

## DOWNTON PARISH COUNCIL

**Minutes of the Meeting held on Monday 23rd March 2015 at the Band Hall, Gravel Close, Downton at 7.30 pm.**

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

Nine members of the public were present.

**14/321: Apologies:** Cllr Cordell, Dean and Dickinson.

**14/322: Minutes:** The Minutes of the Parish Council meeting held on 9<sup>th</sup> March 2015 were approved as a true record and signed by the Chairman. Proposed by Cllr Sutcliffe seconded by Cllr Watts and agreed by the meeting with one abstention from Cllr Pearce.

**14/323: Public Question/Statement Time:**

In response to Mrs Moody, Mrs Parry and Mrs Saxby's concerns about the proposed swale in the Memorial Gardens, Cllr Quarmby explained that the Parish Council did not wish there to be any change to the flood risk. He said the school would need to demonstrate by installing the swale that there was no change to the flood risk, otherwise the Environment Agency would not approve the plans.

In response to a concern that the plans for the swale would be produced after the approval of the development, Cllr Quarmby said that he would be flabbergasted if one of the conditions required at the time of the approval of the development did not include the assurance that there was no change to the flood risk.

Mr Glyn Parry asked that the Parish Council did not rescind the previous decisions made in items 9 and 10 on the Agenda.

Mr Bryan Morris drew the attention of the Parish Council to a response to the school's planning application submitted by Public Protection South Wiltshire which had not been published online and which said that officers had significant concerns about the location of the MUGA and its possible adverse impact on the amenity of nearby residential properties. It also included a request that the applicant submitted a management plan.

**14/324: To receive Declarations of Interest in respect of matters contained in this agenda in accordance with the provisions of the Localism Act 2011:** Cllr Pearce declared a personal and non-pecuniary interest in Minute 14/325 planning application number 15/02391.

**14/325: Matters arising from the Minutes:**

**14/314: To consider themes and a speaker(s) for the 2015 Annual Parish Meeting:**

The Chairman reported that Mr Matt Wheeldon of Wessex Water had confirmed that he was able to attend. The Clerk had also separately emailed Danny Everett of Wiltshire Council and was awaiting his response. The venue was to be the Memorial Hall at 7 pm.

**14/326: Planning and Tree Works Applications:**

**15/01766/FUL - 58 The Borough, Downton - Proposed change of use to existing 1st floor flat over dental surgery from class C3 to class D1. Proposed erection of 2 storey 4 bedroom dwelling to the rear of the existing property:** Cllr Ford proposed, Cllr Quarmby seconded and it was agreed by the meeting, with objections from Cllrs

## DOWNTON PARISH COUNCIL

Yeates and Chandler that no objection be raised for both the change of use and for the new dwelling. The Parish Council regarded it as compliant with the Core planning principles of the National Planning Policy Framework in respect of delivering sustainable development and supporting a prosperous rural economy as well as Core Policy 35 of the Wiltshire Core Strategy as the business already provides a vital service for the community and employs local people. However, it wishes to state that it was very concerned about the plans for the access to the new dwelling in the long term which would involve the residents needing to cross the car park of the business. It therefore requested that the s106 agreement contained a clause which required the dwelling and business to co-exist as one entity as the dwelling could be regarded as sustainable only if it continued to enable the business.

**15/02315/FUL - 42 Hamilton Park, Downton - Two storey side extension:** Cllr Lacey proposed, Cllr Ross seconded and it was agreed by the meeting that the Parish Council should object again to the application as there was little change to the plans contained in the previous application. The proposal still contained an incongruous feature which would be at odds with the character of the property and the surrounding properties and would adversely affect the symmetry currently shared with the adjoining properties. It was therefore contrary to saved policies G2 and D3 of the Wiltshire Core Strategy and supplementary planning guidance 'Creating Places'.

**15/02391/FUL - 39 West Wick, Downton - Extension and conversion of double garage to habitable accommodation:** Cllr Watts proposed, Cllr Quarmby seconded and it was agreed by the meeting, with one abstention from Cllr Chandler, that no objection be raised.

**14/327: To consider and agree on the recommended comments from the New Housing Development Committee on the draft Downton Neighbourhood Plan for submission to the Downton Neighbourhood Plan Steering Group:** Cllr Hayward proposed, Cllr Sutcliffe seconded and it was agreed by the meeting, with one abstention from Cllr Chandler, that the comments be approved for submission.

**14/328: To consider and agree on the recommended responses submitted by the New Housing Development Committee on the Wiltshire Council consultation on the Wiltshire Housing Site Allocations Development Plan Document - Identification of Potential Housing Sites:** Cllr Ford gave a detailed report on a briefing meeting he attended with Mrs Nicola Wilson in Salisbury on the Site Allocation Development Plan document which would set out the sites for Wiltshire Council to demonstrate that it could deliver the 42,000 houses set out in the Wiltshire Core Strategy.

He said he would be having a further meeting with officers on 26<sup>th</sup> March to discuss site allocations specific to Downton and proposed that he, Mrs Wilson and the Clerk be delegated the responsibility for submitting a response on behalf of the Parish Council after that meeting. Cllr Quarmby seconded and it was approved by the meeting.

### **14/329: Committee Reports:**

**New Housing Development Committee:** Cllr Mace proposed from the chair that the report of the Committee be brought forward in order to brief councillors on the meeting ahead of their consideration of Minute 14/330 and 14/331.

Cllr Mace reported that the meeting of the Committee was attended by Unitary Cllr Johnson and Mr Malcolm Dodds of Wiltshire Council. He said it allocated a lengthy period of time for residents to speak and for representatives of both the school and Wiltshire Council to

## DOWNTON PARISH COUNCIL

respond to concerns and questions. He reported that Mr Malcolm Dodds agreed to provide 'street scene' plans to show the impact of the Classroom Block on the neighbouring cottages.

Following consideration, it was agreed that the matter of Classroom Block be delayed until the plans had been received and that the Parish Council should continue to object to community access of the MUGA.

**14/330: In relation to Downton Primary School's planning application, to consider a recommendation from the New Housing Development Committee regarding a request from Wiltshire Council to rescind the Parish Council's previously submitted decision to object to the height and impact of the Classroom Block on the Downton Conservation Area and neighbouring listed buildings, recorded at Minute NHD96/14:**

In view of the fact that the 'street scene' plans had still not been received, Cllr Hayward proposed, Cllr Lacey seconded and it was agreed by the meeting that this item be deferred to the next meeting.

**14/331: In relation to Downton Primary School's planning application and the provision of community access to the MUGA, to consider:**

- 1: A recommendation from the New Housing Development Committee regarding a request from Wiltshire Council to rescind the Parish Council's previously submitted decision to object to community access; and**
- 2: A recommendation from the New Housing Development Committee regarding a request from Wiltshire Council to agree to the community access to the MUGA being dealt with solely by a planning condition rather than being enshrined in the lease for the land:**

Following a lengthy discussion, Cllr Hayward proposed, Cllr Ross seconded and it was agreed by the meeting that the Parish Council should not rescind its previously submitted decision to object to community access and that it was important for any community access to the MUGA to be enshrined in the lease for the land.

**14/332: To consider and approve a quote of £90 per quarter from Salisbury Window Cleaning Services to clean the parish's nine bus shelters during the 2015/16 financial year:** Cllr Sutcliffe proposed, Cllr Whitmarsh seconded and it was approved by the meeting.

**14/333: To consider a quote of £1,127 from Milford Roofing for the emergency repair of the roof of the Moot Lane Pavilion following weather damage to the roof and ceiling:** Cllr Sutcliffe advised that in the light of information from Cllr Ross that the roof may contain asbestos, he had arranged for a test to be carried out as a matter of urgency. Subject to the test being clear and that the contractor removed and disposed of the roofing panels, Cllr Quarmby proposed, Cllr Ford seconded and it was approved by the meeting with objections from Cllrs Chandler, Hayward and Yeates.

**14/334: Representative Reports:**

**Meeting to discuss HGV movements through Downton:** Cllr Mace gave a brief report on a constructive meeting held at Downton Library. He said there was an issue with some SatNav technology which did not contain the 7.5 tonne weight limit. He also said the National Park Authority would be pressing the Highways Agency to change the gantry signs on the M27.

## DOWNTON PARISH COUNCIL

**Memorial Hall Committee:** Cllr Mace gave a brief report on the recent AGM at which a new Chairperson, Mrs Chris Parry, had been elected. In response to a query on the annual accounts, Cllr Sutcliffe agreed to seek clarification.

**Stakeholder Engagement Event on the Wiltshire Housing Site Allocations Development Plan Document:** Cllr Ford gave a brief report on this at Minute 14/337.

**Memorial Hall extension:** Cllr Sutcliffe reported that the first draft plans would be available at the end of March. He said the neighbours and Memorial Hall Committee would be invited to see them ahead of their going on display at the Annual Parish meeting on 13<sup>th</sup> April 2015.

**14/335: To approve the following payments:**

£205 - For a new battery for the defibrillator outside the Doctors Surgery.

£280 - Downton Band – For the hire of the Band Hall for meetings.

£167 - Society of Local Council Clerks – Annual subscription.

£1,944 - Mant Leisure – For the replacement bearings to the roundabouts in the Moot Lane Recreation Ground and Memorial Gardens.

£36 - CPRE – Annual subscription.

£269.40 - Mr R Moody – For general maintenance to the play areas as specified by the Playground Inspector's Report.

£43.14 – Viking – For printer cartridges and stationery.

£0.05 – Longford Estate – Annual Rent for the Borough Greens.

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

**14/336: To approve the Accounts for payment prior to the financial year end:**

	£
Community Heartbeat Trust - new battery for the defibrillator	205.00
Downton Band - Meeting hire	280.00
SLCC – Annual subscription	167.00
Mant Leisure – Roundabout repairs	1944.00
CPRE – Annual subscription	36.00
R Moody – Playground maintenance	269.40
Viking – Stationery	43.14
Longford Estate – Annual rent	0.05
Mr J Savage - Cutting back of undergrowth in play areas	330.00
	-----
Total	3274.59
	=====

Cllr Ford proposed, Cllr Sutcliffe seconded and they were approved by the meeting with the proviso that the invoice for Mant Leisure was not despatched until a further inspection of the roundabouts had taken place by Cllrs Watts and Ross and any necessary additional work had been carried out.

**14/337: To approve the Allocated Reserves of the Parish Council for financial year end 2014/15:**

£2k Neighbourhood Plan

£5k Child and youth play equipment for play areas

£3k Legal fees for Section 106 Agreement with Persimmon Homes

£10k To maintain the Redrow play area for the next 10 years

## DOWNTON PARISH COUNCIL

£10k To formulate plans for the Memorial Hall extension and demolition of the Parish Room from architects and the submission of both a pre-application and full planning application to Wiltshire Council.

£27k Fund to re-roof the Memorial Hall in approximately 2 years

£600 Legal Fees for Memorial Gardens Lease.

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

### **14/338: Correspondence:**

1. Bonhams – An email from Mr Neil Coventry regarding the search for a relative of a late owner of a painting.
2. Wiltshire Council – An email from Mr Robert Murphy setting out the details of the car park review.
3. Post Office – A letter regarding the refurbishment of the Crossroads Post Office which will take place from 9<sup>th</sup> April and open again on Saturday 18<sup>th</sup> April at 1 pm. Details are given of the alternative post offices in the area.
4. SWAB – An email from Ms Karen Linaker attaching the terms of reference for the mini community area boards.
5. Downton Primary School – An email from Mr Richard Fishlock attaching a letter to the school's neighbours and a copy of the 'Draft Principles for School/Community Use of the Proposed Games Court at Downton Primary School'.
6. Redlynch Parish Council – An email from the Clerk attaching details of a document produced by Sustrans entitled Salisbury to the New Forest setting out proposed cycle routes from Salisbury to Sandy Balls holiday centre in Godshill.
7. Linden Homes – An email from Mr Mark Carrington cancelling the meeting with the Parish Council to be held on 19<sup>th</sup> March.
8. Mrs Chris Parry – An email confirming that Mr John Foster, the Bursar at The Trafalgar School will be attending the New Housing Development Committee meeting on 19<sup>th</sup> March.
9. Downton Scouts – An email from Mrs Alison Gray regarding dog fouling on the footpath leading to the scout hut.
10. Salisbury Festival – An email from Ms Lucy Rouse attaching a poster for the festival.
11. Unitary Cllr Julian Johnson – Copy emails from an exchange with Adrian Hampton of Wiltshire Council on the work the question of when the work to the pavements in Downton will commence.
12. WALC – March newsletter.
13. CPRE – An email from Mr Frank Ellis asking how CPRE can help parish and town councils and if a councillor could be appointed as a contact for issues relating to planning from/with whom CPRE can either advise or glean information.
14. Police & Crime Commission Wiltshire – An email from Ms Sarah Kyte advising of the PCC's pleasure to announce that nominations are now being sought for the Neighbourhood Policing Awards 2015. This is the second year of the Awards which aim to recognise those who have made a great contribution to making their communities a safer place.
15. Mrs Jenny Saxby – An email requesting information on the plans for the swale in the Memorial Gardens.
16. Mr G Noble – A copy letter from the Charity Commission giving guidance to complainants on the procedure the Charity Commission will go through in addressing people's complaints.

**14/339: Date of next meeting:** To be held at 8 pm immediately after the Annual Parish Meeting on Monday 13<sup>th</sup> April 2015 at 7.00 pm at the Memorial Hall, The Borough, Downton.

With no further business, the meeting closed at 9.30 pm.