



Minutes of an Ordinary Meeting of the Parish Council held on Monday 12th September 2016 at the Band Hall, Gravel Close, Downton at 7.30 pm.

Present: Cllr Mace (Chairman) and Cllrs Brentor, Chandler, Cordell, Dean, Dickinson, Ford, Hayward, Quarmby, Pearce, Saxby, Sutcliffe, Whitmarsh, Watts and Yeates.

In attendance: Mrs Bev Cornish, Parish Clerk.

Also present: Fifteen members of the public.

Public Question Time:

Mr Nigel Walker, speaking on behalf of the Downton Society, said that he looked forward to the Parish Council turning down the planning application for Rivermead, Breamore Road which exceeded the agreed number of houses set out in the Neighbourhood Plan.

Mr Light requested that Wiltshire Council be asked to reinstate the pink surface on the pedestrian walkway between the traffic lights at Lode Hill as it had worn away and drivers were unaware that pedestrians were walking on the road.

Mrs Nikki Wilson, speaking as Chairman of the Neighbourhood Plan Steering Group, urged the Parish Council to approve the changes to the Plan as set out in item 113.16 on the Agenda as she had just heard that Neighbourhood Plans in neighbouring parishes were being delayed and developers were submitting plans for more housing.

Mr Bryan Morris asked whether the Conservation Officer had made any comments on the revised plans for the Primary School's classroom block.

The Clerk advised that she had not received any detailed comments from Mrs Jocelyn Sage other than the fact that she 'tended to agree with the comments made by the Parish Council on the proposed render'. However, she said she would contact Mr Warren Simmonds, the planning officer for the application, to request receipt of Mrs Sage's detailed comments.

Mrs Chris Parry expressed concern about the parking of motorbikes by the employees of the White Horse pub on the pedestrian area in front of the pub.

The Clerk said that she was aware that Mrs Parry had written to Pc Matt Holland and she was happy to arrange a meeting with Pc Holland and with the landlord of the White Horse to resolve the issue.

Mr Rick Ladds said that as the webmaster of the Downton.org village website he would be happy to link the Parish Council's Twitter username to the website.

Mrs Emma Goddard gave a short briefing in support of and reasons for the planning application for the Old Bungalow, Wick Lane.

Mr Jonathan Freer, Vice-Chair of Governors at Downton Primary School, said that he was aware of the Parking Working Group, advised that the school would be updating its Travel Plan in the coming year and said he would be happy to share information gathered in preparing the Plan with the Working Group.

Ms Susan Barnhurst-Davies expressed her concern about the height of the garage being built at the top of Lode Hill beside Slab Lane and asked that the planning application be checked to ensure it was compliant with its decision notice.

109.16 To receive apologies from Councillors: Unitary Cllr Julian Johnson.

110.16 To consider and resolve to approve the Minutes of the Extraordinary Meeting held on 5th September 2016: Downton Parish Council RESOLVED to approve the Minutes of the meeting held on 5th September 2016 as a true record and they were signed by the Chairman.

111.16 Declarations of Interest:

a. To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers:

Cllr Saxby declared a personal and pecuniary interest in Minute 123.16.

Cllr Hayward declared a personal and pecuniary interest in Minute 115.16.

b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered:

The Clerk advised that no dispensation requests had been received.

112.16 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 or to resolve to agree on any other action:

Cllr Mace proposed from the Chair and it was RESOLVED that:

- The comments made on Rivermead, Breamore Road and the Old Bungalow, Wick Lane be noted.
- Cllr Yeates to raise the issue of the pedestrian footpath in Lode Hill with the Community Area Transport Group.
- The height of the garage in Lode Hill be checked by the Clerk.
- Cllr Brentor and the Parking Working Group to liaise with Mr Freer on the Primary School's Travel Plan.
- The comments made by Mrs Wilson on the Neighbourhood Plan be noted.

113.16 To receive a report from Cllr Brentor and to resolve to accept the revised Downton Neighbourhood Plan for re-submission to Wiltshire Council incorporating the recommended minor changes following the Independent Examiner's report: Following a short report from Cllr Brentor, she proposed, Cllr

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Hayward seconded and it was RESOLVED that the Plan incorporate the minor changes and be resubmitted to Wiltshire Council.

114.16 Planning and Tree Works Applications:

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: Following a discussion, Downton Parish Council RESOLVED to maintain its objection as set out in the Clerk's letters dated 14th December 2015 and 17th March 2016.

Cllr Saxby advised that the Trafalgar School at Downton had also submitted its objection to the application stating that the school buses and large vehicles coming from the Fordingbridge direction would not be able to access the school if the pedestrian island continued to be included in the plans.

16/07982/FUL Old Bungalow, Wick Lane, Downton - Demolish the existing bungalow and erection of replacement dwelling: Downton Parish Council RESOLVED to raise no objection to this application.

16/07840/FUL &

16/08225/LBC Manor House, Barford Lane, Downton - Removal of existing single storey extensions and erection of single storey kitchen extension. Repair and rebuild existing garden walling with part removal: Downton Parish Council RESOLVED to raise no objection.

16/06838/ADV &

16/08068/LBC White Horse Inn, The Borough Downton - Replace existing signage with 8 x new illuminated (7 x fascia and 1 x hanging): Following a discussion, Downton Parish Council RESOLVED, with 1 abstention from Cllr Whitmarsh, to object strongly to the painting of signs on the brick of this important Grade II* listed building as there was no historical context for painted signs on the building and they would be irreparable. It also requested that there should be no increase in the number of signs from those existing ie no more than 5 signs.

115.16 To consider and approve the annual renewal premium of £4,030.79 for the Parish Council's Insurance Policy with Aviva: Following a brief report from Cllr Ford, he proposed, Cllr Sutcliffe seconded and it was RESOLVED, 1 one abstention from Cllr Hayward, that the premium be approved.

116.16 To resolve to approve the virement of £740 from the Odd Job Contractor budget line and £600 from the Public Bench budget line to meet the £1340 shortfall in the Insurance budget line to meet the costs of the additional insurance premium: Cllr Cordell proposed, Cllr Pearce seconded and it was RESOLVED that the virement be approved.

117.16 To consider Wiltshire Council's response of refusal to the Parish Council's request to empty two additional litter bins located outside the Co-op and at the Pharmacy and to consider whether the additional cost of £300 a year should be

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met by the Parish Council: Following a short report from Cllr Brentor, she proposed, Cllr Pearce seconded and it was RESOLVED, with 2 abstentions from Cllrs Watts and Yeates, that the Parish Council should meet the additional cost. Cllr Brentor said that she would talk to the Co-op about making a contribution towards the emptying of the bins.

118.16 To consider and to resolve to approve the setting up of a Working Group to formulate the 2017/18 Budget and precept and to agree on its membership: Cllr Cordell proposed, Cllr Watts seconded and it was RESOLVED that Cllrs Brentor, Ford, Hayward, Pearce and Mace comprise the membership of the Working Group.

119.16 To receive a short briefing from Cllr Ford following the Clerk's request for training and to resolve to approve that she proceed to gain online training in Health & Safety, Risk Assessments and in the Construction (Design and Management) Regulations at the cost of £44, in view of the impending construction to the Memorial Gardens and Hall: Following a short report from Cllr Ford, he proposed, Cllr Hayward seconded and it was RESOLVED that the Clerk's training be approved.

120.16 To consider setting up a Twitter username primarily to keep residents updated during the forthcoming construction works in Salisbury Road, at the Primary School and Memorial Hall and Gardens: Following a short briefing from the Clerk, Cllr Sutcliffe proposed, Cllr Quarmby seconded and it was RESOLVED that the setting up a Twitter username be approved.

121.16 Representative Reports:

Downton Allotments: Cllr Watts gave a brief report on a recent meeting at which the current three Committee members had resigned and three new members had been elected. The new Chair was Ms Susan Barnhurst-Davies.

Memorial Hall Committee: Cllr Sutcliffe gave a brief report on a recent meeting at which it had been reported that the new chairs and trolleys had arrived and more bookings had been taken this year. He also said that he had given a brief report on the progress of the plans for the extension.

Chalk Pit Committee: Cllr Yeates gave a brief report on a recent meeting at which the continuing issue of the horse tethered on the site had been discussed.

122.16 To resolve to approve the following payments:

- £700.00 - Maranji Commercial & Domestic Cleaning - September.
- £3345.00 – Mr J Savage – 2nd tranche of grasscutting contract.
- £273.75 – ASG Maintenance – 2nd tranche of grasscutting contract at West Wick.
- £1,163.82 – Broxap for two double litter bins.
- £15.00 – Wiltshire Council – For DBS admin charge.
- £15.00 – Longford Estates – For annual Allotment rent.
- £10.00 – Longford Estates – For rent for playing area.
- £315.00 – Salisbury Window Cleaning Services – For bus shelter cleaning.

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- £136.00 – Mr B Moody – For installation and relocation of litter bins.
- £55.00 – Mrs B Cornish – For Wiltshire Council removal of wasps nest in Cemetery.
- £47.89 - Wessex Water – For Public Toilets.
- £126.82 – Mrs B Cornish – For Clerk’s Quarterly Expenses.

Cllr Hayward proposed, Cllr Pearce seconded and it was RESOLVED that they be approved.

123.16 To resolve to approve the sum of £11,844.86 as the Accounts for payment for September and to record the bank balances:

	£
Maranji Commercial & Domestic Cleaning – Sept	700.00
Mr J Savage – 2nd tranche of grasscutting contract.	3,345.00
ASG Maintenance – 2nd tranche of grasscutting	273.75
Broxap for two double litter bins.	1,163.82
Wiltshire Council – For DBS admin charge	15.00
Longford Estates – For annual Allotment rent	30.00
Longford Estates – For rent for playing area	10.00
Came & Co – Insurance policy renewal	4,030.79
Bob Moody – For installation & relocation of litter bins.	136.00
Wessex Water – For Public Toilets	47.89
Salisbury Window Cleaning Services – For bus shelter	315.00
Mrs B Cornish – For removal of wasps nest in Cemetery	55.00
Mrs B Cornish – Quarterly Expenses	126.82
Ms R Saxby – Sept Salary	151.20
Mrs B Cornish - Sept Salary	1,444.59
 Total	 <u><u>11,844.86</u></u>

Balances to be Approved and Noted as at 12.09.16:

Current A/c: £5,225.93 Deposit A/c: £60,833.61

Cllr Ford proposed, Cllr Pearce seconded and it was RESOLVED that they be approved.

124.16 To resolve to approve the Budget to Actual figures to 30th September 2016:

Cllr Ford proposed, Cllr Hayward seconded and it was RESOLVED that they be approved.

125.16 To resolve to note the Clerk’s report providing information on recent issues and work completed:

Litter Pickers: The Council’s two litter pickers have been successful in their A levels and are leaving for university. An advert has been posted on the website and noticeboard with the deadline of 16th Sept to find replacements.

Cemetery: A large wasps nest was removed from the Cemetery.

Fence at Moot Lane Recreation Ground: Johnson Fencing, which was due to carry out the replacement of the southern boundary fence in the Recreation Ground has been delayed by a hospital stay and is unable to complete the work. The Clerk is obtaining more quotes from other contractors.

Charles Church Road Works: The Clerk has spent a considerable amount of parish time trying to improve the impact of the lights by talking to Persimmon, Wiltshire Council, the site manager, residents and the Trafalgar School. The lights will be in situ until 30th September.

Business Rates: In April Wiltshire Council sent the Parish Council two zero rated business rate demands for the Public Toilets and Memorial Hall. Subsequently, it received a demand charge for the Parish Room of £665.50. Following a call to Wiltshire Council advising that the Parish Room was empty and was about to be demolished by their contractors to build the school's playground extension, a further bill was issued requiring zero payment.

126.16 To resolve to note the Correspondence received: Downton Parish Council RESOLVED to note the following correspondence:

- 1 Persimmon Homes – An exchange of emails between the Clerk, site manager, and Wiltshire Council's Highway Engineer regarding the lights on the A338 beside the Charles Church development site.
- 2 Wiltshire Council – An email from Mr Jamie Mundy advising that due to the shortage of officers in the department which deals with waiting and parking restrictions for which there is a backlog, it has been decided that the team will only deal with the requests from the top five Towns and northern parish areas for progression this year.
- 3 Mr Nigel Walker – An email regarding the revised design proposals for the Primary School.
- 4 Jacksons – Various email exchanges between Mr David Bowen-Ashwin and the Clerk regarding the draft lease with the Diocese of Salisbury and car parking agreement.
- 5 Ridge & Co – Various email exchanges between Mr Luke Martin and the Clerk regarding the car parking agreement and the Access Licence for the Primary School construction site.
- 6 Wiltshire Council – Several emails with Mr Shane Verrion and Ms Jane Cole, tree officers, regarding work to the trees on the highway in Marie Avenue and Joanne Close.
- 7 Age UK – An email from Ms Pippa Webster regarding a meeting of the Wiltshire Older People's Forum at Alderbury Village Hall on Friday 26 August from 10 am-12 noon.
- 8 Wiltshire Association of Local Councils – An email from Ms Katie Fielding regarding a training course entitled 'Town Planning from the Local Council Perspective' taking place on Wednesday 2nd November 2016 in Devizes Town Hall. This course is aimed at both members and officers interested and involved with Planning.
- 9 Redlynch Parish Council – An email from Mrs Nicky Ashton, Clerk, inviting members to join Redlynch PC for training being given by Wiltshire Council in Redlynch on the Code of Conduct on Thursday 27th October at 6.00pm. *Cllrs Ford, Mace, Saxby and Sutcliffe to attend.*

- 10 Wiltshire Council – An email from Mr Adrian Hampton enclosing a copy of the August Highways Newsletter.
- 11 Southern Wiltshire Area Board – An email enclosing the minutes of the meeting held on 28th July 2016.
- 12 Mr Richard Reed – An email seeking guidance on the collection of bin waste from Millennium Green.
- 13 Mr George Purcell – An exchange of emails with the Environment Agency regarding weed growth at Tannery Bridge.
- 14 Atkins – A further email from Ms Davina Tigwell regarding the works to and closure of the A338 from 9th to 16th September 2016 between the hours of 19:00 to 06:00.
- 15 Mr R Beasley – An email thanking the Parish Council for its efforts in objecting to the planning applications for 7 and 9 Clearbury View.
- 16 Mrs Jocelyn Sage – An email advising that the cottages at 59 & 61 The Borough had been de-listed and enclosing a copy of the Notification of Designation Decision.
- 17 Mr Jeremy Parsons – An exchange of emails with the Clerk and Mr Nick Cowan, Rights of Way Officer, regarding the work to the kissing gate adjacent to Millennium Green.
- 18 Wiltshire & Swindon History Centre – The August copy of the Intelligencier.
- 19 Mr Mike Monks – An email seeking information on housing in Downton for a news article.
- 20 Salisbury Museum – An email and poster from Louise Tunnard advising of a new exhibition entitled 'Constable in Context' which opens on 17 September and runs until 25 March 2017.

127.16 To confirm the date of the next meeting as Monday 10th October 2016 at 7.30 pm at the Band Hall, Gravel Close, Downton: Downton Parish Council RESOLVED to confirm the next meeting as Monday 10th October 2016.

With no further business, the meeting closed at 9.25 pm.