



Minutes of the Ordinary meeting of the Parish Council held on Monday 10th July 2017 at the Band Hall, Gravel Close, Downton at 7.30 pm.

Present: Cllr Mace (Chairman) and Cllrs Brentor, Cordell, Cornell, Pearce, Quarmby, Saxby, Sutcliffe, Watts and Yeates.

In attendance: Mrs Bev Cornish, Parish Clerk.
Unitary Councillor Richard Clewer

Also present: Seven members of the public.

Public Question Time:

Mrs Chris Parry advised of a recent Government announcement that £1 billion was to be invested in rural A-Roads. She asked if Cllr Clewer could ensure that Wiltshire Council made early applications before the monies were allocated so that the long-awaited signage could be erected to ensure unauthorised lorries did not come through Downton.

Cllr Clewer asked Mrs Parry to be cautious about Government announcements until the finer details were known. He said it was likely that the money would be available for the A303 or A36 only which were the priority A-roads in Wiltshire managed by the Highways Agency.

Mrs Nikki Wilson commented that the recent meeting of the New Housing Development Committee which had discussed the Scotts House application had been a great meeting and was a good example of the way in which planning applications should be dealt with all of the time.

Cllr Mace said he agreed that the meeting had given the appropriate amount of scrutiny for the size of this particular planning application but commented that most of the planning applications in Downton parish tended to be for relatively straightforward extensions, or for crown thinning or removal of trees, and these usually did not require the same breadth or depth of discussion as for a 17 house development such as that at the Scotts House site.

Mrs Wilson also made reference to Agenda item 72.17 and said she would like to express strong concern about the proposal to allow small developments and infill over the 190 figure. She said she could understand the desire to be flexible but if developments were supported because, for instance, they provided community benefit, this would nibble away at the 190 figure and this would be against the principle which was stated so strongly in the Neighbourhood Plan.

Unitary Councillor Clewer: Cllr Clewer gave the following report:

1. The Full Council meeting to be held on 11th July would be considering the Council's Business Plan although he was not expecting any surprising decisions to come out of it.
2. The consultation on the recently published Site Allocations DPD, which was the next step in the Core Strategy process, would start on 14th July. There were no additional houses for Downton and the main issues were the 750 houses allocated to be built on the Netherhampton Road in Harnham and the bulk of the housing to be built in the next 10 years would be going in around Trowbridge.
3. With regard to housing over the 190 figure in Downton, Cllr Clewer said that he had spoken to officers and they had advised that there would be no additional housing allocated to Downton. The process for revising the Core Strategy was unlikely to start for another 3 years, as it would require a substantial amount of background work, so there was also no requirement to review the Neighbourhood Plan. The new Core Strategy would run from 2016-2036 and would include Swindon which would make the process more complicated because Swindon was a town and Wiltshire was made up of small towns and villages. He said the Parish Council may wish to allow some affordable homes or homes for keyworkers but it has a made Neighbourhood Plan and so there was no requirement to allow more houses if the community did not want them.

Cllr Quarmby said that the New Housing Development Committee wanted to be proactive rather than reactive over the next 10 years and to gather any necessary evidence. He asked Cllr Clewer how it was best to work with Wiltshire Council officers to ensure that the right evidence was gathered for the next Core Strategy review.

Cllr Clewer said that he would keep an eye on the progress of the new Core Strategy and would let Cllr Quarmby know when the Committee should start its process.

Cllr Mace thanked Cllr Clewer for his report.

65.17 To receive written applications for the office of Parish Councillor and to resolve to approve the co-options of Ms Candy Mason and Mr Dene Gentle to fill two of the existing vacancies: Cllr Mace advised that Ms Mason and Mr Gentle had sent their apologies due to work commitments and therefore were unable to be present for their co-option. Following consideration of their applications Cllr Sutcliffe proposed, Cllr Brentor seconded and it was RESOLVED that Ms Mason and Mr Gentle be co-opted to the Parish Council.

66.17 To receive apologies from Councillors: Cllr Mace proposed from the Chair and it was RESOLVED that following apologies and the reason for it be noted: Cllr Ricketts due to a holiday commitment.

67.17 To consider and resolve to approve the Minutes of the Ordinary Meeting held on Monday 12th June 2017: Downton Parish Council RESOLVED, with 2 abstentions from Cllrs Mace and Quarmby, to approve the Minutes of the meeting held on 12th June 2017 as a true record and they were signed by the Chairman.

68.17 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:

Cllr Saxby declared a personal and pecuniary interest in Minute 78.17.

Cllr Watts declared a personal and non-pecuniary interest in the Tree Works Application 17/06060/TCA for The Wooden Spoon.

b. To consider any Dispensation Requests received by the Parish Clerk and not previously considered:

The Clerk advised that she had not received any requests for dispensations.

69.17 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: Cllr Mace proposed from the Chair and it was RESOLVED that the comments made by Mrs Wilson had been noted and would be taken into account when item 72.17 was considered by councillors.

70.17 Planning and Tree Works Applications

17/05095/FUL 21 Greenacres, Downton - Proposed single storey rear extension, re-roofing of garage & porch area to tie in & address guttering issues, minor internal works: Downton Parish Council RESOLVED to support this application on the grounds that it is a modest extension, in keeping with the existing dwelling and would have no impact on the neighbouring properties.

17/05150/FUL Land to the west of Salisbury Road known as New House Cottage, Downton - Demolition of existing dwelling and erection of replacement 1 no. detached dwelling (Resubmission of 16/10521/FUL):

Downton Parish Council RESOLVED to support this application provided that:

1. It was subject to all of the same planning conditions, particularly in relation to drainage and noise and construction vehicle access not being via the B3080, as those set out in the decision notice for the adjacent Charles Church development for 99 dwellings; and
2. It was subject to pro rata s106, including Education and Early Years contributions, as well as CIL contributions based on the 99 dwellings now becoming 100.

17/06060/TCA The Wooden Spoon High Street, Downton - T1 Western Red Cedar- Fell: Downton Parish Council RESOLVED to leave the decision on this application to the Tree Officer. It noted a contradiction in the application form which stated that the tree was unsafe and yet the sections requesting details on this were not completed. The Parish Council requests that if permission is given to remove the tree, it should be replaced by a tree which is suitable for the site.

17/06316/TPO 2 Gravel Close, Downton - Whitebeam - Reduce crown by one third: Downton Parish Council RESOLVED to support this application but noted a contradiction in the application form which stated that the tree was causing structural damage and yet the sections requesting details on this were not completed.

71.17 To consider the recommendations of the New Housing Development Committee in respect of a response to the following planning application:

17/03795/REM Scotts House Salisbury Road Downton - Reserved Matters following outline approval 15/08510/OUT (residential development of 17 dwellings), for appearance, landscaping, layout, and scale:

Members considered a draft letter setting out in detail the recommended objections following receipt of both contradictory plans and contradictions contained in the design and access statement, uncharacteristic design, lack of information on both the drainage and sewerage systems and on their long term maintenance and lack of information on who will maintain the road, the landscaping and the play areas.

Following a brief report from Cllr Quarmby, Downton Parish Council RESOLVED to approve the letter and to object to the application on the detailed grounds set out in it.

72.17 To consider a recommendation from the Memorial Hall Working Group, following a detailed tender process, to appoint a Contractor to building the Extension to the Memorial Hall: Cllr Sutcliffe gave a detailed report on the tender process to select a contractor to build the Extension. He said that 5 companies had submitted a detailed tender and the Working Group, together with the support of the Parish Council's architect and Quantity Surveyor, recommended that SWH Build of Poole, Dorset be appointed. Cllr Sutcliffe said that SWH Build had scored the highest points for both quality and price during the comprehensive selection process:

Name	Tender Price
SWH Build	£912,377.69
Tenderer B	£997,197.00
Tenderer C	£1,006,117.00
Tenderer D	£1,022,946.00
Tenderer E	£1,026,795.33

Following a discussion and further questions being answered by Cllr Sutcliffe, Downton Parish Council RESOLVED to approve the appointment of SWH Build of Poole, Dorset to build the Extension to the Downton Memorial Hall.

Downton Parish Council further RESOLVED to delegate the formulation and signing of the JCT Contract to the Memorial Hall Working Group. Cllr Sutcliffe advised that the Working Group would be holding a contracts meeting with SWH shortly and work should start in mid-August 2017.

Cllr Mace proposed from the Chair and it was RESOLVED that a vote of thanks be recorded on behalf of the Parish Council to all involved in the tender process and work to secure the Public Works Loan Board loan to enable the work to start on the Memorial Hall Extension.

73.17 To reconsider the Parish Council's position on additional dwellings and for both infill and small developments in Downton beyond the 190 dwellings allocated by the Wiltshire Core Strategy up to 2026 following information received from Unitary Cllr Clewer: Following a brief discussion, Cllr Mace proposed from the Chair and it was RESOLVED that this item be deferred to

the next meeting to enable Cllrs Quarmby and Brentor to liaise with Unitary Cllr Clewer on revised wording for the position statement.

74.17 To consider a resolve to approve a request from Downton Baptist Church to use the Moot Lane Recreation Ground again on Sunday 17th September 2017 for a Christian themed community family event entitled "Create" with the aim of being inclusive and providing family activities and music: Downton Parish Council RESOLVED to approve the request from Downton Baptist Church.

75.17 Committee Reports:

New Housing Development Committee: Cllr Quarmby gave a very brief report on a recent meeting at which the entire meeting was given over to consideration of the Scotts House Reserved Matters application.

76.17 To resolve to receive and note the Minutes of:

The meeting of the New Housing Development Committee held on Monday 5th June 2017.

Downton Parish Council RESOLVED that the Minutes of the meeting be noted.

77.17 Representative Reports:

Health and Wellbeing Board: Cllr Brentor gave a brief report on a recent meeting at which it was agreed that grants which are to be submitted by the Area Board and which cover the areas of health & wellbeing should be given prior consideration by the Health & Wellbeing Board.

Vulnerable People Group: Cllr Brentor reported that the members at the recent meeting had decided to change the name of the group to the Downton Creating a Caring Community Group. She said the recent intergenerational project supported by Age UK and held at the Trafalgar School had been a great success whereby the students assisted older people in learning computing skills. She also gave details of other ongoing projects including the 'Getting to know your Neighbour' project.

The Clerk agreed to write to the Headteacher at the Trafalgar School at Downton to thank him and the students for their positive involvement in the intergenerational computing project.

Cllr Mace expressed his thanks to Cllr Brentor for all her hard work on behalf of the Parish Council.

78.17 To approve the following payments

- £113.30 & £70.80- Mr B Moody – For materials and labour for painting the telephone box in Charlton, Hedge cutting in Hyde Lane and repairs to fence in West Wick.
- £735.00 - Maranji Commercial & Domestic Cleaning – July.
- £183.84 - Idverde Group - for bin emptying in June.
- £56.72 - Viking - For Canon cartridges and paper.

- £48.00 – Priority – For printing of helpful numbers postcards for vulnerable people project.
- £696.31 - Bawden Contracting Services Ltd - For grasscutting in June.
- £468.75 – Water2Business (sewerage) - Public Toilets.

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

79.17 To resolve to approve the sum of £5,448.39 as the Accounts for payment for July and to record the bank balances.

	£
Mr B Moody - For materials and labour for painting the telephone box in Charlton, Hedge	113.30
Maranji Commercial & Domestic Cleaning - July	70.80
Idverde Group - for bin emptying in June	735.00
Viking - For canon cartridges	183.84
Bawden Contracting Services Ltd - For grasscutting in June	56.72
Priority – For printing of helpful numbers postcards	696.31
Water2Business (sewerage) - Public Toilets.	48.00
Mr B Johnson – July Salary	468.75
Mr N Saxby – July Salary	151.20
Mrs B Cornish – July salary	151.20
HMRC – PAYE for April May June	1465.83
Total	1307.44
	5448.39

Balances to be Approved and Noted as at 10.07.17

Current A/c: £5,369.01 Deposit A/c: £62,819.64

Cllr Quarmby proposed, Cllr Cordell seconded and it was RESOLVED that they be approved.

80.17 To resolve to approve the Budget to Actual to 30th June 2017: Downton Parish Council RESOVLED to approve the Budget to Actual spreadsheet to 31st July 2017.

81.17 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:

Annual Accounts: The approved Annual Accounts were sent to the External Auditors, Grant Thornton, on 23rd June. The parish accounts were now advertised for inspection by anyone who wished to see them up to 27th July.

Application for borrowing approval: This was approved by the Wiltshire Association of Local Councils on 6th July and should be with the Secretary of State at the Department of Communities & Local Government on 7th July. The process to obtain approval should take around 3 weeks.

Flood Working Group: The Clerk attended a meeting of the Wiltshire Operational Flood Working Group on Wednesday 14th June which was very useful. Cllr Saxby

and she had subsequently met with Ms Renate Malton, Wiltshire Council's Flood Resilience Officer, to discuss the revision of the Flood Plan and the creating of a Community Emergency Plan. This will be revised over the next two months and in the meantime an application for identified flood equipment will be made to the SSEN Resilient Communities Fund which makes grants up to £20K to communities at risk of flooding.

The Clerk will also be touring the village with Danny Everett, Wiltshire Council Drainage Engineer, Graham Axtell, the Highways Engineer and Richard Clewer to identify drainage issues and gulley clearing prior to the autumn.

Other:

Primary School Playground in Memorial Gardens: Following rather protracted discussions regarding the erection of the required 1.8 m high acoustic fencing on the northern boundary of the playground, the Parish Council has advised the school that this is required to be erected on the land it has leased from the Parish Council. It was a planning condition which it needed to comply with to mitigate the impact of its playground on neighbouring properties.

82.17 To resolve to note the Correspondence received: Cllr Mace proposed from the Chair and it was RESOLVED that the following items of correspondence be noted:

1. Wiltshire Council – Emails regarding:
 - Highway Newsletter for July.
 - Public Health Monthly Briefing for June.
 - Notification of Planning Training Event at Whiteparish Village Hall on Thursday 14th September. 9 people have signed up so far, please let me know if you would like to attend.
 - Draft Wiltshire Site Allocations Plan, a formal development plan document prepared in accordance with the Wiltshire Core Strategy. It will revise settlement boundaries and allocate sites for new housing in order to maintain a five year land supply in Wiltshire's three Housing Market Areas. The consultation will start on 14th July 2017 for 10 weeks and there will be an exhibition on it in Salisbury Guildhall on Wednesday 19th July 2017
2. Wiltshire Association of Local Councils - Newsletter for June & information on training courses as follows:
 - Town Planning from the Parish & Town Council Perspective – Wednesday 6th September 2017
 - Information Governance – Thursday 5th October 2017
3. Citizens Advice Bureau - A letter seeking financial support from the Parish Council in view of the implementation of Universal Credit which will impact significantly on vulnerable people.
4. Police and Crime Commissioner – Notification of his Community Action Fund for projects up to £40K. The criteria are: an increased participation from communities who engage with, and promote community safety, helping to keep their community safe, or projects which demonstrate a reduction in rural crime in communities.
5. Mr John Elliot – An email asking about the installation of superfast broadband in Standlynch.
6. Ms S Miell – An email of complaint regarding the amount of dog mess around the parish and asking what the Parish Council is doing about it.

7. Mrs J Simms – A letter regarding play equipment in the Memorial Gardens.
8. CPRE – An invitation to join CPRE Wiltshire for a private tour and talk by the owner Barbara Pollard at Abbey House Gardens, Malmesbury on Wednesday 6th September 2017 meet at 5:00PM for tea and cake, tour starts at 5:30PM.

83.17 Next meeting: The next meeting will be held Monday 14th August 2017 at 7.30 pm at the Band Hall, Gravel Close, Downton.

With no further business, the meeting closed at 9.00 pm.

Members of the Council considered the foregoing in the matters in consideration of their duties: Equal Opportunities, (race, gender, sexual orientation, marital status and any disability); Crime & Disorder, Health & Safety, and Human Rights.