggested that the parish council takes on the bill on the understanding that there will be a reduction in the rental charge that the village hall makes to the parish council for their meetings. This discussion is to be continued. Clerk to work with Cllr. Sworder to contact Wi-Fi provider to get account holder changed from Village Hall to the Parish Council.</p> <p>Rights of Way Cllr Pattison will now take this on now that ex Councillor Harrison has left. Cllr Gough mentioned clearing the ivy from the church wall on the A360. The A360 is likely to have a closure for roadworks and that might be a good opportunity for parish council / pathfinders to clear it.</p> <p>Playgrounds Group Cllr Blundell reported:</p> <p>Vertical Maze Two of the plastic roller bearings had developed flat spots and needed replacing. The supplier, Playdale provided three by return free of charge. There is some wear around the casing of the rotating part.</p>	<p>AKR</p> <p>PW</p> <p>Clerk/MS</p>

	<p>Mill Lane Entrance Safety Barrier Wiltshire Council's Countryside Access Officer thinks the owner might be Aster but that the raised footway is also inspected routinely by Highways. Cllr Blundell has written back giving further details as to why it should probably be approved from a safety aspect. He has taken measurements as to footpath & road widths and will ask that the Access Officer forwards everything to LHFIG. [The road is 4.57m wide & the footpath is 1.22m. wide plus an additional (0.61m.) wide for the gate entrance.] Cllr West will complete the LHFIG form and sent it in to LHFIG, and WLPC will fully fund it.</p> <p>Cllr West will check land registry to see who owns land and negotiate with Aster. This is completed and Land Registry confirm the whole area is owned by Aster</p> <p>Downed Dog Bin the Mill Lane bin was on the ground, but it is now back in position with four thick ties holding it up.</p> <p>Recreation Ground Drainage "Spiking & slicing" should continue each year to prevent all the difficulties that water run-off causes, so we do need to have one of the procedures carried out later this spring. MJ Abbott quotes: Verti Drain Works / spiking- £1,577.28, transport £196.00, Total £1,773.28 Groundbreaking/ slicing -. £1,447.80, transport £196.00, Total £1,643.80 Further quotations to be obtained by the Clerk.</p> <p>Cllr Blundell proposed that MJ Abbott undertake the spiking and slicing as a one off then the parish council will seek competitive quotes. Voting was 6-1 votes on favour.</p> <p>Fund Raising The younger children wanted a replacement for the Tropica Multi-Play unit. They opted for the Legendary Empire. A new surface would be wet poured over the existing one. The cleaning/jet-washing of the old wetpour would be included in the pricing. Cost in 2025: £14,382.50 + £378.35 (Removal of old unit) +£905.29 (Carriage) = £15,666.14</p> <p>The older youngsters wanted the Proludic Ixo. This offers plenty of challenge and height, whilst still allowing for a grassmat base. (The Critical Fall Height conforms to relevant British Standards.)</p> <p>Cost in 2025: £9,882.18 + £1,695.65 (Installation) + £2,047.50 (Grassmat) + £455.00 (Chase Cut Edging surround) + £1,237.60 (new topsoil & turf) +£720.00 (for Preliminaries safety fencing & signage, etc.) + £225.00 (post - installation inspection.) = £16,262.93</p> <p>Cllr Blundell suggests that this year we content ourselves with replacing the tired old Tropica Multi-Play unit that is in Robert's Playground, and that the older children can wait until 2027 for their new IXO structure.</p> <p>Councillors objected because the work to obtain sponsored funding had not been done. Mr & Mrs Harrison were leading this initiative and further work is required. Cllr. West will discuss with them; next steps will be considered in March.</p> <p>Speed watch Cllr Gough reported that she will find out how we submit SID data and ask for two more SID poles.</p>	<p>PW</p> <p>PW</p> <p>Clerk</p> <p>PB/PW</p> <p>LG</p>
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NHP (Neighbourhood Plan) Review Group

Cllr Pattisson reported that he has removed any reference to the H1 housing policy that had been put in, which was put in to cover the Hayfield development. The fact that that was in there was then causing us spend time and money on environmental surveys.

The documents don't make any reference to additional housing sites, though, so it would be a case of putting those documents into Wiltshire Council for review on the basis that we think that we have satisfied all of the house building requirements in the 2 villages.

Cllr West added that he thought that we should go ahead on that basis.

Wiltshire Council has announced that it is not going to have the local plan finalised until 2027.

Cllr Sworder commented that if an application for houses off White Street was put in the planning department might comment that there is nothing in our neighbourhood plan to prevent/enable any development.

Cllr Muns was concerned that there are national planning policy framework changes imminent, which will probably remove even more power from neighbourhood plans, and local planning committees' abilities to call things in.

Cllr West added that we have three options: Press ahead with what we've done so far, which is what our consultant had largely written for us and that Cllr Pattisson has tuned, or we do nothing, or we try and find a way to change the current plan, which will probably mean hiring another consultant, For which, grants are no longer available

Cllr Muns commented that getting it revised as Cllr Pattisson has done and getting it submitted as it is, makes it fresh from a Planning Officer's perspective. Anything that we would want to do to make substantial changes to that Neighbour Plan would take 12-18 months and we would need to factor in a referendum

Cllr West asked councillors to look through the Neighbourhood Plan and then the next parish council meeting will take a vote as to whether we submit it to Wiltshire Council in its current form.

Housing Needs Survey

Cllr West reported that the Housing Needs Survey needs to go live on 09/03/2026 and will run until 30/03/2026. It means sometime between now and the 09/03/2026 we will receive the documentation that we need to have printed, and then we need to deliver it to all the properties in West Lavington before the 09/03/2026. So that probably means, from the 05/03/2026 onwards, we need to deliver to the 464 houses.

Cllr West will add to his News and Views article.

Alms Houses committee – update

Cllr Gough reported that some considerable work is being done on the Alms houses. One of them needs a new roof as all the flashing has gone. Both are having 2 new bathrooms fitted on each side, one property is to be redecorated and recarpeted, once the move's done. Then they will be advertised.

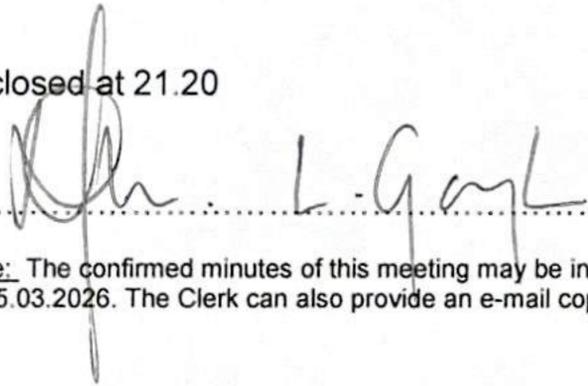
All

AS/SP

PW

	Councillor roles and working groups Ex-councillor Harrison's roles will now be handled by: Rights of Way: Cllr Pattison Communications: Cllr Koval-Radley Emergency plan: Cllr Koval-Radley Website: No solution at this time Vice chair: to be finalised at next month's meeting.	
25/26/185	Annual Tree Survey – Action taken on report. Mike Burns is waiting for a drier spell of weather as he is planning on driving vehicles on the recreation ground. He hopes to do this in the next two or three weeks.	
25/26/186	Annual parish meeting - start planning for May Cllr. Sworder investigating a speaker	
25/26/187	Policy reviews Reviewed in January: Equality: Cllr Koval-Radley Grants: Cllr West To be reviewed in February: CCTV Privacy – Cllr West Communication - Cllr Koval-Radley	Clerk
25/26/188	Date of next parish council meeting – in the Giles Room, Village Hall. Thursday 5th March 2026 at 7pm. In Cllr West's absence, Cllr Gough will put the agenda on the village noticeboard.	LG

Meeting closed at 21.20

Signed 05/03/2026

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 05.03.2026. The Clerk can also provide an e-mail copy on request; alternatively, previous minutes are available on our website.