

## *DOWNTON PARISH COUNCIL*

Bev Cornish, Clerk to the Council  
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2<sup>nd</sup> September 2014

**To: All Members of Downton Parish Council**

**Dear Councillor**

**You are summoned to a meeting of Downton Parish Council on Monday 8<sup>th</sup> September 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**

1. To receive apologies from Councillors.
2. To consider and approve the Minutes of the meeting held on 11<sup>th</sup> August 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:  
  
**14/06561/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 the submission of a final response to the application.**

**Application Premises Licence – 16 High Street, Downton - Licensing Act 2003 - Supply of Alcohol and Opening Hours - Monday – Sunday 0700 -2300.**

7. To consider an email from Mr Paul Martin, the developer of the new housing development at Cedar House and Stanbury View, Breamore Road, Downton, seeking the views of the Parish Council on the proposed name of the cul-de-sac being 'Charlotte Close'.
8. To consider whether to accept the revised Bus Shelter Maintenance Agreement from Wiltshire Council.
9. To consider the circulation of a draft Press Release setting out the details of the Parish Council's holding response to the Charles Church proposed development of 99 houses.
10. To consider three quotes from Hiscox Insurance, Aviva Insurance and Zurich Insurance for the tender of the Parish Council's annual insurance premium and to accept one quote with which to enter into a 3 year agreement.
11. To consider a quote of £700 from Footprint Architects to be taken from reserves for the production of accurate costings by a Quantity Surveyor for the construction of the Memorial Hall extension.
12. To consider the setting up of a Working Group to formulate the draft budget for 2015/16 for consideration by the Parish Council at the first meeting in December and to elect members to it.
13. To consider and approve the change of date of the next Parish Council from 13<sup>th</sup> October to 6<sup>th</sup> October to enable members to attend the Southern Wiltshire Area Board meeting being held at the Trafalgar School on 13<sup>th</sup> October.
14. To approve the purchase of a Poppy Wreath for £15 to be laid on behalf of the Parish Council at the November Remembrance Day Service at the Memorial Hall.
15. To approve the payment of £30 to the InDownton Newsletter to advertise the 40 minute road closure under the Town and Police Clauses Act 1947 for the Remembrance Day Ceremony in The Borough from the Memorial Gardens to Gravel Close on Sunday 9<sup>th</sup> November 2014.
16. To consider and approve the purchase of two Emergency Exit doors for the Memorial Hall at the cost of £108.34.
17. To consider a recommendation from Neighbourhood Plan Steering Group to commission Enfusion consultants to carry out a Sustainability Scoping Report at the cost of £1,190 to be taken from the Neighbourhood Plan budget line.
18. To consider and approve the election of Cllr Ford to the New Housing Development Committee.

19. Representatives' Reports:
  - To receive a report from Cllr Ford on a meeting with Taylor Wimpey.
  - To receive a report from Cllr Sutcliffe on a meeting with John Glen MP.
  - To receive an update from Cllr Sutcliffe on the exterior decoration work at the Memorial Hall.
  
20. To approve the following payments:
  - £157.82 –The Landscape Group for Bin Emptying – July 2014
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  - £197.37 – SLCC for the pro rata cost with Godshill Parish Council for the Clerk's registration for the Certificate in Local Council Administration.
  - £36.42 – Viking Direct for printer cartridges.
  - £262.50 - ASG Maintenance for 2nd of 3 payments for the annual grasscutting contract at the Redrow development.
  - £3,214 - Mr J Savage for 2nd of 3 payments for the annual grasscutting contract in the parish.
  - £300 - Active Tree Care for the removal of a fallen tree in the Moot Lane Recreation Ground.
  
21. To approve the Accounts for payment for September and to record the bank balances.
  
22. Correspondence.
  
23. Date of next meeting – Monday 6<sup>th</sup> October 2014 at 7.30 pm at the Band Hall, Gravel Close, Downton.