

DOWNTON PARISH COUNCIL

Minutes of the meeting of the New Housing Development Committee held on Wednesday 7th January 2015 at Downton Library, High Street, Downton at 7.00 pm.

Present: Mr Clive Emerson (Chairman) and Cllrs Cordell, Ford, Hayward, Lacey, Mace, Sutcliffe and Yeates. Bev Cornish, Parish Clerk.

One member of the public was present.

Part 1

NHD64/14: Apologies: Cllr Quarmby and Mr Richard Fishlock.

NHD65/14: Minutes: Cllr Mace proposed, Cllr Yeates seconded and it was agreed by the meeting, with one abstention from Cllr Hayward, that the minutes of the meeting held on 27th November 2014 be approved as a true record and signed by the Chairman.

NHD66/14: Public Question/Statement Time: No questions or statements were received.

NHD67/14: Declarations of Interest: The Chairman declared a personal and non-pecuniary interest as he was a Governor of the Primary School and Treasurer for the Downton Primary School Association.

NHD68/14: To receive a report from Cllr Mace on a meeting with the Primary School, Wiltshire Council and Footprint Architects held on Thursday 18th December 2014 to consider the progress of the plans for the extension of the Primary School and the plans for The Bunny in compliance with the requirements of the Environment Agency: Cllr Mace gave a brief report on the meeting which he had attended with Cllr Yeates and the Clerk. He said the pipe and ditch design to enable the re-routing of the water from The Bunny had been given a 'no objection in principle' response from the Environment Agency provided a number of criteria were met. He also said that Wiltshire Council's contracted drainage engineer, Mr Tony Dilke, was reasonably confident that the criteria could be met.

Cllr Mace reported further that the response from the Environment Agency had resulted in the Wiltshire Council school project team giving its approval to the submission of the revised plan which was to be uploaded to the planning application on the website.

NHD69/14: To consider two planning applications relating to Downton Primary School following a resolution from the Parish Council to delegate its response to this Committee:

14/11658/LBC – Downton Primary School, Gravel Close, Downton – Two Classroom extension, playground extension into Memorial Gardens, following a resolution from the Parish Council to delegate its response to this Committee: and

14/11642/DP3 - Downton Primary School, Gravel Close, Downton - Change of use to the Memorial Hall Gardens to include a new playground with new community use Multiple Use Games Area. 10 metre bridge structure to be formed over existing flood defence unit. Proposed 2 storey classroom extension and extension to main hall:

Following a discussion, Cllr Mace proposed, Cllr Ford seconded and it was agreed by the meeting that the Parish Council should respond with the following comments:

‘Downton Parish Council has no objection to the application and agrees with the comments made by Mrs Jocelyn Sage, the Conservation Officer, in her note to Mr Warren Simmonds dated 5th January 2015. It also considers that the viability of this application is still dependent on successful negotiations between the applicant, the Parish Council, Charles Church, Wiltshire Council and the Environment Agency.’

NHD70/14: To consider and agree on the tender process and specification for the appointment of architects to design the proposed extension to the Memorial Hall:

Following a discussion and consideration of a draft Invitation to Tender (‘ITT’) document produced by Cllr Mace, Cllr Mace proposed, Cllr Cordell seconded and it was agreed by the meeting that the ITT document be approved and a Selection Panel be formed which consisted of Cllrs Quarmby, Yeates and Sutcliffe. Cllrs Ford and Mace agreed to be substitutes if the selected councillors became unavailable.

The timing of the process was also agreed with the approval of the selected bidder to be included on the Agenda for the 10th February 2015 Parish Council meeting and plans produced in time for public display at the Annual Parish Meeting on 13th April 2015.

NHD71/14: To consider and agree on the process and timing for leasing an area of the Memorial Gardens, subject to Parish Council approval, and to agree on the covenants and details to be contained in the lease and any actions to be taken:

Following a discussion, Cllr Yeates proposed, Cllr Hayward seconded and it was agreed by the meeting that the following covenants be included in the Lease:

- A 99 year lease provided the school remains a state-funded school. This also includes its division into a Key Stage 1 or 2 state-funded school should a second site be required in the future.
- The maintenance of the fence surrounding the leased land is to be the school’s responsibility.
- The maintenance of the hedging/trees in the Memorial Gardens surrounding the leased land is to be the Parish Council’s responsibility.
- There must be a requirement for access by the Environment Agency to maintain the remaining part of the Bunny and any other pipes relating to the Flood Defence System within the leased land.
- Community access to the multi use games area is to be permitted outside of school hours in accordance with an agreed Community Use Agreement.
- Outside of school hours, Downton Primary School shall allow the use of its rear car park as an overflow car park for the parking of vehicles using the Memorial Hall.

Part 2 – CONFIDENTIAL INFORMATION – EXEMPT MATTERS

NHD72/14: Cllr Mace to propose 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’: Cllr Sutcliffe seconded and it was agreed by the meeting.

NHD73/14: In advance of a meeting with representatives of Charles Church, to consider and agree on the details of the s106 funds to be allocated in the Heads of Terms for the Salisbury Road, Downton development: Following a brief discussion, Cllr Mace proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that funds relating to the Memorial Hall extension and the cost of the pipe and ditch design for the re-routing of The Bunny were to be the principal items for discussion.

NHD74/14: To consider and agree on any other details to be included in the s106 Agreement with Charles Church for the Salisbury Road, Downton development: It was agreed that agreement on other items to be included in the s106 Agreement was to await the meeting with Charles Church.

NHD75/14: Next meeting: Thursday 5th February 2015 at 8.30 pm at Downton Library, High Street, Downton.

With no other business, the meeting closed at 9.05 pm.