

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL 6th OCTOBER 2016, 7PM
IN THE WEST LAVINGTON VILLAGE HALL
MINUTES

Present:	Councillors: Mrs S Gamble (Chairman), Mrs J Ford, Mr M Challinor, Mr R Oglesby, Mrs M Rowles, Mrs B Matters, Mr S Coxhead, Mr P Blundell and Mr R Scott.	
Also present	Mrs K Elston (Clerk) and Cllr Richard Gamble (until 7.35pm)	
16/17/120	Apologies for absence <ul style="list-style-type: none"> • Mr M May (holiday) and Mrs E Evans. These were accepted. 	
16/17/121	Declaration of interests <ul style="list-style-type: none"> • .There were none recorded 	
16/17/022	<p>Minutes of the last meeting held on 01/09/16 and Matters arising</p> <p>Minutes of the last meeting – following amendments and additions to be made:</p> <p>Minute 16/17/100 PCSO Fiona Marno not Marco. Also Mr Coxhead wished included that PCSO Marno had confirmed that crimes have been committed, for example, criminal damage and that the community is an injured party .</p> <ul style="list-style-type: none"> • Minute 16/17/101 Historic England – add in that the society are asking if the parish council would like the war memorial to become listed and it would as it would bring additional protection. • Minute 16/17/106 Community Resilience update – volunteers on the Risk Management Committee are Mrs Ford, Mr Coxhead, Mrs Evans, Mrs Gamble and Mr May but not Mrs Rowles. <p>Minutes were agreed with the above amendments and will be prepared for the Chair to sign at the next full council meeting.</p> <p>Matters arising were as follows:</p> <ul style="list-style-type: none"> • Minute 16/17/101 Parking on the green by the Memorial Cross – there appears to be one car only parked there now. • Minute 16/17/101 Dog Fouling – Mr and Mrs Gamble located the area noted in the last minutes at Eastfield between the fences. They cleared what they could but the design of this area means it will always be challenging to keep clean. • Minute 16/17/102 Area Board on 26/09/16 – Mr Challinor and Mrs Gamble attended and heard the discussion on the Devizes Wharf proposals. There was also refresher training on using defibrillators. • Minute 16/17/104 Black Dog Crossroad – West Lavington’s comments have been received in terms of support for Market Lavington Parish Council. There will now be a formal application by Market Lavington Parish Council to Wiltshire Council for improvements. • Minute 16/17/107 Fencing – this has been completed and an invoice received. • Minute 16/17/107 Bench – the anchors are now with Starboard who has agreed to concrete them in. 	KE
16/17/123	Chairmans Annoucements <ul style="list-style-type: none"> • Naming of Wheatsheaf Development – Mrs Gamble had received a letter from a resident advising how pleased they were that the parish council had stepped in and changed the proposal to call the development the Stagepost Mews. • Resident bitten by a dog in Littleton Panell – Mrs Gamble had received an email from the PSCO in Devizes to advise of the incident. • Historic England listed request – Mrs Gamble wished to thank local historian Lyn Dyson for her contribution to the reply that Mrs Gamble had sent to Historic England requesting further information to enable them to assess whether the West Lavington’s War Memorial should be added to their list of Buildings of 	

	<p>Special Architectural or Historic Interest as part of the centenary of the First World War.</p> <ul style="list-style-type: none"> • Computer Courses – there are a good number of applications for the course starting on 17/10/16. Mrs Gamble reported a message from Jim Hodges thanking the parish council for its initiative in looking after the elderly of the parish. Although the course was to provide for the elderly there is open access to anyone in the parish if places remain. 	
16/17/124	<p>Public Participation</p> <ul style="list-style-type: none"> • There were no members of the public present. 	
16/17/125	<p>Wiltshire Councillor's Report</p> <ul style="list-style-type: none"> • Consultation on capping Town and Parish Council funding – The Department for Communities and Local Government (DCLG) has published a consultation which runs for six weeks and closes on Friday 28th October. The documents had been sent out to councillors prior to the meeting. The proposals on first reading would appear to affect only Town and Parish Councils whose Band D charge is higher than £75.46 and the total precept is over £500 000. They would have to hold a Referendum if they wished to raise the precept. But also in the detail is the statement that the government is prepared to consider extending the referendum principles to all Town and Parish Councils. To hold a Referendum would incur significant costs which would obviously directly affect the precept of our parish. Jane Scott, Chairman of Wiltshire Council is opposed to the concept and urges councils to respond to the consultation. Councillors also advised that this would be contrary to the Localism Act which enables local government to make their own decisions on precept which is dependent upon the needs of the community. Clerk would respond to the consultation opposing any restriction on the funds that could be raised by parish councils in respect of the precept without a referendum. • Market Lavington speed limit – this will be at 20 miles per hour and will be imposed later this year. • Area Board 21/11/16 – this will be held at the Potterne Scout Hut. Mrs B Matters will attend for West Lavington Parish Council. 	<p>KE</p> <p>BM</p>
16/17/126	<p>Report of the Footpaths Working Group</p> <ul style="list-style-type: none"> • Report was circulated prior to the meeting to councillors. • Bridge on WLA14 – the unstable handrails on the humpback bridge have been repaired. Thanks to Paul Millard of WC for organising. • Parish Steward Scheme – this has now commenced and West Lavington/Littleton Pannel is scheduled two days per month. Mrs Ford has a schedule of the Steward's movements. Need to ensure that the scheme is not being used for landowners/residents responsibilities. • Hedge trimming – following letters sent to residents there has been an improvement in compliance. 	
16/17/127	<p>Path Improvement Grants (PIGs)</p> <ul style="list-style-type: none"> • Improvement to WLAV46 – this could be covered under the scheme and the cost would be £620. PIG would provide half the funding and the parish council would need to cover the remaining half. There is an outstanding issue as the current route is not a legal route so Paul Millard is investigating further and the parish council may have to consider a diversion. As a result the decision about carrying out the improvement will be delayed until the legal status of the path has been confirmed. 	
16/17/128	<p>Neighbourhood Plan</p> <ul style="list-style-type: none"> • The Core Group of the Steering Group had met with Mr Michael Gaiger to discuss, in relation to site 7 of which he is owner: access to the site - which Wiltshire Council has viewed acceptable from a policy perspective subject to technical details; drainage of run-off water after rain - which it was agreed would 	

	<p>need to be dealt with, following permeability tests and trial holes, by use of a sustainable urban drainage/attenuation system; and foul drainage - where there are potential issues to be investigated.</p> <ul style="list-style-type: none"> • In addition, Mr Gaiger had written to the Chairman to inform members that he was now giving serious consideration to applying for planning permission in relation to site 7 as soon as reasonably possible. He said that he would appreciate the council's opinion on such an approach. He was concerned by the delays that the procedural steps, still required of the Parish Council under the neighbourhood plan process, would cause and he foresaw longer delays now that Wiltshire Council's Sites Allocations DPD and Settlement Boundary review were scheduled for further consultation at the beginning of next year. • Councillors agreed that it was for Mr Gaiger to decide whether or not to apply for planning permission and they would give formal consideration at the time in the normal way to any application submitted to Wiltshire Council. They did however confirm their support for the community views expressed on the proposed development of site 7 through the neighbourhood plan public consultation (held over 8 weeks in December 2015/ January 2016) and would always seek to reflect those views wherever possible in any future deliberations. 	
16/17/129	<p>Community Resilience Update</p> <ul style="list-style-type: none"> • There is an initial meeting booked for the 13th October of members of the Emergency Planning Committee. 	
16/17/130	<p>Speed Indicator Device (SID) update</p> <ul style="list-style-type: none"> • Five parishes have agreed to explore the sharing of a SID which Wiltshire Council will supply. It was agreed that the nominated person meets with the representatives from the other parishes. Will need to consider where would be best to site the SID. Discussions will also need to consider the ongoing costs of the SID, such as batteries. These costs will require to be considered in the budget going forward. 	
16/17/131	<p>Risk Management Committee Update</p> <ul style="list-style-type: none"> • Meeting took place prior to this meeting and the Risk Register was updated. • Keys for noticeboard – there have been a second set cut and Mrs Gamble is currently holding them. • Second noticeboard in the parish – councillors in agreement that it would be good to have an additional board. Need to research where the current one was sourced and also where to place an additional board should one be purchased. • Dog Fouling – Mr Jon Grover has worked with Mr Coxhead regarding designing posters which were shown to councillors. It is estimated that the cost of producing a minimum number of posters would be at least £100. It has been reported that dog fouling on the playing field has improved. The parish council would like to thank Mr Grover for his support. 	
16/17/132	<p>Vandalism and Police Visits/litter/anti-social behaviour</p> <ul style="list-style-type: none"> • Report from Julie Bishop from the Village Hall – Julie has advised that there are an increasing number of incidents and the litter situation has become worse since the bin is no longer available by the BMX track. She also informed Mrs Gamble, on a tour of the playing fields, of an incident of people sleeping in a tent on the school side of the recreation ground boundary. The remains of the burnt out waste bin on that side of the fence were also visible. • It was agreed that Julie should be thanked for her considerable efforts in picking up anti-social litter over the summer but, in view of the continuation of this conduct, Mrs Gamble would now pass on the message that the council would be assessing how to deal with the situation going forward. 	SG

	<ul style="list-style-type: none"> • Roberts Playground - a meeting of a number of people one evening within the Playground had been reported. Police were called by neighbours and, when they arrived, the group moved on. • Councillors were in agreement that there are crimes being committed and there are injured parties, therefore regular updates from the police were required. Need to request updates and statistics from Jo Newberry. Also need to link up with the Neighbourhood Watch. • Parish Council suggest that the Youth Club should regularly talk to the members about vandalism in the hope that they will also talk to other young people. • LED lighting – councillors may wish to consider this as a deterrent. 	SG JF
16/17/133	Parish Noticeboard and website <ul style="list-style-type: none"> • See Minute 16/16/131 above. 	
16/17/134	Corporate Plan <ul style="list-style-type: none"> • This was updated and had been sent out to councillors prior to the meeting for any comments. Agreed to approve. • October is the time for the Corporate Plan's six monthly review. It was agreed, however, that councillors would instead examine the Plan as recently approved and report any updates they considered should be added before the next review. 	
16/17/135	Database Update <ul style="list-style-type: none"> • Information has been prepared by Mr Coxhead to place on the website and on the noticeboard. 	KE
16/17/136	Budget Monitoring <ul style="list-style-type: none"> • The monitoring sheet was sent out prior to the meeting. • Budget lines were within target at the end of September. • Spending in October will reduce budget line as follows: <ul style="list-style-type: none"> Projects – payment for fencing in the sum of £1254.86. Remaining balance in projects budget line (14) will be £1413.48. Playground Maintenance – payment for swing in the sum of £271.25 (required as per playground inspection). Remaining balance in Playground Maintenance (19) will be in the sum of £228.75. Grants – second payment of grants to WLVH in the sum of £1200 and WLYC in the sum of £1000 which will be a total of £2200. The remaining balance in budget line Grants (5) will be in the sum of £1054 of which £850 has been agreed to spend on projects in the community for the elderly. • The balance in the current bank account as per the statement in the sum of £6633.32 agrees with the budget monitoring sheet and the Operating Budget. 	
16/17/137	Planning Applications <ul style="list-style-type: none"> • 16/09239/TCA – Mrs Gye at 76 High Street, Littleton Panell SN10 4EU. Reduce overhanging Chestnut branches and Beech Crown raise to 12ft and reduce overhanging branches - no objections raised. • 16/08291/FUL – 129 High Street, Littleton Panell, Devizes SN10 4EU – demolition of existing garage/studio building and provision of new detached garage with appropriate parking and turning areas and new detached studio/summer house – no objections raised. Planning Decisions <ul style="list-style-type: none"> • 16/07858/PNTEL – PN Telecommunications – land at Strawberry Hill, West Lavington SN10 4LZ – replacement of existing 15m Portastor monopole with new 15m Alifabs monopole and 1 no. additional equipment cabinet in existing cabin. • 16/07000/FUL 4 Russell Mill Lane, Littleton Panell SN10 4ET – rear extension to dwelling and extension and alteration to garage to become studio/home office and utility – this planning has been approved despite the 	

	objections raised by the parish council.																												
16/17/138	<p>Disbursements</p> <table border="1"> <thead> <tr> <th>Cheque Number</th> <th>Payee</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>DD</td> <td>1&1 (monthly website fee Sep</td> <td>8.39</td> </tr> <tr> <td>1451</td> <td>Wicksteed (swing seat)</td> <td>325.50</td> </tr> <tr> <td>1452</td> <td>Kaye Elston (clerk sal)</td> <td>246.55</td> </tr> <tr> <td>1453</td> <td>HMRC (PAYE)</td> <td>492.00</td> </tr> <tr> <td>1454</td> <td>Wessex Tree Care Ltd</td> <td>1505.83</td> </tr> <tr> <td>1455</td> <td>Kaye Elston (expenses)</td> <td>18.24</td> </tr> <tr> <td>1456</td> <td>WLVH</td> <td>1200.00</td> </tr> <tr> <td>1457</td> <td>WLYC</td> <td>1000.00</td> </tr> </tbody> </table> <p>Second part of precept has been credited to the bank account in the sum of £14408.45.</p> <ul style="list-style-type: none"> • Grant Thornton audit return – this has been returned with one minor comment that the Annual Governance statement and the Accounting statement should not both be dated for the same date. In future the parish council needs to approve on one date and then publish soon after, but not the same date, just in case the accounts were not signed off by the full council. 	Cheque Number	Payee	£	DD	1&1 (monthly website fee Sep	8.39	1451	Wicksteed (swing seat)	325.50	1452	Kaye Elston (clerk sal)	246.55	1453	HMRC (PAYE)	492.00	1454	Wessex Tree Care Ltd	1505.83	1455	Kaye Elston (expenses)	18.24	1456	WLVH	1200.00	1457	WLYC	1000.00	
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16/17/139	<p>Items for the website</p> <ul style="list-style-type: none"> • Bonfire information 	KE																											
16/17/140	<p>Correspondence</p> <ul style="list-style-type: none"> • Letter from Sands requesting a donation – parish council did not feel they were able to donate at this time. • Letter received from 1st West Lavington Girl Guides to thank the parish council for their donation of £200. 																												
16/17/141	<p>Date of next meetings</p> <ul style="list-style-type: none"> • Thursday 3rd November at 7pm • Playgrounds Group meeting - Thursday 28th October at 1830 • AREA BOARD MEETING ON 21/11/16 – Mrs Matters to attend 																												
16/17/142	<p>Items of Maintenance</p> <ul style="list-style-type: none"> • New and Views – database, cutting back hedges and firework displays. 	SG																											

Meeting closed at 950pm

Signed.....3rd November 2016