

DOWNTON PARISH COUNCIL

Minutes of the meeting of the New Housing Development Committee held on Monday 20th July 2015 at the Memorial Hall, Gravel Close, Downton at 7.30 pm.

Present: Cllr Quarmby (Chairman) and Cllrs Cordell, Ford, Hayward (until 9.30 pm), Lacey, Mace, Sutcliffe and Mrs Nikki Wilson.
Bev Cornish, Parish Clerk.

Four members of the public were present.

Part 1

NHD13/15: To consider and approve the co-option to the Committee of Mrs Nikki Wilson, Chair of the Neighbourhood Plan Steering Group: Cllr Ford proposed, Cllr Mace seconded and it was agreed by the meeting that Mrs Wilson be co-opted to the Committee.

The Chairman made reference to an email from Mr Richard Fishlock questioning the absence from the agenda of Mrs Small's co-option to the Committee. He said that, in his view, as the Primary School's planning application was close to a resolution, he could not necessarily see the value in two members of the Primary School being co-opted but asked members for their views. Following a discussion, members asked that Mrs Small be invited to join the Committee at the next meeting with the aim of one of either Mr Fishlock or Mrs Small being able to be present at a meeting.

Following guidance given by the Clerk, she was instructed to write to Mr Fishlock and Mrs Small to set out clearly the role of co-opted members of a Parish Council Committee.

NHD14/15: Apologies: Cllr Yeates and Mr Richard Fishlock.

NHD15/15: Minutes: The Chairman made reference again to an email from Mr Richard Fishlock asking for the inclusion of three additional paragraphs to the minutes and a correction to the public statement made by Mr Bryan Morris. Cllr Quarmby reported that the Clerk had already written to Mr Fishlock advising that she was required to minute what was said at a meeting so the Parish Council was not able to correct Mr Morris's statement.

Following a discussion, during which it was agreed the Clerk did not produce verbatim minutes of Parish Council's meetings and the additional paragraphs were not material to the balance of the minutes, Cllr Mace proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that the minutes of the meeting held on 15th May 2015 be approved as a true record and signed by the Chairman.

NHD16/15: Declarations of Interest: None.

NHD17/15: Public Question/Statement Time:

Mrs Christine Parry questioned the continued co-option of members of the Primary School on the Committee and stated that the Parish Council should also be working with residents and with the Memorial Hall Committee on the plans for the Memorial Hall.

Mr Rob Hewlett made reference to the revised plans for the Charles Church planning application and expressed concern that Charles Church had not provided a brownfield site analysis.

Mr Jeremy Parsons said that the wording for the revised Charles Church planning application should be 'Erect 99 dwellings (79 houses and 20 flats)'.

NHD18/15: To consider and agree on a response to the amended plans and a revision to the Parish Council's previously submitted response to planning application 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 – and to make a recommendation to the Parish Council: The Committee worked through the Parish Council's objections and issues from its previous response and devised new comments from which the Clerk was asked to produce a detailed response. Cllr Quarmby proposed, Cllr Ford seconded and they were approved by the meeting.

NHD19/15: To consider a request from the Neighbourhood Plan Steering Group to endorse the revised Policies and Proposals to be included in the Downton Neighbourhood Plan: The Committee worked through the policies which made reference to proposed actions to be taken by the Parish Council once the Neighbourhood Plan had been adopted. Following the agreement to several minor amendments being made, Cllr Sutcliffe proposed, Cllr Hayward seconded and it was agreed by the meeting that the amendments and revised policies and approvals be endorsed by the Parish Council.

NHD20/15: To consider a draft list of community assets which can be identified for inclusion in the Neighbourhood Plan as being of potential community value under the Community Right to Bid scheme: Following a briefing from Mrs Wilson and a lengthy discussion, Cllr Mace proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that Mrs Wilson should use the draft list to question residents at the forthcoming pop-up Neighbourhood Plan events being held over the summer and should return to a future meeting with a revised list once residents have had the opportunity to give their views.

Part 2 – CONFIDENTIAL INFORMATION – EXEMPT MATTERS

NHD21/15: Cllr Quarmby to proposed the following resolution – 'That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, that the press and public be temporarily excluded and they be instructed to withdraw', seconded by Cllr Sutcliffe and agreed by the meeting.

NHD22/15: To receive a report from Cllr Sutcliffe on the progress of the planning application for the Memorial Hall extension and to consider how the funding will be realised from Wiltshire Council and Charles Church and to make any recommendations to the Parish Council: Cllr Sutcliffe reported that the planning application had been registered with Wiltshire Council's planning department. He said he was unable to advise on the likely figures for funding from Charles Church because planning officers had yet to confirm to Charles Church their total CIL and Section 106 Agreement payments.

NHD23/15: To consider the draft business case, costings and potential revenue for the funding of the campus room within the Memorial Hall Extension prior to its submission for consideration by the Southern Wiltshire Area Board: Following a discussion, Cllr Quarmby proposed from the chair that Cllrs Sutcliffe, Mace, Dickinson, Pearce and Hayward work together to formulate a business case for submission to the Area Board.

NHD17/15: To consider the potential leasing of the extension, covenants to be contained in the lease and how it will be managed as well as possible rental fees and to make any recommendations to the Parish Council: Following a discussion, Cllr Cordell proposed, Cllr Mace seconded and it was agreed by the meeting that a small working group be formed and comprised of Cllrs Quarmby, Sutcliffe, Ford, Mace and Yeates. The purpose of the working group was to consider all aspects of the leasing of the extension and to make recommendations to a future meeting of the Committee prior to making recommendations to the Parish Council.

NHD17/15: Next meeting: Monday 17th August 2015 at 6.15 pm at the Memorial Hall, The Borough, Downton.

With no other business, the meeting closed at 9.45 pm.