

# DOWNTON PARISH COUNCIL



## **Minutes of the Meeting held on Monday 14<sup>th</sup> December 2015 at the Band Hall, Gravel Close, Downton at 7.30 pm.**

**Present:** Cllr Mace (Chairman) and Cllrs Brentor, Chandler, Dean (until 9.25 pm), Ford, Hayward, Lacey, Pearce, Quarmby, Sutcliffe, Yeates, Watts and Whitmarsh.

**In attendance:** Mrs Bev Cornish, Parish Clerk.

Thirteen members of the public were present.

### **Public Question Time:**

Mrs Chris Parry directed her concern to Unitary Cllr Julian Johnson about the blocked drains on the B3080 road which had remained blocked since it was resurfaced in February 2015 and about which she had repeatedly contacted Wiltshire Council. Mrs Parry also asked when the bench was to be reinstated outside the Co-op as there had been a longstanding issue with drivers mounting the pavement and parking on the pedestrian area which potentially would cease if the seat was in place.

Mr Hamish Ross made a detailed statement and handed a petition to the Chairman calling upon the Parish Council to support the aim of bringing back the playing of football in the Moot Lane Recreation Ground and the setting up a new sports club to run the Pavilion with pledged financial support of up to £6,000.

Ms Claire Freemantle, Vice-Chair of the Downton Society, reiterated a number of the points set out in her letter with regard to the increase in HGVs not making a delivery when driving through Downton within the 7.5 tonne restriction zone and which was to be considered as an item on the agenda.

Ms Margaret Tribe emphasised the importance of taking some action on HGVs. She said there had been an increase in the number HGVs coming through the village during the night and recounted an incident of two large HGVs from each direction being brought to a standstill outside her house in Lode Hill at 4.00 am one morning. She said neither could give way to the other due to their size and the number of parked cars.

Ms Susan Barnhurst-Davies requested that in view of the number of tree works applications being considered at the meeting, members should consider including a request in the Parish Council's response to replace the removed trees with a suitable alternative tree.

Mr Jeremy Parsons advised that he was liaising with the Deputy Manager of Bidvest 366 3to reduce the impact of their newly replaced LED lights which were much brighter than the

former lights. He said if the matter could not be resolved, he may need to ask for the Parish Council's support.

Mrs Jenny Saxby and Mr Rick Ladds raised concerns about the Primary School's admissions boundary and the Environment Agency's response to the Primary School's flood risk assessment which stated that until it had received further answers to questions it would continue to maintain its objection.

**Pc Matt Holland** gave a brief report advising of the following:

- There were likely to be changes to neighbourhood policing along the lines of that piloted in Warminster earlier in the year. He said that he would be provided with further information in the New Year and was sure that parish councils would be informed by senior officers and by the Area Board.
- Community messaging was now in place whereby residents could be sent messages by the police alerting them to various issues. He encouraged residents to sign up to it at [www.wiltsmessaging.co.uk](http://www.wiltsmessaging.co.uk).
- Residents were asked to be alert to telephone calls from people falsely claiming to be from a bank or other financial institution asking them to provide bank details or transfer money. If calls were received, residents were asked to report it to Wiltshire Police.
- He had spoken to the manager at the Mazda garage regarding the parking of the car transporter on the double yellow lines which blocked the entrance to Hyde Lane.
- He was aware of the issue of parked cars on the pedestrian area outside the Co-op, had contacted the security company who regularly parked there to load the cashpoint and asked that residents inform him of any further incidents.
- He would continue to follow up reports of HGVs and had been involved in the work previously done by the New Forest National Park Authority.

In response to a question from Cllr Yeates about whether he was aware of catapult damage to street lighting, he said he was not and asked that all incidents be reported so that a record could be kept.

Cllr Mace thanked Pc Holland for his report.

**Unitary Cllr Julian Johnson** gave a brief report advising of the following:

- Local government funding would continue to be reduced following the Autumn finance statement. There had been a 38 percent reduction over the last 5 years and there was to be a further 24 percent reduction by 2020.
- With regard to dealing with the drains, the Council simply did not have the manpower to carry out the work required to be done.
- Wiltshire Council was carrying out a boundary review across the whole county, although the only nearby parish affected was Redlynch.
- Wiltshire Council had accepted 27 Syrian refugees who had arrived on 2<sup>nd</sup> December 2015. Officers and local charities were working to provide housing and support for them.

Cllr Mace thanked Cllr Johnson for his report.

**15/218 To receive and accept apologies for absence:** Downton Parish Council RESOLVED to note Cllr Dickinson's apology for the reason of a work commitment and Cllr Cordell's apology for the reason of illness.

At this point in the meeting Cllr Mace proposed from the chair that the item regarding the letter from the Downton Society be brought forward for debate and that the meeting remain open to the public.

**15/219: To consider a letter from the Downton Society regarding the increased prevalence of HGVs through the village and to agree on any actions to be taken:**

Following a lengthy discussion, Cllr Mace proposed, Cllr Watts seconded and it was RESOLVED that the following actions be taken:

1. The Clerk to investigate the cost and legal implications of installing a camera adjacent to the highway in Downton to provide evidence of HGVs.
2. The Clerk to work with Cllr Brentor in setting up a meeting(s) with companies in the Downton Industrial Estate in order to communicate the issues of HGVs using the B3080.
3. The Clerk to contact the New Forest National Park Authority and local parishes to encourage a follow up meeting to those held earlier in 2015 and to contact Highways England to establish the information needed to enable information on the 7.5 tonne weight limit to be added to the gantry signs on the M27 at Junction 1.

**15/220: Minutes:** Downton Parish Council RESOLVED, with 1 abstention from Cllr Brentor, to approve the Minutes of the meeting held on Monday 23<sup>rd</sup> November 2015 as a true record and they were signed by the Chairman.

**15/221: Declarations of Interest:**

Cllrs Brentor and Watts declared a personal and non-pecuniary interest in Planning Application in 15/11644/LBC.

Cllr Mace declared a personal and pecuniary interest in Minutes 15/232 and 15/233 and did not speak or vote during their consideration.

**15/222: To resolve to refer any business raised by the public in public discussion, and any other matters or items of information from councillors, to the appropriate committee:** Following a discussion and information from Cllr Quarmby, Downton Parish Council RESOLVED that:

- a. The matter regarding the Moot Lane Pavilion be deferred to the Amenities Committee; and
- b. The matter regarding the Environment Agency's response to the Primary School's flood risk assessment be dealt with by a letter sent from the Clerk to Ms Clare Medland of Wiltshire Council. It should state that it was time for the project team to pursue the Parish Council's optimal solution of maintaining the existing in-flow pipes to The Bunny and to form a maintenance access at this point from which to install additional underground pipes to a point clear of the proposed recreational area and then have compensatory storage on land upstream.

**15/223: Planning and Tree Work Applications:**

**To consider a recommendation from the New Housing Development Committee to object to the following application:**

**15/10781/OUT Land at Rivermead, Breamore Road, Downton – Erection of 36 residential units, construction of an access road from Breamore Road and associated works.**

**And to consider and resolve to approve a detailed response setting out the reasons for objection to Wiltshire Council:** Following a brief report from Cllr Quarmby, Downton Parish Council RESOLVED to approve the detailed response objecting to the planning application.

**15/11644/LBC The Wooden Spoon, 17 High Street, Downton – Proposed installation of support timbers and strapping to existing roof structure:** Downton Parish Council RESOLVED to raise no objection to this application.

**15/12041/FUL 29 Moot Gardens, Downton - Proposed single storey rear extension:** Downton Parish Council RESOLVED to raise no objection to this application.

**15/11584/TCA 3 Barford Lane, Downton - Fell Cherry Tree:** Downton Parish Council RESOLVED, with 1 abstention from Cllr Lacey, to raise no objection to this application.

**15/09691/TCA Horseshoe Court, 85 The Borough, Downton - Lime tree – fell:** Downton Parish Council RESOLVED to raise leave the decision on this application to the Tree Officer.

**15/224: To consider a recommendation from the New Housing Development Committee to resolve to ratify a further revised version of the Downton Neighbourhood Plan, being the final version, for formal submission to Wiltshire Council:** Following a brief report from Cllr Brentor and her confirmation that the changes requested at the New Housing Development Committee meeting had been made, Downton Parish Council RESOLVED to ratify a further revised version of the Downton Neighbourhood Plan, being the final version, for formal submission to Wiltshire Council.

**15/225: To consider whether to increase the burial fees at Downton Cemetery for 2016:** Following a lengthy discussion and confirmation from the Clerk that advice from the Parish Council's Internal Auditors was that a Council's Cemetery should break even, Downton Parish Council RESOLVED, with 3 objections from Cllrs Watts, Whitmarsh and Yeates, that the burial fees be increased by 25 percent.

**15/226: To consider the report from Mr Adrian Hampton and Mr Bill Parks of Wiltshire Local Highways and to consider whether to investigate the cost of funding enhanced service levels for the Wiltshire Council grasscutting contract in 2016/17:** Following a brief discussion, Downton Parish Council RESOLVED that this issue be considered by the Amenities Committee.

**15/227: To consider and resolve to agree on any additions or amendments to the Parish Council's draft Three Year Strategic Plan:** Following a brief report from Cllr Brentor and a discussion, Downton Parish Council RESOLVED to submit all comments to the Clerk by the end of 2015 so that a further revision could be made in advance of it being considered by the Amenities and New Housing Development Committees.

**15/228: To agree to resolve to appoint Cllr Jane Brentor as the Parish Council's representative to attend Wiltshire Council's Local Housing Panel:** Cllr Quarmby proposed, Cllr Hayward seconded and it was RESOLVED that Cllr Brentor be appointed.

## **15/229: Committee Reports:**

**New Housing Development Committee:** Cllr Quarmby gave a brief report on a recent meeting at which the planning application for the Land at Rivermead had been considered and he had given a report on a meeting with the neighbours to the Primary School to discuss the terms of the lease for the land in the Memorial Gardens.

## **15/230: To resolve to receive and ratify the Minutes of:**

The meeting of the New Housing Development Committee held on 14<sup>th</sup> September 2015: Downton Parish Council RESOLVED to receive and note the minutes.

## **15/231: Representatives' Reports:**

**Southern Wiltshire Area Board:** Cllr Yeates gave a brief report on a recent meeting at which a discussion had been held on Wiltshire Council's consultation on public conveniences in towns and parishes. There had also been report from Inspector Dave Minty of Wiltshire Police, a presentation by the Alzheimer's Society on how people could live well and make use of all available technological aids and five community youth grants had been approved.

**Neighbourhood Plan Steering Groups:** Cllr Brentor gave a brief report on a recent meeting of six local steering groups at which their varied experiences had been shared on their dealings with their parish councils and with Wiltshire Council. Cllr Brentor said that she and the Chair of the Downton Steering Group, Mrs Nikki Wilson, had offered support and various documents and confirmed that they would not be attending any future meetings.

**Local Housing Panel:** Cllr Brentor gave a brief explanation on the purpose of the meeting and a report on the meeting at which one local and two district housing officers had been present and one resident from Downton. She said it was primarily to enable residents to raise issues of concern or needing resolution and on this occasion there was an issue about access across the grassed area of the sheltered housing in Castle Meadow to allow easier transfer from cars to individual homes.

**Community Area Transport Group:** Cllr Yeates gave a brief report on a recent meeting at which there had been an update on the three issues raised by the Parish Council: the new right hand turning lane to Charlton Manor Farm, improvements to the High Street Crossing Point and the Yellow Lines from The Bull in The Borough. He said that work to all three projects had been delayed due to the change of Wiltshire Council contractor and would now be carried out in the new financial year which commences in April 2016.

**Parish Council Surgery:** Cllr Ford reported that no residents had attended the recent Surgery and suggested that the Parish Council considers whether or not to continue to hold monthly surgeries at future meeting.

**15/232: To note a report from the Clerk on the installation of the Pirate Ship in the Moot Lane Recreation Ground:** The Clerk and Cllr Sutcliffe gave a brief report stating that the Pirate Ship was still in the process of being installed.

At this point in the meeting, Cllr Sutcliffe, Vice-Chairman, took the chair due to Cllr Mace's declared personal and pecuniary interests included in the following two items.

**15/233: To approve the following payments:**

- £183.84 - The Landscape Group – for bin emptying.
- £3280.00 - Mr J D Savage – 3<sup>rd</sup> Tranche of Grasscutting Contract.
- £267.90 – ASG Maintenance Ltd - 3<sup>rd</sup> Tranche of Redrow Grasscutting Contract.
- £97.20 – Priority Printing – Footpath Working Group Questionnaire.
- £111.57 – Mrs B Cornish – Quarterly expenses.
- £49.99 - Mrs B Cornish - For Renewal of the Norton Computer Security.
- £16.00 – Cllr Mace – For Neighbourhood Plan expenses.
- £326.08– Mr B Moody – For Noticeboard and lock.
- £54.83 – Wessex Water – For the Moot Lane Pavilion.
- £9.76 – Bournemouth Water - For the Moot Lane Pavilion.

**15/234: To approve the Accounts for payment for December and to record the bank balances:**

	£
The Landscape Group – for bin emptying	183.84
Mr J D Savage – 3 <sup>rd</sup> Tranche of Grasscutting Contract	3280.00
ASG Maintenance Ltd - 3 <sup>rd</sup> Tranche of Redrow Grasscutting Contract	267.90
Priority Printing – Footpath Working Group Questionnaire	97.20
Mr B Moody – For Noticeboard and lock	326.08
Cllr Mace – For Neighbourhood Plan expenses	16.00
Wessex Water – For the Moot Lane Pavilion	54.83
Bournemouth Water - For the Moot Lane Pavilion	9.76
Mrs B Cornish – For Renewal of the Norton Computer Security	49.99
Mrs B Cornish – Quarterly expenses	111.57
Ms R Saxby – December Salary	151.20
Mr T Price– December Salary	151.20
Mrs B Cornish – December Salary	1381.93
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<b>Total</b>	<b>6081.50</b>
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**Balances to be Approved and Noted as at 14.12.15:**

Current A/c: £6,294.43 Deposit A/c: £33,155.72 Santander Time Deposit: £41,650.92

**15/235: Correspondence.**

- 1 Public Toilets – The Clerk had received 28 responses on the toilets with 3 being unwilling to pay the contribution and the remainder stating that they wished to keep the toilets.
- 2 Wiltshire Council – Two emails from Mr Tim Woolford providing more information on costs with regard to the public toilets.
- 3 Downton Primary School – An email from Mrs Alison Small advising of a consultation on the Primary School’s Admissions policy for 2017-2018 which will end on Friday 29<sup>th</sup> January 2016.
- 4 Mrs Jenny Saxby – Two emails enclosing the Environment Agency’s continued objection to the Primary School’s revised Flood Risk Assessment and a list of questions generated by Mrs Saxby and the neighbours to the Primary School on that response.
- 5 Memorial Hall Committee – An email from Mrs C Parry advising of some loose tiles on the rear of the Hall.

- 6 Wiltshire Council – An email from Ms Emma Dragge regarding Christmas cricket coaching course.
- 7 Southern Wiltshire Area Board – An email from Ms Abby Sullivan enclosing a poster for the South Wilts Paths Group.
- 8 Southern Wiltshire Area Board – An email from Tom Bray advising of signage for Smoke Free children's play areas.
- 9 Wiltshire Council – An email from Ms Catherine Darbyshire advising of the dates of the Housing Panel meetings in 2016.
- 10 Wiltshire Council – An email from Mrs Lisa Moore enclosing the agenda for the Southern Area Planning Committee on 17<sup>th</sup> December.
- 11 Ms Jane Launchbury – A copy email to Pc Matt Holland regarding damage to her car caused by an HGV and the general increase in HGVs through Downton.
- 12 Fr Bill Rogers – An email regarding an overhanging tree on the footpath beside The Sidings.

**15/236: Date of next meeting – Monday 11<sup>th</sup> January 2016 at 7.30 pm at the Band Hall, Gravel Close, Downton.**

With no further business, the meeting closed at 9.55 pm.