

DOWNTON PARISH COUNCIL

Bev Cornish, Clerk to the Council

West View, Slab Lane, Downton

Salisbury SP5 3PS

Tel: 01725 513874

Email: clerk@downtonparishcouncil.gov.uk

www.downtonparishcouncil.gov.uk

23rd July 2014

To: All Members of Downton Parish Council

Dear Councillor

You are summoned to a meeting of Downton Parish Council on Monday 28th July 2014 at 7.30 pm at the Band Hall, Gravel Close, Downton for the purpose of transacting the following business.

Yours sincerely



**Bev Cornish
Clerk to the Council**

Agenda

Part 1

1. To receive apologies from Councillors.
2. To consider and approve the Minutes of the meeting held on 14th July 2014.
3. **Public Question/Statement Time –15 minutes to receive any questions or statements from members of the public.**
4. Declarations of Interest
5. Matters arising from the Minutes.
6. Planning and Tree Works Applications:

14/06542/TCA – The Court House, South Lane, Downton – Fell 1x Eucalyptus.

14/06752/LBC – 39 The Borough, Downton – Remove the sitting room fireplace to expose the inglenook.

14/06561/FUL - Charles Church - for Land to the West of Salisbury Road, Downton, Wiltshire - Erect 99 dwellings (83 houses and 16 flats) together with garages, timber pergolas, garden sheds and refuse/cycle stores and associated works – To consider and agree on a ‘holding’ response to meet the response deadline of 7th August 2014 pending the resolution of several outstanding issues.

7. To open and consider five quotations from contractors for the tendering of the External Decoration and Maintenance Works of the Downton Memorial Hall and to approve one quotation to carry out the work.
8. To consider a request from Happy Bats Tennis to use the Memorial Gardens for ‘Pop Up’ classes for pre-school and primary age children over the summer holidays.
9. To approve the payment of £480 to Ava Recreation for the installation of the new swings and chains to the existing frames in the Moot Lane Recreation Ground.
10. To consider and approve the Terms of Reference for the Rights of Way Working Group.
11. To consider a response to the Wiltshire Council consultation on Kerbside Garden Waste Collections following the consideration of residents’ views provided at the recent Public Exhibition.
12. To consider a recommendation from the New Housing Development Committee to approve the sum of £3,000 to be taken from reserves for the production of more detailed plans for the Memorial Hall by Footprint Architects.
13. To consider a recommendation from the Staffing Committee to approve the Clerk’s attendance at the Society of Local Council Clerk’s Annual Conference in October in compliance with her new contract at the cost of £395, excluding travel, which, if approved, is to be taken from reserves.
14. To consider a recommendation from the Staffing Committee to approve the Clerk’s registration for the Certificate in Local Council Administration at the pro rata cost of £197.37 with Godshill Parish Council.
15. Committee Reports:
 - To receive a report from Cllr Mace on a meeting of the New Housing Development Committee.
16. Representative Reports:
 - To receive a report from Cllr Yeates on a meeting of the Community Area Transport Group.
17. Correspondence.

18. To approve the following payments:
£336.00 – Mrs B Cornish for reimbursement of the payment for the publication of Public Notice in Salisbury Journal.

Part 2 – CONFIDENTIAL INFORMATION – EXEMPT MATTERS - STAFFING

19. The Chairman to propose the following resolution – ‘That in view of the confidential nature of the business about to be transacted on a personal employee matter, it is advisable in the public interest, that the press and public be temporarily excluded and they be instructed to withdraw’.
20. To consider a recommendation from the Staffing Committee, following negotiations with the Clerk on her new contract, to approve the Clerk’s position on the Salary Scale at point 27 of LC2 Below Substantive range with effect from the 1st April 2014 and to approve the payment of backdated salary at point 26 of LC2 Below Substantive range to 1st December 2013 and to take the additional costs of £1,529.94 in excess of budget from reserves.
21. Date of next meeting – Monday 11th August 2014 at 7.30 pm at the Band Hall, Gravel Close, Downton.