

## DOWNTON PARISH COUNCIL

**Minutes of the Meeting held on Monday 6<sup>th</sup> October 2014 at the Band Hall, Gravel Close, Downton at 7.30 pm.**

**Present:** Cllr Mace (Chairman) and Cllrs Dean, Hayward, Lacey, Pearce, Ross, Sutcliffe and Whitmarsh.  
Bev Cornish, Parish Clerk.

10 members of the public were present.

**14/155: Apologies:** Cllrs Chandler, Cordell, Ford, Harrison, Quarmby, Watts and Yeates and Unitary Cllr Julian Johnson.

**14/156: Minutes:** The Minutes of the Parish Council meeting held on 8<sup>th</sup> September 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 one abstention from Cllr Hayward.

**14/157: Following the amendment by the Openness of Local Government Bodies Regulations 2014 to the Public Bodies (Admission to Meetings) Act 1960, to approve the suspension of Standing Order 1.L of the Parish Council's Standing Orders:** Cllr Mace proposed from the chair with all in favour that Standing Order 1L be suspended for this and all future meetings of the Parish Council and its Committees.

**14/158: To consider and adopt a policy on the filming, photographing, audio recording and social media reporting of public Parish Council and Committee meetings:** Following a brief discussion and proposal from Cllr Ross that the word 'transparency' in the first line of the policy be changed to 'openness', Cllr Hayward seconded and it was agreed by the meeting that the policy be adopted.

**14/159: Public Question/Statement Time –15 minutes to receive any questions or statements from members of the public:**

Four members of the public, including Mr Colin Horn and Mr Alex Belbin, spoke in opposition to planning application 14/06474/FUL - 39 West Wick, setting out their concerns about the significant impact the extension and change of use of the garage would have on their own and on the neighbouring properties in both West Wick and Greenacres as well as the impact on the parking of numerous cars.

A member of the public expressed his concern that the tankers clearing the drains in The Borough earlier in the summer had deposited all the sludge from the drains in The Bunny. The Clerk said that she had been advised by the Environment Agency that The Bunny would be cleared of its vegetation at the end of October but she would also make sure that the EA were aware of the sludge which also needed to be cleared.

Mrs Christine Parry expressed her thanks to Cllrs Dean and Sutcliffe following the removal of the damaged public bench outside the Co-op which had resulted in there being a marked reduction in litter. She asked that if it were to be re-installed, an additional bin was also installed beside it to enable users of the bench to easily dispose of their litter.

Mr Rob Hewlett, as the owner and applicant for the planning application for Scotts House, spoke briefly in support of it and the financial benefits it would bring to the parish.

**14/160: To receive Declarations of Interest in respect of matters contained in this agenda in accordance with the provisions of the Localism Act 2011:** Cllr Pearce declared a personal and non-pecuniary interest in planning application 14/06474/FUL.

## DOWNTON PARISH COUNCIL

Cllr Sutcliffe declared a personal and pecuniary interest in minutes 14/176 and 14/177 and did not speak or vote.

**14/161: Matters arising from the Minutes:** None.

**14/162: Wiltshire Council matters – Unitary Councillor’s Report:** In the absence of Unitary Councillor Julian Johnson, no report was received.

**14/163: Planning and Tree Works Applications:**

**14/06474/FUL – 39 West Wick, Downton – Extension and conversion of double garage to habitable accommodation. Erection of double garage to front of property:** Following a discussion, Cllr Hayward proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that the Parish Council should object to this application on the grounds that it was:

- (i) Overdevelopment of the site and contrary to Saved Local Plan Policies D3 of the South Wiltshire Core Strategy;
- (i) The proposed development would unduly disturb, interfere with, conflict with and overlook adjoining dwellings to the detriment of existing occupiers and was therefore contrary to Saved Local Plan Policies G2 Part (vi) of the South Wiltshire Core Strategy;
- (ii) The impact of the parking of existing cars which, as a consequence of the development could no longer park within the curtilage of the property, would also unduly impact on adjoining dwellings in what was a compact housing development site.

**14/08652/FUL & 14/08687/LBC - 20/20A Lode Hill, Downton – Conversion of semi-detached properties to form one dwelling, including removal of one chimneystack and addition of 5 rooflights to loft space and new entrance porch:** Cllr Mace proposed, Cllr Hayward seconded and it was agreed by the meeting that the Parish Council should raise no objection to this application but should express its support for the comments made by the Conservation Officer on the rooflights.

**14/09188/FUL - The Old Stables, Barford Lane, Downton - Construction of garden shed and greenhouse:** Cllr Hayward proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that the Parish Council should raise no objection to this application.

**14/97898/OUT - Scotts House, Salisbury Road, Downton - Outline Planning Application for residential development for up to 25 dwellings with all matters reserved except for means of access.**

Following a discussion, Cllr Dean proposed, Cllr Ross seconded and it was agreed by the meeting that the Parish Council should accept the recommendation from the New Housing Committee and object to this application on the grounds that it was overdevelopment of the site and no other site in Downton contained a similar density of housing. It also objected on similar grounds to those submitted for the Charles Church application 14/06561/FUL with regard to the impact on the drainage and sewerage systems, the impact on the primary school and the access onto the A338.

**14/164: To consider a single objection to the Parish Council’s Public Notice in the Salisbury Journal, followed by a six week consultation period up to 31<sup>st</sup> August 2014, for the assignment of a parcel of land in the Memorial Gardens to Downton Primary School for the purpose of continuing to enable the accommodation of all children of primary school age in the parish who wish to attend Downton Primary School. This**

## DOWNTON PARISH COUNCIL

**being subject to a satisfactory outcome of negotiations with Wiltshire Council, Charles Church, Downton Primary School, the Environment Agency and Wessex Water:** Cllr Mace expressed his concern that this item was an important decision for the Parish Council to make and needed to be considered by all members. He therefore proposed from the chair, with all in favour, that this item be deferred to a next meeting when more members were likely to be present.

**14/165: To consider a draft Letter of Understanding to Wiltshire Council for the maintenance of Bus Shelters in the parish:** Cllr Sutcliffe proposed, Cllr Hayward seconded and it was approved by the meeting.

**14/166: To consider a recommendation from the Amenities Committee to approve one quote, from three quotes obtained, for the installation of a Multi-play Activity piece of equipment in the Moot Lane Recreation Ground and for the cost to be funded from the Parish Council's R2 funds:** Following a discussion, Cllr Mace proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that the quote of £5,924.60 for Uni Mini Hally activity piece from Hags SMP be approved but that the Clerk should request that all the grassmatt tiles beneath the unit be supplied for that price, not just the ones for the areas with high wear.

**14/167: To consider a recommendation from the Amenities Committee to approve a quote of £558.08 for the supply of two robust refuse bins from Glasdon to replace the damaged public bins in the Moot Lane Recreation Ground:** Cllr Hayward proposed, Cllr Sutcliffe seconded and it was approved by the meeting.

**14/168: To consider a recommendation from the Amenities Committee to approve a quote of £300 from ASG Maintenance to turf the boundary of the Redrow play area following the removing of the existing overgrown hedging:** Cllr Pearce proposed, Cllr Ross seconded and it was approved by the meeting.

**14/169: To consider a response to a Wiltshire & Swindon Fire Authority consultation on the future direction of the Fire Authority:** Cllr Mace proposed, Cllr Hayward seconded and it was agreed by the meeting that the Clerk should respond stating that the Parish Council's preference was for Scenario three: Merge with Dorset Fire Authority to create a single Combined Fire Authority while also collaborating with Wiltshire Council and Swindon Borough Council.

**14/170: To approve an invoice for £96 from Mr Bob Moody for the installation of the panic latches and repair to the Emergency Exit Doors at the Memorial Hall:** Cllr Dean proposed, Cllr Lacey seconded and it was approved by the meeting.

**14/171: To approve a quote for £540 from Downton Signs for the refurbishment of the Downton Memorial Hall War Memorial ahead of the 2014 Remembrance Sunday service:** Cllr Dean proposed, Cllr Pearce seconded and it was approved by the meeting.

**14/172: To consider and approve the appointment of Mr Jeremy Parsons as the Parish Council's representative of the Stockman & Woodlands Charitable Trust:** Cllr Lacey proposed, Cllr Sutcliffe seconded and it was approved by the meeting.

**14/173: To consider and approve the election of Cllr Pearce to the Amenities Committee:** Cllr Sutcliffe proposed, Cllr Hayward seconded and it was approved by the meeting.

## DOWNTON PARISH COUNCIL

### 14/174: Committee Reports:

**New Housing Development Committee:** Cllr Sutcliffe gave a brief report on a recent meeting at which the application for Scotts House, the pre-application plans for the Primary School and the response to Wiltshire Council's Spatial Planning Team's initial consultation on the methodology and draft proposals relating to settlement boundary reviews had been agreed.

**Amenities Committee:** In Cllr Cordell's absence, Cllr Mace gave a brief report on a recent meeting at which a number of items already approved at this meeting had been discussed. He said the Committee had considered the budget for 2015/16 and items to be included in the Parish Council's 3 year plan.

### 14/175: Representatives' Reports:

**Meeting with Lone Star Land regarding the land opposite the Trafalgar School in Breamore Road, Downton:** In Cllr Ford's absence, Cllr Sutcliffe gave a brief report on a meeting with Mr Rob Roe and the agent from Lone Star Land who was representing Mr Roe and his neighbours. He said that discussions were at a very early stage but the current plans were to build around 35 houses.

**Memorial Hall Committee:** Cllr Sutcliffe gave a brief report on two recent meetings which had included discussions on the maintenance work to the Hall, the repair to the emergency exit doors and the possibility of combining the contents insurance of the Hall with the Parish Council's insurance.

**Brian Whitehead Sports Centre Association:** Cllr Lacey gave a brief report on the recent AGM at which the Chairman had given his annual report. She said that the VAT issues were continuing to be resolved and there had been a discussion on the likely costs of replacing the Leisure Centre's internal lights. She also said that the Committee was organising a day to clear and tidy up around the car park and the Clerk agreed to circulate the date to all members.

### 14/176: To approve the following payments:

£157.82 – The Landscape Group for Bin Emptying – September 2014

£129.98 – Firestop Manufacturing Ltd for the panic latches for the Emergency Exit Doors at the Memorial Hall.

£474.00 – SLCC Enterprises Ltd for the Clerk's attendance at the Society of Local Council Clerks' Annual Conference.

£30.00 – Longford Estate for the land annual rent for the Downton Allotments.

£0.10p - Longford Estate for the annual rent for the Borough Greens for 2013 and 2014.

£29.07 – Southern Electric for the Moot Lane Pavilion.

£11.75 – Sempcorp Bournemouth Water for the Moot Lane Pavilion.

£3,709.81 – The Bell Group for the painting and maintenance of the exterior of the Memorial Hall.

£99.98 – Mrs B Cornish – reimbursement of her credit card payment to 350pages for annual web hosting for the Downton Parish Council website.

£870 – Fellows Construction Consultants Limited for the cost plan for the Memorial Hall extension.

Cllr Hayward proposed, Cllr Dean seconded and they were approved by the meeting.

## DOWNTON PARISH COUNCIL

### 14/177: To approve the Accounts for payment for October and to record the bank balances:

	£
The Landscape Group - Bin Emptying – Sept 2014	197.28
Fellows Construction Consultants Ltd - Quantity Survey for Memorial Hall Extension	840.00
SLCC Enterprises - Clerk's attendance at National Conference	474.00
Bell Group UK - Painting of Memorial Hall	3709.81
Earl of Radnor - Rents for Play Area, Allotments and Greens	30.10
SempCorp Bournemouth Water - Moot Lane Pavilion	11.75
Firestop Manufacturing Ltd - Panic Latches for Memorial Hall doors	129.98
Mr B Moody - Fitting of Panic Latches to Memorial Hall doors	96.00
WALC - Local Councils Explained Textbook	55.99
B Cornish – reimbursement for annual website hosting by 350pages	99.98
HM Revenue & Customs – Clerk's PAYE for July, August & September	1612.39
James Howells - October Salary	196.80
B Cornish - October Salary	1322.44
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	8776.52
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### Balances to be Approved and Noted as at 06.10.14:

Current A/c: £4159.78 Deposit A/c: £52,517.63 Santander Time Deposit: £42,067.66

Cllr Hayward proposed, Cllr Dean seconded and they were approved by the meeting.

### 14/178: Correspondence:

- 1 Wiltshire Fire & Rescue Service – A letter from Mr Michael Franklin setting out dates for briefings on the consultation on changes to the Fire Service.
- 2 1<sup>st</sup> Downton Scout Group – A letter from Mr Clive Westlake advising of the annual Bonfire Night on 1<sup>st</sup> November at the White Horse.
- 3 Mr Nigel Walker – Several emails regarding the streetlights in Doctors Alley, Barford Lane, Downton.
- 4 Downton Society – An email from Ms Claire Freemantle regarding the Society's plans to work on the area by the noticeboard at Tannery Bridge and the change of noticeboards at the Memorial Hall which was considered by the Amenities Committee.
- 5 Mr Graham Evans of Standlynch – An exchange of emails with Cllr John Thomson of Wiltshire Council on the resurfacing of the road beside Standlynch Farm.
- 6 Mr George Purcell – Several emails regarding the state of a footpath and debris in the river by Tannery Bridge and a subsequent exchange of emails with the Environment Agency in resolving the issue of the debris.
- 7 Mr Giles Hall – An email regarding parking in Downton and the Neighbourhood Plan Steering Group.
- 8 WALC – Several emails containing information on legal issues and a Newsletter.
- 9 Mr Charles Greville-Heygate – An email regarding the recognition of his parents' donation of the land at the rear of the original Memorial Gardens.
- 10 Wiltshire Council – An email from Ms Sally Canter regarding proposed dates for parish councillor training on Planning Issues, with the nearest being held on 12<sup>th</sup> November at Salisbury City Hall from 6-8 pm.
- 11 Wiltshire Highways – Monthly highways update from Mr Tracy Myers.
- 12 Victoria Dudley – An email expressing concern about the slippery surface on the pavement at the entrance to Saxonhurst.

**14/179: Date of next meeting** – Monday 10<sup>th</sup> November 2014 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 9.10 pm.