

# DOWNTON PARISH COUNCIL



5<sup>th</sup> December 2016

**To: All Members of Downton Parish Council**

**You are summoned to an Ordinary Meeting of Downton Parish Council on Monday 12<sup>th</sup> December 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**

### **190.16 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.

### **191.16 To consider and resolve to approve the Minutes of the Extraordinary Meeting held on 23<sup>rd</sup> November 2016.**

**192.16 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.

**193.16 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.**

**194.16 Planning and Tree Works Applications:**

**16/10521/FUL Former New House Cottage, Land to the West of Salisbury Road, Downton** - Demolition of existing dwelling and erection of 2no. two-storey dwellings and associated works.

**16/11025/106 The Old Bungalow, Wick Lane, Downton** - Modification of Section 106 Agreement (formerly Section 52) – discharge of obligation relating to Application S/1986/1323 (removal of agricultural condition).

**16/11144/FUL 49 Catherine Crescent, Downton** - Proposed shed and boundary fence.

**16/11389/FUL 39 Gravel Close, Downton** - Single storey extension to rear (west) elevation.

**16/11434/FUL 1 Avon Meadow, Downton** - Construction of two-storey dwelling as extension of existing dwelling, together with associated works and provision of outbuilding.

**16/11442/FUL 61 The Borough, Downton** - First floor extension to the rear of the property.

**16/11456/FUL 25 Lode Hill, Downton** - Proposed Garden Room/Office to Rear Garden.

**195.16 To consider a response to Wiltshire Council's Consultation on its draft Wiltshire Playing Pitch Strategy and Wiltshire Open Space Study.**

**196.16 To consider Wiltshire Council's Parish Newsletter dated 24<sup>th</sup> October 2016 advising of the transfer of the £500K council taxpayer funded 3G all weather pitch to Calne Town Council and the £100K council taxpayer funded toucan crossing at Calne and to seek clarification on when residents of Southern Wiltshire will benefit from the campus/health and wellbeing offer provided by Wiltshire Council.**

**197.16 To consider a recommendation from the Amenities Committee to support bi-monthly meetings between the Chair of the Amenities Committee and the Chair of Governors of the Primary School to encourage follow up of actions; act as a liaison between the school and the Parish Council for parking solutions and offer Parish Council support where appropriate.**

**198.16 To consider a recommendation from the Amenities Committee to build a case for marking parking spaces partly on the pavement outside the Spinnaker fish shop, including investigating whether there is a need for a dropped kerb and to apply for Community Area Transport Committee monies to fund 50 percent of the cost of its implementation.**

**199.16 To approve the payment of £12,959.00 to Jacksons solicitors for legal work carried out on the Lease, Car Park Deed and Car Park Contract with the Salisbury Diocesan Board of Education which will be reimbursed by Wiltshire Council.**

**200.16 Committee Reports:**

**Amenities Committee:** To receive a short verbal report from Cllr Brentor on a recent meeting.

**201.16 To resolve to receive and note the Minutes of:**

The meeting of the Amenities Committee held on 26<sup>th</sup> September 2016.

**202.16 Representative Reports:**

**Southern Wiltshire Area Board:** To receive a short verbal report from Cllr Brentor.

**Neighbourhood Plan Referendum:** To receive a short verbal report from Cllr Brentor.

**Brian Whitehead Sports Centre Association:** To receive a short verbal report from Cllr Hayward on the recent AGM and Committee meetings.

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

**203.16 To resolve to approve the following payments:**

- £700.00 - Maranji Commercial & Domestic Cleaning - December.
- £183.84 - The Landscape Group – Bin emptying for November.
- £91.98 - Cllr Jane Brentor – Neighbourhood Plan expenses.
- £84.14 - Viking - Ink cartridges and paper.
- £360.00 - Grant Thornton - Annual External Audit.
- £139.98 - Bournemouth Water – Public Toilets.
- £0.21 - Bournemouth Water – Moot Lane Recreation Ground.
- £1,080.00 - Mr Martin Pickard – Quantity Surveyor Services for Memorial Hall extension.

- £4,455.00 - Chris Reading & Associates - Building Services Consulting for Memorial Hall extension.
- £600.00 - Active Tree Care – For Moot Lane Recreation Ground scrub clearance.
- £3,345.00 - Mr J D Savage – 3<sup>rd</sup> tranche of grasscutting contract.
- £273.25 - 3<sup>rd</sup> tranche of grasscutting contract at West Wick.
- £100.00 - Downton Baptist Church – Advertisement for parish surgeries.
- £90.00 - Salisbury Window Cleaning Services – Cleaning of bus shelters.
- £15.00 – Wiltshire Council – DBS check for playground inspection.
- £60.00 – SLCC – CiLCA re-submission of 2 sections.
- £228.12 - B Cornish – Quarterly expenses.

**204.16 To resolve to approve the sum of £26,512.51 as the Accounts for payment for December and to record the bank balances**

**205.16 To resolve to approve the Budget to Actual figures to 31<sup>st</sup> December 2016.**

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

**207.16 To resolve to note the Correspondence received.**

**208.16 To confirm the date of the next meeting as Monday 9th January 2016 at 7.30 pm at the Band Hall, Gravel Close, Downton.**

## **Part 2 – CONFIDENTIAL INFORMATION – EXEMPT MATTERS**

**209.16 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**

**210.16 To receive an update from Cllr Sutcliffe on the outcomes of the actions agreed at the meeting held on 14<sup>th</sup> November, with regard to anticipated sources of funding for the construction of the Memorial Hall Extension, and to resolve to agree on any further 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.***