



**Minutes of an Ordinary Meeting of the Parish Council held on Monday 11<sup>th</sup> July 2016 at the Band Hall, Gravel Close, Downton at 7.30 pm.**

**Present:** Cllr Mace (Chairman) and Cllrs Brentor, Chandler, Cordell, Dean, Hayward, Pearce, Saxby, Sutcliffe, Whitmarsh, Watts and Yeates.

**In attendance:** Mrs Bev Cornish, Parish Clerk.

**Also present:** Twelve members of the public.

**Public Question Time:**

Mrs Chris Parry advised of three recent car accidents, one of them serious, in The Borough and asked the Parish Council to consider and take action on the issues of both speeding and parked cars which were likely to be exacerbated by the impending extension of the double yellow lines at The Bull public house.

Cllr Yeates clarified that the extension of the double yellow lines from The Bull in The Borough would now only extend by 25 metres. This would avoid causing cars waiting behind parked cars in The Borough, to trail back into the traffic on the A338.

Following further discussion from other members of the public and councillors, it was generally agreed that driver impatience and spatial awareness of the width of parked cars were two main reasons for the problems created, although on the occasion when the serious accident occurred, the car which received the most damage was parked legally.

Mr Adam Mussell spoke in detailed support of his application for Poppy Cottage, 7 High Street.

Mr Rick Ladds requested an update on the lease and conservation issues related to the Primary School extension which had yet to be resolved.

The Clerk advised that there had been very little progress, with comments recently returned by the Diocese on the Head of Terms and the lease had yet to be drafted. She said she would be chasing the Project Manager regarding sight of the landscape plan and the dates of meetings to be attended by the Parish Council's Working Group with the governors, as agreed by Mr Fishlock.

Mrs Nikki Wilson, as Chair of the Downton Neighbourhood Plan Steering Group, reported that the Neighbourhood Plan had passed its independent examination. She said the Examiner's report had been very thorough and supportive, although he had made some recommendations which may result in changes being made to the focus of the Plan prior to it going to Referendum. She also said that one of the comments, which was relevant to the earlier discussions, was that any school which was expanded or built in the area should have safe drop off points, and parking should be fundamental to the design plan, which she felt should be emphasised to the Primary School.

Cllr Mace thanked Mrs Wilson and Cllr Brentor for all their efforts and offered his assistance with the further work to be carried out on the Plan.

**57.16 To receive apologies from Councillors:** Cllr Mace advised that apologies had been received from Unitary Cllr Julian Johnson due to illness, Cllr Dickinson due to a work commitment, Cllr Ford due to a family commitment and Cllr Quarmby due to a holiday commitment. Downton Parish Council RESOLVED to note the apologies received.

**58.16 To consider and resolve to approve the Minutes of the meeting held on 13<sup>th</sup> June 2016:** Downton Parish Council RESOLVED to approve the Minutes of the meeting held on 13<sup>th</sup> June 2016 as a true record and they were signed by the Chairman.

**59.16 To receive Declarations of Interest in respect of matters contained in this agenda in accordance with the Localism Act 2011:** Cllr Saxby declared a personal and pecuniary interest in Minute 67.16 and did not speak or vote when the item was discussed.

**60.16 To resolve to refer any business raised by the public in public discussion, and any other matters or items of information from councillors, to the appropriate committee or to resolve to agree on any other action:** With regard to the issues raised on parking, Cllr Mace proposed from the Chair and it was RESOLVED that parking be considered by the Amenities Committee with the suggestion that it form a Working Group.

Cllr Brentor asked that the members of the public who had expressed their concerns about parking, consider joining the proposed Working Group.

#### **61.16 Planning and Tree Works Applications:**

##### **16/04847/FUL 23 High Street, Downton - Proposed new storage outbuilding:**

Downton Parish Council RESOLVED, with 1 abstention from Cllr Whitmarsh, to object to this application on the following grounds:

- The size and area of the proposed outbuilding, the materials proposed to be used and the significant negative impact they will have on the neighbouring listed properties, residential area and Conservation Area;
- Insufficient information on the precise type of storage equipment to be installed and concerns about disturbance and odours;
- The potential for regular deliveries and collections, if the shop is a supplier to other pet stores and online customers, to and from the side access, which is unsuitable. This will also be in very close proximity to the 3 new residential dwellings in the converted Old Church Rooms which are in the process of being redeveloped;
- The previous application by this applicant removed the storage from within the retail premises to create two residential properties. If this had this not been removed, the outbuilding would not be required.
- This is now a small shop with A1 use and so should be leased to a tenant requiring a small amount of space. The design and materials used for the outbuilding are more appropriately sited on the Downton Industrial Estate.

**16/05018/FUL 37 Greenacres, Downton - Single storey front extension:** Downton Parish Council RESOLVED to raise no objection to this application.

**16/05052/FUL 106 Moot Lane, Downton - Demolish existing detached garage. Erect single storey extension to the side of the property to be used as dining area, study and utility:** Downton Parish Council RESOLVED to raise no objection to this application.

**16/05522/FUL &**

**16/05781/LBC Poppy Cottage, 7 High Street, Downton - 2 storey rear extension to create larger kitchen/dinning and WC/utility on the ground floor and an additional bedroom at 1st floor:** Whilst it took account of the Conservation Officer's comments, Downton Parish Council RESOLVED, with 2 abstentions from Cllrs Chandler and Mace and 1 objection from Cllr Saxby, to raise no objection to this application on the grounds that it did not consider there would be any detrimental impact on the High Street.

**16/05412/FUL &**

**16/06140/LBC 48 The Borough, Downton - Following demolition of existing rear extension, construction of new single storey rear extension and replacement front door:** Downton Parish Council RESOLVED to concur with the comments submitted by the Conservation Officer regarding there being insufficient information on this application and will await further information before submitting its views.

**62.16 To resolve to elect Cllr Saxby to the Amenities Committee:** Cllr Brentor proposed, Cllr Hayward seconded and it was RESOLVED that Cllr Saxby be elected.

**63.16 To resolve to approve an amendment to the listed value of the Memorial Hall in the Parish Council's Asset Register from £565,528 to £1.2 million following receipt of a valuation from Mr Stephen Linard:** Following receipt of an explanation from the Clerk, Downton Parish Council RESOLVED to approve the amendment.

**64.16 To resolve to approve the inclusion of the new Noticeboard at Charlton All Saints in the Parish Council's Asset Register at the value of £150:** Downton Parish Council RESOLVED to approve the addition of the noticeboard.

**65.16 Representative Reports:**

**Brian Whitehead Sports Centre Association and to consider Cllr Sutcliffe's proposal to form a small Working Group to assess the impact of any potential for reduced funding for the Centre in the years ahead:** Cllr Sutcliffe gave a report on a recent meeting at which a new secretary, Mrs Chris Parry, had been appointed and the Committee had been advised that the new treasurer, Mr Neil Gillespie, was in the process of a handover with Mrs Jackie Elkins. He also reported that the DEWS Car Club were looking to join the Association and were considering a storage unit and meeting room space.

He outlined his proposal to form a small Working Group to assess the impact of any potential for reduced funding for the Centre in the years ahead, which was seconded by Cllr Hayward and it was RESOLVED that Cllrs Cordell, Hayward, Mace, Pearce, Saxby and Watts be elected members of the Group.

**Neighbourhood Plan:** Cllr Brentor explained in more detail the contents of the Independent Examiner’s report and the suggestions he had made with regard to possible changes, which needed to be considered by the Steering Group. She said that the revised Plan would be passed to the Parish Council in due course for consideration and approval prior to it being resubmitted to Wiltshire Council.

**Community Area Transport Group:** Cllr Yeates gave a brief report on a recent meeting at which a number of schemes had been discussed, including substantial work to alleviate highway flooding to a property in Coombe Bissett and work to extend the 40 mph speed limit on The Portway at Old Sarum. He said there was a reasonable budget for highway projects, which would need to be match funded by the Parish Council, and asked members to consider possible projects in Downton.

**66.16 To resolve to approve the following payments:**

- £700.00 - Maranji Commercial & Domestic Cleaning - July.
- £342.00 - Watson Electrical Services - for work to lighting in Public Toilets.
- £183.84 - The Landscape Group - for bin emptying.
- £47.89 - Wessex Water – for Public Toilets
- £30.31 – Wessex Water – for Pavilion.
- £37.74 – Bournemouth Water – for Public Toilets.
- £22.74 – Southern Electric – for Pavilion.

Cllr Hayward proposed, Cllr Sutcliffe seconded and it was RESOLVED that they be approved.

**67.16 To resolve to approve the sum of £4,448.09 as the Accounts for payment for July and to record the bank balances:**

	<b>£</b>
Maranji Commercial & Domestic Cleaning - July	700.00
Watson Electrical Services - for work to lighting in Toilets	342.00
The Landscape Group - for bin emptying	183.84
Wessex Water - for Public Toilets	47.89
Wessex Water - for Pavilion	30.31
Bournemouth Water - for Public Toilets	37.74
Southern Electric - for Pavilion	22.74
Ms R Saxby - July Salary	151.20
Mr T Price - July Salary	151.20
B Cornish - July Salary	1444.59
HM Revenue & Customs	1336.68
Total	----- <b>4448.09</b> =====

**Balances to be Approved and Noted as at 11.07.16:**

Current A/c: £9,370.94      Deposit A/c: £78,826.95

Cllr Brentor proposed, Cllr Hayward seconded, with 1 abstention from Cllr Saxby, and it was RESOLVED that they be approved.

**68.16 To resolve to note the Clerk's report providing information on recent issues and work completed:** Cllr Mace proposed from the Chair and it was RESOLVED that the Clerk's report be noted.

**69.16 To resolve to note the Correspondence received:** Downton Parish Council RESOLVED to note the following correspondence:

1. Mrs Emma Goddard – An email seeking guidance from the Parish Council regarding pre-application plans for the construction of a replacement dwelling at Botleys Farm.
2. Mr Andrew Thommesen – An email seeking information on the large commercial building behind Hamilton Park.
3. Nancy Stewart, Longford Estate – A copy of a letter sent by Mr Alasdair Jones-Perrott in response to a letter sent by Mr and Mrs Mark Merrill regarding the footbridge project.
4. Mrs Ruth Webber – An email setting out the recent activities carried out by Wiltshire Council contractors to restore the plastic barriers following a further collision with Iron Bridge.
5. Wiltshire Association of Local Councils – Two Newsletters for June and July from Ms Katie Fielding.
6. Southern Wiltshire Area Board – Two emails from Mr Tom Bray asking that a short article on fly tipping be placed in local parish magazines. The Clerk sent a copy for entry in the July edition of the Parish News. A second email setting out the Area Boards list of themes and projects.
7. Wiltshire Council – An email from Mr Michael Marshman attaching the June edition of the Intelligencier.
8. Mr Jonathan Freer, Vice-Chair of Governors at Downton Primary School – An email requesting a copy of the draft minutes from the New Housing Development Committee meeting held on the 9th May.
9. Mrs Elaine Holme – An email requesting an update on the work to be done to the boundary between Moot Lane Recreation Ground and the bungalows in Castle Meadow.
10. Downton Green Group – An email from Mr Chris Carter attaching a report setting out suggestions on ways in which the Green Group could work with the Parish Council. This will be considered at the forthcoming meeting of the Amenities Committee.
11. Wiltshire Council – An email from Ms Lianne Bartle advising that the Traffic Regulation Order for the double yellow lines in The Borough from The Bull have been issued.
12. Mrs Nicki Johnston – An email regarding the planning application for Poppy Cottage, High Street and advising that she will be attending the meeting 11th July to seek the support of Parish Councillors.
13. Wessex Water – A copy email from Mr Matt Wheeldon to Mr Danny Everett of Wiltshire Council regarding the discharge of surface water for the planning application at 58 The Borough.
14. Ms Katrina Goodwin – An email requesting the display of a banner 3 ft x 6 ft for 4 weeks on one of the bridges in The Borough advertising her Slimming World class. The clerk responded stating that it was within a conservation area and Parish Council would not give permission.
15. Wiltshire Council – An email from Mr Graham Axtell enclosing a letter from Mrs Caroline Musselwhite, expressing concern about the danger to pedestrians using the pavement/footpath from The Sidings to Barford Lane. This is particularly

dangerous during the rush hour when cars mount the pavement to enable a two way traffic flow. This will be added to the next Agenda for the Council to consider its submission to the Community Area Transport Group.

16. Ms Jane Launchbury – An email advising that she had reported to Wiltshire Police the criminal damage cause to several cars including her own in the Pinchpoint and enclosing photographs which show the damaged caused by the corrosive substance, possibly brake fluid, which occurred overnight on Friday 1<sup>st</sup> July.
17. Option 24/7 Team – An email from Graham Ellis asking that the Parish Council complete a survey on bus use in Wiltshire which will assist in their lobbying of Wiltshire Council.
18. Wiltshire Council – An email from Mr Andrew Guest seeking guidance from the Parish Council on the allocation of community funding for the Scotts House development.
19. Mrs Lynn Purcell – An email seeking guidance on whether a pole in an adjacent garden required planning permission.
20. Wiltshire Council – An email from Ms Emily Kavanagh enclosing Wiltshire's Public Health Briefing for June.
21. Mr Nigel Walker – An email addressed to all councillors regarding the planning application for Poppy Cottage.
22. Salisbury Museum – An email from Ms Louise Tunnard advising of a Festival of Archaeology at the museum over the weekend of 23 and 24 July which will feature a live dig led by archaeologist Phil Harding; talks from eminent Egyptologists and archaeologists; and a showground of living history.
23. Wiltshire Highways – An email from Mr Adrian Hampton enclosing the monthly highways report and details of the Parish Steward programme which will commence in October.
24. St Laurence's Church PCC – A letter from Mr Ken Parsons, Lay Chair on behalf of the PCC, expressing objection to the planning application for 23 High Street for a proposed new storage building.

**70.16 Date of next meeting – Monday 8th August 2016 at 7.30 pm at the Band Hall, Gravel Close, Downton**

With no further business, the meeting closed at 8.55 pm.