

DOWNTON PARISH COUNCIL

Minutes of the Meeting held on Monday 8th September 2014 at the Band Hall, Gravel Close, Downton at 7.30 pm.

Present: Cllr Sutcliffe (Acting Chairman) and Cllrs Chandler, Cordell, Dean, Ford, Lacey, Pearce, Quarmby, Watts, Whitmarsh and Yeates.
Bev Cornish, Parish Clerk.

Five members of the public were present.

14/133: Apologies: Cllrs Hayward, Harrison, Mace and Ross and Unitary Cllr Julian Johnson.

14/134: Minutes: The Minutes of the Parish Council meeting held on 11th August 2014 were approved as a true record and signed by the Acting Chairman. Proposed by Cllr Lacey, seconded by Cllr Cordell and agreed by the meeting with two abstentions from Cllrs Chandler and Dean.

14/135: Public Statement/Question Time:

Mrs Pippa Cusack asked when the Parish Council was proposing to install play equipment in the Moot Lane Recreation Ground which would meet the needs of children with special educational needs.

Another member of the public asked whether the Parish Council would be installing more modern play equipment and safety fencing and addressing the issue of the litter and broken bins in the Moot Lane Recreation Ground.

The Chairman reported that new swings seats had been installed and a meeting of the Amenities Committee was to be held at the end of September to address a number of other issues relating to the Recreation Ground.

The Clerk suggested that Mrs Cusack should get in touch with her direct so that she could understand in more detail the sort of equipment she wished to see installed in the Moot Lane Recreation Ground.

14/136: 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 pecuniary interest in Minute 14/148 and did not speak or vote.

14/137: Matters Arising:

14/110: Wiltshire Council consultation on Kerbside Garden Waste Collections: The Chairman reported that the Consultation had been extended to 1st October 2014. The Clerk agreed to try to obtain additional copies of the consultation leaflet.

14/138: 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 – Cllr Quarmby proposed, Cllr Chandler seconded and it was agreed by the meeting that the Parish Council's holding objection be confirmed as its formal objection subject to checking the wording to ensure the response included references to the whole of the parish.

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Application Premises Licence – 16 High Street, Downton - Licensing Act 2003 - Supply of Alcohol and Opening Hours - Monday – Sunday 0700 -2300 – Cllr Watts proposed, Cllr Whitmarsh seconded and it was agreed by the meeting that no objection be raised.

14/139: 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’: Cllr Watts proposed, Cllr Dean seconded and it was agreed by the meeting, with one abstention from Cllr Lacey, that no objection be raised.

14/140: To consider whether to accept the revised Bus Shelter Maintenance Agreement from Wiltshire Council: Following a discussion and suggestion made by the Clerk, Cllr Ford proposed, Cllr Cordell seconded and it was agreed by the meeting that the Clerk should draft a Letter of Understanding which would set out the Parish Council’s commitment to clean and repair the bus shelters for consideration at the next meeting.

14/141: 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: Cllr Ford proposed, Cllr Quarmbly seconded and it was agreed by the meeting that the Press Release be approved once amended to include references to the whole of the parish and for it to be held in readiness for release at a later date as required.

14/142: 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: Cllr Ford gave members a brief overview of the insurance required following the Clerk’s circulation of a comparison of the three quotes. Cllr Ford proposed, Cllr Cordell seconded and it was agreed by the meeting that the quote from Aviva Insurance be approved for a term of three years.

14/143: 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: Cllr Watts proposed, Cllr Yeates seconded and it was approved by the meeting.

14/144: 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: Following a discussion and a request from the Chairman for members to consider the percentage figure for the increase in the 2015/16 precept which they would find acceptable, Cllr Watts proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that the item be deferred for consideration at the next meeting.

14/145: To consider and approve the change of date of the next Parish Council from 13th October to 6th October to enable members to attend the Southern Wiltshire Area Board meeting being held at the Trafalgar School on 13th October: Cllr Ford proposed, Cllr Lacey seconded and it was agreed by the meeting, with abstentions from Cllrs Chandler, Quarmbly and Watts who asked for their apologies to be recorded, that the date be changed.

14/146: 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: Cllr Yeates proposed, Cllr Whitmarsh seconded and it was approved by the meeting.

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14/147: 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 9th November 2014: Cllr Watts proposed, Cllr Quarmby seconded and it was approved by the meeting.

14/148: To consider and approve the purchase of two Panic Latches for the Emergency Exit doors to the Memorial Hall at the cost of £108.34: Cllr Yeates proposed, Cllr Cordell seconded and they were approved by the meeting.

14/149: 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: Following a brief explanation from Cllr Ford, Cllr Lacey proposed, Cllr Quarmby seconded and it was approved by the meeting.

14/150: To consider and approve the election of Cllr Ford to the New Housing Development Committee: Cllr Watts proposed, Cllr Whitmarsh seconded and it was approved by the meeting.

14/151: Representatives' Reports:

Meeting with Taylor Wimpey: Cllr Ford gave a brief report on a meeting he had attended with Cllr Mace. He said that the company was watching the Charles Church application very closely and was likely to submit an outline planning application within the next six months. He also said that their Downton site was one of the company's higher priority sites.

Meeting with John Glen MP: Cllr Sutcliffe gave a brief report on a meeting he had attended with Cllr Mace and the Clerk to raise issues relating to the Charles Church application. He said that Mr Glen had been very supportive, particularly of the issues relating to education funding and infrastructure and the slow progress made by Wiltshire Council. Cllr Sutcliffe further reported that Mr Glen committed to write to officers at Wiltshire Council to seek clarification on when the issues would be resolved and also offered to visit Downton to understand the plans in more detail.

Exterior decoration work at the Memorial Hall: Cllr Sutcliffe gave a brief report on the works which were to be completed by 10th September.

14/152: To approve the following payments:

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£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.

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

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14/153: To approve the Accounts for payment for September and to record the bank balances:

	£
The Landscape Group - Bin Emptying – August 2014	157.82
SLCC - Clerk's CiLCA Qualification	197.37
Mr J Savage - 2nd of 3 payments for Annual grasscutting	3214.00
ASG Maintenance - Redrow development grasscutting	262.65
Active Tree Care - Removal tree in Moot Lane Recreation Ground	300.00
Viking Direct - Printer cartridges	36.42
Mr Bryan Morris - Parish Council's Poppy Wreath	15.00
Broker Network Ltd - Parish Council Annual Insurance	
Grant Thornton LLP - External Audit Fee	360.00
James Howells - September Salary + £5.98 expenses for bags	202.78
B Cornish - September Salary	1322.44

	6068.48
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Balances to be Approved and Noted as at 08.09.14:

Current A/c: £10,165.12 Deposit A/c: £38,230.78 Santander Time Deposit: £42,067.66

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

14/154: Correspondence: The following correspondence had been received:

- 1 Mr Peter Favier – Two emails regarding the Charles Church development with the second asking whether the houses could be refused on account of the Spatial Planning Team's robust response.
- 2 Salisbury City Council – A press release from Ms Claire Burden on the re-opening of the Salisbury Skatepark.
- 3 Southern Wiltshire Area Board – The draft minutes of the last meeting.
- 4 Allen Planning – An email from Mr Tony Allen requesting a copy of the draft Downton Settlement Boundary plan.
- 5 Ms Baiba Baika – An email requesting information on whether there was a beauty salon in Downton which also offered tanning.
- 6 Downton Village Homes – An email from Mr Paul Martin regarding the naming of the development in Breamore Road.
- 7 Wiltshire Council – An email from Philip Morgan seeking agreement to uploading and communicating information on a Residents Survey being carried out in early November.
- 8 Wiltshire Council – An email from Mr Robert Murphy thanking parishes for their input into the Local Transport Plan Car Parking Review and providing online details of all of the responses.
- 9 Mrs M Walter – An email seeking guidance on the ownership of the trees beside Downton Football Club.
- 10 Trafalgar School – An email from Mr John Foster regarding the school's 50th Anniversary celebrations.
- 11 St Laurence's Church – An email from Mrs Jo Parsons seeking guidance on the permissions required for the removal of a tree in one of the Carver Cottages in Barford Lane.
- 12 Footprint Architects – An email enclosing pre-application plans for The Bunny.
- 13 Wessex Water – An email from Mr Matt Wheeldon advising of an exchange of emails between Charles Church and Wiltshire Council drainage engineers.

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- 14 Community First – An email from Ms Sharon Woolley advising of the Community First Annual General Meeting on Wednesday 24th September 2014.
- 15 Mr Glenn Noble – An email expressing his objection to the assignment of the land to the Primary School following the Public Notice in the Salisbury Journal.
- 16 Wiltshire Highways – Two emails from Tracy Myers (1) seeking guidance on the ownership of a dead tree in Breamore Road and (2) enclosing the monthly report.
- 17 Salisbury Food and Drink Festival – An email from Ms Emily Browne seeking guidance on whether signage for the Festival could be put up on the Greens in The Borough.
- 18 Downton Memorial Hall Committee – An email from Mr Colin Chandler enclosing the Agenda for the Committee meeting being held on 9th September.
- 19 Mr George Purcell – Two emails advising of (1) a blocked footpath and (2) debris in the river beside Tannery Bridge.
- 20 Footprint Architects – An email from Mr Peter Ward enclosing the pre-application plans for the Primary School.
- 21 Swan Advocacy – An email from Ms Amy Cahillane enclosing a press release and poster regarding a Dementia Advocacy Project launch event taking place at Lady Antrobus House, Amesbury, Wiltshire on 24th September.
- 22 Wiltshire Citizens Advice – An email from Claire Waltham-Smith Governance officer enclosing a letter for Downton Parish Council regarding Associate Membership of Wiltshire Citizens Advice.
- 23 Wiltshire NHS – An email from Barry Grimes regarding an article for magazines on 'The Future of the NHS'.
- 24 Downton NPT – Two emails from Pc Matt Holland in response to an email from the Clerk regarding the information required to recover the cost of the damage to Iron Bridge following the recent collision.

The next meeting of the Parish Council will be held on Monday 6th October 2014 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business the meeting closed at 8.55 pm.