WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL

The Parish Council of West Lavington
Serving the communities of West Lavington and Littleton Panell

01/10/2026 at 1900
VILLAGE HALL, SANDFIELD.

MINUTES

Present:	Councillors: Mr P. West (Chair), Mrs L. Gough, Mr R Oglesby, Mr S. Pattisson, Mrs J. Ford, Mr M Sworder, Mr P Blundell, Mr T. Robson (from 19.32)	
26/27/074	Also present: Mr J Skillman (clerk), and 2 members of the public (Youth Club representatives)	
26/27/075	**Apologies for absence.** Mrs A. Spencer, Mr D Muns	
26/27/076	**Declaration of interests** Cllr Ford: Church Street Cllr Sworder: Village Hall	
26/27/077	**The minutes of the parish council meeting held 03/09/2026 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.	
26/27/078	**Chair's announcements** Cllr West reported: The Churchill Arms is interested in hosting the Christmas tree this year. Cllr Blundell will request a quote from Superior Plants. Cllr West attended a Chair's meeting with Market Lavington and Easterton, which occurs four time per year, to see if there are areas of collaboration. One proposal is to apply for the speed limit on two road sections (B3098 between the West Lavington crossroads and Market Lavington, and the end of Market Lavington into Easterton) to be converted from 40mph to 30mph. The thought is to put in a joint application from all three parish councils into the next LHFIG meeting in November. Another area of collaboration could be emergency planning, particularly adding drought & wildfire. A joint letter to Wiltshire Council regarding gully clearance is going to be drawn up. Youth Council: Update postponed until November because Cllr Spencer is absent.	**PB**
26/27/079	**Wiltshire Councillor's report** Cllr Muns was absent.	
26/27/080	**Public Participation** None	
26/27/081	**Youth Club extension** Two representatives gave a report on the proposed extension to the Youth Club. The Parish Council was generally in favour of this. Cllr Sworder made some comments: 1/ He wondered why the building would become narrower.	

	2/ Are two lavatories sufficient for 75 people? The Youth Club replied that all 75 would not be there at the same time. Cllr West asked the Youth Club team to survey local residents to see if there are any objections, and to also inform the Holloway Trust of the intention and to share the plan. The Parish Council stated they would expect the Youth Club to cover any legal costs incurred by the council in any changes to the lease. A further meeting is to be arranged	
26/27/082	**Planning - to receive those decisions notified, and to consider** **PL/2026/05639 - 9 Cheverell Road, LP. SN10 4JH** Notification of proposed works to trees in a conservation area. T1 Spruce - Fell. T2 Willow - 2m side prune from house and outbuilding. 3m crown raise for vehicle access and garden maintenance. T3 Apple - 2m side prune from neighbouring fence. 3m crown raise for vehicle access. T4 Willow - 3m side prune from neighbouring property. Failed section removal. Large limb has split out, 4m section to be removed back to fork in main limb to remove compromised section but retain co-dominant stem. 3m crown raise for garden maintenance. https://development.wiltshire.gov.uk/pr3/s/planning-application/a0iQ300000O31Zd Consultation deadline 30/09/2026. No objections **PL/2026/05642 - 25 High Street, LP, SN10 4EN** T1 Thuja - Remove via sectional dismantle, due to outgrowing its location re gaining light. T2 Atlas Cedar - Reduce in hight by up to 4m to reduce the sail effect, retain a more manageable size within the location and crown raise by 2m. T3 Thuja - Remove via sectional dismantle. To regain light. T4 Thuja - Remove via sectional dismantle. Growing too close to the house, wrong location for the species. https://development.wiltshire.gov.uk/pr3/s/planning-application/a0iQ300000O31eT Consultation deadline 01/10/2026. No objections **PL/2026/03274 - Oriel Cottage, 29 High Street, SN10 4HQ - Amended plans/Additional information** Replacement of existing single storey flat-roofed extension to rear with new single storey extension to accommodate home office. https://development.wiltshire.gov.uk/pr3/s/planning-application/a0iQ300000Lky9x Consultation deadline 06/10/2026 No objections	
26/27/083	**Planning decisions confirmed** **PL/2026/04822 - Beechfields, 1a White Street.SN10 4LW** Notification of proposed works to trees in a conservation area. T1 Larch, outgrowing situation next to wires and road. Fell tree. Decision Date: 07/09/2026. No Objection	
26/27/084	**Planning monitoring updates** ***Village takeaway extractor planning PL/2025/07738 (Kebab shop)*** No updates. ***Tree works PL/2025/07208 - 1 Cheverell Road*** No updates.	

26/27/085	**Finance matters:** ***Budget Monitoring – information.*** Budget information and draft budget were sent to councillors prior to the meeting. There were no queries. ***Disbursements*** John Skillman Clerk salary Sept £466.90 HMRC Employers NI - Sept £25.00 HMRC -Income Tax - PAYE Sept £116.80 Clear Sky inv 30269 Microsoft 365 £260.08 by DD Clear Sky inv 30314 Archive email for resigned councillor £66.00 by DD Littlejohn - External audit 2026 £252.00 WALC - Annual subscription £42.00 The Wicksteed invoice is to be paid in 2 weeks when the equipment has been received. Cllr Oglesby advised that £15k should be left in the Treasurer account after the disbursements. The remainder is to be transferred to the 32-day account. **Annual audits – External** Received and now published on our website.	**Clerk** **Clerk** **Clerk**
26/27/086	**Highways Issues and updates** ***Wiltshire Council Local Freight Plan Consultation update:*** Cllr Ford had previously sent a report to councillors regarding what she had done regarding trying to manage the freight that has to travel through the village. She has consulted with the Chair of Great Cheverell Parish Council. ***Village Signs – Proposal to replace West Lavington sign on the Mercers' railings.*** Cllr Ford will request a quote from Barefoot Signs to replace the village sign that disappeared a while ago. Wiltshire Council had stated that for them to supply the sign the likely cost would be £400, Councillors agreed to include twinning information. The wall on to which the sign will be placed is due to have some repairs done first. The sign will then be added to the wall rather than on posts.	**JF**
26/27/087	**Village Hall Car Park resurfacing – Planning and Tendering** Clerk to submit and pay for the application for planning permission. Once planning permission is granted, we can then go to tender.	**Clerk**
26/27/088	**Working Groups and project reports** ***Risk Committee*** – Date of next meeting now agreed as 08/10/2026 on Teams. The Risk Committee members are Cllrs West, Blundell, Sworder and Gough. ***Community resilience plan*** Cllr West commended that updates for wildfire and drought should be added. Cllr Sworder to review and update the plan. ***West Lavington Village Hall*** There were no questions regarding Cllr Sworder report submitted prior to the meeting. Councillors agreed to continue with one parish council trustee until a non-council member could be appointed ***Playgrounds Group*** **- Specification for tendering & matters arising from playground report** Cllr Blundell reported that the new playground kit should be in place by 16/10/2026. A closure notice will be added to the website while the work is carried out.	**MS** **Clerk**

	Grass Cutting specifications Cllr West commented that the parish council need to agree on a wish list of specifications before we request quotes for works. Cllr Blundell will share these specifications with councillors for approval before tendering to contractors. ***Remembrance Service*** Cllr Blundell reported that he had added an announcement on News & Views. Clerk to obtain wreaths. ***NHP Review Group*** ***Neighbourhood Plan Update*** Cllr Pattisson reported prior to the meeting: • Process of updating the plan documents have been finished • Documents have been submitted to Wiltshire Council for review • Feedback received, but no further changes needed • More evidence documents need to be submitted as part of the extended consultation • Website is being updated to show the revised documents and evidence • Emails inviting consultees to comment being sent out once website has been updated • Extended consultation now runs until mid-November This update was superseded in the meeting as Cllr Pattisson had heard back from Wiltshire Council that afternoon. Wiltshire Council now requires more supporting information to be published alongside the consultation documents. These documents will need to be found either by Wiltshire Council or by the consultant who originally wrote the report. The consultation cannot recommence until these documents are available. This is in hand. ***Local Plan Update*** Cllrs West and Pattison visited Wiltshire Council in Trowbridge. The Scoping Consultation ended on 30/09/2026, Cllr West commented that it was disappointing that farming and agriculture was not on the plan. Wiltshire Council will submit the Local Plan, on an accelerated timeframe for examination in 2028. They expect that the Local Plan will be adopted as a made plan in April 2029. In the meantime, Wiltshire Council will operate on the rules that were in place for the old Local Plan. So, Cllr West commented that it is worth having our NHP until 2029 because it talks to the old plan and it does give us an element of an ability to argue our position. We are unlikely to know until April 2029 whether we have got housing allocations. Cllr Ford will contact our previous consultant Cllr West summarise that we have responded to the Local Plan consultation, and we are continuing to navigate through the bureaucracy of the Neighbourhood Plan.	**PB** **Clerk** **SP** **PW/SP** **JF** **SP**
26/27/089	**Date of next parish council meeting – in the Giles Room, Village Hall. Thursday 5th November 2026 at 7pm.**	

Meeting closed at 20.29

Signed.....05/11/2026

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 05.11.2026. The Clerk can also provide an e-mail copy on request; alternatively, previous minutes are available on our website.