

# DOWNTON PARISH COUNCIL



**Minutes of the Ordinary meeting of the Parish Council held on Monday 12<sup>th</sup> November 2018 in the Bonvalot Room at the Memorial Centre, The Borough, Downton at 7.30 pm.**

**Present:** Cllr Mace (Chairman) and Cllrs Brentor, Cordell, Gentle, Mason, Pearce, Prince, Ricketts, Sutcliffe and Watts.

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

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

**Public Question Time:**

Ms Susan Barnhurst-Davies, Chair of the Memorial Hall Committee, expressed her thanks, particularly to Cllr Brentor, for all the hard work which had gone into delivering the Memorial Centre.

A parishioner expressed her concern and gave details of recent incidents of anti-social behaviour in The Borough and High Street. She asked that the Parish Council support the reinstatement of the Community Policing Tasking Group which was disbanded by Wiltshire Police several years ago despite it being very effective.

A parishioner said that he was in the early stages of researching the setting up of a neighbouring watch group and if other residents expressed any interest he would be pleased if the Parish Council could put them in touch with him.

A parishioner asked that the Parish Council consider naming the road in the Scotts House development after a living person who was serving the community now as opposed to someone who had died.

A parishioner asked whether the number of coaches which come through Downton could be stopped as there was a 7.5 tonne weight limit.

A young parishioner spoke at length about the relocation of the basketball net in the Memorial Gardens which, following the construction of the extension, was too close to the school and pre-school playgrounds.

A parishioner asked whether any progress had been made on the surface water around the Green and footpath in front of The Borough Dental Practice. He said he had written numerous emails over several years and no information had been forthcoming about what action was going to be taken.

**Unitary Councillor Richard Clewer:** Cllr Clewer advised that he did not have much to report for the south of the county except that the Council was due to receive some money from central government next year which it could use for 'one off' spending such as highway works and white lining.

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Downton Parish Council – Full Council Meeting on Monday 12<sup>th</sup> November 2018  
Minutes approved as a true and accurate record, and signed as so by the Chairman presiding

He also advised residents and the Parish Council to raise the issue of the reinstatement of the Police Tasking Group with the Southern Wiltshire Area Board because it would receive positive support.

**148.18 To receive apologies from Councillors:** The Clerk confirmed that apologies had been received from Cllr Cornell due to a personal commitment and Cllr Yeates due to illness. Cllr Mace proposed from the Chair and it was RESOLVED that the apologies and the reasons for them be noted.

**149.18 To consider and resolve to approve the Minutes of Ordinary Meeting held on Monday 22nd October 2018:** Downton Parish Council RESOLVED, with abstentions from Cllrs Mace, Mason and Gentle, to approve the Minutes of the Ordinary Meeting held on 22<sup>nd</sup> October 2018 and they were signed as a true record by the Chairman.

**150.18 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:**

Cllr Pearce declared a personal and pecuniary interest in Minutes 157.18 and 158.18 and did not speak or vote when they were discussed.

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.

**151.18 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 responded to the questions raised and he proposed from the Chair and it was RESOLVED that his responses be noted as follows:

- The Council's representative would raise the reinstatement of the Neighbourhood Policing Tasking Group at the forthcoming Southern Wiltshire Area Board.
- Councillors would take account of the view expressed with regard to the naming of the road in the Scotts House development.
- Nothing could be done about the coaches coming through the parish as they were entitled to use the road and were not subject to the 7.5 tonne weight restriction which was only applicable to HGVs.
- The Parish Council was aware of the issue with the basketball net and through the Council's Amenities Committee would work with the young people to agree a new location for it.
- The Clerk had received information from Wiltshire Highways that no work would be carried out with regard to resurfacing the road in front of The Borough Dental Practice until the new dwelling being built behind it had been completed.

**152.18 Planning and Tree Works Applications**

**18/09521/FUL 129 The Borough, Downton - Kitchen side extension and alterations:** Cllr Mace advised that this application had already been approved.

**18/10289/TCA Hamilton House, Barford Lane, Downton - T1 - Cherry tree - fell T2 - Potato tree - reduce by 30% T3 - Elaeagnus tree - fell T4 - Cherry tree - reduce by 30%:** Downton Parish Council RESOLVED to support this application.

**153.18 To resolve to approve the signing of the Side Agreement relating to the the S106 Community Facilities Contribution for the land to the West of Salisbury Road and New House Cottage, Downton:** Following a brief explanation from the Clerk, Cllr Sutcliffe proposed, Cllr Pearce seconded and it was RESOLVED that Downton Parish Council should approve the Side Agreement which was signed subsequently by the Chairman.

**154.18 To consider a request from Versant Developments & Homes Limited and resolve to agree on the street name for the road which will form the former Scotts House development in Salisbury Road, Downton:** Following a brief report from the Clerk, Cllr Brentor proposed, Cllr Cordell seconded and it was RESOLVED that the next name of 'Morgan' from the list of soldiers and residents who died in the First World War, as agreed with the British Legion in 2016, be approved.

**155.18 To resolve to agree on a response to a proposal from the Wiltshire Association of Local Councils to extend its member services to include employment services from MHA Monahans and with a concomitant 4% increase to the WALC aspect of the Council's annual subscription:** Following a brief discussion and guidance from Cllr Brentor, she proposed, Cllr Cordell seconded and it was RESOLVED that WALC should extend its member services to include employment services from MHA Monahans.

#### **156.18 Representative Reports:**

**Memorial Hall Extension Construction Working Group:** Cllr Sutcliffe advised that the Memorial Hall extension was largely completed and the contractors would be leaving the site on or near to 26<sup>th</sup> November. The contractors were currently erecting the canopies and the drainage.

**Memorial Hall Extension Working Group:** Cllr Brentor gave a detailed report on a recent meeting. She said:

- the leases were to be signed in the coming week as there had been a delay due to awaiting confirmation from the Charities Commission of the Memorial Hall Committee becoming a Charitable Incorporated Organisation.
- The website for the Downton Memorial Centre was set up and in use <https://downtonmemorialcentre.co.uk/>
- Downton Community Pre-School would be moving into the building on Monday 26th November.
- the Council would continue to support the Memorial Hall Committee as required and with the final tasks such as the marketing of the meeting rooms.

**Downton Millennium Green Trust:** Cllr Brentor gave a detailed report on a recent meeting at which there had been a lengthy discussion on the £24k in s106 monies due to be received from Wiltshire Council as part of the Charles Church development in mitigation for the development's impact on the National Park. She also said that the Trust had set up a 'Fairy Seeking Ring' and had installed some log seats over the summer to encourage children's play but unfortunately the logs had been thrown

into the river. Further work was being done by the Trust to promote the Green and to communicate more widely with residents.

**Parish Surgery:** Cllr Sutcliffe advised that one member of the public had attended to ask questions about the stage in the Memorial Hall.

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

- £770.00 - Maranji Commercial & Domestic Cleaning - October.
- £716.21 - Bawden Contracting Services Ltd - For grasscutting in October.
- £257.04 - Idverde - For bin emptying in October.
- £15.05 - West Mercia Energy - For electricity at the Public Toilets.
- £90.00 - Salisbury Window Cleaning Services Ltd - For bus shelter cleaning.
- £176.92 - Viking - Printer cartridges.
- £695.29 & £726.50 - Mr Bob Moody – For numerous items of maintenance of play areas, fence installation, bench restoration and installation including materials.
- £142.80 – Rialtas Business Solutions Ltd – Annual maintenance of financial software.

**Memorial Hall extension payments:**

- £118,474.63 - SWH Group - For building construction.
- £1,301.72 - Paul Stevens Architecture – For contract administration of Memorial Hall extension.
- £68.00 - Environment Agency - For permit variation.
- £352.92 - Cllr C Pearce - For internal fit-out equipment of Memorial Hall extension.
- £45.54 - Jaydee Living Ltd - For Recycling Bins.
- £318.09 - Came & Company - For contents insurance
- £1,503.24 - Came & Company – For revaluation building insurance premium for Memorial Hall.
- £720.00 - Mr Stephen Linard - For Memorial Hall survey and building revaluation.
- £139.44 - BT - For Memorial Hall Wifi & phone charges.
- £58.00 - Priority - For Open Day invitations.
- £143.00 - Priority - For promotional brochures.

Cllr Sutcliffe proposed, Cllr Cordell seconded and it was RESOLVED that the payments be approved.

**158.18 To resolve to approve the sum of £128,749.29 as the Accounts for payment for November and to record the bank balances.**

<b>Payee</b>	<b>Detail and payment made by bank transfer</b>	<b>£</b>
Maranji Commercial & Domestic Cleaning		770.00
Bawden Contracting Services Ltd		716.21
Idverde		257.04
West Mercia Energy		15.50
Salisbury Window Cleaning Services Ltd		90.00
Viking		176.92
Mr R Moody		1421.79
Rialtas Business Solutions Ltd		142.80
Mr N Saxby		151.20
Mr T Matthewman		151.20

Mrs B Cornish	1,732.05
Total	<u><b>5,624.71</b></u>

### **Memorial Hall Extension payments**

SWH Group	118,474.63
Paul Stevens Architecture	1,301.72
Environment Agency	68.00
Cllr C Pearce	352.92
Jaydee Living Ltd	45.54
Came & Company	318.09
Came & Company	1,503.24
Mr Stephen Linard	720.00
BT	139.44
Priority	58.00
Priority	143.00
Total	<u><b>123,124.58</b></u>

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

### **Balances to be Approved and Noted as at 12.11.18**

Current A/c: £3,891.19 Deposit A/c: £110,585.08

Memorial Hall Extension A/c: £43,906.73

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

**159.18 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:

*Playgrounds:* Mr Bob Moody has carried out playground repairs in the Memorial Gardens and Charlton in accordance with the inspection reports and additional items as follows:

*The Borough:* Mr Moody has installed the WW1 commemorative bench and restored the existing bench beside it outside The Borough Café.

*Hyde Lane Play Area:* The broken gate post has been removed and a new one installed together with a new gate and a wire fence has been reinstated. He has also restored the other gate and fitted new 'no dogs' signs.

*Moot Lane Pavilion:* This was demolished on 26<sup>th</sup> October.

*Wick Lane and Puffing Crossing:* The temporary traffic lights were extended to 17<sup>th</sup> November. The ramp into Greenacres has been removed.

*Highway Patching:* The patching works were completed in the High Street and The Sidings.

*Resurfacing:* The resurfacing of Slab Lane was completed on Friday 26<sup>th</sup> October.

*Memorial Hall:* A significant amount of the Clerk's time has been spent on Memorial Centre matters such as the signage, furniture, waste and hygiene product procurement and liaising with the site manager, pre-school etc.

Cllr Brentor expressed her thanks on behalf of the Council to Mr Moody for the large amount of work which he had been carried out promptly and to a very high standard over recent months.

**160.18 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 Newsletter for 29<sup>th</sup> October 2018.
  - Financial Planning - Tax base for Precept for 2019/20.
  - Cllr Wayman's Highways Newsletter for October.
  - Briefing Note 370 - Council Tax Single Person Discount Review.
  - Briefing Note 371 - Social Housing Green Paper - Council Response.
  - Road Closure Order for 1 hour closure of The Borough from 9.50 hrs on Sunday 11<sup>th</sup> November 2018 for Remembrance Service and Parade.
2. PMC Civil Engineering - An apology regarding the extensive delays due to the damaged temporary traffic signals on the A338 at Wick Lane, Downton.
3. Wick Lane Traffic Signals – Several emails from residents regarding the delays, the extension of the works and the danger caused by the sequencing of the lights at The Bull.
4. An email from a parishioner about landscaping of part of the Industrial Estate, light pollution from the school and Memorial Hall and tree works in the Memorial Gardens.
5. An email from a parishioner about parking along The Borough during school pick up and drop off times.
6. An email from a parishioner regarding a reduction to the speed limit in The Borough and Moot Lane.
7. Two emails from two residents seeking information on the Parish Council's response to a planning application in Crossways Close.
8. An email from a resident regarding the timing for the annual clearance of The Bunny by the Environment Agency.
9. An email from a resident regarding recent incidents of anti-social behaviour about which he had been advised by Wiltshire Police to contact the Parish Council.
10. An email from a resident regarding the cutting of their hedge by Wiltshire Council's contractors.
11. Environment Agency – An invitation to attend a Wiltshire Resilience Day for flood wardens and community volunteers on Wednesday 14<sup>th</sup> November 2018 from 10-4 pm in Devizes.
12. Wiltshire Police - Police report for Parish Council meetings - Downton Rural Beat - November 2018.
13. Wiltshire Police – An invitation to attend a public consultation meeting in Salisbury on their new Equality, Diversity & Inclusion Strategy Mills on Wednesday 21 November 2018 at the St Paul's Church Centre, Fisherton Street, Salisbury, SP2 7QW from 7pm to 9pm.

14. Police and Crime Commissioner – An email and flyer regarding Restorative Justice Week from 18-25 November and an event on Thursday 22nd November 2018 being held at The Fisherton Hall, St Paul's Salisbury, Fisherton Street, Salisbury SP2 7QW.
15. The Trafalgar School at Downton – An emailed invitation from the Headteacher to all councillors to attend the annual Presentation of Awards Evening on Thursday 22nd November 2018.

**161.18 Date of next meeting:** Cllr Mace confirmed the date of the next meeting as Monday 10<sup>th</sup> December 2018 at 7.30 pm at the Memorial Centre, The Borough, Downton.

With no further business, the meeting closed at 8.30 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.*