

DOWNTON PARISH COUNCIL



7th November 2016

To: All Members of Downton Parish Council

You are summoned to an Ordinary Meeting of Downton Parish Council on Monday 14th November 2016 at 7.30 pm at the Band Hall, Gravel Close, Downton for the purpose of transacting the following business.

Yours sincerely

**Bev Cornish
Clerk to the Council**

The Chairman will confirm if all or part of the meeting may be filmed, photographed or audio recorded. If any member of the public has an objection to being filmed or photographed, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.

7.30 pm Public Question Time

Prior to the start of the meeting, there will be a public session which, at the Chairman's discretion may last up to 15 minutes, to enable members of the public to ask questions of and make comment to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council or Committee meeting. Members of the public are asked to restrict their comments and/or questions to three minutes. This section is not part of the formal meeting of the Council.

Unitary Councillor Julian Johnson – To receive a short verbal report.

Agenda

163.16 To receive apologies from Councillors.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

164.16 To consider and resolve to approve the Minutes of the Ordinary Meeting held on 24th October 2016.

165.16 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.
- b. To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

166.16 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.

167.16 Planning and Tree Works Applications:

16/10033/FUL 102 The Borough, Downton - Conversion of existing double garage and store at rear of property to create new 'Granny Annexe' type living accommodation.

16/09971/FUL 8 Charlotte Close, Downton - Creation of room in existing loft including 2 roof lights/velux windows to front & rear elevations of loft, installation of internal staircase & other minor alterations.

16/10645/TCA 56 The Borough, Downton - T1 - Lime Tree - Reduce crown in height by up to 25%. Crown raise lower branches by up to 4.5 metres from the ground.

168.16 To consider three quotes from demolition contractors and resolve to approve one quote to demolish the Moot Lane Pavilion and any other actions to be taken.

169.16 To consider a request under the Freedom of Information Act 2000 from Ms Sacha Cohen for all documents, emails, letters and any other written information or correspondence relating to the 'New Downton Footbridge and Path Proposal' and to resolve to agree on the actions to be taken.

170.16 Using the Parish Council's power under Section 137 of the Local Government Act 1972, to consider a request from Mr Tony Pike, Chair of the Social Club Committee at Downton Leisure Centre for a contribution towards the purchase of 100 new banqueting chairs.

171.16 Representative Reports:

Parish Surgery: To receive a short verbal report from Cllr Mace.

Code of Conduct Training: To receive a short verbal report from Cllr Saxby.

172.16 To resolve to approve the following payments:

- £422.40 – Mr David Mercer – For emergency work to remove a broken branch on a willow tree at Tannery Bridge.
- £700.00 - Maranji Commercial & Domestic Cleaning - November.
- £150.00 - Johnson Fencing – For installation of seat outside Co-op.

- £205.65 - Mr Bob Moody – For various amenity jobs at Cemetery, Moot Lane Recreation ground and installation of litter bins.
- £183.84 – The Landscape Group – Bin emptying for October.
- £22.29 – Viking – For stationery.
- £330.00 – Pete Watton & Co Ltd – For excavation of trial holes for the Memorial extension.
- £137.00 – Priority – For leaflets for the Neighbourhood Plan Referendum.
- £36.57 –Southern Electric – Final bill for Moot Lane Pavilion.
- £900.00 – RTS Fencing – For fencing on boundary in Moot Lane Recreation Ground.

173.16 To resolve to approve the sum of £4,854.84 as the Accounts for payment for November and to record the bank balances.

174.16 To resolve to note the Clerk's report providing information on recent issues and work completed.

175.16 To resolve to note the Correspondence received.

176.16 To confirm the date of the next meeting as Monday 28th November 2016 at 7.30 pm at the Band Hall, Gravel Close, Downton.

Part 2 – CONFIDENTIAL INFORMATION – EXEMPT MATTERS

177.16 To resolve that under the Public Bodies (Admission to Meetings) Act 1960 it is advisable in the public interest, that the press and public be temporarily excluded and they be instructed to withdraw in view of the confidential nature of the business about to be transacted: Tenders and Contracts

178.16 To receive a report from Cllr Sutcliffe on the detailed costings for the Memorial Hall Extension and the anticipated sources of funding for its construction and to resolve to agree on any actions to be taken.

Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & safety, and Human Rights.

Any person who may have difficulty with access to the meeting through disability is asked to advise the Clerk on 01725 513874 at least 24 hours before the meeting so that every effort may be made to provide access.