

## DOWNTON PARISH COUNCIL

### **Minutes of the Meeting held on Monday 17<sup>th</sup> August 2015 at the Memorial Hall, The Borough, Downton at 7.55 pm.**

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

Twelve members of the public were present.

**15/123: Apologies:** Cllrs Dean and Whitmarsh.

**15/124: Minutes:** The Minutes of the Parish Council meeting held on 27<sup>th</sup> July 2015 were approved as a true record and signed by the Chairman. Proposed by Cllr Pearce, seconded by Cllr Quarmby and agreed by the meeting with abstentions from Cllrs Chandler, Dickinson and Hayward.

**15/125: Chairman's announcements:** Cllr Mace advised that he had received the resignation for personal reasons of Mr Hamish Ross. He said the Clerk had begun the process with Wiltshire Council of advertising the vacancy.

**15/126: Public Question/Statement Time –15 minutes to receive any questions or statements from members of the public:**

Mrs Chris Parry reported that she had been liaising with the Clerk and Wiltshire Council on some repairs to the public toilets which had caused a leak in the Memorial Hall. She said that remedial work had now rectified the problem with some further work to be carried out by the Hall's handyman. She also said that the Hall would not be available for a Parish Council surgery on the weekend of 4<sup>th</sup>-6<sup>th</sup> September.

Mrs Jenny Saxby reiterated the points she had made at the earlier meeting of New Housing Development Committee with regard to the Primary School's request to extend the boundary of the extended playground. She said she strongly objected as this would mean that access by the Environment Agency to the Bunny would be restricted and a 3 metre fence would be required to be attached to her wall. She also thought that it was not necessary to extend the boundary as the Memorial Gardens could be accessed through a gate further into the new playground.

Mr Bryan Morris commented that the neighbours were happy that the Bunny was going to be left intact and asked who was responsible for the maintenance. Following a discussion, the Clerk was asked to check that the Environment Agency would be carrying out its annual clearance in October and to ask that the silt deposited in it last year be removed. Mr Morris also questioned why the extended playground needed to be skewed into the Memorial Gardens as any required sports pitch could be easily marked out on the existing large playground on the other side of the Bunny.

Mr Rick Ladds reiterated the point he had made at the earlier meeting of New Housing Development Committee with regard to the Rodeca cladding attached to the two storey classroom block which he thought looked atrocious and that he would not be given permission to use such a material on his listed property.

Mrs Nikki Wilson asked about the timescales for the planning application and the building of the extension. The Chairman said that as far as he was aware the application was to be

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considered at the end of September meeting of the Southern Area Planning Committee and work would start straightaway if it was given approval.

**15/127: Declarations of Interest:** None.

**15/128: Matters arising from the Minutes:**

**15/56: Annual Accounts External Audit:** The Chairman reported that the Clerk had received the Annual Return which had been approved by the External Auditor with no issues raised.

**15/104: Bridge Cleaning:** Cllr Sutcliffe expressed his thanks to everyone who had helped with the cleaning of Moulds and Iron Bridge on Sunday 16<sup>th</sup> August.

**15/129: Wiltshire Council matters – Unitary Councillor’s Report:** Cllr Johnson advised that he had nothing to report.

**15/130: Planning and Tree Works Applications:**

**15/06883/FUL & 15/06931/LBC 99 The Borough, Downton - Rear two storey extension and detached summer house in rear garden:** Following a discussion, Cllr Mace proposed, Cllr Lacey seconded and it was agreed by the meeting that whilst the Parish Council had no objection to the planning application per se, it expressed concern that with the reduced use of the garage once the work to the annexe had been completed and with the extension to the main house at 99 The Borough (planning application 15/03735/FUL given approval on 15th June) using more land (not shown on the site plan), a limited area would remain available for the provision of on-site parking. As the property was unable to provide ‘on the road parking’ due to the existence of double yellow lines across the vehicular entrance due its proximity to the Iron Bridge, the Parish Council requested that the planning officer ensured there was adequate parking provision for the two dwellings on this site.

**15/06291/FUL Rosemary Cottage, Wick Lane, Downton – Erect a summer house and store in the garden at the rear of the property:** Cllr Quarmby proposed, Cllr Hayward seconded and it was agreed by the meeting that no objection be raised.

**15/07752/TCA Willowdene, Long Close, Downton - Walnut Tree - 3 metre overall crown reduction. Raise lower canopy up to 3 metres:** In view of the fact that the applicant was a parish councillor, Cllr Mace proposed from the chair that the decision be left to Tree Officer.

**15/131: To consider recommendations from the New Housing Development Committee regarding:**

**15/131.1 The revised plans for planning application:**

**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;**

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Cllr Quarmby talked through the issues raised by the New Housing Development Committee and recommendations that the Parish Council should:

- 1 Acknowledge the lowering of the height of the classroom block and the removal of the requirement for public access to the extended playground.
- 2 Express concern regarding the potentially inappropriate Rodeca cladding on the south elevations of the two storey classroom block, which could be viewed from The Borough.

Cllr Sutcliffe proposed, Cllr Ford seconded and it was agreed by the meeting.

### **15/131.2 A request from the Governing Body of the Primary School to:**

- a. **Extend the boundary line of the land to be leased to the Primary School to include a piece of land to the north east of the proposed MUGA in-line with the school's existing entrance to the Memorial Gardens; and**
- b. **include an additional strip on the western side of the MUGA in order to better align with the edge of the MUGA which would be in exchange for a strip of land aligned with the northern edge of the MUGA.**

Cllr Quarmby reported that as the plans and rationale for the changes were unclear, the Clerk had been asked to request a large scaleable plan of the Memorial Gardens site and a meeting with a representative from the Primary School and the Project Manager. The purpose of the meeting was to clarify the boundaries and, in particular, the northern boundary, the height of the fences, the details of the reasons for the requested changes, the access to the Bunny by the Environment Agency and the proposed landscaping plan.

Cllr Quarmby also advised of the New Housing Development Committee's recommendations as follows:

- 1 The inclusion of the Rodeca cladding on the two storey classroom block shown on the South Elevation, and a highlighted concern of the Conservation Officer, should be agreed by planning condition so that all materials are agreed and any subsequent changes are covered by a variation.
- 2 No objection should be raised to the revised plans for the extended playground but the Parish Council was to maintain through the lease the red lines drawn showing the boundaries as agreed at the public consultation. These would remain until Wiltshire Council had demonstrated through technical evidence that the upstream solution to enable the piping of The Bunny was not achievable. This was acknowledged to be the optimal solution for the Parish Council and the Primary School and the opportunity should not be lost.
- 3 In relation to the landscaping scheme for the Memorial Gardens, a planning condition should be placed on the decision notice that the scheme was to be agreed with the Parish Council.

Cllr Sutcliffe proposed, Cllr Ford seconded and it was agreed by the meeting, with an objection from Cllr Watts, that all the recommendations be approved and that the final response to the Primary School's planning application, following the receipt of further information requested under this minute, be delegated to the New Housing Development Committee for submission to Wiltshire Council by the deadline of 4<sup>th</sup> September 2015.

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**15/132: To consider recommendations from the New Housing Development Committee regarding a request from the Neighbourhood Plan Steering Group to ratify the site selection criteria, scoring system and the final version of the policies and proposals for the Downton Neighbourhood plan:** Cllr Quarmby gave a brief report on the recent meeting at which no objections or changes had been requested. He proposed, Cllr Hayward seconded and it was agreed by the meeting that a recommendation that the Parish Council confirm the site selection criteria and scoring system as sound, be approved. Cllr Quarmby also confirmed that the final version of the policies and proposals would be considered at the next meeting of the New Housing Development Committee.

**15/133: To consider a proposal from Cllr Lacey to write to Post Office Services to request the installation of a post box in the vicinity of the High Street in Downton:** Cllr Ford seconded and it was approved by the meeting.

**15/134: To consider a request from the Brian Whitehead Sports Centre Association Ltd to erect solar panels on the roof of the Social Club building at Downton Leisure Centre:** Cllr Sutcliffe proposed, Cllr Hayward seconded and it was approved by the meeting.

### **15/135: Representatives' Reports:**

**Southern Wiltshire Area Board:** Cllr Yeates gave a brief report on the recent meeting at which Wiltshire Police had given a detailed report on the crime figures for the area and had encouraged residents to pay particular attention to the security of their sheds and outbuildings. He also confirmed that the Fire & Rescue Service would be relocating to the Five Rivers Campus and the Salisbury, Mere and Tisbury fire stations would remain open following the merger with the Dorset Fire & Rescue Service.

Cllr Yeates further confirmed that the Parish Council's application for the Campus Project had been accepted by the Area Board with agreement that it could proceed to the next stage, subject to the receipt of guidance from the Community Area Manager on suggested minor amendments prior to submission.

Cllr Yeates reported that the next meeting would be held in Downton on 1<sup>st</sup> October and a representative from the parish was required to give a briefing on what it was like to live in the parish.

**Community Area Transport Group:** Cllr Yeates reported that the issues raised by the Parish Council: (i) the High Street crossing point and (ii) the extension of the double yellow lines from The Bull, would be considered at the next meeting being held on 2<sup>nd</sup> September. He asked members to consider the possibility that drivers may park on the other side of the road beside the Green if the lines from the Bull are extended too far up towards the Memorial Gardens.

### **15/136: To approve the following further payments:**

£183.84 - The Landscape Group – for bin emptying services.

£300.00 – The Play Inspection Company – for playground inspections.

£73.18 – Viking – Ink cartridges.

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

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### 15/137: To approve the Accounts for payment for August and to record the bank balances:

	£
The Landscape Group – for bin emptying services	183.84
The Play Inspection Company – for playground inspections	300.00
Viking – Ink cartridges	73.18
Paul Stevens Architecture – Amendments to Memorial Hall Plans	430.50
Ms R Saxby – August Salary	151.20
Mr T Price – August Salary	151.20
Mrs B Cornish – August Salary	1381.93
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<b>Total</b>	<b>2671.85</b>
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### Balances to be Approved and Noted as at 17.08.15:

Current A/c: £9,271.94 Deposit A/c: £17,840.29 Santander Time Deposit: £41,650.92

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

### 15/138: Correspondence

- 1 Wiltshire Highways – An email from Mr Tracy Myers enclosing the monthly update.
- 2 Salisbury Museum – An email from Ms Louise Tunnard advising of a press release containing details of the museum's collaboration with Salisbury Arts Centre which will be screening the film 'Mr Turner' directed by Mike Leigh on Sunday 20 September.
- 3 Alert Training – An email from Ms Dawn Barry advising of First Aid Training Alert Training which provides a course which is OFQUAL regulated and awarded by the Chartered Institute of Environmental Health (CIEH). The rates are for a minimum of 4 and a maximum of 12 candidates at £75.00 per person and training can be conducted in a location and time to suit the Council, including evenings and weekends.
- 4 Health Watch Wiltshire – An email from Ms Emma Pender advising of the new health and social care website – [www.yourcareyoursupportwiltshire.org.uk](http://www.yourcareyoursupportwiltshire.org.uk).
- 5 Wiltshire Highways – An email from Mr Duncan Bardsley advising of the Temporary Closure of Warrens Lane, Charlton All Saints on 26th August 2015 to enable Wiltshire Council to carry out carriageway resurfacing and associated works.
- 6 Wiltshire Highways – An email from Mr Sean Ellis advising of the closure of Barford Down Farm Lane, Downton on 19th August 2015 to enable Wiltshire Council to carry out carriageway resurfacing and associated works.
- 7 Ms Marion Arbuckle – An email advising that she has contacted Post Office Services with a view to their installing a post box in the High Street now that Simply Fresh has closed. Post Office Services have replied to her saying that they would need to liaise with the Highway Authority as well as the various utilities to ensure that the site would not interfere with existing cables or pipes and she asks that the Parish Council add some weight to this request.
- 8 Police & Crime Commissioner – An email from Ms Lauren Hookings attaching the latest newsletter.
- 9 Wiltshire Council – An email from Mr Alistair Cunningham attaching a response to the Parish Council's letter sent on 28th July.
- 10 VisitWiltshire – An email from Ms Theresa Hopwood inviting the Parrish Council to join VisitWiltshire for an annual fee of £250 per annum.

**15/139: Date of next meeting:** Monday 14<sup>th</sup> September 2015 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 9.15 pm.