



Minutes of the Ordinary meeting of the Parish Council held on Monday 9th April 2018 at the Band Hall, Gravel Close, Downton at 7.30 pm.

Present: Cllr Mace (Chairman) and Cllrs Brentor, Cordell, Cornell, Gentle, Mason, Quarmby, Pearce, Ricketts, Sutcliffe, Watts and Yeates.

In attendance: Unitary Councillor Richard Clewer
Mrs Bev Cornish, Parish Clerk

Also present: Four members of the public.

Public Question Time:

A parishioner raised concerns about the state of the green nearest to the A338 traffic lights. She said if a kerb isn't installed soon, the erosion will only get worse. A parishioner spoke in objection to planning application 18/02710/FUL for Parsonage Farm House.

Unitary Councillor Richard Clewer: Cllr Clewer gave a brief update as follows:

- The proposed closure of Oxenwood and Braeside Education Centres which were only used by 3 out of 10 schools and renovation costs to bring them up to standard would cost in the region of £1.4 million.
- The Pre-school and Bowling Club had both received £5k grants at the last Southern Area Board meeting.

255.17 To receive apologies from Councillors: The Clerk confirmed that no apologies had been received.

256.17 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 26th March 2018: Downton Parish Council RESOLVED to approve the Minutes of the meeting held on 26th March 2018 as a true record and they were signed by the Chairman.

257.17 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 Watts declared a personal and non-pecuniary interest in application 18/02418/PNEX for 1 Avon Meadow.

Cllr Yeates declared a personal and non-pecuniary interest in application 18/02528/TCA for St Laurence Church.

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

The Clerk advised that she had not received any requests for dispensations.

258.17 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 his suggested actions and responses be noted as follows:

1. Regular photographs of the Green nearest to the A338 be taken and sent to the Estate Manager at Longford Estate.
2. Councillors will take account of the parishioner's comments when considering application 18/02710/FUL.

259.17 Planning and Tree Works Applications:

18/02418/PNEX 1 Avon Meadow, Downton - Prior Notification (larger home extension scheme) - Single storey extension with rear projection of 3.65 metres with eaves height of 2.1 metres and maximum height of 4 metres: No comment was made on this application as it was discovered at the meeting that it had already been approved by the planning officer. Cllr Clewer advised that he would be raising the matter with the planning officer.

18/01853/FUL Plot 2 Beech House, Mesh Road, Downton - Proposed new dwelling and garage (amendment to S/2009/1052 approved at appeal): Following a report from Cllr Yeates, Downton Parish Council RESOLVED to object to this application, with 2 abstentions from Cllrs Brentor and Quarmby, on the grounds that the design and size of the house had altered substantially from that approved at appeal in 2009. Furthermore, the revised location appears to breach the recently revised line of the Housing Settlement Boundary.

18/01911/FUL 50 Moot Gardens Downton - Proposed single storey extension with pitched roof and rooflights in front elevation: Following a report from Cllr Quarmby, Downton Parish Council RESOLVED to support this application on the grounds that it was compliant with Core Policy 57 of the Wiltshire Core Strategy.

18/02528/TCA St Laurence Church, Church Hatch, Downton - Fell & Replace 4 Limes Trees: Following a report from Cllr Sutcliffe, Downton Parish Council RESOLVED to support this application.

18/02484/TCA 61 The Borough, Downton - T1 - Willow - 5m in height Reduce the height to approximately 1.5m. T2 - Magnolia - At 4m in height, reduce the canopy by 1m all round G3 - Hazel – Coppice: Following a report from Cllr Sutcliffe, Downton Parish Council RESOLVED to support this application.

18/02644/TCA Southern roadside Lode Hill to Lode Hill House, Downton - Various tree works: Following a report from Cllr Sutcliffe, Downton Parish Council RESOLVED to support this application but requested that any temporary traffic signalling required be put in place outside of peak rush hour times.

18/02509/FUL 100 Moot Lane, Downton - Removal of existing garage and replace with double garage with first floor annex: Following a report from Cllr Brentor, Downton Parish Council RESOLVED to raise no objection to this application but asks that a condition be applied to any approval that the Annex must have a functional connection with the main dwelling (e.g. the occupant should be a

dependent relative of the residents of the main dwelling or employed at the main dwelling) and that it cannot be sold separately.

18/02710/FUL Parsonage Farm House, Barford Lane, Downton - Ground floor extension to provide larger kitchen. First floor extension above existing ground floor single storey and kitchen extension to provide en-suite master and second bedrooms: Following a report from Cllr Mace, Downton Parish Council RESOLVED to raise no objection to this application but asked that there be a condition to ensure that the glass in the new windows on the southern elevation be obscured to protect the privacy of the neighbouring property. The Council also requested that consideration be given by the Conservation Officer of the impact of the extended porch on the Downton Conservation Area.

260.17 To receive a brief report and recommendation from Cllr Sutcliffe, on behalf of the Memorial Hall Construction Working Group, regarding a recent tender process to invite four companies to supply and install audio visual equipment into the Memorial Hall Extension as per a clear specification and to approve one company to carry out the work: Cllr Sutcliffe provided details of the tender process and the Working Group's recommendation to appoint Pro Live of Fordingbridge to provide and install the audio visual equipment into the two new meeting rooms in the Memorial Hall extension at a cost of £21,160. Cllr Quarmby proposed, Cllr Sutcliffe seconded and it was RESOLVED that the appointment of Pro Live be approved.

261.17 To consider the following recommendations from the Amenities Committee:

a. To seek legal advice on the validity of the covenants contained in Conveyance dated 1970 regarding the land for the Moot Lane Recreation Ground:

Following a brief explanation from Cllr Brentor, she proposed, Cllr Mason seconded and it was RESOLVED that legal advice be sought.

b. That the sum of £200 be allocated for the purchase of trees to be planted in the Memorial Gardens and advice sought from Mr David Mercer on the type of trees to plant and the best locations to plant them in the Gardens:

Following a further explanation from Cllr Brentor, she proposed, Cllr Mason seconded and it was RESOLVED that the sum be reserved for the purchase of evergreen trees.

262.17 Committee Reports:

Amenities Committee: Cllr Brentor gave detailed report on a recent meeting at which the demolition of the Moot Lane Pavilion, the planting of trees in the Memorial Gardens and a post box in the High Street had be discussed and progress reports had been received from the WWI Tree Planting, Bridge and Moot Lane Recreation Ground working groups.

263.17 To resolve to receive and note the Minutes of:

The meeting of the Amenities Committee held on Monday 20th November 2017.

Cllr Mace proposed from the Chair and it was RESOLVED that the Minutes be noted.

264.17 Representative Reports:

Downton Memorial Hall Committee and AGM: Cllr Pearce gave a brief report and advised that six new trustees had been elected at the AGM with four other members appointed to take on the officers' duties. She said there would be a further meeting on 17th April 2018 to consider the Parish Council's proposals for the extension.

Southern Wiltshire Area Board: Cllrs Brentor and Mace jointly gave a detailed report on a recent meeting as follows:

- Apologies were received from Wiltshire Police, who were engaged with the nerve agent investigation, but did say that officers were focussing on lead thefts in Downton.
- A discussion was held on the role of the Area Board which will be a focus of a future discussion/consultation.
- Dorset and Wiltshire Fire Service advised that two additional fire engines were stationed in Salisbury due to the nerve agent attack and as a result they were unable to guarantee the 10 minute response time. They also stressed the importance of having fire home safety checks.
- There was a presentation from RSPB regarding the Hamptworth Estate which was now in its ownership. They were currently undertaking an investigation into protected species and were also checking the safety of paths before the Estate could be opened to the public.
- Some new money had been allocated to the Highways Investment Programme.
- Downton Community Pre-School and Downton Bowling Club had been successful in securing grants for projects with each receiving £5k.

Memorial Hall Extension Construction Working Group: Cllr Sutcliffe reported that the contractors were making good progress and roof construction had commenced. However, persistent rain, frost and snow over the last month had caused the contractors to cease work on 4 days but they were confident that those days could be made up once the drier and warmer weather arrived. Cllr Quarmby reported that the build was on track in terms of finance and the budget still had a £50k contingency.

Memorial Hall Extension Working Group: Cllr Mace gave a brief report on the finalising of the Memorandum of Understanding and accompanying documentation which had been sent to the trustees of the Memorial Hall Committee and the trustees of the Downton Community Pre-School. He also advised on the progress of preparations for the Open Days, which Cllr Brentor was organising, and at which councillors would need to be present on a rota basis.

265.17 To resolve to approve the following payments:

- £770.00 - Maranji Commercial & Domestic Cleaning - April.
- £696.31 - Bawden Contracting Services Ltd - For grasscutting.

- £200.64 + £229.80 - Idverde - For bin collection in March 18 and May 17 (late payment).
- £25.00 - Downton Memorial Hall - For hire for Annual Parish Meeting.
- £120.00 - Downton Memorial Hall - For hire for Extension Open Day events.
- £1025.68 - Wiltshire Association of Local Councils - Annual subscription.
- £72.26 - Bournemouth Water Business - Water at Downton Cemetery.
- £270.00 – Rialtas Business Solutions - For training and updating of finance software package.
- £35.00 - Information Commissioner - Annual renewal of data protection registration.

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

Memorial Hall extension payments:

- £46,529.88 - SWH Group.
- £1,305.32 - Paul Stevens Architecture - For the monthly fee for contract administration of the Memorial Hall Extension.
- £300.00 - JCP Ltd – Structural advice on flood defence wall.
- £983.76 – Downton Memorial Hall – For utility costs by Memorial Hall extension contractors.

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

266.17 To resolve to approve the sum of £54,063.18 as the Accounts for payment for April and to record the bank balances:

Payee	Detail and payment made by bank transfer	£
	Maranji Commercial & Domestic Cleaning	770.00
	Bawden Contracting Services Ltd	696.31
	Idverde	430.40
	Downton Memorial Hall	145.00
	Wiltshire Association of Local Councils	1025.68
	Bournemouth Water Business	72.26
	Rialtas Business Solutions	270.00
	Information Commissioner	35.00
	Mr N Saxby	151.20
	Mrs B Cornish	1,474.27
	HM Revenue & Customs PAYE for Jan, Feb, Mar	1,307.42
	Total	<u>6,377.54</u>

Memorial Hall Extension payments	
SWH Group	46,529.88
Paul Stevens Architecture	1,305.32
JCP	300.00
Downton Memorial Hall	938.76
Total	<u>49,073.96</u>

Balances to be Approved and Noted as at 09.04.18

Current A/c: £6,264.67 Deposit A/c: £45,567.57

Memorial Hall Extension A/c: £286,224.90

Cllr Pearce proposed, Cllr Quarmby seconded and it was RESOLVED that the Accounts and Balances be approved and noted.

267.17 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.

Moot Lane Pavilion: The Parish Council has received a formal Decision Notice from Wiltshire Council giving planning permission for the pavilion to be demolished by the approved contractor, Wessex Demolition.

268.17 To resolve to note the Correspondence received: Cllr Mace proposed from the Chair and it was RESOLVED that the following items of correspondence be noted:

1. Wiltshire Council - Emails regarding:
 - Parish Council Newsletters for 19th and 28th March.
 - Briefing Note 344 – Land Housing and Supply Statement for 2017.
 - Briefing Note 345 – General Data Protection Regulations.
2. Wiltshire Association of Local Councils – April Newsletter plus a copy of Governance and Accountability for Smaller Authorities in England 2018 along with a schedule of amendments which have been made this year.
3. Wiltshire Council – Decision notice confirming planning permission to demolish the Moot Lane Pavilion.
4. Several emails from a resident requesting an explanation for the increase in the Council Tax for 2018/19.
5. An email from a resident regarding the condition of the road and footpath beside the Borough Green which runs in front of The Borough Dental Practice.
6. An email from a resident in Charlton All Saints reporting 2 incidents of flytipping.
7. PKF Littlejohn – An email setting out instructions for this year’s External Audit.

269.17 Next meeting: The next meeting will be held on Monday 14th May 2018 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 9.10 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.