

# DOWNTON PARISH COUNCIL



1<sup>st</sup> March 2019

**To: All Members of Downton Parish Council**

**You are summoned to an Ordinary meeting of Downton Parish Council on Monday 11<sup>th</sup> March 2019 at 7.30 pm in the Bonvalot Room at the Downton Memorial Centre, The Borough, Downton for the purpose of transacting the following business.**

**Yours sincerely**

**Bev Cornish  
Clerk to the Council**

*The Chairman will confirm if all or part of the meeting may be filmed, photographed or audio recorded. If any member of the public has an objection to being filmed or photographed, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.*

## **7.30pm Public Question Time**

Prior to the start of the meeting, there will be a public session which, at the Chairman's discretion may last up to 15 minutes, to enable members of the public to ask questions of and make comment to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council or Committee meeting. Members of the public are asked to restrict their comments and/or questions to three minutes. This section is not part of the formal meeting of the Council.

**Unitary Councillor Richard Clewer** – To receive a short verbal report.

## **Agenda**

### **220.18 To receive apologies from Councillors.**

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

### **221.18 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 11<sup>th</sup> February 2019.**

**222.18 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.
- b. To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

**223.18 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.**

**224.18 Planning and Tree Works Applications:**

**19/01930/LBC Downton C Of E Primary School, Gravel Close, Downton** - Internal reconfiguration and full refurbishment of existing Toilet facilities. Works include the removal of existing internal stud work partitions.

**19/01424/TCA Willowdene, Long Close, Downton** - Willow tree - re-pollard 50%.

**225.18 To consider a request from Mr John Underhill of Doccombe European Ltd for the Parish Council's views on a proposed plan and elevations for a canopy on the Doccombe European Ltd site in Batten Road, Downton prior to the submission of a planning application.**

**226.18 To consider recommendations from Cllrs Mace and Brentor with regard to the recent tender and evaluation process for the Re-Roofing of the Downton Memorial Hall and to resolve to approve the appointment of one contractor to commence the works to the roof in April 2019.**

**227.18 To consider a proposal from Cllr Brentor to extend by another 3 years the contract for the cleaning and maintenance of the Public Toilets with Marangi Commercial and Domestic Cleaning Ltd at the 2019/20 cost of £9,660.**

**228.18 In relation to Minute 190.18, to resolve to correct the sums agreed to be paid to the Millennium Green Trust as £15,850 rather than £16,350 to enable the completion of the Trust's responsibilities in relation to the Charles Church development's s106 monies for National Park SPA mitigation.**

**229.18 To consider a response to The Local Government Boundary Commission for England's draft recommendations on Council division boundaries in Wiltshire.**

**230.18 To consider a written request from Mr Tony Pike, Chair of the Downton Cuckoo Fair Committee, to use the Borough Greens and the Memorial Gardens for this year's Cuckoo Fair on Saturday 4<sup>th</sup> May 2019.**

**231.18 To consider and resolve to approve the closure of the B3080 from The Borough at its junction with The Headlands to Church Hatch from 08.30 hours to 18.00 hours on Saturday 4<sup>th</sup> May 2019 for Cuckoo Fair.**

**232.18 Using the Parish Council's power under Section 137 of the Local Government Act 1972, to consider a request from the Barford Day Centre for support in providing a one day a week facility for older and disabled residents of Downton and surrounding village together with respite for their carers.**

**233.18 To consider a proposal from Cllr Prince to resolve to agree on the actions to be taken with regard to vehicles parking close to the junctions of Barford Lane, High Street and Lode Hill thereby blocking the visibility splay for drivers trying to exit those roads.**

**234.18 To consider a revised quote of £12,500 from Wiltshire Highways to kerb the Borough Green near to The Bull public house and to resolve to approve the allocation from reserves of £3,125 (being the required 25% contribution) and also receiving prior confirmation of Longford Estates' 50% contribution before submitting a request to the Community Area Transport Group.**

**235.18 To consider an email regarding Wiltshire Council's Service Devolution and Asset Transfer Programme and to resolve to agree on whether the Parish Council wishes to undertake negotiations for the delegation of services and assets such as grounds maintenance and streetscene services.**

**236.18 Following a brief report and proposal from Cllr Brentor and using the Parish Council's power under Section 19 of the Local Government (Miscellaneous Provisions) Act 1976, to resolve to approve the allocation of a further £700 from reserves to the Brian Whitehead Sports Centre Association for the purpose of repairing the roof of the Leisure Centre.**

**237.18 To resolve to note the 26 recommendations contained in the Committee on Standards in Public Life's Review on Local Government Ethical Standards.**

**238.18 Representative Reports:**

**Southern Wiltshire Area Board:** To receive a short verbal report from Cllr Brentor on a recent meeting.

**Parish Surgery:** To receive a short verbal report from Cllr Mace on the February surgery.

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

- £770.00 - Maranji Commercial & Domestic Cleaning - December.
- £716.21 - Bawden Contracting Services Ltd - For grasscutting in February.
- £205.63 - Idverde - For bin emptying in February.

- £29.33 - Mercia Energy - For electricity at the Public Toilets.
- £312.00 - Play Inspection Company Ltd - For playground inspections.
- £310.00 - Fair Account – For half year audit.
- £410.00 - All Saints Church, Charlton - For annual grasscutting.
- £8.39 - 1&1 Ionos - For website maintenance.
- £70.89 - Viking - For printer cartridges.
- £510.68 - Mr Bob Moody - For play equipment and noticeboard repairs, seat refurbishment including materials.
- £1077.67 - Water2Business - For Public Toilets.
- £802.43 - Bournemouth Water - For Public Toilets.
- £468.70 - Mr Andrew Whitelock - For plumbing repairs and replacement parts to Public Toilets.
- £0.05 - Longford Estates - For annual rent of the Borough Greens.
- £110.00 - Downton Baptist Church - For parish surgery adverts.
- £12.00 - SLCC - For practical guides on website content and communication.
- £90.00 – Salisbury Window Cleaning - For bus shelter cleaning.
- £68.00 - Environment Agency - Compliance Report fee following flood risk permit.
- £169.00 - Mrs B Cornish - For Clerk's Home Working Allowance April 2018 to March 2019.
- £145.27 - B Cornish - Phone, Broadband, Travel and general expenses for Jan-Mar 2019

**240.18 To resolve to approve the sum of £8,085.41 as the Accounts for payment for March and to record the bank balances.**

**241.18 To resolve to approve and note the Budget to Actual figures to 31<sup>st</sup> March 2019 and proposed virements.**

**242.18 To resolve to approve and note the Parish Council's Allocated Reserves as at 31<sup>st</sup> March 2019.**

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

**244.18 To resolve to note the Correspondence received.**

**245.18 Date of next meeting - Monday 8<sup>th</sup> April 2019 at 7.30 pm in the Bonvalot Room at the Downton Memorial Centre, The Borough, Downton.**

***Councillors are asked to note that in the exercise of their functions, they must take note of the following: Equal Opportunities (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & safety, and Human Rights.***

***Any person who may have difficulty with access to the meeting through disability is asked to advise the Clerk on 01725 513874 at least 24 hours before the meeting so that every effort may be made to provide access.***