

## DOWNTON PARISH COUNCIL

**Minutes of the Meeting held on Monday 14<sup>th</sup> July 2014 at the Band Hall, Gravel Close, Downton at 7.30 pm.**

**Present:** Cllr Mace (Chairman) and Cllrs Chandler, Cordell, Dean, Ford, Harrison, Hayward, Lacey, Quarmby, Sutcliffe, Watts and Yeates.  
Bev Cornish, Parish Clerk.

Four members of the public were present.

**14/74: Apologies:** Cllrs Ross and Whitmarsh and Unitary Councillor Julian Johnson.

**14/75: Minutes:** The Minutes of the Parish Council meeting held on 23<sup>rd</sup> June 2014 were approved as a true record and signed by the Chairman. Proposed by Cllr Sutcliffe, seconded by Cllr Dean and agreed by the meeting with two abstentions from Cllrs Quarmby and Watts.

**14/76: Public Statement/Question Time:**

Mr Peter Favier asked whether the Parish Council had received a response to its letter of 24<sup>th</sup> June to Mr Alistair Cunningham at Wiltshire Council. The Clerk advised that no response had yet been received.

Mr Favier also expressed concern about the overgrown area of pavement between The Bull and the Memorial Gardens. The Clerk advised that this had already been reported to Wiltshire Council.

Following a question from Ms Susan Barnhurst-Davies regarding the formation of a Working Group to replace the former Rights of Way Committee which had been subsumed into the Amenities Committee of the Parish Council, the Chairman confirmed that a Terms of Reference for the Working Group would be agreed at the next meeting of the Parish Council on 28<sup>th</sup> July 2014.

**14/77: To receive Declarations of Interest from Councillors in respect of matters contained in this agenda in accordance with the Localism Act 2011:**

Cllr Sutcliffe declared a personal and non-pecuniary interest in application 14/05707.

Cllr Yeates declared a personal and non-pecuniary interest in Minute 14/88.

**14/78: Matters Arising:**

**13/28 3: Parish Council Vacancies:** The Chairman reported that the vacancy which arose from Judi Brown's resignation was now being advertised for co-option.

**14/41: Sycamore Tree adjacent to Play Area in West Wick:** The Chairman reported that the large sycamore tree adjacent to the play area in West Wick had been removed by Active Tree Care.

**14/79: To receive a report from Unitary Councillor Julian Johnson:** In the absence of Cllr Johnson, no written report was received.

**14/80: Planning and Tree Works Applications:**

**14/05932/FUL – 16 The Sidings, Downton – 2 Storey side extension and relocation of fence onto boundary wall:** Cllr Hayward proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that no objection should be raised provided the existing foundations of the boundary wall were sufficient to support the new 750 mm extension to it.

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**14/06098/FUL – 4 Lower Road, Charlton All Saints – Loft conversion and associated alterations:** Cllr Watts proposed, Cllr Yeates seconded and it was agreed by the meeting that no objection should be raised.

**14/05707/FUL - Wick Meadow Farm, Wick Lane, Downton - Demolish existing agricultural buildings and erect new agricultural building for livestock housing:** Cllr Hayward proposed, Cllr Yeates seconded and it was agreed by the meeting that no objection should be raised.

**14/81: To reconsider and agree the wording of a Public Notice, setting out the Parish Council's proposal to lease an area of the Memorial Gardens to Downton Primary School, to be published in the Salisbury Journal for two consecutive weeks in July at a total cost of approximately £300 and to include a response period of six weeks up to Sunday 31st August 2014:** Cllr Sutcliffe proposed, Cllr Yeates seconded and it was approved by the meeting. The Clerk advised that it would be published on 24<sup>th</sup> and 31<sup>st</sup> July 2014.

**14/82: To consider and approve the updated Flood Plan for the parish:** Cllr Quarmby proposed, Cllr Hayward seconded and it was approved by the meeting.

**14/83: To consider a recommendation from the New Housing Development Committee for the Parish Council to take on the liability and management of the recreation grounds on completion of the Charles Church development:** Cllr Ford proposed, Cllr Hayward seconded and it was agreed by the meeting that the Parish Council should to take on the liability and management of the recreation grounds on completion of the Charles Church development.

**14/84: To consider a recommendation from the Amenities Committee to approve the Bus Shelter Maintenance Agreement from Wiltshire Council:** Following a discussion, Cllr Ford proposed, Cllr Quarmby seconded and it was agreed by the meeting that the Clerk should seek further clarification from Wiltshire Council on its obligations and responsibilities under the Service Level Agreement because this was not stated in the Agreement.

**14/85: To consider and approve a new contract with the Landscape Group for the collection and disposal of the waste from 9 public bins and 5 dog bins across the parish for £38.30 per week:** Cllr Dean proposed, Cllr Cordell seconded and it was approved by the meeting.

**14/86: To receive a report from Cllr Yeates on the status of the Chalk Pit Management Committee and to elect two members of the Parish Council to the Chalk Pit Management Committee:** Cllr Yeates reported that he was awaiting a date from Redlynch Parish Council for a meeting of the Management Committee. He said it was currently being used by the Downton Scout Group and Wessex Water had installed a water connection free of charge. He also said that as Downton Parish Council did not own the land, it was not liable for its use.

Cllr Sutcliffe proposed, Cllr Watts seconded and it was agreed by the meeting that Cllrs Ford and Yeates be elected as members of the Management Committee.

**14/87: To elect Cllr Hayward to the New Housing Development Committee:** Cllr Watts proposed, Cllr Dean seconded and it was agreed by the meeting.

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**14/88: To consider a letter from Mr Ken Parsons, Church Warden of St Laurence's Church, Downton regarding the proposed changes to the internal layout of the Church and to agree on a response:** Following a discussion in which unanimous support was expressed, Cllr Mace proposed from the Chair that the Clerk should write a letter of support to Mr Parsons for the proposed changes.

**14/89: To consider a response to a Wiltshire Council consultation on Kerbside Garden Waste Collections:** Following a suggestion from the Chairman which received support that a presentation on the proposals be displayed at the forthcoming Parish Exhibition, Cllr Mace proposed from the chair that a decision be deferred to a future meeting after the views of residents had been sought.

**14/90: To consider delegating a response to the Wiltshire Council Spatial Planning Team's initial consultation on the methodology and draft proposals relating to settlement boundary reviews, in relation to the Housing Site Allocations Development Plan document, to the New Housing Development Committee:** Cllr Ford proposed, Cllr Sutcliffe seconded and it was agreed by the meeting.

**14/91: To consider an invitation from Cllr Mrs Jane Scott OBE, Leader Wiltshire Council and Brigadier Piers Hankinson, 43 Wessex Brigade, to a First World War Commemoration at Tidworth Military Cemetery on 30th July 2014 at 10 am and to agree on the member to represent the Parish Council at the event:** Cllr Ford proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that the Chairman should attend on behalf of the Parish Council.

**14/92: To elect a parish representative to the Stockman & Woodlands Charitable Trust:** Following a brief discussion, Cllr Yeates proposed, Cllr Dean seconded and it was agreed by the meeting that the Clerk should invite Mr Jeremy Parsons to be the Parish Council's representative and, if he agreed, this item should be added to the next Agenda.

**14/93: To consider sending of a letter of thanks to Mr Chris Whalley, Estate Manager for the Longford Estate, on his retirement:** Cllr Mace proposed, Cllr Ford seconded and it was agreed by the meeting.

**14/94: To consider and approve the purchase of the textbook 'Local Councils Explained' at a cost of £49.99:** Cllr Ford proposed, Cllr Sutcliffe seconded and it was agreed by the meeting.

**14/95: To approve the following payments:**

£438.36 - Street Furnishings Ltd for the supply of the bench to be installed outside the Co-op;

£600 – Active Tree Care for the removal of the sycamore tree adjacent to the play area at West Wick, Downton;

£1,415.75 – Wicksteed Leisure Ltd for new junior and baby swings and chains for the Moot Lane Recreation Ground;

£68.89 – Viking Direct for the purchase of stationery, printer cartridges, paper and materials for the Public Exhibition.

Cllr Sutcliffe proposed, Cllr Ford seconded and they were approved by the meeting.

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### 14/96: Committee Reports:

**Amenities Committee:** Cllr Cordell gave a brief report on a recent meeting at which several issues already raised during the meeting had been discussed. He said responsibility for different amenity issues had been allocated to individual councillors.

### 14/97: Representatives' Reports:

**Memorial Hall Committee:** Cllr Sutcliffe gave a brief report on a recent meeting at which he had given an update on the extension to the Hall and it had been reported that Mr Jon Frankfort would be stepping down from the Committee.

### 14/98: To approve the Accounts for payment for July and to record the bank balances:

	£
Street Furnishings Ltd - Public bench	438.36
Wessex Water - Pavilion	26.96
Active Tree Care- Redrow Sycamore	600.00
Wicksteed Leisure - Moot Lane Recreation Ground Swings	1415.75
Viking – Stationery	68.89
James Howells – July Salary	196.80
B Cornish – July Salary	1124.38
HM Revenue & Customs - PAYE for April, May, June	988.90
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	4860.04
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### Balances to be Approved and Noted as at 14.07.14:

Current A/c: £6,372.98 Deposit A/c: £38,229.21 Santander Time Deposit: £42,067.66

### 14/99: Correspondence: The following correspondence had been received:

- 1 Post Office Ltd – A letter advising of a temporary branch closure and an investigation of options to maintain a post office.
- 2 Ms Kate Merrifield – An email attaching a copy letter to John Glen MP about the changes in the way post will be delivered in Downton.
- 3 Mrs E Target – An email complaining about the footpath from The Bull to the flats in The Borough. *This has been reported by the Clerk.*
- 4 Ms Becky Cornell, Ms Hanna Cheeseman & Ms Lockhart – Emails of complaint regarding the state of the Moot Lane Recreation Ground. *The Clerk has sent responses.*
- 5 Spatial Planning Team at WC – An email advising of a consultation on the Wiltshire Housing Sites Allocations Plan and a date for a briefing for Parish councils on 29<sup>th</sup> July at the Guildhall.
- 6 Environment Agency – An email from Mr Jim Wreglesworth advising of work to be done to the flood defences.
- 7 Savills – An email from Mr Cliff Lane regarding the Charles Church application.
- 8 Wiltshire Police – July Bulletin.
- 9 WALC – July Newsletter.
- 10 Docombe – A copy of the Docombe Telegraph sent by Mr John Underhill MBE.

The next meeting of the Parish Council will be held on Monday 28<sup>th</sup> July 2014 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business the meeting closed at 8.35 pm.