



**Minutes of the Meeting held on Monday 11<sup>th</sup> April 2016 at the Band Hall, Gravel Close, Downton at 7.30 pm.**

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

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

**Also present:** Unitary Cllr Julian Johnson and Six members of the public.

**Public Question Time:**

Mr Growcott raised the issue of the installation of a post box in the High Street. The Clerk advised that she had made several calls to Royal Mail and would continue to chase the Parish Council's request for a post box.

Mrs Saxby raised the following issues:

- The Parish Council should continue with its monthly surgeries to enable residents who did not feel able to attend and speak about their concerns at a public meeting to raise them with a councillor instead.
- She had sympathy for the neighbours in Greenacres who had objected to the planning applications for 7 and 9 Clearbury View.
- She wished to remind members following the consultation on the Primary School's application last year that the playground space was not to be a MUGA and that MUGAs needed to be at least 30 metres from residential properties. She also asked that members have consideration for the neighbours when considering whether to proceed with the upstream solution.

Mr Rick Ladds expressed concern about the potential spending of £10,000 on the upstream solution, whether this was a legitimate way of spending taxpayers' money. He also asked that the neighbours in Gravel Close and Long Close be informed if the Parish Council agreed to proceed.

Mrs Maggie Hunter raised concern about the amount of fly tipping on Barford Down. She said there had recently been 7 loads of rubbish tipped along Barford Lane and in the fields adjacent and these included garden waste, washing machines and all sorts of other rubbish. She asked whether it was possible to seal off the farm track where people parked their cars in the layby on the right just as you leave the village in the direction of Barford Park Farm.

Ms Susan Barnhurst-Davies asked whether there had been any progress in arranging a meeting with the New Forest National Park Authority to discuss the issue of HGVs. Unitary Cllr Johnson said he would chase this up.

Mrs Chris Parry, as Chair of the Memorial Hall Committee, expressed her thanks to the Parish Council for the repair of the barbed wire at the rear of the Memorial Hall. She also thanked Cllr Brentor and the Clerk for organising the recent Dementia Event which she said had been very interesting and useful.

Mrs Nikki Wilson, as Chair of the Neighbourhood Plan Steering Group, gave a brief report on the progress of the Neighbourhood Plan. She said that following discussion with Wiltshire Council, it was unlikely that the Referendum would take place before the autumn.

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

- Superfast Broadband – The project was now in the second phase with a further investment of £4 million and this would be completed by 2017 which would upgrade a further 80,000 premises across the county.
- The Area boards had supported 226 local projects with £1 million of funding and £500K had been distributed for highway projects via the Community Area Transport Groups.
- The Corsham Health & Wellbeing Centre was now open with the Tisbury Centre due to open later this year. Membership of the library at the Corsham Centre had doubled since last summer.
- The Council needed to save a further £25 million in the coming year.

Cllr Mace thanked Cllr Johnson for his report.

**15/307: To receive and accept apologies for absence:** Cllr Mace proposed from the Chair that Downton Parish Council should RESOLVE to note Cllr Dickinson's apologies due to work commitments.

**15/308: To consider and resolve to approve the Minutes of the Parish Council meeting held on Monday 14<sup>th</sup> March 2016:** Downton Parish Council RESOLVED, with 1 abstention from Cllr Hayward, to approve the Minutes of the meeting held on Monday 14<sup>th</sup> March 2016 as a true record and they were signed by the Chairman.

**15/309: To receive Declarations of Interest in respect of matters contained in this agenda in accordance with the Localism Act 2011:**

Cllr Brentor declared a personal and non-pecuniary interest in Planning Application 16/02026/FUL as she knew the applicant.

**15/310: 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 confirmed that the Clerk would contact Royal Mail regarding the post box and the local farmer regarding the farm track in Barford Lane and that members would take account of the issues raised regarding the extended playground to the Primary School when the items were considered as part of the Agenda.

**15/311: Planning and Tree Work Applications:**

**16/02117/FUL Unit 16 To 17 Parkers Close, Downton Business Centre Downton - Change of Use from the current B8 (Storage and Distribution) to B2 (General Industrial):** Following a brief discussion, Downton Parish Council RESOLVED to raise

no objection to this application provided that any conditions contained in the Decision Notice giving approval for the application submitted in 2012 were retained.

**16/02512/LBC 99 The Borough, Downton - Proposed two storey and single storey extensions and installation of iron railings along highway boundary in front of annexe (amendments to 15/03833/LBC):** Downton Parish Council RESOLVED to raise no objection to this application.

**15/312: To consider a Special Motion submitted by Cllrs Mace, Sutcliffe, Cordell, Brentor and Quarmbly to reverse the decision made under Minute 15/281 to raise no objection to Planning Application Nos. 16/02026 9 Clearbury View and 16/02029 7 Clearbury View. This is to enable Councillors to consider the concerns raised by residents from Greenacres which were not available to them when they took the decision on 14th March 2016 and to enable them to re-consider the plans:**

Following a brief report from Cllr Mace, Downton Parish Council RESOLVED to vary its previous response, with 3 abstentions, to respond as follows: Whilst the Parish Council has no objection to the raising of the roofline of the double garage to the height set out on the plans, in view of the conditions set out on Decision Notice and the comments made by the Officer in his report when the Redrow development was approved, it does object to the mass created by the double dormer window which it feels would affect the amenity of the residents living in numbers 36, 38 and 40 Greenacres. It therefore suggests that the Velux windows proposed on the rear elevations be replicated on the front elevations to reduce the impact on the properties in Greenacres.

**15/313: To consider and resolve to approve the Deed of Surrender relating to the Lease for the Public Toilets in The Borough and the signing of it by two councillors:** Cllr Hayward proposed, Cllr Pearce seconded and it was RESOLVED that it be approved and signed by the Chairman and Vice-Chairman.

**15/314: To consider and resolve to approve a quote from Wallgate Limited for an annual service and maintenance contract, to include parts and labour, for the three Wallgate Handwash Units within the Public Toilets at the cost of £204 per unit:** Cllr Hayward proposed, Cllr Brentor seconded and it was RESOLVED that the quote be approved.

**15/315: To resolve to approve the inclusion of the Public Toilets in the Parish Council's Asset Register at the value of £100,000:** Cllr Ford proposed, Cllr Hayward seconded and it was RESOLVED that it be approved.

**15/316: To resolve to accept the offer of a donation of £500 per annum from Downton Cuckoo Fair Ltd as a contribution towards the maintenance and use of the Public Toilets during the annual Cuckoo Fair:** Cllr Sutcliffe proposed, Cllr Whitmarsh seconded and it was RESOLVED that it be accepted.

**15/317: To consider a proposal from Cllr Chandler to write to Wiltshire Council to re-assess the speed limit on the A338 from Downton to Salisbury in the light of the recent fatal accident:** Following a brief report from Cllr Chandler and further information from Cllr Ford, Cllr Chandler proposed, Cllr Whitmarsh seconded and it was RESOLVED that the Clerk should write to request that the safety of the A338 be assessed with a view to reducing the speed limit to 50 mph from Downton to Britford.

**15/318: Following confirmation from Wiltshire Council that it will not carry out any further investigations into the 'upstream solution' to The Bunny in relation to the Primary School's planning application, to consider:**

- a. the options and recommendations put forward by the New Housing Development Committee; and**
- b. whether to carry out independent investigations and modelling as required by the Environment Agency at the cost of up to £10,000.**

Cllr Quarmby gave a detailed report on a meeting of the New Housing Development Committee which had preceded this meeting. He said:

- He had spoken to the Environment Agency and to Wiltshire Council's contracted engineer, Mr Tony Dilke, regarding the upstream solution.
- The officer at the Environment Agency had recognised that a more workable solution to the Bunny was required and agreed to give some thought to the upstream option.
- Mr Dilke had stated that he thought the solution could work and may be cheaper but that he would not carry out the modelling work, as this would be done by a company with the specific expertise.
- The upstream solution was a better solution for the school and for the Conservation Area and the next step was to seek agreement from Wiltshire Council for the Parish Council to carry out the work. If it were to prove viable and cheaper, then the money spent should be repaid by Wiltshire Council.
- The Primary School was very positive about the Parish Council pursuing the upstream solution but governors were concerned about the risk to the funding for the extension if there were delays, as any change would require a planning application and further consultation.
- The school had suggested that further work was done on the landscaping to the approved solution in order to ameliorate the impact of the fencing.
- If no agreement could be obtained from Wiltshire Council to proceed, no Parish Council money should be spent on investigating the upstream solution.

Following a lengthy discussion on the recommendations made by the New Housing Development Committee, Cllr Quarmby proposed, Cllr Sutcliffe seconded and it was RESOLVED that the amount of up to £10,000 be approved in principle to carry out investigations subject to approval being given by Mr Alistair Cunningham of Wiltshire Council and a commitment to refund the monies if the solution were proved to be viable and cheaper to implement.

**15/319: To consider and resolve to approve the comments and recommendations for the choice of Inspector to examine the Downton Neighbourhood Plan:**

Following a brief report from Cllr Brentor and her recommendation that Mr Andrew Ashcroft be put forward to Wiltshire Council as the Parish Council's preferred Inspector, she proposed, Cllr Hayward seconded and it was RESOLVED that this be approved. Cllr Brentor also advised that the majority of the members of the Steering Group had also expressed their preference for Mr Ashcroft.

**15/320: To consider a quote of £900 obtained from Mr Martin Pickard to provide a cost for the detailed plans of the Memorial Hall Extension once they have been drawn up:** Following a brief report from Cllr Sutcliffe, he proposed, Cllr Ford seconded and it was RESOLVED that the quote be approved.

**15/321: To consider and resolve to approve a response to the Department for Communities and Local Government's technical consultation on Implementation of Planning Changes:** Cllr Mace proposed, Cllr Ford seconded and it was RESOLVED that this be delegated for completion by Cllrs Brentor, Mrs Nikki Wilson and the Clerk.

**15/322: To consider and resolve to approve a response to the Wiltshire Council consultation on the Draft Revised CIL Regulation 123 List and Planning Obligations SPD:** Cllr Mace proposed, Cllr Ford seconded and it was RESOLVED that this be delegated for completion by Cllrs Brentor, Mrs Nikki Wilson and the Clerk.

**15/323: To consider and resolve to approve the maintenance and replacement of the timber edging boards to the Cemetery path by Mr Bob Moody for a quote of £1,200 to include all labour and materials:** Cllr Sutcliffe proposed, Cllr Watts seconded and it was RESOLVED that this quote be approved.

**15/324: Using the Parish Council's power under Section 137 of the Local Government Act 1972, to consider a request from Ms Susan Barnhurst-Davies, Trustee of The Downton Moot Preservation Trust, for a contribution towards the installation cost of £660 for 6 cycle racks supplied free of charge by Wiltshire Council:** Cllr Mace proposed from the chair to open to the meeting to allow Ms Barnhurst-Davies to respond to questions from Councillors.

Following a brief discussion, Cllr Ford proposed, Cllr Hayward seconded and it was RESOLVED that the amount of £200 be approved as a contribution towards the project.

**15/325: To consider whether to continue to hold the Parish Council monthly surgeries at the Memorial Hall and whether to renew the annual advert in the InDownton Newsletter for the cost of £100:** Following a brief discussion, Cllr Brentor proposed, Cllr Dean seconded and it was RESOLVED that the surgeries should continue and the £100 cost for the advert be approved. It was also agreed that an A-board should be used to advertise each surgery.

#### **15/326: Committee Reports:**

**New Housing Development Committee:** Cllr Quarmby said he had nothing further to report following his report at Minute 15/318.

#### **15/327: To resolve to receive and note the Minutes of:**

**The meeting of the New Housing Development Committee held on 29<sup>th</sup> February 2016.**

Cllr Quarmby proposed, Cllr Sutcliffe seconded and it was RESOLVED that they be noted.

#### **15/328: Representatives reports:**

**Downton Allotments:** Cllr Watts gave a brief summary of the recent AGM at which it had been reported that all the allotments were being used and, despite a few problems, everything was going well. He also said that Ms Susan Barnhurst-Davies had joined the Committee.

**Southern Wiltshire Area Board:** Cllr Whitmarsh gave a brief report on a recent meeting at which the plans for the new policing system was announced. She also said that there had been presentations regarding the discontinuation of the Good Neighbour Scheme and on the new highway contract with Ringway which had included the reinstatement of the Parish Lengthsman service.

**Parish Surgery:** Cllr Mace reported that no residents had attended the surgery.

**Dementia Information and Training Event:** Cllr Brentor gave a brief report on the recent event which she said had been excellent despite the low turnout and all who had attended had learned a lot. She thanked Cllrs Whitmarsh, Pearce and Mrs Parry for their help on the day and said that a further event called ‘Singing for the Brain’ was to be organised in May at the Baptist Church to enable the project to develop.

**Meeting of Southern Wiltshire Parishes with Riverbourne Community Farm:** Cllr Cordell gave a brief report on a recent meeting which he had attended with the Clerk. He said its principal purpose was to be informed of the different types of work which the Community Farm could carry out for parishes such as the installation of Speed Indicator Devices and other amenity-type tasks.

**15/329: To approve the following payments**

- £183.84 - The Landscape Group – for bin emptying.
- £122.41 - Mr B Moody – For repair and replace barbed wire at the Memorial Hall.
- £125.58 – Came & Company for the addition of the Public Toilets.
- £160.00 – Mr J Savage – For work to clear recreation ground boundaries.
- £27.67 – Southern Electric – For Moot Lane Pavilion.
- £150.00 – Johnson Fencing – Emergency removal of two fallen trees in Downton Cemetery.

Cllr Sutcliffe proposed, Cllr Brentor seconded and it was RESOLVED that they be approved.

**15/330: To resolve to approve the sum of £3,724.82 as the Accounts for payment for April and to record the bank balances.**

	£
The Landscape Group – for bin emptying	183.84
Mr B Moody - Repair of barbed wire at Memorial Hall	122.41
Came & Company Insurance - for the Public Toilets	125.58
Mr J Savage – For work to clear recreation ground boundaries	160.00
Southern Electric – For Moot Lane Pavilion	27.67
Johnson Fencing – Removal of Fallen Trees in Cemetery	150.00
Ms R Saxby – April Salary	151.20
Mr T Price – April Salary	151.20
B Cornish – April Salary	1433.08
HMRC – PAYE for Jan, Feb & March	1219.84
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Total	<b>3724.82</b>
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**Balances to be Approved and Noted as at 11.04.16:**

Current A/c: £1,467.09 Deposit A/c: £58,931.40

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

**15/331: To resolve to note the Clerk's report providing information on recent issues and work completed:** Cllr Mace proposed from the Chair and it was RESOLVED that the Clerk's report be noted.

**15/332: Correspondence:**

- 1 Wiltshire Council – A letter from Mr Alistair Cunningham confirming that it has no intention of pursuing the upstream solution as requested by the Parish Council as the solution agreed with the Environment Agency is acceptable.
- 2 Wiltshire Council – Several exchanges of emails with Mr Tim Woolford and Mr Mike Dawson regarding the surrender of the lease for the land on which the public toilets are located.
- 3 Jacksons – Three emails from Mr David Bowen-Ashwin seeking guidance from the Parish Council on the surrender of the lease.
- 4 Wiltshire Police – An email from Pc Ian Pedliham seeking advice on the process and organisation used by the Parish Council to purchase its two defibrillators.
- 5 Wiltshire Council – Three emails from Mr John Cole regarding the road closure application for Cuckoo Fair and notification of one road closure for Barford Down Farm Road on 12<sup>th</sup> April.
- 6 Cranborne Chase AONB – An invitation from Ms Shirley Merrick to the Annual Planning and Transportation Seminar on Tuesday 10<sup>th</sup> May 2016 from 9:30am to 4:15pm.
- 7 Wiltshire Council – An email from Ms Kat Fowler following up the complaints received regarding the new lighting scheme at Bidvest.
- 8 Wiltshire Council – An email from Ms Emily Kavanagh attaching the Public Health briefing for March 2016.
- 9 Wiltshire Council – An email from Mr Adrian Hampton enclosing the latest Highways Newsletter.
- 10 Mr R Beasley – Several emails regarding the planning applications for 7 and 9 Clearbury View.
- 11 Mr R Steele – An email regarding the March Parish Council Agenda and his objection to the Parish Council's consideration of the contribution from Foreman Homes.
- 12 Andrew Ashcroft Planning Limited – A copy email from Mr Mushtaq Ahmed regarding the selection of examiner for the Downton Neighbourhood Plan.
- 13 Mrs B Carter – An email seeking clarification on the piling being carried out at the new house development at 16 Downlands Close.
- 14 Mr S Porter – An email advising of the work being carried out to 35 The Borough and enclosing a copy of the contractors Public Liability Insurance.
- 15 Mrs J Dover – Several copy emails regarding the fatal accident on the A338 at Charlton on Saturday 26<sup>th</sup> March.
- 16 Mr A Brown – An email regarding a letter received from Wiltshire Council reminding residents of the bungalows in Saxon and Castle Meadows that they will be in breach of their tenancy agreements if they park on the grass in front of the properties. *This is to be taken up by Cllr Brentor at the Housing Liaison meeting on 12<sup>th</sup> May.*

- 17 Fields in Trust – Notification of the Annual General Meeting 2016 which will be held on Tuesday 7th June at 12.30pm in London.
- 18 Clerks & Councils Direct – A copy of the March 2016 Newsletter.
- 19 Police & Crime Commissioner – An email attaching the Spring Newsletter.
- 20 Came & Company – An email attaching the Spring Newsletter.

**15/333: Date of next meeting** – Monday 9<sup>th</sup> May 2016 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 9.15 pm.