

**WEST LAVINGTON PARISH COUNCIL**  
**MEETING OF THE PARISH COUNCIL 7th JULY 2016, 7PM**  
**IN THE WEST LAVINGTON VILLAGE HALL**  
**MINUTES**

Present:	Councillors: Mrs S Gamble (Chairman), Mrs J Ford, Mr M May, Mr M Challinor, Mr R Oglesby, Mr P Blundell, Mrs M Rowles, Mrs E Evans, Mrs B Matters, Mr S Coxhead and Mr R Scott.	
Also present	Mrs K Elston (Clerk)	
16/17/077	<b>Apologies for absence</b> There were none as all councillors were present. Wiltshire Council Councillor, Richard Gamble had sent his apologies.	
16/17/078	<b>Declaration of interests</b> <ul style="list-style-type: none"> <li>• Mrs S Gamble advised that two planning applications at 5 Duck Street were next door to her residence in Duck Street.</li> <li>• Mrs S Gamble advised that she is a governor of Dauntsey's School whose planning applications were on the agenda.</li> </ul>	
16/17/079	<b>Minutes of the last meeting held on 02/06/16 and an Extra-ordinary meeting on 29/06/16 and Matters Arising from them.</b> <ul style="list-style-type: none"> <li>• Minutes from 02/06/16 agreed to be a true and accurate record. Chair signed them. <i>Proposed: Mr M May</i> <i>Seconded: Mrs J Ford</i> <i>All councillors present in agreement</i></li> <li>• <b>Matters arising from them</b> <b>Minute 16/17/050 Lavington Lane footpath</b> – Mrs Gamble advised that Dauntsey's School had sought to remove the graphetti on the wall but without total success leaving a smudged result. <b>Minute 16/17/052 Public Participation</b> – shop at 79 High Street. An interest had been voiced concerning this vacant premise which, if pursued, would involve a change of use. <b>Minute 16/17/054 Area Board Meeting</b> – reminder to councillors that this meeting will be held in the West Lavington Village Hall and it would be good to see as many councillors as possible on Monday 11<sup>th</sup> July. <b>Minute 16/17/059 Letter to footballers at Worton and Cheverell</b> – Clerk advised that original letters prepared earlier for clubs using the playing fields have been located but they will need to be amended as some points may no longer be relevant.</li> <li>• Minutes from extra-ordinary meeting on 29/06/16 agreed to be a true and accurate record. Chair signed them. <i>Proposed: Mrs E Evans</i> <i>Seconded: Mr P Blundell</i> <i>All councillors present in agreement</i></li> </ul>	
16/17/080	<b>Chairman's Announcements</b> <ul style="list-style-type: none"> <li>• Farmers meeting on 5<sup>th</sup> July – Mrs Gamble thanked councillors for attending and supporting the event. Those who attended felt that the meeting was beneficial to the community and many areas of discussion will be followed up in the near future.</li> <li>• Round Robin emails – Mrs Gamble reminded councillors that proposals to be brought forward by councillors as agenda items need initially to be sent to the Clerk (not by email to all councillors) so that they can be put on the agenda,</li> </ul>	

	<p>discussed and voted on in the appropriate manner.</p> <ul style="list-style-type: none"> <li>• Building Work at the Stagepost – at the extra-ordinary meeting of the council on 29/06/16 councillors agreed unanimously to rename the area behind the former Stagepost pub, on which four new houses are being built, as Wheatsheaf Mews.</li> </ul>	
16/17/081	<p><b>Public Participation</b></p> <ul style="list-style-type: none"> <li>• There were none present</li> </ul>	
16/17/082	<p><b>Wiltshire Councillor's Report</b></p> <ul style="list-style-type: none"> <li>• Blue car left in the West Lavington Village Hall carpark – Mrs Gamble reported that no progress had been made at identifying the owner. A form sent to the DVLA for the purpose had been returned after three months advising that the correct form had not been used</li> </ul>	
16/17/083	<p><b>Report of the Footpaths Working Group</b></p> <p>Farmers' meeting on 05/07/16 – Mrs Ford wished to record thanks to Mrs Rowles for organising the refreshments and to the Churchill for providing the refreshments.</p> <ul style="list-style-type: none"> <li>• Dog fouling –was raised at the meeting by farmers as one of the most important issues facing them. Council members agreed that it needs addressing and that they would be continuing to focus their efforts on eliminating the practice.</li> <li>• High Street – following letters distributed on the High Street a number of households have tidied up around their properties.</li> <li>• Motorcycles on the playing fields – there have been instances observed and Mrs Ford advised that they need to be reported to the Police.</li> </ul>	
16/17/084	<p><b>Neighbourhood Plan – feedback from Steering Group</b></p> <p>Following the public consultation process and analysis of the results, and taking into account issues raised, three recommendations of the NP Steering Group were put before members of the council for consideration and adoption:</p> <ul style="list-style-type: none"> <li>• that site 7 (off Sandfield and adjacent to DAPS) be adopted as the preferred choice for the NP in view of the consultation response that put it overwhelmingly top of all site options, and that the remaining three option sites put forward in the draft NP be no longer considered as potential development sites within the plan;</li> <li>• that, again in view of the consultation results, the Parish Council adopt between 40 and 60 dwelling units in the development policy; and</li> <li>• that proposals of a development brief for site 7 be within development principles set out and considered by councillors.</li> </ul> <p>Mrs Gamble had also briefed councillors on her email exchanges with the owner of site 7 who, although he would prefer up to 70 dwellings, had shown support for the Steering Group's development brief recommendation and, as a result of his own consultants' enquiries of Highways, was able to confirm that they had no policy reason to object to a new vehicular access onto Lavington Lane, subject to technical standards being met. With regard to surface water run-off from the site, the proposal was use of a Sustainable Drainage System and Wessex Water would determine a suitable point of connection on the public sewer system to drain foul flows.</p> <p>After discussion on relevant issues regarding the preferred site, such as access, water run-off and drainage, which will need further consultation with WC and the owner of site 7, all three recommendations were agreed and adopted subject to further comfort on erection of a manageable barrier between the new site and the site encompassing the existing playing fields/car park to prevent a 'rat-run' developing.</p> <p>Adoption of Site 7 as preferred choice:  <b>Proposed: Mrs S Gamble</b>  <b>Seconded: Mr M May</b>  <b>All councillors in agreement</b></p> <p>Adoption of a range of 40 - 60 new dwellings:</p>	

	<p><b>Proposed: Mr S Coxhead</b>  <b>Seconded: Mrs J Ford</b>  Adoption of development brief:  <b>Proposed: Mr P Blundell</b>  <b>Seconded: Mrs J Ford</b>  <b>10 councillors in agreement and 1 councillor in agreement subject to the barrier concern being resolved</b></p>	
16/17/085	<p><b>Community Resilience</b></p> <ul style="list-style-type: none"> <li>Resilience planning was discussed at the council's Corporate Planning meeting on 29 June. Mrs Evans agreed to join the emergency planning working committee. The next meeting would be arranged after the summer.</li> </ul>	
16/17/86	<p><b>Parish Steward Scheme</b></p> <ul style="list-style-type: none"> <li>The scheme was discussed at the Corporate Planning meeting. A list of the Top 5 priorities the council would wish to be undertaken by the Steward was finalised and has been submitted by Mrs. Ford.</li> </ul>	
16/17/87	<p><b>Playing Field – including Grass Cutting , Inspection Report and Fencing</b></p> <ul style="list-style-type: none"> <li><b>Enquiries regarding barbeque at Village Hall</b> – A potential hirer had requested consent to hold a barbeque. Councillors agreed that the barbeque could take place provided that the following conditions were observed: barbeque to be at least 10 feet from the hall, to be free from the eaves of the hall, not on the playing fields or in Robert's Playground, to be located on the raised area in front of or to the side of the hall, and a plastic bucket containing water or sand to be available nearby. Clerk to write to hirer of the hall outlining those conditions.</li> <li><b>Grass Cutting</b> – following concerns in relation to compliance with contract conditions, particularly regarding the number of cuts per season, Mr Blundell had met the contractor's manager. It was agreed that future mowing should be carried out with a box and not gang mowed. This would ensure that the grass is collected up as the cutting occurs. The manager promised that another cut would take place before 16/07/16 when the village fete will take place.</li> <li>On the issue of the cutting season, the manager confirmed that the first cut of the season would not take place before 1<sup>st</sup> June and the last would be at the end of September. Therefore the contract schedule of cutting does not match the requirements for the pitch of the football teams that will be hiring the playing fields. Clerk had already advised the team currently using the field (Worton &amp; Cheverell) of the requirement for them to organise their own grass cutting outside of these contract times. The other team interested in using the field (Eddington) will also be contacted should they confirm that they will be using the playing field during the 2016/17 season.</li> <li><b>Play Equipment Inspection Report</b> – the report has been sent to the Chair of the Playground Working Committee. Mr Blundell advised that there are 15 items in the report deemed to be of Medium Risk, which is an increase from last year. Mr Blundell has also returned to the report writer since the new the slide in Robert's Playground had been omitted from the report. Mr Blundell will follow up the actions and the Playground Working Committee will review in more detail at their next meeting in October.</li> <li><b>Fencing Quote</b> – Mr Blundell and Mr May have been in contact with the contractor previously used with a view to continue fencing the north east area of the playing fields. The quote is in the sum of £654 for materials and labour and councillors were in agreement for this project to be progressed as funding has been allocated in the 2016/17 budget.  <b>Proposal: Mr P Blundell</b>  <b>Seconded: Mr M May</b>  <b>All councillors in agreement</b></li> <li>Mr P Blundell to instruct the fencing contractor.</li> </ul>	<p>KE</p> <p>PB</p> <p>PB</p>

16/17/88	<p><b>Roberts Playground – purchase of bench</b></p> <ul style="list-style-type: none"> <li>• <b>Bench purchase</b> – the agreement to purchase the bench was agreed at the last meeting with funding donated by a local group from a memorial football match. The quote has been amended to a new total of £379.99 which includes VAT. It now includes ground anchors to minimise risk to the bench once located. Councillors in agreement to pay the additional £50 for two anchors.</li> <li>• <b>Purchase of two swings</b> – the recent and previous inspection report has identified that two swings need to be replaced. Councillors were in agreement for Mr Blundell to follow this up and obtain estimates for prices.</li> </ul> <p><i>Proposed: Mr M May</i>  <i>Seconded: Mrs E Evans</i>  <i>All councillors in agreement</i></p>	PB
16/17/89	<p><b>Grant Allocation – projects for the elderly</b></p> <ul style="list-style-type: none"> <li>• Mr May has researched what the elderly population in the village would like to have in place. The following have come forward as suggestions: computer course, Bristol trip for the Friendship Group, a couple of shorter trips, and Christmas lunch. Councillors agreed to allocate £850 of the grant budget line for these activities.</li> </ul> <p><i>Proposal: Mr M May</i>  <i>Seconded: Mr R Oglesby</i>  <i>All councillors in agreement</i></p>	
16/17/90	<p><b>Vandalism – update re concerns in the village</b></p> <ul style="list-style-type: none"> <li>• There has been a report to the Village Hall of rubbish and condoms left around the BMX track. Mr May agreed to contact the Community Police Officer.</li> <li>• Downpipe broken at the Village Hall – this has also been reported to the Community Police Officer.</li> <li>• When asked if the Youth Club were doing any work to reduce anti-social behaviour, Mr May, in his role as secretary of the YC, advised that this would be ongoing work.</li> </ul>	MM
16/17/91	<p><b>Budget Monitoring</b></p> <ul style="list-style-type: none"> <li>• VAT refund has been received in the sum of £745.70</li> <li>• Budget monitoring spreadsheet was distributed to councillors prior to the meeting. Budget lines spent to date online with forecast.</li> </ul>	
16/17/92	<p><b>Planning Applications</b></p> <ul style="list-style-type: none"> <li>• <b>Pre-meeting preparation</b> – It was proposed going forward that all councillors look at planning applications on the agenda and carryout any research prior to coming to the meeting. This would enable the agenda item to be dealt with more swiftly and contribute towards reducing the length of the meeting. Mr Scott had also volunteered to use his experience on planning matters to prepare notes for assistance. Clerk to send out planning applications as they are notified through the month as well as placing on the agenda.</li> <li>• <b>16/04844/FUL Dauntseys School, High Street, West Lavington SN10 4HE</b> – a new single storey pool viewing area and associated canoe store which is an extension to the existing swimming pool. There were no objections.</li> <li>• <b>16/04666/FUL Dauntseys School, High Street, West Lavington SN10 4HE</b> – cladding north east elevation of Fitzmaurice House with red Western cedar boards. There were no objections.</li> <li>• <b>16/05868/TCA – G Jennings, Milton Brook House, 5 Duck Street, West Lavington SN10 4LG</b> – T2 Fir Tree fell and T3 and T4 two Silver Birch Trees crown restrictions. No objections but a request to replant for the tree fell.</li> <li>• <b>16/05705/TPO – G Jennings, Milton Brook House, 5 Duck Street, West Lavington SN10 4LG</b> – T1 Ash Tree fell. Councillors would need confirmation that the tree is diseased. If the tree is not diseased then councillors would object to the felling, unless there are good reasons.</li> </ul>	KE

	<ul style="list-style-type: none"> <li>• <b>16/05613/FUL Mr and Mrs J Grew, Pyt House, 9 Duck Street, West Lavington SN10 4LG</b> – change of use and minor internal alterations to convert from the office to residential dwellings. There were no objections.</li> <li>• <b>16/05849/LBC Mr and Mrs J Grew, Pyt House, 9 Duck Street, West Lavington SN10 4LG</b> – change of use and minor internal alterations to convert from office to residential dwelling. There were no objections.</li> <li>• <b>16/04769/FUL Greensand Cottage, 16 Church Street, West Lavington SN10 4LB</b> – demolish existing single storey extension and erect new single storey extension and relocate front door entrance. There were no objections.</li> <li>• <b>16/05428/VAR 61 North Street, Littleton Panell SN10 4ES</b> – variation of condition 2 of 15/09179/FUL in relation to erection of rear conservatory. There were no objections.</li> <li>• <b>16/05396/TCA 88 High Street, Littleton Panell, SN10 4EU</b> – cherry tree – reduce lateral branches by up to 2m. Clerk to advise Wiltshire Council of the above comments.</li> </ul> <p><b>Planning Decisions</b></p> <ul style="list-style-type: none"> <li>• <b>16/04573/TCA Holly Cottage, 1 Sunnyside, West Lavington SN10 4HU</b> – oak tree fell.</li> <li>• <b>16/01519/FUL 7 Lavington Lane, Littleton Panell SN10 4EY</b> – demolition of existing dwelling and garage construction of new dwelling (relating to application 15/07858/FUL)</li> <li>• <b>16/04721/TCA 5 Russell Mill Lane, Littleton Panell SN10 4ET</b> – birch tree fell</li> </ul>	<b>KE</b>																														
<b>16/17/93</b>	<p><b>Disbursements</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Cheque Number</th> <th style="text-align: left;">Payee</th> <th style="text-align: right;">£</th> </tr> </thead> <tbody> <tr> <td>DD</td> <td>1&amp;1 (monthly website fee)</td> <td style="text-align: right;">8.39</td> </tr> <tr> <td>1438</td> <td>Kaye Elston (defib pads)</td> <td style="text-align: right;">120.40</td> </tr> <tr> <td>1439</td> <td>Julia Ford (fuel for strimmer)</td> <td style="text-align: right;">4.70</td> </tr> <tr> <td>1440</td> <td>WLVH (NHP Room hire)</td> <td style="text-align: right;">11.00</td> </tr> <tr> <td>1441</td> <td>Kaye Elston (clerk salary)</td> <td style="text-align: right;">246.55</td> </tr> <tr> <td>1442</td> <td>HMRC (PAYE)</td> <td style="text-align: right;">492.00</td> </tr> <tr> <td>1443</td> <td>Corido (bench purchase)</td> <td style="text-align: right;">329.00</td> </tr> <tr> <td>1444</td> <td>The Churchill Arms</td> <td style="text-align: right;">304.10</td> </tr> <tr> <td>1445</td> <td>Community First</td> <td style="text-align: right;">36.00</td> </tr> </tbody> </table>	Cheque Number	Payee	£	DD	1&1 (monthly website fee)	8.39	1438	Kaye Elston (defib pads)	120.40	1439	Julia Ford (fuel for strimmer)	4.70	1440	WLVH (NHP Room hire)	11.00	1441	Kaye Elston (clerk salary)	246.55	1442	HMRC (PAYE)	492.00	1443	Corido (bench purchase)	329.00	1444	The Churchill Arms	304.10	1445	Community First	36.00	
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<b>16/17/94</b>	<p><b>Correspondence</b></p> <ul style="list-style-type: none"> <li>• <b>Letter from Citizen Advice</b> – Clerk has received a thank you letter regarding the donation made to the local CRB at the last meeting in the sum of £100.</li> </ul>																															
<b>16/17/95</b>	<p><b>Date of next meetings</b></p> <ul style="list-style-type: none"> <li>• <b>Thursday 1<sup>st</sup> September at 7pm</b></li> </ul>																															
<b>16/17/96</b>	<p><b>Items of Maintenance</b></p> <ul style="list-style-type: none"> <li>• <b>Agenda for 01/09/16</b> – standing orders review in relation to length of meetings. Area board councillor rota.</li> </ul>																															

*Meeting closed at 9.30pm*

Signed.....1<sup>st</sup> September 2016