

## DOWNTON PARISH COUNCIL

**Minutes of the Meeting held on Monday 14<sup>th</sup> April 2014 at the Memorial Hall, Gravel Close, Downton at 8.40 pm.**

**Present:** Cllr Mace (Chairman) and Cllrs Barnhurst-Davies, Brown, Chandler, Cordell, Dean, Ford, Harrison, Lacey, Quarmby, Ross, Sutcliffe, Whitmarsh and Watts.  
Unitary Cllr Julian Johnson and Bev Cornish, Parish Clerk.

Ten members of the public were present.

**13/216: Apologies:** Cllr Yeates.

**13/217: Minutes:** The Minutes of the Parish Council meeting held on 10<sup>th</sup> March 2014 were approved as a true record and signed by the Chairman. Proposed by Cllr Barnhurst-Davies, seconded by Cllr Ford and agreed by the meeting.

**13/218: Public Statement/Question Time:** Ms Jane Launchbury asked the Parish Council to consider carefully as well as consult properly with the parish before changing the governance of the Parish Council to the Tisbury model, a concern also raised by Mr Chris Hall in his statement at the Annual Parish Meeting. She said this would have an impact on the way in which the views of residents were represented.

**13/219: To receive Declarations of Interest from Councillors in respect of matters contained in this agenda in accordance with the Localism Act 2011:** No declarations were received.

**13/220: Matters Arising:**

**13/214: S137 Payments to Wiltshire Citizens Advice and Community First:** The Chairman reported that the Parish Council had received letters of thanks from both organisations.

**13/186: Declarations of Interest:** Cllr Watts reported that he had been cleared on two separate occasions of complaints by Mr Christopher Hall and cleared by the Monitoring Officer on both occasions.

**13/221: Wiltshire Council matters – Unitary Councillor’s Report:** Unitary Councillor Julian Johnson advised that the Council will be spending £52 million on highway and pavement maintenance in the coming year. He also reported that the Southern Wiltshire Area Board had started a project to create a community campus at a location within the area and was looking to recruit people to join the Project Board.

**13/222: To consider a request from Mrs Samantha Wells to use the Memorial Gardens for a fun day on Saturday 19th July to raise funds for the John McNeill Opportunity Centre:** Cllr Quarmby proposed, Cllr Whitmarsh seconded and it was approved by the meeting.

**13/223: To consider a request from the Downton Cuckoo Fair Committee to use the Memorial Gardens and Borough Greens for the 2014 Cuckoo Fair on Saturday 3rd May 2014:** Cllr Barnhurst-Davies proposed, Cllr Dean seconded and it was approved by the meeting with the usual proviso that the Cuckoo Fair Committee makes good any damage.

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**13/224: To consider a recommendation from the Finance & General Purposes Committee, regarding the adoption of the parish Bus Shelters from Wiltshire Council, that it should not take on their legal liability but only agree to repair and clean them:** Cllr Sutcliffe proposed, Cllr Harrison seconded and it was agreed by the meeting with two votes against and two abstentions.

**13/225: To consider the recently implemented repeal of section 150 of the Local Government Act 1972 requiring two cheque signatories for Council payments and to approve a recommendation from the Finance & General Purposes Committee that the existing arrangements for Council payments be maintained:** Cllr Barnhurst-Davies proposed, Cllr Whitmarsh seconded and it was approved by the meeting.

**13/226: To consider and agree on a response to the Wiltshire Council's 'Positive leisure-time activities for young people review':** Following a brief report given by Cllr Cordell, he proposed, Cllr Whitmarsh seconded and it was agreed by the meeting that a response should be sent which stated that the Parish Council's preference was for Option 1 - A Community Led Model of the four options put forward for consideration.

**13/227: To consider sending letters of thanks to:**

- **Mrs Jenny Lawrie, former Headteacher of the Trafalgar School at Downton, on her retirement; and**
- **PCSO Luke Taylor, formerly of the Downton Neighbourhood Policing Team, on his departure to embark on training to become a police officer with Police Wiltshire:**

Cllr Brown proposed, Cllr Whitmarsh seconded and they were approved by the meeting.

**13/228: To consider an invitation from CPRE Wiltshire to enter the 2014 Best Kept Village Competition:** Following a discussion, Cllr Barnhurst-Davies proposed, Cllr Quarmby seconded and it was agreed by the meeting that the invitation be passed to the Downton Society for consideration.

**13/229: To consider a proposal from Cllr Sutcliffe to join the Wiltshire Association of Local Councils for 2014/15 at the annual fee of £575.00 and the National Association of Local Councils for the annual fee of £134.20:** Cllr Sutcliffe proposed, Cllr Ford seconded and it was approved by the meeting.

**13/230: To consider and approve the purchase of a stall at the Downton Cuckoo Fair for £66 for use by a Working Group of the Neighbourhood Plan Steering Committee:** Cllr Ford proposed, Cllr Sutcliffe seconded and it was approved by the meeting with two votes against.

**13/231: To approve the following payments:**

- **£165 – Annual Membership of the Society of Local Council Clerks.**
- **£83.33 – Contribution to Redlynch Parish Council for five Downton Parish Councillors to attend a Training Evening organised with the Wiltshire Association of Local Councils.**

Cllr Barnhurst-Davies proposed, Cllr Brown seconded and they were approved by the meeting.

**13/232: Committee Reports:**

**Planning Committee:** Cllr Harrison said he had nothing of note to report.

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**Finance & General Purposes:** Cllr Mace reported that most of the issues discussed had already been discussed or were to be discussed at the closed session of the meeting.

### 13/233: Representatives Reports:

**Neighbourhood Plan Steering Group:** Cllr Ford reported that the Plan was progressing with the recent formation of several working groups. He said a dedicated website would be launched soon and one group would be engaging with the community from a stall at this year's Cuckoo Fair.

**Councillor Training Evening:** Cllr Ford gave a brief report on a training evening he attended with four other councillors. He said he had found it very interesting and recommended it to other councillors should they be offered the opportunity in the future.

**Memorial Hall Committee:** Cllr Sutcliffe gave a brief report of the recent AGM at which Brian Fisher was re-elected as Chairman. He said the Committee was very pleased with the income received over the last year. He said he was asked about the progress on the extension to the Hall but explained that the developers had still not submitted their planning application.

**Southern Wiltshire Area Board:** Cllr Whitmarsh gave a detailed report on a recent meeting at which there were presentations on the Youth Activities Consultation, the delivery of superfast broadband, the Community Campus project and the Sainsbury's Southampton Road Gateway project.

**Police Neighbourhood Tasking Group:** Cllr Barnhurst-Davies reported that among the key priorities for the police would be HGVs flouting the 7.5 tonne weight limit, the number of which had increased over recent months. She also reported that the Neighbourhood Team was working with Hampshire and Dorset Police to reduce the number of diesel and oil thefts in the area.

**Meeting with Wiltshire Highways:** Cllr Brown gave a detailed report on the issues raised by her and the Clerk at a recent meeting, such as repairs to the pavement outside the Memorial Hall and the Co-op and the broken drain cover in Castle Meadow.

**13/234: Accounts for payment for April:** Cllr Barnhurst-Davies proposed, Cllr Brown seconded and it was agreed by the meeting that the following accounts be approved:

	£
Information Commissioner - Data Protection Renewal	35.00
Wiltshire Association of Local Councils – Annual Membership	851.04
Redlynch Parish Council - Payment for Councillor Training	83.33
Society of Local Council Clerks – Annual Membership	165.00
J Howells - April Salary	196.80
Bev Cornish – April Salary	1183.74
HM Revenue & Customs - Tax & NHI for Jan, Feb, Mar	923.52
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	<b>3403.43</b>
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### Balances to be Approved and Noted as at 14.04.14:

Current A/c: £7,988.71 Deposit A/c: £15,941.33 Santander Time Deposit: £42,067.66

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**13/235: Correspondence:** The following letters had been received:

- 1 Community First & Wiltshire Citizens Advice - Thank you letters from Phillippa Read and Venice Marriott for the s137 Grants sent by the Parish Council.
- 2 Wiltshire Council – An email providing notification of the intention to prepare two new development plan documents – Wiltshire Housing Site Allocations DPD & Chippenham Sites DPD.
- 3 Southern Wiltshire Area Board – An email from Tom Bray regarding the next Community Area Transport Group meeting on 29th April at 6.30 at Bourne Hill.
- 4 Wiltshire Council – An email from Tony Nye regarding the Youth Service’s leisure credits Easter activities.
- 5 Longford Estate – An email invitation from Chris Whalley to the Clerk to meet the new Estate Manager. *This will take place on 29th April with the Clerk and Chairman.*
- 6 Wiltshire Council - An email from Michael Crook advising of the new Path Improvement Grants Scheme.
- 7 Southern Wiltshire Area Board - Email from Tom Bray regarding the recruitment of a Volunteer Co-ordinator.
- 8 Wiltshire Council – An email from John Cole consulting on the road closure for Downton Cuckoo Fair applied for by the Clerk.
- 9 Wiltshire Council – An email from Spatial Planning regarding the intention to prepare a Gypsy and Traveller Plan document and the consultation on the proposed scope of the plan.
- 10 Police & Crime Commissioner – An email from Mr Angus McPherson regarding his Neighbourhood Policing Awards 2014.
- 11 Police & Crime Commissioner - An email regarding a ‘Meet the Commissioner’ event in Trowbridge on 4th June.
- 12 St John’s Ambulance - An email from Kevin Dickens seeking funding.
- 13 Leader of Wiltshire Council - An invitation from Cllr Mrs Jane Scott to attend a Community Briefing event on the First World War In Tidworth on 1st May 2014. *Cllr Mace to attend.*
- 14 Myddleton & Major - A letter seeking further assistance on the redevelopment of St Laurence’s Church Hall following refusal by the Planning Office to accept that the additional community facility was not needed.
- 15 Wiltshire Council - A letter providing information on the forthcoming European Parliamentary Elections on Thursday 22nd May 2014.
- 16 Wiltshire Council - A letter from Andrew Guest notifying members of the Southern Area Planning Committee meeting on 1st May at which the planning application for the Kings Arms will be considered.
- 17 Fields in Trust - A letter and papers for the AGM being held in London on 10th June 2014.
- 18 Wiltshire Council - A news release and leaflets regarding the ‘Tick Awareness’ campaign.
- 19 Wiltshire Police - April Bulletin.
- 20 Wiltshire Council - A copy of the Financial Plan for 2014/15.
- 21 Local Council Review - Spring 2014 magazine.
- 22 CPRE - Spring 2014 edition of Countryside Voice.
- 23 Wiltshire Highways - Several emails from Mr Tracy Myers enclosing grasscutting schedules and details of community days.

## **DOWNTON PARISH COUNCIL**

### **Part 2 – CONFIDENTIAL INFORMATION – EXEMPT MATTERS - STAFFING**

The next meeting of the Parish Council will be held on Monday 28th April 2014 at 7.30 pm at Downton Library, High Street, Downton.

With no further business the meeting closed at 10.04 pm.