

DOWNTON PARISH COUNCIL



Minutes of the meeting of the Amenities Committee held on Monday 21st May 2018 at the Band Hall, Gravel Close, Downton at 7.30 pm.

Present: Cllr Brentor (Chair) and Cllrs Cordell, Cornell, Mace, Pearce, Ricketts and Watts.

Bev Cornish, Parish Clerk.

No members of the public were present.

Public Question Time:

No questions or statements were received.

01.18 To resolve to elect a Chair of the Committee for 2018/19: Cllr Cordell proposed, Cllr Watts seconded and it was RESOLVED that Cllr Brentor be re-appointed as Chair of the Committee for 2018/19.

02.18 To receive apologies for absence: The Clerk advised that apologies had been received from Cllr Sutcliffe due to work commitments.

03.18 To consider and resolve to approve the Minutes of the meeting held on Monday 19th March 2018. Cllr Brentor proposed from the Chair and it was RESOLVED that the Minutes of the meeting held on Monday 19th March 2018 be approved and they were signed by the Chair.

04.18 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:**

No declarations of interest were received.

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.

05.18 To resolve to note the matters arising and actions taken from the Minutes: Cllr Brentor proposed from the Chair and it was RESOLVED that the progress of the following matters raised at the last meeting be noted:

21.17 Awards for All Application: The Clerk will complete this by the end of this week.

32.17 3 Year Strategy: 3 year strategy actions approved by the Parish. Awaiting a review of the remaining actions.

34.17 Basketball net relocation: This will be installed by Mr Bob Moody in the next two weeks.

36.17 Emergency Action plan: The Clerk will be meeting with Cllr Pearce shortly to start the process of revising it.

45.17 Silver birch tree in the Memorial Gardens: No further progress on this as the Clerk is still awaiting a quote from a tree surgeon.

56.17 Pavilion: The demolition by Wessex Demolition will commence on w/c 18th June.

58.17 Meeting with Resident on Playgrounds: Cllr Brentor was due to meet shortly with the resident following receipt of their letter.

06.18 To review the Terms of Reference for the Amenities Committee and resolve to recommend any changes to be made to the Parish Council:

Councillors considered the suggested minor changes put forward by Cllr Brentor. Cllr Cornell proposed, Cllr Ricketts seconded and it was RESOLVED that they be recommended to the Parish Council.

07.18 To receive a report of the Moot Lane Recreation Ground Working Group and to resolve to agree on any actions to be taken: Cllr Brentor advised that the Working Group had strongly recommended the installation of 3-4 picnic tables in the area at the top of the park near the pavilion. She said the members felt that these were likely to attract families to the park for picnics and they would be an enhancement to it together with the exercise equipment, once granted and installed through the Awards for All application. The Working Group had also suggested that a more welcoming sign should be commissioned and attached to the entrance gate.

Following a discussion and recommendation from the Clerk that the funds be drawn from the Parish Council's R2 monies from the Britford donation, Cllr Pearce proposed, Cllr Cordell seconded and it was RESOLVED that the Committee's recommendations on this be made to the Parish Council once costs were known.

08.18 To receive a short verbal report from Cllr Watts on his site visit to Downton Cemetery and to consider his recommendations regarding improvements to be made following that visit: Cllr Watts circulated a list of suggested work which included the relocation of the tap at the entrance to avoid its proximity to the graves, the restoration of the benches and the cleaning of the memorial wall in the cremated remains part of the Cemetery. Following a discussion, Cllr Watts proposed, Cllr Pearce seconded and it was RESOLVED that the work be approved and that Mr Bob Moody be asked to carry it out.

09.18 To receive a short verbal report from the Clerk on a complaint received from a resident regarding the damage to flowers on a grave caused by strimming and to agree on any further actions to be taken: Following a brief report from the Clerk on the actions she had taken to resolve the complaint, Cllr Brentor proposed from the Chair and it was RESOLVED that the Burial Regulations be reinstated in the Noticeboard of the Cemetery so that all visitors are able to make themselves aware about the regulations regarding the laying of flowers on graves.

10.18 To receive a short verbal report from Cllr Brentor on the progress of an application for a grant to fund a feasibility study for the bridge project and to agree any actions to be taken: Cllr Brentor advised that she had received a response from Cleansing Services Group that the Council had not been successful with its application and the Working Group was now looking at other sources of funding. She said she would report on any further actions at the next meeting.

11.18 To identify resources required in preparation for adverse winter weather in response to a request from Wiltshire Council: Following a brief discussion,

Cllr Brentor proposed from the Chair and it was RESOLVED that Cllr Pearce and the Clerk should liaise to establish how much salt was needed, that they should apply for up to 10 hi-vis jackets for the snow wardens and also that the Council should purchase some plastic shovels to assist with the clearance of snow.

12.18 To receive a short verbal report from Cllr Brentor on a meeting with the manager of the Co-op regarding parking spaces and agree any actions to be taken: Cllr Brentor advised that she and Ms Susan Barnhurst-Davies had held a very helpful meeting with the Manager of the Co-op. She reported that the newly installed disabled and parent parking spaces in the rear car park had been as a result of the Co-Op's national policy for all of its stores. However, he said that he could (i) ask members of the staff to return the trolleys for customers; and (ii) the Parish Council could write to Wiltshire Council Highways to ask if it could allocate a space at the front of the store for disabled parking.

Following a brief discussion, Cllr Brentor proposed from the Chair and it was RESOLVED that she should write to Ms Julie Watts at Wiltshire Council to enquire whether an additional space at the front of the Co-op could be allocated to disabled parking and to request that the existing disabled parking space in front of the Café be repainted to make it more visible to drivers.

13.18 To consider the renewal of the annual maintenance contract for the handwashing and drying units in the public toilets and the potential replacement of two of the three units and to agree on any recommendations to be made to the Parish Council: Following a brief report from the Clerk and a lengthy discussion that the Wallgate will only maintain two of the three handwashing and drying units in the public toilets for one more year due to their age, Cllr Pearce proposed, Cllr Cordell seconded and it was RESOLVED that the annual contract should not be renewed and that a local electrician be asked to carry out the annual maintenance. In addition, the monies saved from paying the annual maintenance should be allocated for the future purchase of new washing and drying units.

14.18 To consider an email from the manager of the Downton Under 12s youth football team to carry out some remedial work to the football pitch in the Memorial Gardens and to agree on any actions to be taken: Following a brief discussion, Cllr Brentor proposed from the Chair and it was RESOLVED that the Clerk should arrange a site meeting between Cllr Watts and the Manager of the football team and that Cllr Watts be given delegated authority to agree on the work to be done provided it did not involve any cost to the Parish Council.

15.18 To receive and note a short report from Ms Susan Barnhurst-Davies on the Downton Allotments Association AGM and to consider any actions to be taken: Cllr Brentor read out a short report provided by the Chair of the Allotments Association and this was noted by the Committee with no further actions to be taken.

16.18 To receive a short verbal update from Cllr Brentor on recent works to parish footpaths: Cllr Brentor proposed from the Chair and it was RESOLVED that the following works be noted:

- a. the footpath working group was in the process of installing additional kissing gates on Barford Down and in Charlton and repairing a stile adjacent to the Trafalgar School.

- b. Cain Bioengineering had carried out the work to restore Footpath 66 and the Clerk would send the very impressive photographs to all members of the Parish Council.
- c. Further work was required to clear Footpath 66 of undergrowth and broken willows which the Working Group hoped to carry out in the next 2 months.

17.18 Next meeting: Cllr Brentor confirmed that date of the next meeting as Monday as Monday 17th September 2018 at 7.30 pm.

With no other business, the meeting closed at 8.55 pm.