

WEST LAVINGTON PARISH COUNCIL
MEETING OF THE PARISH COUNCIL



03/07/2024 at 1900
GILES ROOM, VILLAGE HALL, SANDFIELD.

Serving the communities of
West Lavington and
Littleton Panell

MINUTES

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| Present: | Councillors: Mr P. West (Chair), Mrs J Ford, Mr P Blundell, Mr R Oglesby, Ms L. Gough, Mr S. Laister, Mr G. Harrison, Mr D Muns. | |
| Also present | Mr J Skillman (clerk) and 1 member of the public (Village Hall representative). | |
| 24/25/044 | Apologies for absence Cllrs Scott and Gamble | |
| 24/25/045 | Declaration of interests Cllr Oglesby, 1 The High Street. | |
| 24/25/046 | The minutes of the parish council meeting held 06.06.2023 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. | |
| 24/25/047 | <p>Chair's announcements Cllr West reported:</p> <p>Cllr Ford has resigned as a parish councillor; therefore, we now have two councillor vacancies. Cllr West has advertised one of the vacancies advertise in News and Views. He will now advertise on social media.</p> <p>Clerk will report Cllr Ford's resignation to Wiltshire Council and will follow the election process that they instruct.</p> <p>A local MP of a neighbouring constituency is campaigning to declassify the A338 and the A345. Cllr West commented that this could mean that there could be a marked increase in HGV traffic driving through West Lavington so the parish council should engage with our new MP to ensure such changes are not done without understanding the wider impact</p> <p>Cllr Gamble attended the town and parish council meeting and was very impressed with the content and recommended the meeting to members.</p> <p>We have received tranche 2 and tranche 3 of the CIL money. Covered later under 'Finance'</p> | <p>PW</p> <p>Clerk</p> <p>PW/Clerk</p> |

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| 24/25/048 | <p>Wiltshire Councillors report Cllr Muns reported:</p> <p>Fatal stabbing Easterton on 2/7/24. The police have reiterated that it was an isolated incident with no ongoing risk to the public.</p> <p>Black Dog vehicle crash on 2/7/24. No injuries but it adds weight to the argument that something needs to be done about the junction. The council has a plan for realignment, which Cllr Muns supports as it improves visibility. A compulsory purchase option is well underway. Cllr Muns still has some concerns with this option, mainly because Wiltshire Police are still not lowering the speed limit, which is just as important as the realignment itself.</p> <p>Wiltshire Council's financial position remains positive, which has allowed £1m to be spend on flood prevention. The next Wiltshire council meeting is on 24/7/24 but their aim is to put a significant amount of additional money that has been saved from preventative work in adult social care into Highways and further flood prevention. Working with the cabinet minister for Highways, Cllr Muns has got them to agree that Black Dog will receive whatever money it needs to get the best solution.</p> <p>Cllr Harrison suggested that the presence of a CCTV camera at the crossroads could present an opportunity to re-engage with the landowners, as they recognise that it is an accident blackspot. Cllr Muns replied that this had been tried unsuccessfully.</p> <p>Cllrs Blundell and Gough mentioned a dangerously low-lying tree. Cllr Muns will investigate this.</p> <p>LHFIG meeting was schedules for 24/7/24 but this will be changed as it clashes with the full council meeting on the same date. Cllr Muns is stepping down from chairing them, but he will still attend meetings.</p> <p>Cllr Muns and the cabinet member for planning are drafting a motion, asking for Wiltshire Council to lobby the government on solar farms and specifically to define cumulative impact, i.e. how much is too much, where should and shouldn't these solar farms go.</p> <p>Cllr Muns and the cabinet member are now drafting a motion concerning social housing operators who are evicting residents while they had contracts to house people on behalf of the local authority. As the properties are falling into disrepair the social housing operators are wanting to demolish them and build new homes for private sale. The motion will aim to turn government attention to this loss of social housing stock and bring an end to it.</p> | DM |
| 24/25/049 | <p>Public Participation Village hall representative's report: Bookings steady but this is slowing down because fairs/events are not attracting footfall. Income £8k for the first 6 months of the year. Many outgoings have now been consolidated and reduced, e.g. electricity.</p> <p>Water bill's monthly cost increased from £40 to 170pm, indicating a leak. There has been a £1,300 bill to find the leak, which we have been told is now fixed. There was a discussion as to how this bill should be split between the Village Hall, the Parish Council and the Youth Club.</p> | |

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| | <p>£1,813 has been moved into a reserve fund. The main account has just under £800 but then £400 was spent on a new fridge, and a new kettle is required.</p> <p>Village Hall has now bought the internal CCTV system and the memory cards from the Parish Council. The external CCTV system remains under the management of the Parish Council.</p> <p>CIO: Village Hall is now registered with the Charity Commission and the returns have been submitted on time. Trustees have been appointed. Only the legal works needs to be completed now, the fees for which will be partially paid by the Parish Council. The current estimate is £1,200. Once this is completed then all the assets (e.g. everything in the building and the utility agreements) can be transferred to the CIO. New bank accounts are being set up, which will take 12 weeks. Once the CIO is in place it is hoped that more people will come forward to help run the Hall without having to have the legal responsibility of being a trustee.</p> <p>The Village Hall is also registered with Companies House.</p> <p>The outside of the hall has been tidied up in time for the fete and the Street Scene tubs have brightened the place up.</p> <p>The repairs to the paving slabs look poor, could replacement slabs be fitted rather than concrete.</p> <p>There is now a booking system for use if the football pitches, which needs careful handling, i.e. football pitches should not be overused especially in winter as they will cut up. Nonlocal teams have a £10 booking fee.</p> <p>The Village Hall has received an enquiry to use the field as an Air Park, e.g. bouncy castle on half a football pitch for a weekend. Dates and fees to be advised but likely September. The Village Hall will check with their insurers and The Chair & the Clerk will discuss with the Parish Council's insurance regarding any need to cover this. However, the Parish Council is in favour of the event.</p> <p>As the next Parish Council meeting is in September Cllr West suggested a Teams meeting with all parties to discuss the leak bill and who pays it.</p> <p>Cllr Harrison expressed concerns regarding the Village Hall decision making around the recent electrical / CCTV work and these water repairs without prior approval of the parish council. e.g. three quotes were not requested. The Village Hall representative apologised for this.</p> | |
| <p>24/25/050</p> | <p>Village Hall car park usage</p> <p>Cllr West reported clashes of who parks where, and how, when several events are happening at once. So, the two questions are:</p> <ol style="list-style-type: none"> 1/ What do we do to maximise the number of cars that can fit into the car park. 2/ Do we have a priority system as to who can use it or is a 'free for all'? <p>Cllr Muns commented that the parish council is responsible for the rec, the playgrounds and the car park. The car park does not form part of the lease to the village hall. Cllr Muns found the 5 years of discussions on this subject, which were:</p> | |

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| <p>September 2019: - "Parking on grass verge near to Village Hall. Clerk has arranged for the school and Village Hall to communicate more closely when they have large events taking place."</p> <p>July 2021: - "Carparking at the Village Hall – there are a number of organisations using the carpark including the school at drop off and pickup times. In other areas schools pay to have the use of the carpark which supports the Village Hall. After discussion it was agreed to explore again the cost of extending the carpark by getting prices to put matting on the grass. Mr Oglesby will explore the costs and bring back to the next meeting."</p> <p>September 2021: - "Carpark usage at the Village Hall – bookings for the hall are dependent upon the use of the carpark and previously when a large event was happening then the school and the Village Hall communicate so that the space can be used for school drop off times and bookings. There are a number of dates where there is a clash of dates and negotiations have confirmed that the Village Hall will ensure that bookings do not restrict school parking for parents and carers."</p> <p>December 2010: - "Primary school: The Travel Plan had been reviewed, with several innovative methods of marshalling pedestrian traffic into school described. There are still persistent drivers that are not using the car park for dropping off and collections."</p> <p>30 March 2011: Email sent by PC Clerk Peter Baxter to the School - "The car park needed improvements to the entrance in order to facilitate the use of the carpark by the school as part of their official School Travel Plan. The entrance works were paid for by the school at a cost of £2,038 and the PC agree to reimburse the school 50% of the cost."</p> <p>Cllr West has requested a copy of the School Travel Plan but has not received a reply.</p> <p>Cllr Muns added that the email above indicates that the Parish Council was actively conditioning parents to use the car park so as not to impact on Sandfield residents. 30 cars can fit into the car park, which means that when the car park is blocked off those 30 cars will park in Sandfield, which is already overflowing with cars.</p> <p>Cllr Muns commented that, as a parish council, we need to be supporting the village hall because it is a great asset for the community, and the Village Hall needs to be supporting the community. Therefore, he would want to look at evidence, and would want to know, of the last 12 months of bookings, what times are clients requesting that they start? How long are these bookings? How frequently is there a clash with school pick up or drop off times? How many bookings would have been lost if a restriction was imposed from 8.50am until 2.15pm? What is the financial value of those lost bookings? This data evidence is required because, as a parish council we are going to be spending residents' money on a solution.</p> <p>Cllr West suggested that more than three quotes are obtained from contractors for car park improvement and expanding the verge. To be paid from CIL money.</p> <p>Cllr West added that we should get the school involved in discussion in September.</p> | <p>Clerk</p> <p>PW</p> |
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| 24/25/051 | <p>Planning - to receive those decisions notified, and to consider:</p> <p>Planning applications received. 6 High Street – Dauntsey School pre-planning notification to consider and provide an opinion. PC supports what it has seen. PC Would like to thank the school for its consultation prior to planning which they view as an excellent practice</p> <p>PL/2024/05739 - The Old Vicarage, 11 Church Street, SN10 4LB. Notification of proposed works to trees in a conservation area. Alder tree - fell https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000079VGf Consultation deadline 16/07/2024 No objections.</p> <p>PL/2024/05139 - Ingfield, 59a High Street, LP. SN10 4ES. Notification of proposed works to trees in a conservation area. T1- Young Sweet Chestnut- fell- To abate a nuisance (smaller tree in group of three excessively shading garden area) https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000006gQM1 Consultation deadline: 01/07/2024. No objections.</p> <p>PL/2024/05040 - Wisteria Cottage, 77 High Street, LP. SN10 4ES Householder planning permission. Replace existing detached garage/shed with granny annexe - amended design following approval of previous proposal ref 15/04906/FUL https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ3000006dnF7 Consultation deadline 05/07/2024. No objections.</p> <p>PL/2024/05599 The Dial House, 25 Church Street, SN10 4LD Listed building consent (Alt/Ext). Wall and roof repairs to outbuildings. https://development.wiltshire.gov.uk/pr/s/planning-application/a0iQ30000071BDV Consultation deadline 24/07/2024. No objections.</p> | |
| 24/25/052 | <p>Planning decisions confirmed. None</p> | |
| 24/25/053 | <p>Planning monitoring PL/2024/02051 - A Becketts, 29 High Street, LP, SN10 4EN Cllr West reports that this is still undecided. Clerk to keep on agenda for September.</p> <p>Lavington Lane Crossing and drainage Due for August. Clerk to keep on agenda for September.</p> <p>Hedges House – add to Planning monitoring updates. Clerk to add to agenda for September.</p> <p>Hayfield including kerb repair: Clerk to add to agenda for September.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> |
| 24/25/054 | <p>Highways Issues and updates Highways issues/closures in the parish: B3098 will be closed at Bratton for one day on 22/8/24.</p> | |

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| | <p>Parish Steward visits and jobs request for next visit: Cllr Ford reported that he has strimmed the footpath towards school and on Lavington Lane. Next visit is in September. Cllr Muns will ask other parish councils about the works that the steward does for them. Sweeping of High Streets still to be done.</p> <p>Sewerage (overload/raw sewage into Semington Brook) – Clerk contacted Wessex Water for an update. Clerk to request further information.</p> <p>Black Dog crossroads – covered earlier.</p> <p>Mercers Bus Stop: Cllr West opened a MyWilts case, highlighting that this is a safety issue. Wiltshire Council replied that this is in progress.</p> <p>Cllr West reported that Wiltshire Council have notified us that Highways will be dealing with this, making the electrics safe and taking away the stations, but no date for this has been given.</p> <p>Churchill Arms, Asset of Community Value: Clerk and Cllr West liaise. – Councillors decided to inform Wadworth before applying, Clerk to use the previous Clerk's letter to Wadworth.</p> | <p>DM</p> <p>Clerk</p> <p>Clerk</p> |
| 24/25/055 | <p>Receipt of Working Groups and project reports Communication update, incl. staging website to update our website. Ongoing with Cllrs West and Harrison.</p> <p>Risk Committee The committee had a Teams meeting and Cllr Harrison has updated the risk policy.</p> <p>Community Resilience Plan – no updates. Cllr Harrison reported that he and Cllr West will look at this in August and report back in September.</p> <p>Cllr West reported that the cost of the storage shed increased from £299 to £329 but that there is no ground rent to pay.</p> <p>West Lavington Village Hall: Covered earlier.</p> <p>Rights of Way report Cllr Laister thanked Cllr Ford for forwarding the dog fouling posters.</p> <p>On Cllrs Laister and West, along with representatives from Market Lavington, Dauntsey's ground staff, Wiltshire Council Right of Way warden, and a local resident met for a site visit to WLAV45 and WLAV46 (which meets MLAV3 hence the meeting). The meeting was very positive. All agreed that WLAV45 is far too steep and there is no point in spending lots of money on a zig zag path. A redirection from just before the bridge created by Dauntsey's track could be considered, connecting it with Dauntsey's driveway to then connect with MLAV3. The bridleway drainage is also an issue. This will be further discussed and reported back.</p> | <p>PW/GH</p> <p>SL</p> |

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| | <p>Playgrounds report Cllr Blundell reported that the inspection duties have been handed to a playground volunteer and that he has resurrected the group meetings moribund since December 2022. The next meeting in on 10/7/24 and DBS certificates have been or are being obtained.</p> <p>Cllr Harrison commented that new DBS checks should be paid for by the Parish Council rather than viewing existing DBS checks.</p> <p>Cllrs West and Muns suggested a Risk Assessment. Checks should be on a case-by-case basis as per Risk Register and minuted in the parish meeting.</p> <p>Cllr Blundell presented three persons that were assisting him on playground checks. Parish Council agreed that these are suitable persons and have assessed that against our risk register.</p> <p>Stepping Stumps: Cllr Blundell reported that good progress is being made in making some hefty Ash trunks into decent stumps.</p> <p>Spika Spinning Pole and its restoration: It is still manufactured. The ground sheath is salvageable but needs a new set of bearings and a new rubber-clad standing platform, although the end is rusty. Awaiting quote for the necessary parts and to fit them. The worn-out matting under the Hip Hop Swing and the rubber cover on the seat are due to be replaced</p> <p>Tree Guards: 13 tree guards in place on the Remembrance Avenue. Bollards & the Village Fête: The fête car parking supervisor now has two padlock keys for the removable posts.</p> <p>Mark Goddard will ensure the Recreation Ground is neat & tidy for July 6th.</p> <p>Our regular playgrounds inspector is due w/c 8/7/24,</p> <p>Tree Safety Checks: This is overdue. It should be done on a 18 month cycle so that the trees were inspected in both Winter & Summer alternately. Clerk to contact our tree surveyor</p> <p>DAPS Sports Day: The football club kindly helped the school organise white lining for their event.</p> <p>Streetscene: The plan is to spray off all the weeds in the paths surrounding the Village Hall and to replant the little bed in front of the Youth Club entrance with some attractive bushes. The Youth Club will look after the bushes once planted. A quote for £28 has been received for spraying of the junction between the paving and the wall of the entire building.</p> <p>New Entrance Sign: This needs updating and quotes have been requested. A BMX Track banner should be added below the Robert's Playground one, as well as a dog poo symbol with a request to please use the bins provided. A quote for just under £200 has been received to re-do all the signs. To be discussed in September.</p> <p>The Step Replacement: Cllr Blundell will request quotes.</p> | <p>Clerk</p> <p>Clerk</p> <p>PB</p> |
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| | <p>Speed Watch Cllr Gough has chased up the traffic survey, there is still no firm date for this to be done.</p> <p>Speed Indicator Devices installation Still ongoing and awaiting installation.</p> <p>NHP Review Group: Cllr Gamble was not present. No updates. Members commented that in the event of a conflict between the PC consultant and Wiltshire Council we should follow Wiltshire direction to ensure the plan is implemented</p> <p>1 High Street Littleton Panell development Further to last month's discussion, rural housing group offered help and visited, but suggested it might take a few years, and might not get approval because of its location, and the fact that our Neighbourhood Plan is site based, whereas it would need to be policy based. A rural housing survey would be required. Any rural housing development of this nature would need PC and community support to be successful</p> <p>Cllr Gamble had said that in his opinion we are unlikely to have a favourable rural housing survey for this development because the parish has just built 50 houses and are about to build another 19.</p> <p>Cllr West will contact our Neighbourhood Plan adviser for advice regarding converting the Neighbourhood Plan to policy based. Cllr Muns expressed concerned about this because the community has a say in where the new builds go when it is site based. Further discussion is required, Cllr Muns will meet with Cllr Oglesby, and Cllr Oglesby will meet with Cllr Gamble. To be added to September agenda for updates and further discussion.</p> | <p>DM/RO/ RG Clerk</p> |
| <p>24/25/056</p> | <p>Grants requests to consider Grants: Friendship Group – coach hire fees:</p> <p>31/7/24 - Horse drawn canal boat trip. 32 seat coach, £400 cost, only 3 tickets left. Parish Council will donate £400.</p> <p>11/9/24 – Day trip to Weymouth – 49-seater coach. no ticket sale information yet. Parish Council will donate £700 if the coach is at least half full.</p> <p>27/11/24 – Christmas shopping – 32-seater coach, ticket sale information yet. Clerk to add to September agenda.</p> <p>Carer Support Wiltshire: Devizes Peer Support Cafe is seeking new funding. Cllr Muns asked how many West Lavington carers have been in the last 12 months? Cllr West said he would contact them to ask.</p> | <p>Clerk</p> <p>PW</p> |
| <p>24/25/057</p> | <p>Finance matters: Budget Monitoring – information was emailed to councillors prior to meeting.</p> <p>AGAR/Annual audit has now been submitted to the external auditor. Internal auditor recommended debit cards for expenses, so the forms are now being completed.</p> | |

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| | <p>Internal auditor recommended having an Investment Strategy. A draft version has been compiled. Clerk to circulate to councillors for approval.</p> <p>Insurance cover now renewed.</p> <p>The historic CIL spending report has now been submitted to Wiltshire Council.</p> <p>CIL: The second and third tranches have now been received from Wiltshire Council. 2 x £49,536.48 for Land South of Lavington Lane CIL expenditure report now submitted to WC</p> <p>Cllrs West suggested that he and Cllr Blundell should have a card each, with a £100 spending limit.</p> <p>Disbursements: Auditing Solutions - Internal audit - £246.00 John Skillman - Mobile phone top up - £10.00 John Skillman - Clerk salary - £445.00 HMRC - Income Tax – June PAYE - £111.40 Village Hall - Room & projector hire £23.75</p> <p>Mark Goddard inv 2944 - Digging out by kerb - £120.00. Cllr Blundell not yet approved for payment.</p> | <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>PB</p> |
| 24/25/058 | <p>Policy reviews Status on policy reviews – clerk sent updated list to Cllr West.</p> | Clerk |
| 24/25/059 | <p>Date of next parish council meeting – in the Giles Room, Village Hall.</p> <p>Thursday 5th September 2024 at 7pm</p> | |

Meeting closed at 22:22

Signed..........05/09/2024