

DOWNTON PARISH COUNCIL

Minutes of the Meeting held on Monday 10th November 2014 at the Band Hall, Gravel Close, Downton at 7.30 pm.

Present: Cllr Mace (Chairman) and Cllrs Chandler, Cordell, Dean, Ford, Hayward, Lacey, Pearce, Ross, Sutcliffe, Whitmarsh, Quarmby, Yeates and Watts. Unitary Cllr Julian Johnson and Bev Cornish, Parish Clerk.

2 members of the public were present.

Part 1

14/180: Apologies: None.

14/181: Minutes: The Minutes of the Parish Council meeting held on 6th October 2014 were approved as a true record and signed by the Chairman following an amendment proposed by Cllr Mace, seconded by Cllr Sutcliffe and agreed by the meeting, to insert the word 'a' before the words 'next meeting' in Minute 14/164. Abstentions were recorded from Cllrs Chandler, Quarmby and Watts.

14/182: Public Question/Statement Time: In response to a question from Mr G Noble regarding the work promised to be done to the fences and road at the Downton Allotments, the Chairman and Clerk said they had no knowledge of any work to be done by the Parish Council having been agreed and the Clerk promised to investigate the matter.

14/183: To receive Declarations of Interest in respect of matters contained in this agenda in accordance with the provisions of the Localism Act 2011: Cllrs Dean and Mace declared a personal and non-pecuniary interest in Minute 14/186, Tree Work Application 14/10368/TCA.

14/184: Matters arising from the Minutes:

14/171: The refurbishment of the Downton Memorial Hall War Memorial: The Chairman reported that Downton Signs had completed the work in time for Remembrance Sunday.

14/155: Apologies: The Chairman reported that he had received Cllr Derek Harrison's letter of resignation from the Parish Council. He confirmed that the Clerk had started the process of informing Wiltshire Council and advertising the vacancy.

14/185: Wiltshire Council matters – Unitary Councillor's Report: Cllr Johnson gave a brief report on the recent briefing meeting he had attended at Wiltshire Council. He said the Council had consolidated their premises across four district council areas from 95 offices to 3 hubs, of which two-thirds had already been disposed.

He also said that central government funding for 2015/16 was likely to be reduced by a further 26 percent or £30 million and this would result in a further reduction in services and jobs even though they had already been reduced as far as thought possible.

He reported further that Mr Tom Bray, the Southern Wiltshire Area Board manager, who had worked for the Board since its inception, would be moving in December in a promotion to work for the Salisbury Area Board.

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14/186: Planning and Tree Works Applications:

14/08763/FUL – 23/25 High Street, Downton – Change of use from shop to residential. Single storey extensions and alterations including porch, alterations to fenestration: Following a discussion on both applications, Cllr Yeates proposed, Cllr Ross seconded and it was agreed by the meeting, with one abstention from Cllr Chandler, that no objection be raised.

14/08819/LBC – 23 High Street, Downton - Single storey extensions including replacement porch, alterations to fenestration. Associated internal and external alterations: Following a discussion on both applications, Cllr Yeates proposed, Cllr Ross seconded and it was agreed by the meeting, with one abstention from Cllr Chandler, that no objection be raised.

14/09830/TCA - Walnut Cottage, 26 The Borough, Downton - Remove 2 lateral branches of walnut tree and crown raise over neighbour's side to balance canopy: Cllr Hayward proposed, Cllr Ford seconded and it was agreed by the meeting, with one abstention from Cllr Chandler, that no objection be raised.

14/09999/FUL - 42 Hamilton Park, Downton - Two storey side extension (incorporating existing garage) and rear utility room: Following a discussion, Cllr Lacey proposed, Cllr Quarmby seconded and it was agreed by the meeting, with one abstention from Cllr Chandler, that the Parish Council should object to the application on the grounds that the application was overdevelopment of the site, contrary to Saved Local Plan Policy G2 Part (vi) of the South Wiltshire Core Strategy and out of keeping with the street scene.

14/10368/TCA - Gardener's Cottage, Long Close West, Downton Reduce height of yew tree to old cutting point by approximately one third and bring in sides by 1m to shape: Cllr Cordell proposed, Cllr Yeates seconded and it was agreed by the meeting, with one abstention from Cllr Chandler, that no objection be raised.

Application to vary Premises Licence - Licensing Act 2003 - Downton Brewery Company, Unit 11, Batten Road, Downton – To vary the times of sales of alcohol to 0800 – 2300: Cllr Sutcliffe proposed, Cllr Watts seconded and it was agreed by the meeting, with one abstention from Cllr Chandler, that no objection be raised.

14/187: To consider a recommendation from the New Housing Development Committee to submit an article for inclusion in the winter edition of the InDownton Newsletter to update residents on the Charles Church planning application and set out the progress of both the plans for Downton Primary School and the resolution of the drainage issues: Cllr Yeates proposed, Cllr Sutcliffe seconded and it was approved by the meeting.

14/188: To consider a written proposal from Cllr Mace on the setting up of regular Parish Council surgeries to address issues from residents: Cllr Watts proposed, Cllr Chandler seconded and it was agreed by the meeting that regular surgeries should be set up in a location which did not constitute a commercial business.

14/189: To consider a revised Letter of Understanding to Wiltshire Council for the maintenance of Bus Shelters in the parish: Cllr Ford proposed, Cllr Sutcliffe seconded and it was approved by the meeting, with one vote against from Cllr Chandler.

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14/190: To consider a proposal from Cllr Dean to amend the Policy for Temporary Event Signage in the Conservation Area in The Borough and on The Borough Greens: Following a lengthy discussion, it was agreed that the existing Policy should remain unchanged.

14/191: To consider and approve the combining of the internal contents insurance for the Memorial Hall within the Parish Council's annual insurance policy, the cost for which will be reimbursed annually by the Memorial Hall Committee: Cllr Ford proposed, Cllr Ross seconded and it was approved by the meeting.

14/192: To consider a request from the Neighbourhood Plan Steering Group for the approval of the sum of £700 for questionnaire printing and data entry costs as well as other sundries in relation to the promotion of a questionnaire to residents across the parish which will inform the Neighbourhood Plan: Following an explanation from the Chairman, Cllr Ford proposed, Cllr Hayward seconded and it was approved by the meeting.

14/193: To consider a response to the Wiltshire Council Car Parking Review: Cllr Ford proposed, Cllr Lacey seconded and it was agreed by the meeting that the Parish Council should not submit a corporate response but that councillors would complete the consultation giving their own personal views.

14/194: Committee Reports:

New Housing Development Committee: Cllr Mace gave a brief report on a recent meeting at which the revised plans for the Primary School had been considered. He said the Committee had asked that the culverting of The Bunny be pursued with the Environment Agency by Wiltshire Council, rather than a bridge, which would enable the inclusion of a Multiuse Games Area to fit into the area of land in the Memorial Gardens that the Parish Council had proposed to lease to the school. He also said that a document clarifying and correcting some of the statements made in the Design and Access Statement for Scotts House had been approved and sent to the Planning Officer.

14/195: Representatives' Reports:

Planning Seminar at Wilsons solicitors: Cllr Mace gave a brief report on an interesting meeting he had attended at Wilsons with Cllrs Lacey and Yeates. He said that one of the speakers was Stephen Hawkins, the Head of Enforcement at Wiltshire Council, who had asked councillors to assist him by reporting any possible breaches in planning legislation as he had only ten officers to cover the whole of Wiltshire and they were unable to always be proactive due to their heavy workloads.

Neighbourhood Plan Steering Group: Cllr Mace gave a brief report on a recent meeting at which the Scoping Report for the Plan had been discussed. He said a questionnaire was being prepared for distribution to all households later in November.

Meeting on HGVs: Cllr Mace gave a brief report on a rather frustrating meeting he had attended with members of the Downton Society at Lyndhurst and hosted by the New Forest National Park Authority. He said representatives from parishes in Wiltshire and Hampshire as well as Hampshire County Council and Police Wiltshire were present and it was clear what was needed to be done to resolve the issues. However, no commitment was given by either the NFNPA or Hampshire County Council to pursue the additional signage needed on the A31 and M27 to reduce the number of lorries erroneously accessing the 7.5 tonne

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zone, with one of the reasons being that the NFNPA had a policy to limit non-essential road signage in the New Forest National Park.

Cllr Mace said that following discussions with members of the Downton Society, it was hoped that discussions could be held with 3663 and Docombe to ensure that deliveries to their depots on the Downton Industrial Estate did not use the 7.5 tonne zone.

Southern Wiltshire Area Board: Cllr Lacey gave a brief report on a recent meeting which had focussed on health issues with a particular emphasis on dementia.

14/196: To approve the following payments:

£300 – Grant Thornton – For External Financial Audit.

£170 – Trevor Read – For the supply of hardwood for public bench.

£669.69 – Glasdon – For two refuse bins for the Moot Lane Recreation Ground.

£540 – Downton Signs – For the refurbishment of the War Memorial on the wall of the Memorial Hall.

Cllr Ford proposed, Cllr Hayward seconded and they were approved by the meeting.

14/197: To approve the Accounts for payment for November and to record the bank balances:

	£
Trevor Read - Supply of wood for public bench	170.00
Glasdon UK Limited - Supply of 2 refuse bins	669.69
Downton Signs - Refurbishment of War Memorial	540.00
The Landcape Group - Bin emptying for October	183.84
James Howells - November Salary	196.80
B Cornish - November Salary	1322.24

	3082.57
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Balances to be Approved and Noted as at 10.11.14:

Current A/c: £5,084.03 Deposit A/c: £44,518.82 Santander Time Deposit: £42,067.66

Cllr Ford proposed, Cllr Hayward seconded and they were approved by the meeting.

14/198: Correspondence:

- 1 Wiltshire Council Youth Co-ordinator – An email from Mr Tony Nye advising of his resignation and plan to leave on 4th December to take up a job in Sturminster Newton in Dorset.
- 2 Plantlife – An email from Ms Katie Cameron regarding various events being held in the Savernake Forest this winter.
- 3 Mr Graham Evans of Old Standlynch Farm – An email and two copy emails regarding his correspondence with Wiltshire Highways on the resurfacing of the road adjacent to his property.
- 4 Mrs Alison Gray, Scout Leader, 1st Downton Scout Troop – An email advising of her intention to run a 'stall' - a gazebo with table and information - on the area outside the Co-op and White Horse Inn in the centre of Downton on Saturday, 25th October 2014 to publicise the Downton Fireworks Night scheduled for Saturday, 1st November (and to sell tickets for the event) but also to publicise the planned restart of the Cub Pack in the village.
- 5 Brian Murray PHF, Past Rotary District Governor, The Rotary Club of Yeovil – An email advising of an event at which Johnny Johnson, aged 93, the only surviving member of

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the gallant RAF Team, The Dambusters is to be Guest Speaker at a special charity event at The Tithe Barn, Haselbury Mill, on Friday 21st November and enclosing a poster to advertise the event.

- 6 WALC – Two emails enclosing a newsletter, the WALC annual accounts and a new set of Model Financial Regulations from NALC.
- 7 Salisbury Journal – An email requesting an urgent response for inclusion in the Christmas Society Issue about events being held in Downton on the lead up to Christmas.
- 8 Wiltshire Assembly – An email from John Bush, Chair extending an invitation to attend the next Wiltshire Assembly, which will take place on Tuesday, 2 December 2014. The focus for this Assembly will be Child Sexual Exploitation (CSE) in Wiltshire. The Assembly meeting will take place in the Atrium at County Hall between 4:00pm and 8:00pm.
- 9 Wiltshire Council – An email from Tim Martienssen, Head of Service, Economic Development and Planning regarding a consultation by BT on their payphone service and the opportunity for PCs to purchase their payphones for £1. Deadline is 22nd December 2014.
- 10 Wiltshire Council – An email from Stuart Donnelly enclosing details of the tax base and grant for Downton for the 2015/16 precept.
- 11 NFNPA – An email from Shona Marsh enclosing the notes of the HGV meeting held on 14th October.
- 12 Salisbury City Council – An email and press release from Jane Fry regarding forthcoming Christmas events in Salisbury.
- 13 Mr Nigel Walker – An email regarding the streetlights in Doctors Alley which are not working. *Clerk has actioned.*
- 14 Isabel de la Haye, Ashley Grange – An emailed invitation to attend Ashley Grange's 30th Anniversary party from 6pm to 8:30pm on the 11th December 2014 at Ashley Grange. *Cllrs Lacey and Whitmarsh to attend.*
- 15 Southern Wiltshire Area Board – An email from Tom Bray advising of a workshop being held to discuss the Wiltshire Council Car Parking Review on 18th November 2014 at City Hall in Salisbury.
- 16 Southern Wiltshire Area Board – An email from Tom Bray advising of a meeting of the CATG on 25th November at 6.15 pm.
- 17 Bluebird Care – An email from Hamish Morton enclosing a press release about Winter Warmth.
- 18 Lynn and George Purcell – An email expressing their thanks to councillors for cleaning Tannery Bridge.
- 19 Salisbury City Council – An email from Claire Burden advising of the Remembrance Sunday service and the WW1 Exhibition and Concert.
- 20 Police and Crime Commissioner – An email from Emma Allaway regarding a Meet the Commissioner event Tuesday 11th November from 5.30pm to 7pm at St Joseph's Catholic College, Ocotol Way, Swindon, SN3 3L4.
- 21 Ms Jane Launchbury – A copy email to PC Matt Holland about an accident with her parked car caused by an HGV access Doccombe through the village and dragging her car through the pinch point causing it to be written off.
- 22 The Downton Society – A copy email from Ms Claire Freemantle to Cllr Julian Johnson regarding the HGV accident at the pinch point in Downton and requesting better enforcement, additional signage on both the M27 and at the edges of the 7.5. tonne zone.
- 23 Wiltshire Council – An email regarding the successful roll out of fibre optic superfast broadband across the county.
- 24 Clive Westlake, Chair of 1st Downton Scouts – An email regarding the policy for signage on the Borough Greens.

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- 25 Carer Support Wiltshire – A letter from Helen Pearson advising that its data suggests that 26 Downton carers are registered with the charity and requesting support for the service it provides.
- 26 Community First – A letter from Philippa Read seeking support for the Wiltshire Good Neighbour Coordinator scheme.
- 27 SLCC - The November edition of The Clerk magazine.
- 28 War Memorials Trust - The November edition of the Bulletin.
- 29 CPRE – Autumn Newsletter.

Part 2 – CONFIDENTIAL INFORMATION – EXEMPT MATTERS

14/199: Cllr Mace proposed the following resolution – ‘That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest, that the press and public be temporarily excluded and they be instructed to withdraw’, seconded by Cllr Sutcliffe and agreed by the meeting.

14/200: Quantity Survey for the Memorial Hall extension: Cllr Mace gave a very brief report on the survey carried out by Fellows Construction Consultants which provided the potential costs for the Memorial Hall extension.

14/201: Date of next meeting – Monday 24th November 2014 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 9.40 pm.