

## DOWNTON PARISH COUNCIL

**Minutes of the Meeting held on Monday 9<sup>th</sup> February 2015 at the Band Hall, Gravel Close, Downton at 7.30 pm.**

**Present:** Cllr Mace (Chairman) and Cllrs Chandler (from 7.40 pm), Cordell, Dean, Dickinson, Ford, Hayward, Quarmby, Sutcliffe, Whitmarsh and Yeates.  
Bev Cornish, Parish Clerk.

12 members of the public were present.

**14/279: Apologies:** Cllr Lacey, Pearce, Ross and Watts and Unitary Cllr Julian Johnson.

**14/280: Minutes:** The Minutes of the Parish Council meeting held on 26<sup>th</sup> January 2015 were approved as a true record and signed by the Chairman. Proposed by Cllr Sutcliffe seconded by Cllr Cordell and agreed by the meeting with one abstention from Cllr Quarmby.

**14/281: To receive a briefing from Sgt David Whitby and Pc Matt Holland of Police Wiltshire on local policing issues:** Pc Matt Holland reported that the key priority, as determined by the recent meeting of the Neighbourhood Tasking Group, was HGVs using the B3080 and the 7.5 tonne weight limit zone. He said that Wiltshire Council, Hampshire County Council, New Forest National Park Authority as well as Police Hampshire and Police Wiltshire were working in partnership to resolve the issue.

Pc Holland said he was (a) contacting transport managers following reports from residents of lorry registration numbers; and (b) trying to get assistance from other officers to carry out a 'day of action' when lorries would be stopped and tickets issued if they were not delivering to a site within the zone. It would also enable the police to understand the scope of the problem.

Sgt Dave Whitby introduced himself, gave a summary of his background and of his intention to remain in post as well as the structure of Police Wiltshire in Salisbury.

In response to a question from Cllr Ford regarding the plan for a community campus and the need for some desk space within the parish, Sgt Whitby confirmed that the police would be very interested in having some desk space in Downton to be used by officers as the desk space at the Salisbury Campus was extremely limited.

Cllr Chandler alerted the police to the speed of traffic on the A338, particularly at Charlton and the many accidents which had occurred on it recently.

The Chairman thanked Sgt Whitby and Pc Holland for making the time to attend the meeting.

**Public Question/Statement Time:** Mr and Mrs Morris, Mr Ladds, Mr Mellin, Mrs Moody, Mrs Jovic and Mrs Saxby separately raised their concerns about the multi-use games area ('MUGA') as part of the Primary School's planning application which was to have community use. Mr Ladds also raised his concern about the height of the new classroom block and Mrs Saxby about the proposed re-routing of The Bunny. Mrs Morris said that Sport England had six recommended requirements for the siting of a MUGA and said that the Primary School's MUGA breached all six.

The Chairman advised that he had attended a meeting with the Primary School and had represented the neighbours' objections. He said the project manager had agreed to

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investigate whether changes could be made and he urged residents to take up their concerns direct with the school.

**14/282: To receive Declarations of Interest in respect of matters contained in this agenda in accordance with the provisions of the Localism Act 2011:** Cllr Mace declared a personal and pecuniary interest in Minutes 14/295 and 14/296 and did not speak or vote.

**14/283: Matters arising from the Minutes:**

**14/22: Internal Audit:** The half year audit was completed by Fair Account with no issues being raised.

**14/259, 260 & 261:** The Chairman reported that responses had been submitted on the three consultations.

**14/284: Wiltshire Council matters – Unitary Councillor’s Report:** In the absence of Cllr Julian Johnson, no report was received. However, Cllr Mace reported that he had attended the recent Wiltshire Council budget meeting in Salisbury with Cllr Johnson at which he was delighted to report that the Downton Leisure Centre grant for 2015/16 had been confirmed subject to approval by Full Council at the Budget Meeting on 23<sup>rd</sup> February 2015.

**14/285: Planning and Tree Works Applications:**

**15/00429/ADV - Longford Service Station, Salisbury Road, Downton - New image replacement forecourt signage:** Cllr Hayward proposed, Cllr Ford seconded and it was agreed by the meeting that no objection be raised.

**15/00817/FUL - Meadow View, 1 Barford Lane, Downton - 2 storey rear extension:** Following a discussion, Cllr Sutcliffe proposed, Cllr Yeates seconded and it was agreed by the meeting that the Parish Council should object to the application on the grounds that there was no design and access statement and the Parish Council accorded with the views submitted by the Conservation Officer.

**15/00820/FUL - 11a Moot Gardens, Downton - Single storey rear and side extensions:** Cllr Ford proposed, Cllr Quarmby seconded and it was agreed by the meeting that no objection be raised.

**14/286: To consider a request from a resident who attended the last meeting to install a pedestrian crossing on the High Street and to agree on the action to be taken:** Following a discussion, Cllr Sutcliffe proposed, Cllr Hayward seconded and it was agreed by the meeting that the Clerk should write to the resident asking him to seek the views of his neighbours regarding the installation of a pedestrian crossing which would result in no cars being allowed to park for a distance on either side of the crossing. It was also agreed that a request should be made to the Community Area Transport Group for clearer markings and road surfacing to be installed to make the existing crossing point more visible to drivers.

**14/287: To consider a recommendation from the New Housing Development Committee to appoint an architect to formulate plans for the Memorial Hall extension:** Cllr Sutcliffe gave a brief report on the Invitation to Tender process adopted by the Committee to appoint an architect. He then proposed, with Cllr Ford seconding and it was agreed by the meeting that Paul Stevens Architecture be appointed as Downton Parish Council’s architect and that they be asked to take the plans for the Memorial Hall to RIBA

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Stage 3 for the cost of approximately £10,000 which would lead to a developed design for a planning application.

**14/288: To consider a recommendation from the New Housing Development Committee to allocate an additional £3,000 from reserves for the formulation of plans for the Memorial Hall extension and submission of a full planning application to Wiltshire Council:** Cllr Sutcliffe proposed, Cllr Yeates seconded and it was approved by the meeting.

**14/289: To consider a recommendation from the Amenities Committee to approve a quote from Mr John Savage for maintenance work to be carried out to the boundaries of the play areas and work to two trees on open space land in Barnaby Close:** Cllr Cordell proposed, Cllr Dickinson seconded and the quote for £340 was approved by the meeting.

**14/290: To consider a recommendation from the Amenities Committee to approve a quote on work to be carried out to three trees in the Memorial Gardens and on the land on the corner of Moot Lane:** In the absence of second quotes from Mr David Mercer, Cllr Cordell proposed, Cllr Hayward seconded and it was agreed by the meeting that Active Tree Care's quote of £250 for the pruning of the conifer tree in the Memorial Gardens at the rear of number 35 The Borough be approved, subject to conservation area approval being given by the Tree Officer at Wiltshire Council.

**14/291: To consider amendments to and the adoption of a revised set of Financial Regulations, following a revised set of Model Financial Regulations being published by the National Association of Local Councils:** Following a discussion, Cllr Mace proposed, Cllr Sutcliffe seconded and it was agreed by the meeting that the Regulations be considered and recommendations made to a future meeting by Cllrs Ford, Quarmby and the Clerk.

**14/292: To consider and approve the following payments in relation to the Downton Neighbourhood Plan:**

£189.92 - Ms Jane Brentor – For various stationery items.

£200 - Mrs Celia Scott – For Data-capture of 465 Neighbourhood Surveys.

£66 – Downton Cuckoo Fair – For a stall at this year's Cuckoo Fair.

Following a discussion and the agreement that the payment for £66 to Downton Cuckoo Fair be deferred until the next meeting, Cllr Ford proposed, Cllr Hayward seconded and they were approved by the meeting.

**14/293: Committee Reports:**

**New Housing Development Committee:** Cllr Mace gave a brief report on a recent meeting at which members had considered the appointment of an architect and the ways in which the Parish Council could (a) assist in resolving the objections to the Primary School's planning application ahead of a meeting with the Headteacher and Chair of Governors; and (b) progress the resolutions to the Parish Council's outstanding objections to the Charles Church planning application. He said he wished to record his thanks to Cllrs Ford, Sutcliffe and Yeates as well as the Clerk for their work on the Invitation to Tender process to appoint the architect.

**Amenities Committee:** Cllr Cordell gave a brief report on a recent meeting at which Mr Charles Mant of Mant Leisure had been present to give the Committee an overview of both

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the latest and up-to-date play equipment which would enable it to formulate a forward plan for the parish's play areas. He reported further that the Committee had considered the playground inspection reports and agreed works to be carried out at the Memorial Gardens and Moot Lane Recreation Ground and also at Downton Cemetery.

### 14/294: Representatives' Reports:

**Southern Wiltshire Area Board:** Cllr Whitmarsh gave a detailed report on a recent meeting at which both the Police & Crime Commissioner and the Rural Policing team had given presentations, a road safety scheme for pedestrians and cyclists at Charlton All Saints had been discussed as well as the new approach to youth work across the area. She said there had been no detailed discussion on the proposal to create three mini hubs as part of the Southern Wiltshire Community Campus project.

### 14/295: To approve the following payments:

£183.84 - The Landscape Group - For bin emptying.

£287.76 - The Play Inspection Company - For playground inspections.

£48.72 - Cllr D Mace - for printing and stationery expenses.

£250 - ASG Maintenance Ltd - For work to the play area at West Wick.

£250 - Fair Account - for the completion of the Half Year Internal Audit.

Following Cllr Mace's declaration and his handing over of the chair to Cllr Sutcliffe for this and the next agenda item, Cllr Ford proposed, Cllr Hayward seconded and they were approved by the meeting.

### 14/296: To approve the Accounts for payment for February and to record the bank balances:

	£
Jane Brentor - Expenses for Neighbourhood Plan	189.92
The Landscape Group Bin emptying – February 2015	183.84
Southern Electric - Moot Lane Pavilion	31.89
Fair Account – Internal Audit	250.00
ASG Maintenance – Work to Redrow play area	250.00
Play Inspection Company - Playground inspections	287.76
Mrs C Scott - Neighbourhood Plan questionnaire data capture	200.00
Mr D Mace – printing expenses	48.72
D Yeatman Glaziers - Memorial Hall Window repairs	241.98
James Howells - February Salary	196.80
B Cornish - February Salary	1335.23
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Total	3216.14
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### Balances Approved and Noted as at 09.02.15:

Current A/c: £2,030.96 Deposit A/c: £36,523.55 Santander Time Deposit: £42,067.66

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

### 14/297: Correspondence.

- 1 Wiltshire Police & Crime Commissioner - An email attaching a press release entitled 'Neighbouring forces agree strategic alliance to hit savings targets' regarding discussions being held which will see specialist police resources and support functions

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in the Avon and Somerset and Wiltshire forces being shared under a new strategic alliance bringing about savings over the next 5 years..

- 2 Two emails from Mr David Miller and Ms Katrina Edwards regarding the parked caravans in the car park of the Moot. *The Clerk has responded.*
- 3 Eight emails from Ms Cohen, Mr Neville Jennings, Ms Rosalind Johnson, Mr Mark Merrill, Mrs M Herbert, Mr George Purcell, Mrs Amanda Ivens-Smith, Mrs Cat Milner-Smith querying various issues on the evening road closures. *The Clerk has responded.*
- 4 Wiltshire Council – An email from Mr Alastair Cunningham regarding the Wiltshire Housing Site Allocations Development Plan Document - Identification of Potential Housing Sites - Stakeholder Engagement and the hosting of a workshop on Thursday 26<sup>th</sup> February at Salisbury Guildhall from 6-8 pm at which attendees will be able to comment on the approach and proposals for the document.
- 5 Wiltshire Highways – Several emails from Simon Rowe providing updates on the weather forecast and action being taken to grit the roads.
- 6 Wessex Water – An email from Mr Matt Wheeldon attaching Wessex Water’s response to the Wiltshire Council Local Flood Risk Management Strategy consultation.
- 7 Sarum Orienteering Club – A request from Mr Mark Wright to use the Moot Lane Recreation Ground on Saturday 4<sup>th</sup> July 2015 for the Club’s annual championships.
- 8 Longford Estate – Three emails from Mr Alasdair Jones-Perott regarding work to the Greens. *The Clerk has responded.*
- 9 Mrs Lindsey Jojic – An email seeking information on the use of the MUGA as part of the Primary School’s planning application.
- 10 Mrs J Saxby – An email enclosing a letter regarding the Primary School’s planning application for the New Housing Development Committee for consideration by the New Housing Development Committee.
- 11 Downton Primary School – An email from Mr Richard Fishlock following the meeting held between the school, Wiltshire Council and the Parish Council on Friday 6<sup>th</sup> February to discuss the objections raised by the neighbours to the school’s planning application.

**14/298: Date of next meeting** – Monday 9<sup>th</sup> March 2015 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 9.35 pm.