

DOWNTON PARISH COUNCIL



6th September 2016

To: All Members of Downton Parish Council

You are summoned to an Ordinary Meeting of Downton Parish Council on Monday 12th September 2016 at 8.00 pm at the Band Hall, Gravel Close, Downton for the purpose of transacting the following business.

Yours sincerely

**Bev Cornish
Clerk to the Council**

The Chairman will confirm if all or part of the meeting may be filmed, photographed or audio recorded. If any member of the public has an objection to being filmed or photographed, please would they make themselves known to the Chairman or the Parish Clerk before the start of the meeting.

8.00 pm Public Question Time

Prior to the start of the meeting, there will be a public session which, at the Chairman's discretion may last up to 15 minutes, to enable members of the public to ask questions of and make comment to the Council. Questions not answered at this meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council or Committee meeting. Members of the public are asked to restrict their comments and/or questions to three minutes. This section is not part of the formal meeting of the Council.

Agenda

109.16 To receive apologies from Councillors.

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting as, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

110.16 To consider and resolve to approve the Minutes of the Extraordinary Meeting held on 5th September 2016.

111.16 Declarations of Interest:

- a. To receive **Declarations of Interest** in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers.
- b. To consider any **Dispensation Requests** received by the Parish Clerk and not previously considered.

112.16 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.

113.16 To receive a report from Cllr Brentor and to resolve to accept the revised Downton Neighbourhood Plan for re-submission to Wiltshire Council incorporating the recommended minor changes following the Independent Examiner's report.

114.16 Planning and Tree Works Applications:

15/10781/OUT – Land at Rivermead, Breamore Road, Downton –
Erection of 36 Residential Units, construction of an access road from Breamore Road and associated works.

16/07982/FUL Old Bungalow, Wick Lane, Downton - Demolish the existing bungalow and erection of replacement dwelling.

16/07840/FUL &

16/08225/LBC Manor House, Barford Lane, Downton - Removal of existing single storey extensions and erection of single storey kitchen extension. Repair and rebuild existing garden walling with part removal.

16/06838/ADV &

White Horse Inn, The Borough Downton - Replace existing signage with 8 x new illuminated (7 x fascia and 1 x hanging).

115.16 To consider and approve the annual renewal premium of £4,030.79 for the Parish Council's Insurance Policy with Aviva.

116.16 To resolve to approve the virement of £740 from the Odd Job Contractor budget line and £600 from the Public Bench budget line to meet the £1340 shortfall in the Insurance budget line to meet the costs of the additional insurance premium.

117.16 To consider Wiltshire Council's response of refusal to the Parish Council's request to empty two additional litter bins located outside the Co-op and at the Pharmacy and to consider whether the additional cost of £300 a year should be met by the Parish Council.

118.16 To consider and to resolve to approve the setting up of a Working Group to formulate the 2017/18 Budget and precept and to agree on its membership.

119.16 To receive a short briefing from Cllr Ford following the Clerk's request for training and to resolve to approve that she proceed to gain online training in Health & Safety, Risk Assessments and in the Construction (Design and Management) Regulations at the cost of £44, in view of the impending construction to the Memorial Gardens and Hall.

120.16 To consider setting up a Twitter username primarily to keep residents updated during the forthcoming construction works in Salisbury Road, at the Primary School and Memorial Hall and Gardens.

121.16 Representative Reports:

Downton Allotments: To receive a short verbal report from Cllr Watts on a recent Extraordinary General Meeting and to resolve to agree on any actions to be taken.

Memorial Hall Committee: To receive a short verbal report from Cllr Sutcliffe.

Chalk Pit Committee: To receive a short verbal report from Cllr Yeates.

122.16 To resolve to approve the following payments:

- £700.00 - Maranji Commercial & Domestic Cleaning - September.
- £3345.00 – Mr J Savage – 2nd tranche of grasscutting contract.
- £273.75 – ASG Maintenance – 2nd tranche of grasscutting contract at West Wick.
- £1,163.82 – Broxap for two double litter bins.
- £15.00 – Wiltshire Council – For DBS admin charge.
- £15.00 – Longford Estates – For annual Allotment rent.
- £10.00 – Longford Estates – For rent for playing area.
- £315.00 – Salisbury Window Cleaning Services – For bus shelter cleaning.
- £136.00 – Mr B Moody – For installation and relocation of litter bins.
- £55.00 – Mrs B Cornish – For Wiltshire Council removal of wasps nest in Cemetery.
- £47.89 - Wessex Water – For Public Toilets.
- £126.82 – Mrs B Cornish – For Clerk's Quarterly Expenses.

123.16 To resolve to approve the sum of £11,965.86 as the Accounts for payment for September and to record the bank balances.

124.16 To resolve to approve the Budget to Actual figures to 30th September 2016.

125.16 To resolve to note the Clerk's report providing information on recent issues and work completed.

126.16 To resolve to note the Correspondence received.

127.16 To confirm the date of the next meeting as Monday 26th September 2016 at 7.30 pm at the Band Hall, Gravel Close, Downton