



**Minutes of an Ordinary Meeting of the Parish Council held on Monday 10<sup>th</sup> April 2017 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:** Unitary Cllr Richard Clewer  
Mrs Bev Cornish, Parish Clerk.

**Also present:** Twelve members of the public.

**Public Question Time:**

Mr Nigel Walker, on behalf of the Downton Society, spoke in support of both of the planning applications on the Agenda to be considered by the Parish Council.

Mrs Nikki Wilson, Chair of the Neighbourhood Plan Committee, advised that she had sought clarification from officers at Wiltshire Council regarding the number of dwellings which had been given approval in Downton parish within the period of the Wiltshire Core Strategy since 2006. She said they had confirmed the figure as 197, which she said would have been helpful to have known prior to the planning appeal for Rivermead, Breamore Road but also that this may not be correct as they may not have taken account of, for instance, the existing dwellings at Scotts House.

Mrs Wilson asked when the New Housing Development Committee would be considering the Parish Council's policy for the parish's housing numbers above the 190 figure. She also asked whether the Parish Council would be writing a strongly-worded letter to Wiltshire Council expressing its disappointment at Wiltshire Council's performance at the recent planning appeal and for its lack of assistance over the last 3 years with regard to the Parish Council's representations.

Mr Bryan Morris asked whether there was any confirmation on the changes to the plan for the existing playground of the primary school since the last meeting.

Ms Susan Barnhurst-Davies asked whether any councillors were checking that the landscaping plan for the primary school was compliant with the approved plans. She also asked what would be happening to the large yew tree at the rear of the Memorial Hall.

Mrs Emma Goddard spoke in support of her planning application for the Old Bungalow, Wick Lane.

Mrs Chris Parry, Chair of the Memorial Hall Committee, thanked the Chairman for attending the recent AGM of the Committee and said she hoped that both parties could now go forward in sharing information regarding the Hall's extension.

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Downton Parish Council – Full Council Meeting Monday 10<sup>th</sup> April 2017  
Minutes approved as a true and accurate record, and signed as so by the Chairman presiding

.....Date.....

Mr Paul Williams, Musical Director of Downton Band, spoke in detail to express his concern about:

1. The relocation of the pre-school from the Band Hall to the new extension at the Memorial Hall and the loss of annual income which this generated for the Band.
2. A considerable amount of money was needed to maintain the building and asked for the Parish Council's support in maintaining the building and also in finding additional funding for the Band Hall.

He also asked that a member of the Parish Council join the Band Committee so that the Council and Band can be kept informed of each other's activities and concerns.

**286.16 To receive apologies from Councillors:** Cllr Mace advised that no apologies had been received.

**287.16 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 13th March 2017:** Following a statement from Cllr Brentor that both her declaration of a personal and non-pecuniary interest in application 17/01009/FUL as well as her non-participation in the vote had not been recorded, Downton Parish Council RESOLVED, with 1 abstention from Cllr Dean, to approve that the Minutes of the meeting held on 13<sup>th</sup> March 2017 be amended accordingly and that they be signed as a true record by the Chairman.

**288.16 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 298.16.

**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.

**289.16 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 following responses be recorded following the questions from members of the public:

- In response to Mrs Wilson's questions and following a brief discussion, Cllr Quarmby advised that the New Housing Development Committee would await the outcome of the planning appeal for Rivermead before meeting to consider a policy for housing numbers above the 190 figure.
- Cllr Brentor advised that with regarding to writing to Wiltshire Council, it would be her view that any issues the Parish Council wished to raise with Wiltshire Council would be best taken up by its elected representative after the forthcoming election.
- Cllr Brentor also advised Mr Morris that she had raised the Parish Council's and neighbours' concerns about the changed plan for the playground with the governor, Mr Halski, and was awaiting the school's response.

- Cllr Quarmby advised that he and Cllr Yeates were in regular contact with the Site Manager for the primary school's contractors and had checked the landscaping plan and that the agreement was for substantial plants to form the hedging.
- The Clerk advised that the planning application for the Memorial Hall extension had approved the removal of the yew and other trees at the rear of the Hall.
- Cllr Mace advised that he would be very happy to be the Parish Council's representative for Downton Band but this would need to be considered formally and approved at a future meeting of the Parish Council. He also said that a financial contribution from the Parish Council could be considered provided the Band submitted a business plan for the future of the Band Hall.

## **290.16 Planning and Tree Works Applications:**

### **17/02426/FUL &**

**17/03041/LBC Poppy Cottage, 7 High Street, Downton - Two Storey Rear Extension (Resubmission of 16/05522/FUL):** Downton Parish Council RESOLVED to raise no objection to this application and considered it to be an improvement on the previous application to which it also raised no objection.

*At this point in the meeting, Cllr Mace proposed from the Chair and it was RESOLVED that the meeting be opened for Mrs Goddard to respond to questions regarding the solar panels on the roof. Cllr Mace subsequently closed the meeting to the public.*

**17/02605/FUL Old Bungalow, Wick Lane, Downton - To demolish existing bungalow and replace with a single dwelling (resubmission of 16/07982/FUL):** Downton Parish Council RESOLVED, with 2 abstentions from Cllrs Chandler and Yeates, to raise no objection to this application.

**291.16 To receive a short verbal report from Cllr Sutcliffe on the contract to maintain the Public Toilets over the last year and to resolve to approve that Maranji Commercial & Domestic Cleaning be re-appointed as the Parish Council's contractor for a further 3 years from 1<sup>st</sup> April 2017:** Cllr Sutcliffe reported on a recent meeting with Maranji at which he had expressed the Parish Council's appreciation for a very successful first year with the maintenance of the public toilets being much improved from when they were managed by Wiltshire Council. He proposed that the contract be extended for a further 3 years with an increase of £35 per month per annum, this was seconded by Cllr Saxby and RESOLVED by the Parish Council with 1 abstention from Cllr Watts.

**292.16 To consider and resolve to approve Fair Account as the Parish Council's Internal Auditor for 2017/18:** Downton Parish Council RESOLVED to approve Fair Account as the Parish Council's Auditor for 2017/18.

**293.16 To consider a written request from Mr Tony Pike, Chair of the Cuckoo Fair Committee, to use the Borough Greens and the Memorial Gardens for this year's Cuckoo Fair on Saturday 29th April 2017:** Downton Parish Council RESOLVED to approve the Cuckoo Fair's use of the Borough Greens and Memorial Gardens.

**294.16 To resolve to accept the sum of £22,451 from Britford Parish Council which represents an unused off site S106 recreation (R2) contribution from the Cornworthy, Coombe Road development:** Following a brief explanation from the Clerk and further explanation on potential pieces of play equipment, Downton Parish Council RESOLVED to accept the contribution from Britford Parish Council.

**295.16 To consider a request from Sarum Orienteering Club to use the Moot Lane Recreation Ground, together with The Moot, for this year's club championships to be held on Saturday 17th June 2017:** Downton Parish Council RESOLVED to approve Sarum Orienteering Club's use of the Moot Lane Recreation Ground.

**296.16 Representative Reports:**

**Memorial Hall Committee:** Cllr Sutcliffe gave a detailed report on the recent AGM. He said it had been another successful year and the accounts showed a small surplus of £64. The Memorial Hall this year was celebrating 70 years since its changeover from being a school in 1947. The Committee was looking for a new secretary and new booking secretary but both roles were currently being covered by Mrs Parry, the Chair.

He also said that the Parish Council had responded with some detailed answers to a number of questions put to it by the Memorial Hall Committee on the Memorial Hall extension and he hoped that a member of the Committee would join the Working Group once the contract for the hall's extension had been awarded.

**Parish Surgery:** Cllr Ford advised that two residents had attended to express their objection to the Memorial Hall extension and the loan to be taken out by the Parish Council. He said he understood that this was being followed up by the Clerk.

**Southern Wiltshire Area Board:** Cllr Whitmarsh gave a brief report on a recent meeting at which the purchase of a new speed indicator device had been approved, and Wiltshire Police had advised that they could no longer attend community events or supply cones and it was suggested that parishes liaise regarding the purchase and sharing of items such as cones, road signs etc. She also advised that the 3 key priorities for the coming year would be transport, environment and community safety.

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

- £210.00 - Fordingbridge & Ringwood Skip Hire – Skip for parish room.
- £735.00 - Maranji Commercial & Domestic Cleaning – March.
- £183.84 - Idverde Group - For bin emptying in March.
- £139.50 - Priority – For the Parish Newsletter.
- £40.00 - Downton Memorial Hall – For hire of hall for exhibition.
- £656.40 - Energy Saving Experts – For Design Stage SBEM calculations for Memorial Hall extension.
- £177.00 - Society of Local Council Clerks – Annual subscription.
- £25.00 – Mr J Parsons – For PA system at Annual Parish Meeting.

Cllr Hayward proposed, Cllr Whitmarsh seconded at it was RESOLVED that the payments be approved.

**298.16 To resolve to approve the sum of £5,229.39 as the Accounts for payment for April and to record the bank balances:**

Fordingbridge & Ringwood Skip Hire – Hire for parish room	210.00
Maranji Commercial & Domestic Cleaning - March	735.00
Idverde Group - For bin emptying in March	183.84
Priority – For the Parish Newsletter	139.50
Downton Memorial Hall – For hire of hall for exhibition	40.00
Energy Saving Experts – For Memorial Hall Ext Design calculat'ns	656.40
Society of Local Council Clerks – Annual subscription	177.00
Mr J Parsons – For PA system	25.00
Mr B Johnson – April Salary	151.20
Mr N Saxby – April Salary	151.20
Mrs B Cornish – April salary	1444.59
HMRC PAYE for Jan, Feb & March	1315.66
Total	<u>5,229.39</u>

**Balances to be Approved and Noted as at 10.04.17**

Current A/c: £8,024.01                      Deposit A/c: £42,057.33

Cllr Pearce proposed, Cllr Cordell seconded and it was RESOLVED that the accounts be approved and the balances be noted.

**299.16 To resolve to approve the Budget to Actual figures to 31st March 2017:**

Cllr Mace proposed from the Chair and it was RESOLVED that they be approved.

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

*Parish Steward:* The Parish Steward was in Downton on 5<sup>th</sup> and 6<sup>th</sup> April on his monthly visit and had cleared an area around a mains drain in Long Close West and the footpath between Twynham Close and Downlands Close.

*Yew Tree in Joanna Close:* This has been cut down by Wiltshire Council.

*Sequencing of Traffic Lights in The Borough:* Ms Julie Wharton, the Highways Engineer, had been monitoring the lights for the past few weeks and had not been able to witness the problem of backing up and she wondered whether there was any appreciation of how long the queues were on the A338 when this happens. She had had to frequently queue from Charlton All Saints to get through the signals and recently when she got to Downton the queue was only 7 cars long. Again in the mornings she could often queue on the A338 from about 2km back and when she called into the Borough recently the queue was only 6 cars long. She said she will forward the Clerk's email to the Traffic Signals team and ask about the operation of the signals.

*Grasscutting Contract:* Cllr Brentor advised that following good references taken by the Clerk, Bawden Group had been awarded the contract. She said that she and the Clerk had met with the Director of Business Development and had been reassured that they could fulfil the contract.

Cllr Mace proposed from the Chair and it was RESOLVED that the Clerk's report be noted.

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

1. Britford Parish Council – An email from the Clerk, Mrs Mandy Atkins enclosing copy emails with Ms Sarah Holloway at Wiltshire Council and the amount of R2 monies to be transferred to Downton Parish Council.
2. Wiltshire Council – Two emails from Mr John Cole, Traffic Orders, regarding the Temporary Closure of the Bodenham Loop Road (Part), Odstock and Downton (09/04/2017 to 12/04/2017) and the Temporary Closure of: A338 (Part) Salisbury, Britford and Odstock (26/04/2017 - 28/04/2017).
3. Mrs K Gilruth – An email requesting activities for older children in the parish playgrounds at the Headlands end of Downton.
4. Wiltshire Council – An email from Ms K Hosking attaching the Monthly Public Health Briefing for March.
5. Wiltshire Council Highways – An email from Mr Adrian Hampton enclosing Cllr Whitehead's April 2017 Newsletter.
6. Wiltshire Police – An email from Pc Matt Holland attaching the Police Monthly Report.
7. Mrs B Carter – An email regarding the parking of a minibus on the grassed area of the pavement in Downlands Close.
8. Mr and Mrs G Luscombe – An email setting out their objections to the Memorial Hall extension.
9. Mr Ian Crabb – An email regarding the erosion of part of footpath Downton 70 along the riverbank between the Moot and Millennium Green.

**302.16 Next meeting:** The Chairman confirmed the date of the next meeting as Monday 24<sup>th</sup> April 2017 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 8.47 pm.

*Members of the Council considered the foregoing in the matters in consideration of their duties: Equal Opportunities, (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety, and Human Rights.*