



**Minutes of the meeting of the Amenities Committee held on Monday 18<sup>th</sup> March 2019 in the Bonvalot Room of the Downton Memorial Centre, The Borough, Downton at 7.30 pm.**

**Present:** Cllr Brentor (Chair) and Cllrs Cordell, Cornell, Mace, Pearce, Prince, and Ricketts.  
Bev Cornish, Parish Clerk.

Four members of the public were present.

**Public Question Time:**

Mr Jeremy Parsons, on behalf of the Downton Memorial Hall Committee, reported on the two quotes provided for the reinstatement of the tracking and curtains for the stage and on his recommendation.

A parishioner asked whether any training was likely to be available for the use of the defibrillator. He also expressed concern about the uneven surface and protruding drain in the Memorial Gardens.

**51.18 To receive apologies for absence:** The Clerk advised that apologies had been received from Cllr Sutcliffe due to a personal commitment.  
Cllr Watts was absent.

**52.18 To consider and resolve to approve the Minutes of the meeting held on Monday 7<sup>th</sup> January 2019.** Cllr Brentor proposed from the Chair and it was RESOLVED that the Minutes of the meeting held on Monday 7<sup>th</sup> January 2019 be approved and they were signed by the Chair.

**53.18 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:**

Cllrs Mace and Pearce declared a personal and non-pecuniary interest in the items relating to the Downton Memorial Centre 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 no dispensation requests had been received.

**54.18 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:

**38.18 a. Church Hatch:** *Community Area Transport Group meeting at which this will be discussed is to be held in April.*

**b. Borough Cross:** *The Clerk is awaiting a revised quote for the lighting.*

**39.18 White Horse:** *Enterprise Inns has confirmed that the public house will be open for Cuckoo Fair and progress was being made on the recruitment of a new landlord.*

**45.18 Castle Meadow bench:** *The Chair has been contacted by the Housing officer advising that residents are missing it and she has explained that it will be reinstated shortly.*

**40.18 Shelter in Memorial Gardens:** *The refurbishment was currently in progress.*

**48.18 Emergency Plan:** *The Clerk has been unable to prioritise this above other work.*

**55.18 To consider two quotes provided by suppliers for the re-dressing of the Downton Memorial Centre stage and curtains and:**

**a. Consider a recommendation from the Memorial Hall Committee; and**

**b. Make a recommendation to the Parish Council:**

Following a brief discussion on the report circulated by Mr Jeremy Parsons, Cllr Cordell proposed, Cllr Cornell seconded and it was RESOLVED that the recommendation be made that the quote from Pro Live be accepted by the Parish Council at the cost of £5,600.

**56.18 To consider a request for a resident of Long Close East for a new sign to be erected on the corner of Gravel Close with Long Close East stating that there is 'no access to the Downton Industrial Estate' or 'resident access only':**

Following a brief explanation from the Clerk, Cllr Mace proposed, Cllr Pearce seconded and it was RESOLVED that a request be submitted to Wiltshire Council's Street Scene department.

**57.18 To consider a request from a resident to carry out a Litter Pick along Barford Lane to Standlynch:** Following a brief explanation from the Clerk that for health and safety reasons this may not be done by volunteers and may require a temporary road closure, Cllr Pearce proposed, Cllr Cornell seconded and it was RESOLVED that the Clerk should liaise with the local highway engineer to arrange for a litter pick to take place.

**58.18 To consider a request from a resident for a Community Access Defibrillator to be purchased and installed in the telephone box in Charlton All Saints with the assistance of a National Lottery grant and to resolve to agree on any actions and recommendations to be made to the Parish Council:**

Following a detailed discussion on the need for a defibrillator in Charlton and whether a solar powered device could be purchased as there may not be an electrical connection to the telephone box, the Clerk was instructed to investigate further as to feasibility and cost. Cllr Brentor proposed from the Chair and it was RESOLVED that a recommendation be made to the Parish Council that the purchase be given 'in principle' approval.

**59.18 To receive a short verbal report from Cllr Mace on the Fire Safety Inspection of the Memorial Hall and the resolve to agree on any actions to be taken or recommendations to be made to the Parish Council:** Cllr Mace gave a

detailed report on the recommendations made in the Fire Safety Inspection. He said it was early days in terms of the costs of complying with those recommendations and he was working with the Memorial Hall Committee to ensure they were met within the 2 month timeframe. The Parish Council and Memorial Hall Committee had set aside some reserves to ensure the Memorial Centre met all its obligations in terms of both fire safety and health and safety.

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

**60.18 To receive a short verbal report from Cllr Brentor on the response from Wiltshire Council to the Parish Council's letter raising concerns about the Downton to Salisbury cycle path and to resolve to agree on any actions to be taken or any recommendations to be made to the Parish Council:** Cllr Brentor gave a detailed report on her correspondence with Wiltshire Council in which she was concerned that the Council was demonstrating a lack of care by not conducting a risk assessment of the cycle way. Cllr Brentor also advised that the officer responsible for cycle ways had advised that the monies available from central government had already been allocated and she had advised that the Parish Council could consider using its CIL monies to improve the route.

Following a brief discussion, Cllr Brentor proposed from the Chair and it was RESOLVED that she should write back to Mr Graham Axtell and Ms Heather Blake at Wiltshire Council, with a copy being sent to Cllr Richard Clewer, expressing concern about the lack of a risk assessment and lack of monies to ensure the cycle way is made safe and useable for cyclists. She said she would also set up a meeting with the residents who were users and investigate whether the Parish Steward could carry out repairs to the potholes on his monthly visits to the parish.

**61.18 To receive a short verbal report from the Clerk on the work to repair the parish's bus shelters and to resolve to agree on any further actions or recommendations to be made to the Parish Council:** The Clerk advised that she had received a quote from Queensbury Shelters for £798.92 and the work would be carried out with other works being done on the same day in Landford and Redlynch parishes, so the daily rate being charged was lower. Cllr Cornell proposed, Cllr Cordell seconded and it was RESOLVED that a recommendation be made to the Parish Council that the quote be approved.

**62.18 To resolve to approve the Terms of Reference for the Communications Working Group:** Following a brief explanation from Cllr Brentor and appreciation that the Group should report to the Parish Council rather than the Amenities Committee, Cllr Mace proposed, Cllr Cornell seconded and it was RESOLVED that a recommendation be made to the Parish Council that the Terms of Reference be approved following the necessary changes being made.

**63.18 To resolve to note the Inspection Reports from the Playground Inspection Company and to agree on work to be done:** Cllr Brentor proposed from the Chair and it was RESOLVED that the Inspection Reports be noted. All councillors who were responsible for inspections were asked to list the works

required and to email them to the Clerk so that the Parish Council's contractor could schedule the time to complete them.

#### **64.18 Working Group Reports:**

**Moot Lane Recreation Ground Working Group:** In Cllr Watts's absence, Cllr Brentor advised that the Working Group had considered further ways in which to attract residents to the recreation ground. A basketball post, similar to that installed in the Memorial Gardens could be installed at the edge of the concrete pad for the old pavilion and a Bar-B-Que bin could be provided to enable visitors to have Bar-B-Ques when using the picnic tables. Cllr Cornell proposed, Cllr Pearce seconded and it was RESOLVED that the Clerk be asked to investigate quotes for the bin and the basketball post and that these be submitted to the Parish Council with a recommendation for approval.

**World War I Tree Planting Project:** The Clerk advised that she was liaising with the Community Engagement Manager at the Southern Wiltshire Area Board to progress the project and locate the trees which should have been sent to the Parish Council by the Woodland Trust sometime in 2018.

**Bridge Project:** Cllr Brentor reported that two quotes had been received from companies to carry out the feasibility study for the bridge and the Working Group had received some good guidance from Mr Ian Campbell and a local experienced Civil Engineer. The quotes, once considered in detail, would be submitted with a recommendation to approve one quote to the next Parish Council meeting. She said she had also received correspondence from a local resident on the progress of the project.

Cllr Mace proposed, Cllr Pearce seconded and it was RESOLVED that Cllr Brentor's report be noted.

**65.18 Next meeting:** Cllr Brentor confirmed that date of the next meeting as Tuesday 28<sup>th</sup> May 2019 at 7.30 pm.

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