

DOWNTON PARISH COUNCIL

Minutes of the Meeting held on Monday 13th April 2015 at the Memorial Hall, The Borough, Downton at 8.45 pm immediately following the Annual Parish Meeting.

Present: Cllr Mace (Chairman) and Cllrs Chandler, Cordell, Dickinson, Ford, Lacey, Hayward, Pearce, Sutcliffe, Watts, Whitmarsh and Yeates.
Unitary Cllr Julian Johnson and Bev Cornish, Parish Clerk.

Two members of the public were present.

Part 1

14/348: Apologies: Cllrs Dean, Quarmby and Ross.

14/349: Minutes: The Minutes of the Parish Council meeting held on 2nd April 2015 were approved as a true record and signed by the Chairman. Proposed by Cllr Hayward seconded by Cllr Ford and agreed by the meeting with abstentions from Cllrs Chandler, Cordell, Dickinson, Sutcliffe and Watts.

14/350: Public Question/Statement Time: Mrs Christine Parry, Chair of the Memorial Hall Committee, commented that the plans for the Memorial Hall extension looked good but could the Parish Council consider retaining as much storage space as possible for the existing building. She also asked that her thanks be recorded to Cllr Sutcliffe who had arranged for the provision of new locks and keys for the hall.

14/351: To receive Declarations of Interest in respect of matters contained in this agenda in accordance with the provisions of the Localism Act 2011: None.

14/352: Matters arising from the Minutes:

14/328: Wiltshire Council consultation on the Wiltshire Housing Site Allocations Development Plan Document - Identification of Potential Housing Sites: The Chairman reported that the joint Parish Council and Neighbourhood Plan Steering Group's response had been submitted by the Clerk following Cllr Ford's meeting with a member of the Spatial Planning Team.

14/353: Wiltshire Council matters – Unitary Councillor's Report: Unitary Cllr Johnson reported that he had no further news on the works to the pavements in Downton. He said he had expressed his frustration with officers at the lack of information provided when promised and scheduled works did not take place. He also reported that the Wiltshire Council office at Milford Street would be closed with staff being transferred to Bourne Hill.

14/354: Planning and Tree Works Applications:

15/03173/PNEX - 53 Catherine Crescent, Downton - Prior Notification (larger home extension) - Single storey side and rear extension: The Chairman reported that this application had been withdrawn so could not be considered.

14/355: In the light of confirmation from Mr John Watling, Deputy Acting Returning Officer at Wiltshire Council, that the Council had resolved to recharge the cost of parish council elections back to parish councils, to approve the allocation of £1,000 from the Parish Council's reserves for 2015/16 to Election Costs: Cllr Mace proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that the allocation be approved and that the Clerk should write to Mr Watling expressing the Parish Council's concern and frustration that this information had been passed on to parishes without any information on the likely cost to each parish after they had submitted their precepts for 2015/16.

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14/356: To consider the plans for the Memorial Hall Extension and to approve their submission as a planning application to Wiltshire Council: Cllr Sutcliffe briefly reported on comments received from councillors and residents. He said the proposed 'sedum roof' on the plans would be rejected for a zinc roof to minimise maintenance. Cllr Ford proposed, Cllr Pearce seconded and it was agreed by the meeting that the Clerk should instruct the architect to proceed to planning application.

The Chairman asked that his thanks be recorded to Cllrs Ford, Sutcliffe and Yeates for their hard work in getting the plans to this stage.

14/357: Representatives' Reports:

Spatial Planning Team Meeting: Cllr Ford reported on a meeting with officers who did not have any specific knowledge of Downton as a parish. He said he had confirmed with the officers what had been drawn out of the Neighbourhood Plan survey, which was that residents preferred development to take place on land to the north and south of the A338. He also said that he had confirmed the SHLAA sites which the Parish Council and Neighbourhood Plan Steering Group had found acceptable to accommodate the level of housing required by the Wiltshire Core Strategy up to 2026.

Southern Wiltshire Area Board: Cllr Whitmarsh reported on a lengthy meeting at which the issues of the changes to the opening hours of Wiltshire Council's recycling centres, superfast broadband and a proposed pageant in Salisbury to mark the 800th Anniversary of the Magna Carta had been discussed. She also reported that Cllr Sally Lacey and Mrs Nicola Wilson had been given a Community Award in recognition of their important contribution to community life in Downton.

14/358: To approve the following payments:

- £54.00 – Wiltshire Council – For DBS check charges.
- £30.00 – Sarum Asbestos Limited – For sample analysis of the roof of the Moot Lane Pavilion.
- £183.84 – The Landscape Group – For March bin emptying.
- £50.00 – Mr J Parsons – Hire of PA System and Projector for 2 meetings.
- £330.20 – Mr R Moody – Various items of playground maintenance.

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

14/359: To approve the Accounts for payment for April and to record the bank balances:

	£
The Landscape Group Bin emptying – March/April 2015	183.84
Wiltshire Council - DBS check charges	54.00
Sarum Asbestos - Sample analysis of roof of Moot Lane Pavilion	30.00
Mr R Moody - For playground Maintenance	330.20
Mr J Parsons - Hire of Projector & PA for 2 meetings	50.00
Semcorp Bournemouth Water - Water at Cemetery	69.06
James Howells - April Salary	196.80
B Cornish - April Salary	1393.28
HM Revenue & Customs - PAYE for Jan, Feb, Mar	1223.50

Total	3657.43
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Balances Approved and Noted as at 13.04.15:

Current A/c: £7,692.63 Deposit A/c: £28,525.72 Santander Time Deposit: £42,067.66

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

14/360: Correspondence.

- 1 Mrs Donna Gurd – An email regarding the caravan in the Moot car park.
- 2 Southern Wiltshire Area Board – An email from Mrs Karen Linaker attaching information on the Easter and summer holiday sports programmes in Wiltshire.
- 3 Wiltshire Council – An email from Mr John Watling advising of the transfer of costs of elections from Wiltshire Council to parish councils.
- 4 Wiltshire Council – An email response from Mr Graham Axtell agreeing to meet with the Clerk on several highway issues in the parish.
- 5 Grant Thornton – An email from Mrs Bridget Bowen providing details of this year's Parish Council Audit.
- 6 Wiltshire Council Public Health – An email from Ms Issie Tucker regarding the Tick Awareness Campaign.
- 7 Downton Band – An email from Mrs Danie Williams advising of the increase in band hall hire fees to £20 per session.
- 8 Fields in Trust – An email from Mrs Helen Griffiths advising of the AGM at Twickenham Stadium on 11th June 2015.
- 9 Wiltshire Council – An email from Mr John Watling enclosing the Notices for the forthcoming Elections in Wiltshire.
- 10 Mr John Elliott – An email regarding the frequency of flytipping in Witherington and Barford Lanes and a request for the Clerk to contact Wiltshire Council regarding the response times for collection.
- 11 Mrs R Broyd – An email regarding anti-social behaviour in the Memorial Gardens.
- 12 Salisbury City Council – An email from Mr Reg Williams, City Clerk, to the Chairman attend the forthcoming Mayor Making Ceremony in Salisbury on Saturday 16th May 2015.
- 13 Daly International – An email from Mr Ruminder Jutla regarding an invitation to respond to pre-application discussions with regards to a proposed telecommunications development at Downton Sewage Works by Vodafone and Telefonika.
- 14 Came & Co – A copy of the Spring newsletter.
- 15 Wiltshire Council – An email from Ms Emma Drage regarding the awareness campaign for button batteries.
- 16 Wiltshire Highways – An email from Mr Tracy Myers providing an update on highway issues and dates of the community days across south Wiltshire.
- 17 Mr Chris Green – An email regarding the poor highway surface from Moot Gardens to Hale road.
- 18 Wiltshire Council – An email from Mr John Cole regarding the consultation for the closure of The Borough on Saturday 2nd May 2015.

Part 2 – CONFIDENTIAL INFORMATION – EXEMPT MATTERS - STAFFING

14/361: Cllr Mace proposed, Cllr Hayward seconded and it was agreed by the meeting that in view of the confidential nature of the business about to be transacted on a personal employee matter, it was advisable in the public interest, that the press and public be temporarily excluded and they be instructed to withdraw.

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14/362: To consider and approve the raising of the Clerk's salary to spinal point 28 of the National Association of Local Council's document entitled '2013/14 National Salary Award for Local Council Clerks Revised Scales' in accordance with her Employment Contract: Cllr Ford proposed, Cllr Chandler seconded and it was approved by the meeting and that cheque 2441 for the Clerk's April salary also be approved.

14/363: Date of next meeting – Monday 27th April 2015 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 9.40 pm.